

Academy of Collaborative Education

Board Meeting

Published on August 18, 2025 at 8:20 AM CDT
Amended on August 18, 2025 at 12:15 PM CDT

Date and Time

Wednesday August 20, 2025 at 3:30 PM CDT

Location

The Center for Children and Families, Inc.
622 Riverside Dr.
Monroe, LA 71201

Amy Marcus is inviting you to a scheduled Zoom meeting.

Topic: ACE Board Meeting

Time: This is a recurring meeting. Meet anytime

Join Zoom Meeting

<https://us06web.zoom.us/j/86737566368>

Meeting ID: 867 3756 6368

One tap mobile

+16465588656,,86737566368# US (New York)

+16469313860,,86737566368# US

Dial by your location

• +1 646 558 8656 US (New York)

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• +1 301 715 8592 US (Washington DC)

• +1 305 224 1968 US

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- +1 312 626 6799 US (Chicago)
- +1 719 359 4580 US
- +1 720 707 2699 US (Denver)
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 689 278 1000 US

Meeting ID: 867 3756 6368

Find your local number: <https://us06web.zoom.us/j/ksFZV05P9>

According to the Louisiana Open Meetings Law - La. R.S. 42:19, notice is hereby given to the members of the Board of Directors of Academy of Collaborative Education and to the general public that the Board will hold a regular, special, or rescheduled meeting, open to the public as specified below. To ensure compliance with the Open Meetings Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

In accordance with La. R.S. 42:17.2, this board meeting will be held virtually. Members of the public can access it through the link on the website. The anchor location for the meeting will be The Center for Children and Families, Inc., located at 622 Riverside Dr., Monroe, LA 71201.

Any individual who wishes to make a public comment on one or more agenda items but cannot attend the meeting must submit their comment to boardchair@aceforasd.org at least 24 hours before the board meeting. The comment should include the individual's full name and the name of the agenda item on which they are commenting.

Any individual interested in providing a public comment on one or more agenda items who can attend the meeting in person may submit their comments to boardchair@aceforasd.org at least 24 hours prior to the board meeting. Alternatively, they may arrive at the meeting, complete the ACE Board Meeting Public Comment Request Form in writing, and submit it to the board chair.

During the board meeting, once the Board President/Chair calls for public comment on a specific agenda item and recognizes the speaker, the individual wishing to make an in-person public comment on an agenda item should be prepared to speak for no longer than 3 minutes. Before commencing with their public comment, the individual must state their full name.

The names of all individuals submitting public comments in person and via email shall be recorded in the meeting minutes.

It is the practice of the board to hear public comments but not respond instantly. The board will confer with the ED and, depending on the issue, either the Board Chair or ED will respond to you within 24 hours.

Agenda

	Purpose	Presenter	Time
I. Opening Items			3:30 PM
A. Record Attendance		Holly Allen	1 m
B. Call the Meeting to Order		Amy Marcus	1 m
C. Approve Minutes	Approve Minutes	Amy Marcus	1 m
Approve minutes for Board Meeting on July 16, 2025			
D. Approval of Agenda	Vote	Amy Marcus	1 m
Request for amendment to the agenda, or approval of the agenda as presented.			
II. Reports			3:34 PM
A. Executive Director Report	FYI	Joellen Freeman	20 m
The Executive Director reports on the organization's performance, strategic progress, financial health, and any significant risks or opportunities that may arise.			
1. Enrollment statistics			
2. Staffing Update			
3. Updated Financials			
4. Audit progress			
5. Sixth-grade expansion update			
6. Paylocity Staff Payroll Contract			

	Purpose	Presenter	Time
7. Executive Director SMART Goals for SY25-26			
B. Principal's Presentation	Discuss	Karen Roberson	20 m
Karen Roberson, ACE's principal, will present academic goals, assessments, data collection, and accountability practices to the board.			
C. Committee Reports	FYI	Amy Marcus	15 m
Board committees are responsible for reporting any critical business matters pertinent to their committee, including proposed action items subject to approval by the full board. The draft minutes from the August committee meetings, to date, are attached for your review.			

****During the August Board Meeting, Finance, Facilities, and Academic Excellence Committee Chairs will present their proposed annual SMART Goals. (However, due to a change in the Governance meeting schedule, the Governance chair will present SMART goals at the September board meeting.)***

Committees will report in the following order:

- Governance (Holly Allen)
- Finance (Latner McDonald)
- Facilities (Davy Mize)
- Academic Excellence (Amy Marcus)

III. Progress-Toward-Goals:

Once the board has approved all committee and Executive Director SMART goals, the committee chairs will report on "Progress-Toward-Goals" at each committee and board meeting by utilizing the following classifications:

- On-Target — progressing well and on schedule;
- Off-Target — falling behind the expected timeline;
- At-Risk — requiring monitoring and/or intervention.

IV. Other/Unfinished Business (Previously visited from an earlier agenda)

	Purpose	Presenter	Time
V. Action Items			4:29 PM
A. Finance Committee's SY25-26 SMART Goals The full board votes on approval of the Finance Committee's goals for SY25-26	Vote	Amy Marcus	3 m
B. Facilities Committee's SY25-26 SMART Goals The full board votes on approval of the Facilities Committee's goals for SY25-26	Vote	Amy Marcus	3 m
C. Academic Excellence Committee's SY25-26 SMART Goals The full board votes on approval of the Academic Excellence Committee's goals for SY25-26	Vote	Amy Marcus	3 m
D. Executive Director SMART Goals for FY26	Vote	Amy Marcus	3 m
E. Approval of Paylocity Contract Vote regarding the approval of the staff payroll management contract offered by Paylocity.	Vote	Amy Marcus	3 m
F. Vote to amend the October board meeting date. The scheduled meeting for the third Wednesday in October coincides with Fall Break. Consequently, we propose rescheduling the meeting to the fifth Wednesday, October 29th, at 3:30.	Vote	Amy Marcus	3 m
G. Vote to amend the Board and Committee Meeting Schedule: Due to scheduling conflicts, the Facilities Committee meeting needs to be changed to 4:00 pm instead of 3:30.	Vote	Amy Marcus	3 m

VI. D.O.N.

DECISIONS made:

OWNERS:

NEXT steps:

VII. Closing Items

4:50 PM

	Purpose	Presenter	Time
A. Adjourn Meeting	Vote	Amy Marcus	1 m

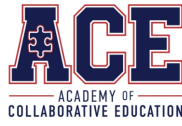
In accordance with the Americans with Disabilities Act, if you need special assistance at a public meeting of Academy of Collaborative Education, please contact Joellen Freeman at jcfreeman@aceforasd.org describing the assistance that is necessary.

Coversheet

Approve Minutes

Section: I. Opening Items
Item: C. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board Meeting on July 16, 2025

APPROVED



Academy of Collaborative Education

Minutes

Board Meeting

Date and Time

Wednesday July 16, 2025 at 3:30 PM

Pursuant to Louisiana Open Meetings Law - La. R.S. 42:19, notice is hereby given to the members of the Board of Directors of Academy of Collaborative Education and to the general public that the Board will hold a regular, special, or re-scheduled meeting, open to the public as specified below. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

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Any individual who wishes to make a public comment on one or more agenda items and can attend the meeting in-person, must also submit their comment to boardchair@aceforasd.org at least 24 hours before the board meeting.

During the board meeting, once the Board President/Chair calls for public comment on a specific agenda item and recognizes the speaker, the individual wishing to make an in-person public

comment on an agenda item should be prepared to speak for no longer than 3 minutes. Before commencing with their public comment, the individual must state their full name.

The names of all individuals submitting public comments in person and via email shall be recorded in the meeting minutes.

Directors Present

Amy Marcus, Anna Grimmert (remote), Davy Mize, Holly Allen (remote), Latner McDonald (remote), Richard Cannon (remote)

Directors Absent

None

Ex Officio Members Present

Carmen Parks (remote), Joellen Freeman

Non Voting Members Present

Carmen Parks (remote), Joellen Freeman

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Amy Marcus called a meeting of the board of directors of Academy of Collaborative Education to order on Wednesday Jul 16, 2025 at 3:32 PM.

C. Approve Minutes

Anna Grimmert made a motion to approve the minutes from Board Meeting on 06-14-25.
Davy Mize seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes

Davy Mize made a motion to approve the minutes from Board Meeting on 06-30-25.
Anna Grimmert seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approval of Agenda

Latner McDonald made a motion to approve Agenda of July 16, 2025.
Holly Allen seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Reports

A. Executive Director Report

Joellen Freeman opened for discussion the following that will be set for vote at the end of the meeting,

- SY 26 EdOps Financial Services Contract
 - ED presented contract. No questions or follow up discussion.
- Amendment of Policy and Procedure and Student Handbook re: absenteeism
 - 2024-2025 Handbook did not explain distinction between excused vs. unexcused
 - Change required to be compliant with BESE and Louisiana law
 - Law lists explicit circumstances warranting excused vs unexcused absences
 - Intent of law is to ensure student meets required daily instructional minutes
- Audit Process
 - Current provider will remain on board through October 2025
 - Process will begin in September 2025
- 6th Grade Expansion
 - Meeting with Grace Episcopal Church Vestry Wednesday of next week re: lease
 - Upgrades required to meet safety and security requirements
 - 6th grade will meet in current ACE building pending completion of any required upgrades
 - Same policies and procedures will apply to alternative location, though adjustments may be required
 - Latner McDonald will attend meeting in person. Joellen will attend virtually

Richard Cannon Joined Meeting.

Karen Roberson joined meeting.

B. Committee Reports

Governance Committee represented by Holly Allen:

- Took questions on state mandated Absenteeism Policy.
 - Policy will likely affect several of ACE's students as parents routinely pull student off campus for private ABA and other therapy.
 - At least 1 family did not choose ACE as a school option because of the policy

- ACE will begin to communicate new policy to parents so that any impacted can work to adjust schedule, therapy dates/times, etc.

