



# Academy of Collaborative Education

## Facility/Development Committee Meeting

Published on August 11, 2025 at 10:32 AM CDT

Amended on August 11, 2025 at 11:19 AM CDT

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### Date and Time

Thursday August 14, 2025 at 3:30 PM CDT

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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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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>3:30 PM</b>
<b>A.</b> Record Attendance		Davy Mize	1 m
<b>B.</b> Call the Meeting to Order		Davy Mize	1 m
<b>C.</b> Approve Minutes	Approve Minutes	Davy Mize	1 m
Approve minutes for Facility/Development Committee Meeting on July 10, 2025			
<b>II. Facility/Development</b>			<b>3:33 PM</b>

	Purpose	Presenter	Time
<b>A.</b> Update on improvements from volunteer work days	FYI	Davy Mize	5 m
<b>B.</b> Grace School Expansion  Discussion and update on where we are at with Grace on the upstairs classrooms expansion, timeline, and what we need to do to get ready to move in as fast as possible.	Discuss	Joellen Freeman	15 m
<b>C.</b> What miscellaneous things need fixing or to get done	FYI	Joellen Freeman	5 m
<b>III. Progress Toward Dashboard Tasks:</b>			<b>3:58 PM</b>
<b>A.</b> Progress on Dashboard Tasks  Goals and Tasks: <a href="#">-Repair and maintenance of various projects to school building</a> -School classroom expansion done in time and at or under budget	FYI	Davy Mize	5 m
<b>IV. Progress Toward SMART Goals:</b>			<b>4:03 PM</b>
<b>A.</b> Proposed SY25-26 Facilities SMART Goals:	Vote	Davy Mize	10 m
<b>V. Other Business</b>			
<b>VI. D.O.N.</b>  Decisions Made:  Owners:  Next Steps:			
<b>VII. Closing Items</b>			<b>4:13 PM</b>
<b>A.</b> Adjourn Meeting	Vote	Davy Mize	1 m

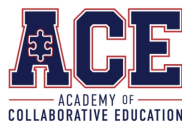
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# Coversheet

## Approve Minutes

<b>Section:</b>	I. Opening Items
<b>Item:</b>	C. Approve Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Facility/Development Committee Meeting on July 10, 2025

APPROVED



# Academy of Collaborative Education

## Minutes

### Facility/Development Committee Meeting

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#### Date and Time

Thursday July