Finance Committee represented by Latner McDonald:

- Discussed EdOps Contract briefly
- Most intended items for discussion were tabled due to inability of Executive Director to attend meeting
- Per Anna Grimmett, the past fiscal year (July 2024 to June 2025) financials currently show better than anticipated, with a negative balance of -\$100,000 which is expected to further improve when all financials are included

Facilities Committee represented by Davy Mize:

- July 10 meeting
- 6th grade expansion main topic
- Sprinkler system will need to be installed should we expand to church grounds
- We understand that the CSP grant will cover the majority of expenses
- POV workday set for Saturday, July 19

Academic Excellence Committee represented by Amy Marcus:

- Testing data will be given at next board meeting
- Committee worked on goals for upcoming school year

III. Action Items

A. Vote on EdOps FY26 Finance Contract Proposal

Anna Grimmett made a motion to Approve EdOps FY26 Finance Contract.
Richard Cannon seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Vote on Student-Parent Handbook

Holly Allen made a motion to Approve Amendment to Student-Parent Handbook.
Latner McDonald seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Vote to Ratify Attendance Policy for SY25-26

Holly Allen made a motion to Ratify Attendance Policy for SY25-26.
Davy Mize seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Vote to Amend the Board and Committee Schedule relative to the Governance Committee

Anna Grimmett made a motion to Amend the Board and Committee Schedule relative to the Governance Committee.

Latner McDonald seconded the motion.

The board **VOTED** unanimously to approve the motion.

IV. Closing Items

A. Adjourn Meeting

Next scheduled Board meeting on August 20, 2025 at 3:30pm

Davy Mize made a motion to Adjourn Meeting.

Latner McDonald seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:15 PM.

Respectfully Submitted,

Holly Allen

In accordance with the Americans with Disabilities Act, if you need special assistance at a public meeting of Academy of Collaborative Education, please contact Joellen Freeman at jcfreeman@aceforasd.org describing the assistance that is necessary.

Coversheet

Executive Director Report

Section: II. Reports
Item: A. Executive Director Report
Purpose: FYI
Submitted by:
Related Material: ACE_Financial_Statements_June_2025.pdf
Paylocity Proposal for ACE.pdf
Executive Director FY26 Goals.docx



Financial Overview – 6/30/25

June Financial Statements

- Actual operating deficit for the year ended 6/30/25 is **(\$187,762)**

- Actual total revenue for the year ended 6/30/25 is \$2,748,284
 - Final MFP Revenue for the year is \$1,466,091
 - State Restricted Funds of \$28,174 was reclassified to deferred revenue until issue with stipends is clarified with LDOE
 - Title I, II, IV and IDEA represents final submissions for the year
 - Other Federal Program Grants of \$941,434 include CSP of \$930,709 and High Dosage Tutoring of \$10,725
 - Medicaid revenue has been accrued through June based on current available info.
 - Charitable contributions YTD are \$206,672

- Actual total expense for the year ended 6/30/25 is \$2,936,046
 - Salaries and benefits expense total \$1,450,324 and includes salary accruals for year-end
 - Professional fees total \$895,808
 - Property costs ended the year totaling \$185,006
 - Other Purchased Services of \$115,523 includes student transportation of \$44,370, property/liability insurance of \$66,042, communications of \$5,111
 - Supplies/Curriculum/Books of \$158,961
 - Equipment of \$95,019 is the playground equipment
 - Miscellaneous costs of \$62,404 includes MFP fees, fundraising costs, LAPCS dues, uncoded credit card charges

Academy of Collaborative Education

Statement of Revenues & Expenses - Summary

July 2024 - June 2025



	TOTAL
Revenue	
1000 Local Revenue	
1510 Interest Income	14
1920 Charitable Contributions	206,672
1993 E-rate revenue	20,533
1999 Other Revenue	16,239
Total 1000 Local Revenue	243,457
3000 State Revenue	
1994 MFP Revenue - Local	575,887
3110 MFP Revenue - State	890,204
Total 3000 State Revenue	1,466,091
4000 Federal Revenue	
1991 Medicaid	64,391
4531 IDEA B Grant	17,398
4541 Title I Grant	7,397
4544 Title IV Grant	4,531
4545 Title II Grant	3,585
4590 Other Federal Program Grants	941,434
Total 4000 Federal Revenue	1,038,736
Total Revenue	\$2,748,284
GROSS PROFIT	\$2,748,284
Expenditures	
100 Salaries & Wages	1,247,863
200 Employee Benefits	175,461
300 Professional Services	895,808
400 Purchased Property Services	185,006
500 Other Purchased Services	115,523
600 Supplies	157,877
642 Curriculum/Books	1,084
700 Property & Equipment (over \$5,000)	95,019
800 Miscellaneous Expenses	62,404
Total Expenditures	\$2,936,046
NET OPERATING SURPLUS	\$ -187,762
NET SURPLUS	\$ -187,762

Preliminary

Academy of Collaborative Education

Statement of Revenues & Expenses - Detail

July 2024 - June 2025



	TOTAL
Revenue	
1000 Local Revenue	
1510 Interest Income	14
1920 Charitable Contributions	206,672
1993 E-rate revenue	20,533
1999 Other Revenue	16,239
Total 1000 Local Revenue	243,457
3000 State Revenue	
1994 MFP Revenue - Local	575,887
3110 MFP Revenue - State	890,204
Total 3000 State Revenue	1,466,091
4000 Federal Revenue	
1991 Medicaid	64,391
4531 IDEA B Grant	17,398
4541 Title I Grant	7,397
4544 Title IV Grant	4,531
4545 Title II Grant	3,585
4590 Other Federal Program Grants	941,434
Total 4000 Federal Revenue	1,038,736
Total Revenue	\$2,748,284
GROSS PROFIT	
	\$2,748,284
Expenditures	
100 Salaries & Wages	
111-2400 Other School Administrators	73,536
111-2410 Principal	73,783
111-2430 CEO	95,365
112-1210 Teachers - SPED	527,102
113-2152 Speech Therapist	35,564
113-2161 Occupational Therapist	61,962
114-2400 Clerical - School Administration	46,547
115-1210 Paraprofessionals - SPED	270,155
116-2620 Custodians	21,440
116-3100 Food Service Worker	5,033
118-2134 School Nurse	37,375
Total 100 Salaries & Wages	1,247,863

Preliminary

Academy of Collaborative Education



Statement of Revenues & Expenses

July 2024 - June 2025

	TOTAL
200 Employee Benefits	
210 Group Insurance	3,214
210-1100 Group Insurance - Regular Education	2,127
210-1210 Group Insurance - SPED	24,062
210-2150 Group Insurance - Speech/Audiology	2,442
210-2160 Group Insurance - OT/PT	15,657
210-2400 Group Insurance - Admin	15,761
210-2690 Group Insurance - Facilities	3,481
Total 210 Group Insurance	66,744
220 Social Security Taxes	
220-1210 Social Security Taxes - SPED	58,370
220-2130 Social Security Taxes - Health Services	2,832
220-2150 Social Security Taxes - Speech/Audiology	2,584
220-2160 Social Security Taxes - OT/PT	4,585
220-2400 Social Security Taxes - Admin	20,712
220-2690 Social Security Taxes - Facilities	1,718
220-3100 Social Security Taxes - Food Service	401
Total 220 Social Security Taxes	91,203
225 Medicare Taxes	
225-1210 Medicare Taxes - SPED	429
225-2130 Medicare Taxes - Health Services	28
225-2150 Medicare Taxes - Speech/Audiology	34
225-2160 Medicare Taxes - OT/PT	32
225-2400 Medicare Taxes - Admin	194
225-2690 Medicare Taxes - Facilities	7
Total 225 Medicare Taxes	724
250 State Unemployment	
250-1210 State Unemployment - SPED	7,675
250-2130 State Unemployment - Health Services	395
250-2150 State Unemployment - Speech/Audiology	229
250-2160 State Unemployment - OT/PT	238
250-2400 State Unemployment - Admin	1,179
250-2690 State Unemployment - Facilities	173
250-3100 State Unemployment - Food Service	91
Total 250 State Unemployment	9,980

Academy of Collaborative Education



Statement of Revenues & Expenses

July 2024 - June 2025

	TOTAL
260 Workers Compensation Insurance	
260-2400 Workers Comp - Admin	1,015
260-2690 Workers Comp - Facilities	5,796
Total 260 Workers Compensation Insurance	6,811
Total 200 Employee Benefits	175,461
300 Professional Services	45,928
300-1210 Professional Services - SPED	520,870
300-2110 Professional Services - Data	14,200
300-2150 Professional Services - Speech/Audiology	2,145
300-2211 Professional Svcs - Staff Instruction SPED	6,288
300-2400 Professional Services - School Admin	151,281
300-2510 Professional Services - Finance	53,243
300-2620 Professional Services - Operations	6,784
300-2830 Professional Services - HR	1,873
332-2310 Legal Fees	93,197
Total 300 Professional Services	895,808
400 Purchased Property Services	
411-2620 Water & Sewage	5,137
421-2620 Disposal Services	2,410
424-2630 Lawn Care/Grounds	2,380
430-2400 Repairs & Maintenance - Admin	9,704
430-2620 Repairs & maintenance	39,059
441-2620 Building Rental	123,650
442-2400 Equipment Rental - Admin	2,666
Total 400 Purchased Property Services	185,006
500 Other Purchased Services	
500-2720 Student Transportation	9,500
500-2730 Student Transportation - SPED	34,870
521-2310 Liability insurance	14,162
522-2620 Property insurance	51,880
530-2400 Phone/Internet/Postage - Admin	5,111
Total 500 Other Purchased Services	115,523
600 Supplies	
610-1210 Supplies - Special Education	3,791
610-2130 Materials & Supplies - Health Services	69
610-2160 Materials & Supplies - OT/PT	132
610-2170 Materials & Supplies - Support Child Specific	26
610-2400 Supplies - School Admin	29,595
610-2620 Supplies - Facilities	17,679
615-1210 Technology Supplies - SPED	698

Academy of Collaborative Education

Statement of Revenues & Expenses

July 2024 - June 2025



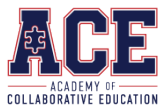
	TOTAL
615-2400 Technology Supplies - School Admin	66,386
621-2620 Natural Gas	2,063
622-2620 Electricity	37,438
Total 600 Supplies	157,877
642 Curriculum/Books	
642-1100 Curriculum/Books - Regular Education	1,084
Total 642 Curriculum/Books	1,084
700 Property & Equipment (over \$5,000)	95,019
800 Miscellaneous Expenses	1,804
800-1210 Miscellaneous Expenses - SPED	32
800-2400 Miscellaneous Expenses - Admin	52,003
810-2400 Dues & Fees - Admin	4,035
835-2510 Interest paid	4,530
Total 800 Miscellaneous Expenses	62,404
Total Expenditures	\$2,936,046
NET OPERATING SURPLUS	\$ -187,762
NET SURPLUS	\$ -187,762

Preliminary

Academy of Collaborative Education

Statement of Financial Position

As of June 30, 2025



	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
101 Operating Bank Account - Cross Keys	9,865
102 Operating Bank Account - Progressive Bank 9642	37,437
Total Bank Accounts	\$47,302
Accounts Receivable	
141 Accounts Receivable (A/R)	435,703
Total Accounts Receivable	\$435,703
Other Current Assets	
145 Due from(to) Friends of ACE	10,100
Total Other Current Assets	\$10,100
Total Current Assets	\$493,105
TOTAL ASSETS	\$493,105
LIABILITIES AND NET ASSETS	
Liabilities	
Current Liabilities	
Accounts Payable	
421 Accounts Payable (A/P)	118,909
Total Accounts Payable	\$118,909
Other Current Liabilities	
461 Accrued Salaries & Benefits	55,832
481 Deferred Revenue	28,174
Direct Deposit Payable	602
Payroll Liabilities	33,055
Total Other Current Liabilities	\$117,663
Total Current Liabilities	\$236,573
Total Liabilities	\$236,573
Net Assets	
798 Fund Balance	444,294
Net Operating Surplus	-187,762
Total Net Assets	\$256,532
TOTAL LIABILITIES AND NET ASSETS	\$493,105

Preliminary

Investment Summary



August 8, 2025 | Quote # Q-297598 | Version # 2 | Quote valid for 30 days

Client Company

Academy of Collaborative Education
505 Glenmar Avenue
Monroe, LA 71201

Client Contact

Joellen Freeman
505 Glenmar Avenue
Monroe, LA 71201



Total Employee Count

50



Monthly Fee

\$903.85



One-Time Fees

\$3,651.54



Total Annual Investment

\$11,246.20

Loc #	Group #	Company or Affiliate Name	Emp Count	Rate	Base	Monthly	Annual	One-Time Fees
1	1	ACE	50	\$14.10	\$198.85	\$903.85	\$11,246.20	\$3,651.54
Total			50			\$903.85	\$11,246.20	\$3,651.54

*Total Annual Investment includes estimated annual fees

*Annualized fees do not include usage based fees

*Monthly HCM fees based on # of Active Headcount as defined in the Additional Terms.

**Plus sales tax if applicable

See following pages for line item breakdown of services

This Investment Summary ("Investment Summary" or "Order") is governed by the Paylocity Subscription Agreement found [here](#), together with the Service Specific Terms found [here](#), and any additional terms specified below. Any terms and conditions referenced on a Client purchase order shall not apply to this Investment Summary.

By signing below, Client agrees to the terms and conditions of this Investment Summary and the SA which shall be effective as of the date of Client's signature below ("Order Effective Date").

Paylocity Account Executive	Date
Signature	

Casey Ruth

Client Authorization	Date
----------------------	------

Signature

Name (Print)

Investment Summary



August 8, 2025 | Quote # Q-297598 | Version # 2 | Quote valid for 30 days

Group(s): 1			
One-Time Fees	Qty	Rate	Price
HCM Bundle			\$3,651.54
Payroll Implementation	-	-	Included
General Ledger Implementation	-	-	Included
Human Resources Implementation	-	-	Included
Time Off Implementation	-	-	Included
Self-Service Portal Implementation	-	-	Included
One-Time Total			\$3,651.54

Group(s): 1					
Monthly Fees	# of Controls	Base	Qty	Rate	Monthly
Complete HCM Solution	1	\$198.85	50	\$14.10	\$903.85
Payroll					
• Payroll Processing	-	-	-	-	Included
• Unlimited Payroll Runs	-	-	-	-	Included
• Prorated & Retro Pay	-	-	-	-	Included
• New Hire Reporting	-	-	-	-	Included
• Direct Deposit	-	-	-	-	Included
• On Demand Payment	-	-	-	-	Included
• Check Printing Service	-	-	-	-	Included
• Tax Filing & Payments	-	-	-	-	Included
• General Ledger	-	-	-	-	Included
Human Resources					
• Human Resources Management	-	-	-	-	Included
• Workflows Process Automation	-	-	-	-	Included
• Centralized Document Library	-	-	-	-	Included
• State Compliance Form Library	-	-	-	-	Included
• Fillable Employee Forms	-	-	-	-	Included
• Unlimited Custom Fields	-	-	-	-	Included
• Time Off Management	-	-	-	-	Included
• Employee Self-Service	-	-	-	-	Included
• Position Management	-	-	-	-	Included
• Org Chart & Directory	-	-	-	-	Included
• Skills & Certifications Management	-	-	-	-	Included
• Employment Verification	-	-	-	-	Included
Talent					
• Onboarding	-	-	-	-	Included
Employee Experience					
• AI Assist	-	-	-	-	Included
• Community	-	-	-	-	Included
• Recognition	-	-	-	-	Included
• Mobile App	-	-	-	-	Included

Investment Summary



August 8, 2025 | Quote # Q-297598 | Version # 2 | Quote valid for 30 days

Insights & Reporting					
• Data Insights	-	-	-	-	Included
• Dynamic Reporting	-	-	-	-	Included
• Modern Workforce Index	-	-	-	-	Included
Customer Service					
• Dedicated Account Management	-	-	-	-	Included
• On Demand Training (PEAK)	-	-	-	-	Included
• Unlimited Product Training	-	-	-	-	Included
Monthly Total					\$903.85

There is no fee to the company for On Demand Payment; however, employees will be charged \$1.25 per transaction.

Annual Fees	Grp	# Ctrl	Base	Qty	Rate	Annual
W2 / 1099	1	1	\$50.00	50	\$7.00	\$400.00
Annual Total						\$400.00

Usage-Based Fees - HCM Services	Base	Rate
Electronic Garnishments		\$1.90
Direct Agency Pay		\$3.05
Tax Registration		\$205.00
Delivery Next Day (UPS)		\$22.00
Split Pack		\$6.00

The fees listed above are invoiced as incurred on per usage basis in accordance with the terms and conditions. Please note these fees are in addition to the ongoing fees stated in the Investment Summary section of the quote.

Additional Terms

The following additional terms and conditions apply to the Services described herein. Capitalized terms used herein and not otherwise defined have the meaning ascribed to such terms in the Paylocity Subscription Agreement.

1. Subscription Term

a) **Initial Subscription Term:** The Initial Subscription Term commences on Service Start Date and continues for a period of two years. "Service Start Date" means (i) to the extent the Order does not cover any spend management or payroll Services, the Order Effective Date; or (ii) to the extent the Order contains spend management Services and not payroll Services, the point in time that the Client's product instance has been completed and usage data is available; or (iii) to the extent the Order contains payroll Services, on the date of First Payroll Processing. "First Payroll Processing" means any use of Paylocity's Services by or on behalf of Client to administer payroll.

(b) **Renewal Term:** Upon conclusion of the Initial Subscription Term, the Services automatically renew for a period of one year, unless Client provides notice of non-renewal at least 60 days prior to the applicable renewal date.

2. Additional Pricing and Payment Terms

(a) Implementation Fees are non-cancellable and non-refundable as of the Order Effective Date.

(b) Implementation Fees are due by Client upon the Order Effective Date.

(c) Paylocity reserves the right to update the price for the Services at any time after the Initial Subscription Term.

(d) Client agrees to allow Paylocity to debit from its account(s) on due date any and all fees due to Paylocity under this Agreement.

(e) **Termination Fee:** (1) If the termination occurs prior to Service Start Date, Client shall pay a termination fee in an amount equal to 3x the monthly service fees payable per the applicable Order; or (2) If the termination occurs after Service Start Date, Client shall pay a termination fee in an amount equal to 50% of the number of months remaining in the then-current term multiplied by the average monthly amount billed for the Services, over the prior 12 month period immediately preceding the termination (or if less than twelve (12) months has elapsed, the monthly average amount billed to Client over the months the Agreement was in effect prior to the termination date).

(f) **Service Fees** are based on the employee headcount as of the Order Effective Date, provided that the Client will be charged monthly for Service Fees based on the Client's current period actual Active Headcount or Product Usage Headcount for use of Paylocity Services. "Active Headcount" means the number of Employee Records that are not listed as a terminated status in the Employee Record within the Paylocity Services platform. "Product Usage Headcount" means the number of Employee Records provisioned to use eligible Services, as identified per the applicable Order and in accordance with the Company's Service Specific Terms. "Employee Record" means a unique employee identifier at each Client or Affiliate account, which includes all Authorized Users.



Executive Director FY26 Goals

Financial Leadership:

By **June 30, 2026**, strengthen executive-level fiscal oversight by:

- **Co-leading** monthly Finance Committee meetings to review budget performance and variances.
- **Presenting** monthly financial updates to the Board of Directors, highlighting key trends and actions.
- **Establishing** a shared financial dashboard with the CPA and Board by **October 1, 2025**, ensuring real-time access to key metrics.
- **Maintaining** organizational financial health in alignment with the building's debt conveyance requirements, demonstrated by meeting or exceeding all debt covenant ratios in quarterly reviews.

Progress review dates: November, January, March, May Finance Committee Meetings

Metric:

- 100% completion of scheduled monthly Finance Committee meetings.
- Monthly board reports delivered on time 100% of the time as supplied by EdOps.
- Dashboard implemented by **October 1, 2025** and updated monthly.
- Meet or exceed debt covenant ratios in 4/4 quarterly reviews.

Relevance:

This goal ensures ACE remains in strong financial standing to meet operational needs, satisfy debt obligations for the building, and provide transparent fiscal accountability to the Board.

Parent Engagement

By **May 31, 2026**, develop and implement a strategic plan to increase parent engagement in:

- Parent Open House Meetings
- Parent Volunteer Organization Meetings
- Parent Resource Connections Events
- Volunteer & Fundraising Events
- Parent Satisfaction Surveys
- School Activities

Key Actions:

1. Launch monthly parent calendar by **August 15, 2025**.
2. Promote all events through multiple channels (email, social media, flyers) with at least **two weeks' notice**.
3. Create a quarterly parent newsletter highlighting opportunities and successes.

Progress review dates: November, January, March, May Academic Committee Meetings

Metrics:

- Increase attendance at Open House and Volunteer Organization Meetings by **20%** compared to the 2024–2025 school year.
- Achieve at least **75% parent satisfaction** on the annual Parent Satisfaction Survey. Increase the number of unique parent volunteers by **15%** year-over-year.
- Implement Parent Resource Connection Meetings for 7 out of the 9 months of school.

Relevance:

Strong parent engagement fosters collaboration, strengthens the school community, and enhances student success. This plan aligns with ACE’s mission by building meaningful connections between families and the school, supporting both academic and social development for students.

Core Value Culture at ACE:

By **May 31, 2026**, develop and embed a **Core Values at ACE** initiative that promotes and reinforces ACE’s Core Values across the school community by:

- Establishing a 7-week themed program centered on ACE’s Core Values.
- Integrating the initiative into Strong Start activities at the beginning of the school year.
- Embedding Core Values into professional development sessions.
- Incorporating Core Values into parent communications such as newsletters, emails, and events.
- Displaying and promoting Core Values in staff areas to reinforce daily practice.

Progress review dates: November, January, March, May Academic Committee Meetings and Full Board Meeting in May.

Metrics:

- Launch the 7-week Values in Action program by September 15, 2025.
- Include Core Values content in 100% of Strong Start and PD agendas.
- Publish at least one Core Values highlight in parent communications each month during the initiative.
- Achieve at least 85% positive response on staff surveys regarding alignment of daily practices with ACE Core Values.
- Achieve at least 80% positive response on parent surveys regarding visible reinforcement of ACE’s Core Values.

Relevance:

A strong, values-driven culture fosters trust, unity, and shared purpose among staff, students, and families. Embedding ACE’s Core Values into daily operations strengthens community identity, supports consistent expectations, and enhances both academic and social-emotional outcomes for students.

Staff Retention:

By **May 31, 2026**, increase retention of high-performing staff members to **90%** by:

- Developing recognition programs such as Teacher of the Year, Paraprofessional of the Year, and Support Staff of the Year.
- Establishing a staff support system that includes mentorships and coaching for professional growth.
- Conducting structured mid-year and end-of-year check-ins with all staff to address needs, provide feedback, and recognize accomplishments.

Progress review dates: November, January, March, May Academic Committee Meetings and Full Board Meeting in May.

Metrics:

- Achieve 90% retention rate among staff rated “high performing” in annual evaluations.
- 100% completion of scheduled mid-year and end-of-year check-ins.
- Document at least three formal recognition events or awards annually.
- At least 80% positive response on the annual staff satisfaction survey regarding support and recognition.

Relevance:

Retaining high-performing staff strengthens instructional quality, ensures consistency for students, and preserves institutional knowledge. This initiative supports ACE’s mission by fostering a culture of appreciation, professional growth, and long-term commitment among top educators and support staff.

Coversheet

Committee Reports

Section: II. Reports
Item: C. Committee Reports
Purpose: FYI

Submitted by:

Related Material:

ACE_FY26_Finance_Committee_SMART_Goals.docx
2025_08_13_finance_committee_meeting_minutes.pdf
8.15.25_Facilities_Committee_SMART_Goals_for_SY25-26.docx
8.15.25_Academic_Excellence_Committee_SY_25-26_SMART_GOALS_.docx
2025_08_06_academic_excellence_committee_meeting_minutes (1).pdf
2025_08_14_facility_development_committee_meeting_minutes.pdf

ACE FY26 Finance Committee SMART Goals

Goal #1:

By September 2025, the Finance Committee, in collaboration with Accounting Services, will initiate a monthly review of the Budget vs. Actual Report to enhance financial oversight and inform strategic decision-making. This analysis will ensure that budgetary allocations align with actual expenditures, providing a clear picture of financial health and supporting informed financial planning.

Goal #2:

The Finance Committee will ensure that financial statements are and continue to be balanced, current, and accurate by September 2025, and will review them at each subsequent Finance Committee meeting. This initiative will involve a thorough review and reconciliation process, ensuring that all financial data is up-to-date and in line with standard accounting practices, thereby strengthening fiscal responsibility and transparency.

Goal #3:

By June 2026, Katie, in collaboration with Accounting Services and the Finance Committee, will develop and implement procedures to efficiently expend the CSP budget. This will include meticulous billing processes, ensuring that funds are utilized effectively and in compliance with program guidelines.

Goal #4:

By August 2025, HEAL will begin providing monthly Medicaid billing reports to the ED, Finance Committee, and Accounting Services to manage productivity effectively, with reports completed by the 15th of the following month. This goal aims to streamline billing processes, ensuring timely and accurate financial reporting, which will contribute to enhanced financial management and more effective resource allocation.

Goal #5:

By August 2025, Accounting, Joellen, Katie, and the Finance Committee will establish, document, and implement comprehensive procedures for the month-end close. This effort aims to standardize the closing process, ensuring accuracy and consistency in financial reporting and supporting a smoother and more efficient monthly financial cycle.

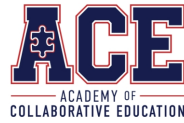
Goal #6:

By August 2025, Katie, Joellen, Accounting, and the Finance Committee will develop a cost analysis for each classroom, determining the cost per pupil and per classroom. This analysis will establish "rules" for decision-making, providing a data-driven foundation for resource allocation and financial planning within the educational environment.

Goal #7:

By June 2026, procedures will be established by Katie, Joellen, Accounting, and the Finance Committee to increase access to cash through timely billing to CSP and Medicaid, as well as by developing a line of credit (LOC). Additionally, by the same date, Anna will create and implement processes for cash transfers with Friends of ACE, ensuring that liquidity is maintained to support operational needs and maintain financial stability.

DRAFT



Academy of Collaborative Education

Minutes

Finance Committee Meeting

Date and Time

Wednesday August 13, 2025 at 2:00 PM

Pursuant to Louisiana Open Meetings Law - La. R.S. 42:19, notice is hereby given to the members of the Board of Directors of Academy of Collaborative Education and to the general public that the Board will hold a regular, special, or re-scheduled meeting, open to the public as specified below. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

Committee Members Present

Amy Marcus (remote), Anna Grimmett (remote), Joellen Freeman, Katie Kahmann, Mike Dunn (remote)

Committee Members Absent

Latner McDonald

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Joellen Freeman called a meeting of the Finance Committee of Academy of Collaborative Education to order on Wednesday Aug 13, 2025 at 2:04 PM.

C. Approve Minutes

Joellen Freeman made a motion to approve the minutes from Finance Committee Meeting on 07-09-25.

Anna Grimmatt seconded the motion.

The committee **VOTED** to approve the motion.

II. Finance

A. 2024/2025 FY and 2025/2026 FY Financials

Today, ACE has approximately \$50,000 in general funds and a \$130 line of credit with \$120 outstanding.

Draft statements show an operating deficit of \$188,000.

Reimbursements are in the EGMS system, but are pending until the school resubmits a revised budget. It's about 400, or slightly less.

As EdOps reviews, they may add a few items to the amounts Mike included, but the changes should be minor.

Due to payroll timing and periods, we have accrued some extra payroll in the first July payroll and possibly for one day of the second payroll. Up to June 25, a payroll accrual has already been made for salaries and wages.

We received no high-cost service funding last year and will apply this fall for the current school year. Qualification depends on last year's expenses, but financial records don't reflect this. Reimbursement is based on current expenses, so from a financial view, no high-cost services are reported.

CSP money is expected to be reimbursed soon.

B. Budget to Actual comparison:

Deferred to next Finance Committee Meeting

C. EdOps Update

Katie and Joellen are meeting with EdOps on Thursdays.

As we make the transition, Mike and his team are coordinating with EdOps and continuing to work on our financials, payables, and other related tasks.

D. Financial Dash Board Categories (EdOps proposal)

Katie and Joellen are engaged in the development of the financial dashboard.

They have been systematically organizing all CSP data and invoices, establishing an appropriate system.

They engage in daily collaboration to ensure progress.

They have been focusing on it and are expected to produce an acceptable version shortly, which they will continue to refine progressively.

E. Audit Update for FY25

ACE has engaged Ms. Lori Woodard, CPA, who has recently supplied certain documents that Joellen is required to complete and return at her earliest convenience.

Lori and her team are planning to commence in mid-September.

However, that start may depend on whether an independent audit of the CSP is required.

It may be necessary to draft an additional engagement letter with her, as this was not incorporated into her contractual agreement's scope of work.

Therefore, it may be necessary to revisit the matter; Lori has already quoted the associated fee for this service as \$7,500.

III. Progress Toward Dashboard Goals:

A. Smart Finance Questions for Board Members

Deferred to the next Finance meeting

B. Pay Scales Review and Revision

Currently, there is no new pay scale established for the upcoming year. However, preparations are required in the coming months to see if there are any adjustments needed for teachers next year.

It is necessary to compare our compensation structure with other school systems to ensure competitiveness.

Presently, our organization offers higher pay to our paraprofessionals than Ouachita Parish or Monroe City.

Regarding teachers and therapists, our pay aligns with that of other districts, although determining this accurately can be complex due to additional factors such as bonuses, the 13th check, and tax considerations, which we do not currently incorporate into our pay structure.

Our current method is straightforward: the pay is fixed as stated.

Maintaining a balanced position within the mid-range is our current standing.

C. Engage an Auditor for FY26

Lori Woodard has been engaged as ACE's auditor for the first three fiscal years.

IV. Progress Toward SMART Goals

A. Approve Finance Committee SMART Goals for the August 20th board meeting agenda

The Finance Committee SMART Goals were approved to be presented to the full board for approval at the August 20th board meeting. Joellen made the motion. Katie seconded. The motion passed.

V. Other Business

A. Stipend

Shira and Joellen are currently addressing the stipend allocation.

ACE has received the stipend grant for the fiscal year 2026, amounting to \$30,707.

The estimated allocated amount is approximately \$1,800, intended for high-performing educators, with an emphasis on future retention and associated initiatives.

Special education teachers are also included to support retention strategies.

Furthermore, a portion of this fund will be designated for differentiated compensation.

A comprehensive plan regarding the utilization of this fund must be developed.

The Finance Committee is scheduled to review and approve the plan in September.

Subsequently, it will be presented to the full board for final approval within the same month.

VI. D.O.N.

A. Decisions. owners. next.

DECISIONS:

1. Approved Finance SMART Goals
2. Continue to investigate stipend money
3. Resolve and gain clarity around CSP

OWNERS:

1. Anna
2. Joellen
3. Joellen

NEXT STEPS:

1. Anna will present to the full board for approval at the August 20th board meeting.
2. Joellen will reach back out to LDOE and gain some resolution. She aims to have it clarified and bring it to the Finance Committee and the full board in September.
3. Joellen will submit a revised budget.

VII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:46 PM.

Respectfully Submitted,
Amy Marcus

In accordance with the Americans with Disabilities Act, if you need special assistance at a public meeting of Academy of Collaborative Education, please contact Joellen Freeman at jcfreeman@aceforasd.org describing the assistance that is necessary.

Facilities Committee SMART GOALS Draft for SY 25-26

The ACE Facilities Committee will ensure completion of repairs and maintenance projects across the building, addressing critical areas such as patching, painting, roofing, plumbing, and electrical systems to ensure safety and functionality. These projects will be executed within the assigned budget, with progress monitored through monthly inspections and reports. Led by Davy Mize (Facilities Chair), the team will coordinate with Joellen Freeman (ED), Latner McDonald (Treasurer and Finance Chair), and contractors to secure the necessary permits and resources, ensuring all work meets compliance standards. This initiative supports the school's commitment to providing a safe and conducive learning environment. The repairs and maintenance will commence within one week of submission of the needed repair or project from the Executive Director and be completed within three weeks of the submission mentioned above, minimizing disruption to school operations. The Facilities Committee will assess this goal and its processes and needed improvements at its May 2026 committee meeting.

The school will add two sixth-grade classrooms to accommodate nine students per room, meeting educational standards and supporting ACE's model. Progress will be tracked at each Facilities Committee meeting through monthly financial reviews and milestones, from planning to final inspection. Led by Davy Mize (Facilities Chair), the team will coordinate with Joellen Freeman (ED), Latner McDonald (Treasurer and Finance Chair), and relevant stakeholders to secure resources and permits, ensuring the timely completion of the expansion. This initiative aligns with the school's mission to enhance educational opportunities and address the growth of its student population. The project is scheduled to commence on August 1, 2025, be operational for students and staff by October 1, 2025, and be complete by March 1, 2026.

ACE Academic Excellence Committee

SY 25-26 SMART GOALS

Goal 1: Improve parent knowledge of and involvement in student assessment data through ACE's Pizza Box portfolio and digital portfolios.

A. Develop and implement a Portfolio System for each grade:

By September 15, 2025, the Academic Excellence Committee—working in collaboration with the leadership team and teachers—will design and implement the ACE's Pizza Box portfolio system. This system will provide teachers with an organized space to collect and store important student data, including academic performance and IEP progress. Teachers will use these portfolios to share updates with parents and caregivers, fostering open communication and collaboration. A designated representative from the Academic Excellence Committee will systematically support teachers, through both casual and scheduled progress checks, on September 15, 2025, November 14, 2025, March 16, 2026, and May 22, 2026, effectively integrating the portfolio system into existing assessment practices. This initiative supports the school's mission to enhance academic excellence by actively engaging parents in their child's educational journey.

B. Enhance Parent Engagement with Digital Portfolios:

(This portion of the goal will be implemented in the 26-27 school year, following training at the beginning of the year.) By April 15, 2026, the Academic Excellence Committee, in partnership with the leadership team and teachers, will develop and implement a digital portfolio system using a platform such as Google Sites, PortfolioGen, or Bulbapp. This will allow parents and caregivers to monitor their child's academic and IEP progress. A representative from the Academic Excellence Committee will train teachers, through both casual and scheduled progress checks, in September of 2026, November of 2026, March of 2027, and May of 2027, to effectively utilize these tools and incorporate them into the assessment process. This project aligns with the school's mission to improve academic excellence by actively involving parents in the educational process.

Goal 2: Increase Reading and Literacy Scores by 35% school-wide compared to the previous year:

By May 1, 2026, ACE will increase reading and literacy scores by 35% in comparison to the 2024–2025 school year reading and literacy scores as measured by all relevant benchmark assessments and progress monitoring tools. This will be achieved through the implementation of targeted reading interventions, differentiated small-group instruction, and consistent data-driven instructional practices. Progress will be reviewed every other month on October 15, 2025, December 15, 2025, February 16, 2026, and April 15, 2026, to ensure all students receive timely support aligned with their individual learning needs.

Goal 3: Integrate ABA principles more fully for improved behavior management:

A. Integrate ABA Principles into Daily Protocols:

By September 30, 2025, the Academic Excellence Committee, in partnership with the leadership team, Jessica Burkett, and ACE line technicians, will incorporate Applied Behavior Analysis (ABA) principles into **daily protocols**, ensuring that adequately trained staff are available to implement interventions and support strategies as necessitated. This initiative will involve securing contracts with new Board-Certified Behavior Analysts (BCBAs) and employing Jessica Burkett as a trainer for all line technicians. The objective is to provide ongoing professional development and support for line technicians, aligning with the school's commitment to fostering a supportive and effective learning environment through evidence-based behavioral management. Full implementation and staff training are targeted for completion by May 1, 2026.

B. Reduce Disruptive Behaviors through ABA Training:

By May 1, 2026, we will reduce disruptive behaviors by 30% relative to the preceding academic year, as evidenced by behavior incident reports. To accomplish this objective, at least 80% of all ACE personnel shall undergo training in fundamental ABA principles by September 30, 2025, and shall maintain their expertise through ongoing training and professional development initiatives, thereby advancing our mission to foster a positive and effective learning environment.

Goal 4: Integrate Communication Boards school-wide:

By October 1, 2025, ACE will begin implementing universal communication boards using SymbolStix in key common areas across the school—including the playground, cafeteria, front lobby, and designated bathrooms—to support students and visitors when AAC devices are unavailable. These boards will provide accessible communication options to promote engagement in daily routines, play, and social interactions. By May 1, 2026, full implementation will be complete, including staff and student training, and observable use of the boards will be documented by the ED and principal in the Attuned Platform.

Goal 5: Implement Parent Training and Enhance Participation and Effectiveness of said training:

By September 16, 2025, the Academic Excellence Committee will develop and implement a monthly parent training program designed to enhance collaboration between the school and families. The program's success will be measured by achieving an average monthly participation rate of at least 75% of the total number of ACE parents/guardians/caregivers, thereby fostering a supportive learning environment for parents and students. To evaluate the program's effectiveness, the Academic Excellence Committee will monitor participation rates monthly at each meeting and conduct quarterly surveys of parents on September 15, 2025, December 15, 2025, March 15, 2026, and June 15, 2026. Based on these assessments, necessary adjustments will be applied by July 31, 2026.

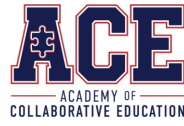
Goal 6: Strengthen Communication Systems

By September 30, 2025, the Academic Excellence Committee, in partnership with the school leadership team, will create and implement a communications system to track emails, texts, and meetings, ensuring full engagement with 100% of parents. This effort supports the Academic Excellence Committee's goal to promote a collaborative environment. The leadership team will carefully monitor communication reach and report progress to the Academic Excellence Committee at each **monthly committee meeting** to ensure comprehensive coverage. The AE Committee will thoroughly assess the effectiveness of these system improvements at the committee meeting held in August of 2026.

Goal 7: Increase Volunteer Engagement

By September 10, 2025, the Academic Excellence Committee, in partnership with school leadership, will enhance volunteer engagement by offering opportunities for the community at large and for parents to complete 10 hours of volunteer work annually. A range of volunteer options will be developed and posted on the ACE website through Bloomerang Volunteer and the Bloomerang Volunteer app. to encourage shared responsibility between families and the school. Volunteer hours will be closely monitored and reported through the Bloomerang Volunteer Site and app. The AE Committee will thoroughly assess the effectiveness of these volunteer engagement efforts at the committee meeting held in August of 2026.

DRAFT



Academy of Collaborative Education

Minutes

Academic Excellence Committee Meeting

Date and Time

Wednesday August 6, 2025 at 3:00 PM

Pursuant to Louisiana Open Meetings Law - La. R.S. 42:19, notice is hereby given to the members of the Board of Directors of Academy of Collaborative Education and to the general public that the Board will hold a regular, special, or re-scheduled meeting, open to the public as specified below. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

Committee Members Present

Amy Marcus (remote), Joellen Freeman, Karen Roberson

Committee Members Absent

Carmen Parks

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Amy Marcus called a meeting of the Academic Excellence Committee of Academy of Collaborative Education to order on Wednesday Aug 6, 2025 at 3:08 PM.

C.

Approve Minutes

Joellen Freeman made a motion to approve the minutes from Academic Excellence Committee Meeting on 07-02-25.

Amy Marcus seconded the motion.

The committee **VOTED** unanimously to approve the motion.

II. Present academic goals, assessments, data collection, and accountability practices to the AE com.

A. Karen's presentation of Academic Assessment Data

Karen Roberson presented a comprehensive slide deck/PP encompassing academic assessment data gleaned from SY 24-25, which she will also present at the August 20th board meeting.

B. The committee asks questions

Minimal discussion was had regarding the questions that board members may ask on August 20.

C. Principal's Academic Goals and Accountability Practices

Karen presented her Principal Goals to the committee, and the committee gave suggestions and feedback.

D. Metrics/Rubric for Renewal Data

Joellen spoke about the renewal data that will be used as evidence for our charter renewal beginning in our third year of existence. Tammy Morgan is helping us with this process.

E. Digital Portfolios

As the first step in the Digital Portfolio process, Karen would like to begin this year by creating the ACE Portfolio Process in which teachers will be assigned, scheduled, and checked off monthly on specific items that will be in each child's ACE Portfolio "Johnny's Pizza" Box.

This will provide time and training for all teachers on the ACE portfolio requirements, and Karen and the teachers will build upon this next school year by incorporating Digital Portfolios.

Karen will rewrite this as a SMART goal and submit it to Amy Marcus by August 11.

F. Staff Professional Development

For SY25-26, teachers and staff will engage in whole-group Professional Development on one Wednesday afternoon of each month.

The other Wednesday afternoons will be spent in Team Collaboration.

There will also be three full days of whole-group professional development and team collaboration held on December 12, January 16, and February 17th.

G. Parent Engagement

Beginning in September, parents will participate in workshops, lectures, and other relevant activities every second Saturday at 9 am in the ACE gym.

The first, "Parent PowWow," will be presented by Jessica Burkett and will educate parents regarding what ABA looks like in the school setting.

III. Academic Excellence Dashboard and SMART Goals

A. SY25-26 Teacher surveys

Due to time constraints, this item was deferred to the next meeting.

B. Discuss Academic Excellence SY25-26 Goals and BOT Dashboard Goals

Karen and Joellen will put the finishing touches on their goals and submit them to Amy by August 11.

C. Non-Exhaustive Annual Academic Excellence Calendar

These items have been put into the BOT Goals system.

Committee members will review them on their dashboards and address as needed.

We will review progress on Non-Exhaustive Calendar items and SMART Goals at each committee meeting.

IV. Closing Items

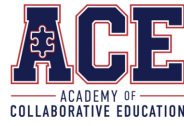
A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:30 PM.

Respectfully Submitted,
Amy Marcus

In accordance with the Americans with Disabilities Act, if you need special assistance at a public meeting of Academy of Collaborative Education, please contact Joellen Freeman at jcfreeman@aceforasd.org describing the assistance that is necessary.

DRAFT



Academy of Collaborative Education

Minutes

Facility/Development Committee Meeting

Date and Time

Thursday August 14, 2025 at 3:30 PM

Pursuant to Louisiana Open Meetings Law - La. R.S. 42:19, notice is hereby given to the members of the Board of Directors of Academy of Collaborative Education and to the general public that the Board will hold a regular, special, or re-scheduled meeting, open to the public as specified below. To ensure compliance with the Open Meeting Law, recipients of this message should not forward it to other Board members, and Board members should not reply to this message.

Committee Members Present

Allison Dickens (remote), Amy Marcus (remote), Davy Mize, Joellen Freeman, Richard Cannon (remote)

Committee Members Absent

Karen Roberson

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Davy Mize called a meeting of the Facility/Development Committee of Academy of Collaborative Education to order on Thursday Aug 14, 2025 at 3:43 PM.

C. Approve Minutes

Davy Mize made a motion to approve the minutes from Facility/Development Committee Meeting on 07-10-25.

Amy Marcus seconded the motion.

The committee **VOTED** to approve the motion.

II. Facility/Development

A. Update on improvements from volunteer work days

Davy provided an update on facility improvements, thanking parents for their volunteer work during the two recent work days.

B. Grace School Expansion

Davy discussed the Grace expansion project and the draft lease to be addressed tomorrow at 10 am at Grace Episcopal.

C. What miscellaneous things need fixing or to get done

Davy reviewed ongoing maintenance and the school expansion that must be completed on time and under budget.

III. Progress Toward Dashboard Tasks:

A. Progress on Dashboard Tasks

The committee is on target to complete all BOT dashboard tasks on time.

IV. Progress Toward SMART Goals:

A. Proposed SY25-26 Facilities SMART Goals:

Davy and Amy are scheduled to complete the final adjustments to the Facilities Committee SMART Goals during the meeting at 10 am tomorrow, which will be held at Grace Episcopal.

V. D.O.N.

A. Decisions. Owners. Next Steps.

- Amy to update the board meeting agenda to include changing the Facilities Committee meeting time from 3:30 PM to 4:00 PM.

- Amy and Davy to discuss and finalize the SMART goals for the Facilities Committee, particularly regarding the budget reference of \$40,000, at their 10 AM meeting.
- Amy to update the committee's SMART goals on the website after finalizing changes.
- Amy, Davy, and Joellen to attend the Friday 10 AM meeting with Grace Church regarding school expansion.
- Davy to provide an update on the Grace Church expansion meeting at the next board meeting.
- Davy to address the repair and maintenance items already identified on his list.

VI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:02 PM.

Respectfully Submitted,
Amy Marcus

In accordance with the Americans with Disabilities Act, if you need special assistance at a public meeting of Academy of Collaborative Education, please contact Joellen Freeman at jcfreeman@aceforasd.org describing the assistance that is necessary.

Coversheet

Finance Committee's SY25-26 SMART Goals

Section: V. Action Items
Item: A. Finance Committee's SY25-26 SMART Goals
Purpose: Vote
Submitted by:
Related Material: ACE_FY26_Finance_Committee_SMART_Goals.docx

ACE FY26 Finance Committee SMART Goals

Goal #1:

By September 2025, the Finance Committee, in collaboration with Accounting Services, will initiate a monthly review of the Budget vs. Actual Report to enhance financial oversight and inform strategic decision-making. This analysis will ensure that budgetary allocations align with actual expenditures, providing a clear picture of financial health and supporting informed financial planning.

Goal #2:

The Finance Committee will ensure that financial statements are and continue to be balanced, current, and accurate by September 2025, and will review them at each subsequent Finance Committee meeting. This initiative will involve a thorough review and reconciliation process, ensuring that all financial data is up-to-date and in line with standard accounting practices, thereby strengthening fiscal responsibility and transparency.

Goal #3:

By June 2026, Katie, in collaboration with Accounting Services and the Finance Committee, will develop and implement procedures to efficiently expend the CSP budget. This will include meticulous billing processes, ensuring that funds are utilized effectively and in compliance with program guidelines.

Goal #4:

By August 2025, HEAL will begin providing monthly Medicaid billing reports to the ED, Finance Committee, and Accounting Services to manage productivity effectively, with reports completed by the 15th of the following month. This goal aims to streamline billing processes, ensuring timely and accurate financial reporting, which will contribute to enhanced financial management and more effective resource allocation.

Goal #5:

By August 2025, Accounting, Joellen, Katie, and the Finance Committee will establish, document, and implement comprehensive procedures for the month-end close. This effort aims to standardize the closing process, ensuring accuracy and consistency in financial reporting and supporting a smoother and more efficient monthly financial cycle.

Goal #6:

By August 2025, Katie, Joellen, Accounting, and the Finance Committee will develop a cost analysis for each classroom, determining the cost per pupil and per classroom. This analysis will establish "rules" for decision-making, providing a data-driven foundation for resource allocation and financial planning within the educational environment.

Goal #7:

By June 2026, procedures will be established by Katie, Joellen, Accounting, and the Finance Committee to increase access to cash through timely billing to CSP and Medicaid, as well as by developing a line of credit (LOC). Additionally, by the same date, Anna will create and implement processes for cash transfers with Friends of ACE, ensuring that liquidity is maintained to support operational needs and maintain financial stability.

Coversheet

Facilities Committee's SY25-26 SMART Goals

Section: V. Action Items
Item: B. Facilities Committee's SY25-26 SMART Goals
Purpose: Vote
Submitted by:
Related Material: 8.15.25_Facilities_Committee_SMART_Goals_for_SY25-26.docx

Facilities Committee SMART GOALS Draft for SY 25-26

The ACE Facilities Committee will ensure completion of repairs and maintenance projects across the building, addressing critical areas such as patching, painting, roofing, plumbing, and electrical systems to ensure safety and functionality. These projects will be executed within the assigned budget, with progress monitored through monthly inspections and reports. Led by Davy Mize (Facilities Chair), the team will coordinate with Joellen Freeman (ED), Latner McDonald (Treasurer and Finance Chair), and contractors to secure the necessary permits and resources, ensuring all work meets compliance standards. This initiative supports the school's commitment to providing a safe and conducive learning environment. The repairs and maintenance will commence within one week of submission of the needed repair or project from the Executive Director and be completed within three weeks of the submission mentioned above, minimizing disruption to school operations. The Facilities Committee will assess this goal and its processes and needed improvements at its May 2026 committee meeting.

The school will add two sixth-grade classrooms to accommodate nine students per room, meeting educational standards and supporting ACE's model. Progress will be tracked at each Facilities Committee meeting through monthly financial reviews and milestones, from planning to final inspection. Led by Davy Mize (Facilities Chair), the team will coordinate with Joellen Freeman (ED), Latner McDonald (Treasurer and Finance Chair), and relevant stakeholders to secure resources and permits, ensuring the timely completion of the expansion. This initiative aligns with the school's mission to enhance educational opportunities and address the growth of its student population. The project is scheduled to commence on August 1, 2025, be operational for students and staff by October 1, 2025, and be complete by March 1, 2026.

Coversheet

Academic Excellence Committee's SY25-26 SMART Goals

Section: V. Action Items
Item: C. Academic Excellence Committee's SY25-26 SMART Goals
Purpose: Vote
Submitted by:
Related Material:
8.15.25_Academic_Excellence_Committee_SY_25-26_SMART_GOALS_.docx

ACE Academic Excellence Committee

SY 25-26 SMART GOALS

Goal 1: Improve parent knowledge of and involvement in student assessment data through ACE's Pizza Box portfolio and digital portfolios.

A. Develop and implement a Portfolio System for each grade:

By September 15, 2025, the Academic Excellence Committee—working in collaboration with the leadership team and teachers—will design and implement the ACE's Pizza Box portfolio system. This system will provide teachers with an organized space to collect and store important student data, including academic performance and IEP progress. Teachers will use these portfolios to share updates with parents and caregivers, fostering open communication and collaboration. A designated representative from the Academic Excellence Committee will systematically support teachers, through both casual and scheduled progress checks, on September 15, 2025, November 14, 2025, March 16, 2026, and May 22, 2026, effectively integrating the portfolio system into existing assessment practices. This initiative supports the school's mission to enhance academic excellence by actively engaging parents in their child's educational journey.

B. Enhance Parent Engagement with Digital Portfolios:

(This portion of the goal will be implemented in the 26-27 school year, following training at the beginning of the year.) By April 15, 2026, the Academic Excellence Committee, in partnership with the leadership team and teachers, will develop and implement a digital portfolio system using a platform such as Google Sites, PortfolioGen, or Bulbapp. This will allow parents and caregivers to monitor their child's academic and IEP progress. A representative from the Academic Excellence Committee will train teachers, through both casual and scheduled progress checks, in September of 2026, November of 2026, March of 2027, and May of 2027, to effectively utilize these tools and incorporate them into the assessment process. This project aligns with the school's mission to improve academic excellence by actively involving parents in the educational process.

Goal 2: Increase Reading and Literacy Scores by 35% school-wide compared to the previous year:

By May 1, 2026, ACE will increase reading and literacy scores by 35% in comparison to the 2024–2025 school year reading and literacy scores as measured by all relevant benchmark assessments and progress monitoring tools. This will be achieved through the implementation of targeted reading interventions, differentiated small-group instruction, and consistent data-driven instructional practices. Progress will be reviewed every other month on October 15, 2025, December 15, 2025, February 16, 2026, and April 15, 2026, to ensure all students receive timely support aligned with their individual learning needs.

Goal 3: Integrate ABA principles more fully for improved behavior management:

A. Integrate ABA Principles into Daily Protocols:

By September 30, 2025, the Academic Excellence Committee, in partnership with the leadership team, Jessica Burkett, and ACE line technicians, will incorporate Applied Behavior Analysis (ABA) principles into **daily protocols**, ensuring that adequately trained staff are available to implement interventions and support strategies as necessitated. This initiative will involve securing contracts with new Board-Certified Behavior Analysts (BCBAs) and employing Jessica Burkett as a trainer for all line technicians. The objective is to provide ongoing professional development and support for line technicians, aligning with the school's commitment to fostering a supportive and effective learning environment through evidence-based behavioral management. Full implementation and staff training are targeted for completion by May 1, 2026.

B. Reduce Disruptive Behaviors through ABA Training:

By May 1, 2026, we will reduce disruptive behaviors by 30% relative to the preceding academic year, as evidenced by behavior incident reports. To accomplish this objective, at least 80% of all ACE personnel shall undergo training in fundamental ABA principles by September 30, 2025, and shall maintain their expertise through ongoing training and professional development initiatives, thereby advancing our mission to foster a positive and effective learning environment.

Goal 4: Integrate Communication Boards school-wide:

By October 1, 2025, ACE will begin implementing universal communication boards using SymbolStix in key common areas across the school—including the playground, cafeteria, front lobby, and designated bathrooms—to support students and visitors when AAC devices are unavailable. These boards will provide accessible communication options to promote engagement in daily routines, play, and social interactions. By May 1, 2026, full implementation will be complete, including staff and student training, and observable use of the boards will be documented by the ED and principal in the Attuned Platform.

Goal 5: Implement Parent Training and Enhance Participation and Effectiveness of said training:

By September 16, 2025, the Academic Excellence Committee will develop and implement a monthly parent training program designed to enhance collaboration between the school and families. The program's success will be measured by achieving an average monthly participation rate of at least 75% of the total number of ACE parents/guardians/caregivers, thereby fostering a supportive learning environment for parents and students. To evaluate the program's effectiveness, the Academic Excellence Committee will monitor participation rates monthly at each meeting and conduct quarterly surveys of parents on September 15, 2025, December 15, 2025, March 15, 2026, and June 15, 2026. Based on these assessments, necessary adjustments will be applied by July 31, 2026.

Goal 6: Strengthen Communication Systems

By September 30, 2025, the Academic Excellence Committee, in partnership with the school leadership team, will create and implement a communications system to track emails, texts, and meetings, ensuring full engagement with 100% of parents. This effort supports the Academic Excellence Committee's goal to promote a collaborative environment. The leadership team will carefully monitor communication reach and report progress to the Academic Excellence Committee at each **monthly committee meeting** to ensure comprehensive coverage. The AE Committee will thoroughly assess the effectiveness of these system improvements at the committee meeting held in August of 2026.

Goal 7: Increase Volunteer Engagement

By September 10, 2025, the Academic Excellence Committee, in partnership with school leadership, will enhance volunteer engagement by offering opportunities for the community at large and for parents to complete 10 hours of volunteer work annually. A range of volunteer options will be developed and posted on the ACE website through Bloomerang Volunteer and the Bloomerang Volunteer app. to encourage shared responsibility between families and the school. Volunteer hours will be closely monitored and reported through the Bloomerang Volunteer Site and app. The AE Committee will thoroughly assess the effectiveness of these volunteer engagement efforts at the committee meeting held in August of 2026.

Coversheet

Executive Director SMART Goals for FY26

Section: V. Action Items
Item: D. Executive Director SMART Goals for FY26
Purpose: Vote
Submitted by:
Related Material: Executive Director FY26 Goals.docx

Executive Director FY26 Goals

Financial Leadership:

By **June 30, 2026**, strengthen executive-level fiscal oversight by:

- **Co-leading** monthly Finance Committee meetings to review budget performance and variances.
- **Presenting** monthly financial updates to the Board of Directors, highlighting key trends and actions.
- **Establishing** a shared financial dashboard with the CPA and Board by **October 1, 2025**, ensuring real-time access to key metrics.
- **Maintaining** organizational financial health in alignment with the building's debt conveyance requirements, demonstrated by meeting or exceeding all debt covenant ratios in quarterly reviews.

Progress review dates: November, January, March, May Finance Committee Meetings

Metric:

- 100% completion of scheduled monthly Finance Committee meetings.
- Monthly board reports delivered on time 100% of the time as supplied by EdOps.
- Dashboard implemented by **October 1, 2025** and updated monthly.
- Meet or exceed debt covenant ratios in 4/4 quarterly reviews.

Relevance:

This goal ensures ACE remains in strong financial standing to meet operational needs, satisfy debt obligations for the building, and provide transparent fiscal accountability to the Board.

Parent Engagement

By **May 31, 2026**, develop and implement a strategic plan to increase parent engagement in:

- Parent Open House Meetings
- Parent Volunteer Organization Meetings
- Parent Resource Connections Events
- Volunteer & Fundraising Events
- Parent Satisfaction Surveys
- School Activities

Key Actions:

1. Launch monthly parent calendar by **August 15, 2025**.
2. Promote all events through multiple channels (email, social media, flyers) with at least **two weeks' notice**.
3. Create a quarterly parent newsletter highlighting opportunities and successes.

Progress review dates: November, January, March, May Academic Committee Meetings

Metrics:

- Increase attendance at Open House and Volunteer Organization Meetings by **20%** compared to the 2024–2025 school year.
- Achieve at least **75% parent satisfaction** on the annual Parent Satisfaction Survey. Increase the number of unique parent volunteers by **15%** year-over-year.
- Implement Parent Resource Connection Meetings for 7 out of the 9 months of school.

Relevance:

Strong parent engagement fosters collaboration, strengthens the school community, and enhances student success. This plan aligns with ACE’s mission by building meaningful connections between families and the school, supporting both academic and social development for students.

Core Value Culture at ACE:

By **May 31, 2026**, develop and embed a **Core Values at ACE** initiative that promotes and reinforces ACE’s Core Values across the school community by:

- Establishing a 7-week themed program centered on ACE’s Core Values.
- Integrating the initiative into Strong Start activities at the beginning of the school year.
- Embedding Core Values into professional development sessions.
- Incorporating Core Values into parent communications such as newsletters, emails, and events.
- Displaying and promoting Core Values in staff areas to reinforce daily practice.

Progress review dates: November, January, March, May Academic Committee Meetings and Full Board Meeting in May.

Metrics:

- Launch the 7-week Values in Action program by September 15, 2025.
- Include Core Values content in 100% of Strong Start and PD agendas.
- Publish at least one Core Values highlight in parent communications each month during the initiative.
- Achieve at least 85% positive response on staff surveys regarding alignment of daily practices with ACE Core Values.
- Achieve at least 80% positive response on parent surveys regarding visible reinforcement of ACE’s Core Values.

Relevance:

A strong, values-driven culture fosters trust, unity, and shared purpose among staff, students, and families. Embedding ACE’s Core Values into daily operations strengthens community identity, supports consistent expectations, and enhances both academic and social-emotional outcomes for students.

Staff Retention:

By **May 31, 2026**, increase retention of high-performing staff members to **90%** by:

- Developing recognition programs such as Teacher of the Year, Paraprofessional of the Year, and Support Staff of the Year.
- Establishing a staff support system that includes mentorships and coaching for professional growth.
- Conducting structured mid-year and end-of-year check-ins with all staff to address needs, provide feedback, and recognize accomplishments.

Progress review dates: November, January, March, May Academic Committee Meetings and Full Board Meeting in May.

Metrics:

- Achieve 90% retention rate among staff rated “high performing” in annual evaluations.
- 100% completion of scheduled mid-year and end-of-year check-ins.
- Document at least three formal recognition events or awards annually.
- At least 80% positive response on the annual staff satisfaction survey regarding support and recognition.

Relevance:

Retaining high-performing staff strengthens instructional quality, ensures consistency for students, and preserves institutional knowledge. This initiative supports ACE’s mission by fostering a culture of appreciation, professional growth, and long-term commitment among top educators and support staff.

Coversheet

Approval of Paylocity Contract

Section: V. Action Items
Item: E. Approval of Paylocity Contract
Purpose: Vote
Submitted by:
Related Material: Paylocity Proposal for ACE.pdf

Investment Summary



August 8, 2025 | Quote # Q-297598 | Version # 2 | Quote valid for 30 days

Client Company

Academy of Collaborative Education
505 Glenmar Avenue
Monroe, LA 71201

Client Contact

Joellen Freeman
505 Glenmar Avenue
Monroe, LA 71201



Total Employee Count

50



Monthly Fee

\$903.85



One-Time Fees

\$3,651.54



Total Annual Investment

\$11,246.20

Loc #	Group #	Company or Affiliate Name	Emp Count	Rate	Base	Monthly	Annual	One-Time Fees
1	1	ACE	50	\$14.10	\$198.85	\$903.85	\$11,246.20	\$3,651.54
Total			50			\$903.85	\$11,246.20	\$3,651.54

*Total Annual Investment includes estimated annual fees

*Annualized fees do not include usage based fees

*Monthly HCM fees based on # of Active Headcount as defined in the Additional Terms.

**Plus sales tax if applicable

See following pages for line item breakdown of services

This Investment Summary ("Investment Summary" or "Order") is governed by the Paylocity Subscription Agreement found [here](#), together with the Service Specific Terms found [here](#), and any additional terms specified below. Any terms and conditions referenced on a Client purchase order shall not apply to this Investment Summary.

By signing below, Client agrees to the terms and conditions of this Investment Summary and the SA which shall be effective as of the date of Client's signature below ("Order Effective Date").

Paylocity Account Executive	Date
Signature	

Casey Ruth

Client Authorization	Date
----------------------	------

Signature _____

Name (Print) _____

Investment Summary



August 8, 2025 | Quote # Q-297598 | Version # 2 | Quote valid for 30 days

Group(s): 1			
One-Time Fees	Qty	Rate	Price
HCM Bundle			\$3,651.54
Payroll Implementation	-	-	Included
General Ledger Implementation	-	-	Included
Human Resources Implementation	-	-	Included
Time Off Implementation	-	-	Included
Self-Service Portal Implementation	-	-	Included
One-Time Total			\$3,651.54

Group(s): 1					
Monthly Fees	# of Controls	Base	Qty	Rate	Monthly
Complete HCM Solution	1	\$198.85	50	\$14.10	\$903.85
Payroll					
• Payroll Processing	-	-	-	-	Included
• Unlimited Payroll Runs	-	-	-	-	Included
• Prorated & Retro Pay	-	-	-	-	Included
• New Hire Reporting	-	-	-	-	Included
• Direct Deposit	-	-	-	-	Included
• On Demand Payment	-	-	-	-	Included
• Check Printing Service	-	-	-	-	Included
• Tax Filing & Payments	-	-	-	-	Included
• General Ledger	-	-	-	-	Included
Human Resources					
• Human Resources Management	-	-	-	-	Included
• Workflows Process Automation	-	-	-	-	Included
• Centralized Document Library	-	-	-	-	Included
• State Compliance Form Library	-	-	-	-	Included
• Fillable Employee Forms	-	-	-	-	Included
• Unlimited Custom Fields	-	-	-	-	Included
• Time Off Management	-	-	-	-	Included
• Employee Self-Service	-	-	-	-	Included
• Position Management	-	-	-	-	Included
• Org Chart & Directory	-	-	-	-	Included
• Skills & Certifications Management	-	-	-	-	Included
• Employment Verification	-	-	-	-	Included
Talent					
• Onboarding	-	-	-	-	Included
Employee Experience					
• AI Assist	-	-	-	-	Included
• Community	-	-	-	-	Included
• Recognition	-	-	-	-	Included
• Mobile App	-	-	-	-	Included

Investment Summary



August 8, 2025 | Quote # Q-297598 | Version # 2 | Quote valid for 30 days

Insights & Reporting					
• Data Insights	-	-	-	-	Included
• Dynamic Reporting	-	-	-	-	Included
• Modern Workforce Index	-	-	-	-	Included
Customer Service					
• Dedicated Account Management	-	-	-	-	Included
• On Demand Training (PEAK)	-	-	-	-	Included
• Unlimited Product Training	-	-	-	-	Included
Monthly Total					\$903.85

There is no fee to the company for On Demand Payment; however, employees will be charged \$1.25 per transaction.

Annual Fees	Grp	# Ctrl	Base	Qty	Rate	Annual
W2 / 1099	1	1	\$50.00	50	\$7.00	\$400.00
Annual Total						\$400.00

Usage-Based Fees - HCM Services	Base	Rate
Electronic Garnishments		\$1.90
Direct Agency Pay		\$3.05
Tax Registration		\$205.00
Delivery Next Day (UPS)		\$22.00
Split Pack		\$6.00

The fees listed above are invoiced as incurred on per usage basis in accordance with the terms and conditions. Please note these fees are in addition to the ongoing fees stated in the Investment Summary section of the quote.

Additional Terms

The following additional terms and conditions apply to the Services described herein. Capitalized terms used herein and not otherwise defined have the meaning ascribed to such terms in the Paylocity Subscription Agreement.

1. Subscription Term

a) **Initial Subscription Term:** The Initial Subscription Term commences on Service Start Date and continues for a period of two years. "Service Start Date" means (i) to the extent the Order does not cover any spend management or payroll Services, the Order Effective Date; or (ii) to the extent the Order contains spend management Services and not payroll Services, the point in time that the Client's product instance has been completed and usage data is available; or (iii) to the extent the Order contains payroll Services, on the date of First Payroll Processing. "First Payroll Processing" means any use of Paylocity's Services by or on behalf of Client to administer payroll.

(b) **Renewal Term:** Upon conclusion of the Initial Subscription Term, the Services automatically renew for a period of one year, unless Client provides notice of non-renewal at least 60 days prior to the applicable renewal date.

2. Additional Pricing and Payment Terms

(a) Implementation Fees are non-cancellable and non-refundable as of the Order Effective Date.

(b) Implementation Fees are due by Client upon the Order Effective Date.

(c) Paylocity reserves the right to update the price for the Services at any time after the Initial Subscription Term.

(d) Client agrees to allow Paylocity to debit from its account(s) on due date any and all fees due to Paylocity under this Agreement.

(e) **Termination Fee:** (1) If the termination occurs prior to Service Start Date, Client shall pay a termination fee in an amount equal to 3x the monthly service fees payable per the applicable Order; or (2) If the termination occurs after Service Start Date, Client shall pay a termination fee in an amount equal to 50% of the number of months remaining in the then-current term multiplied by the average monthly amount billed for the Services, over the prior 12 month period immediately preceding the termination (or if less than twelve (12) months has elapsed, the monthly average amount billed to Client over the months the Agreement was in effect prior to the termination date).

(f) **Service Fees** are based on the employee headcount as of the Order Effective Date, provided that the Client will be charged monthly for Service Fees based on the Client's current period actual Active Headcount or Product Usage Headcount for use of Paylocity Services. "Active Headcount" means the number of Employee Records that are not listed as a terminated status in the Employee Record within the Paylocity Services platform. "Product Usage Headcount" means the number of Employee Records provisioned to use eligible Services, as identified per the applicable Order and in accordance with the Company's Service Specific Terms. "Employee Record" means a unique employee identifier at each Client or Affiliate account, which includes all Authorized Users.

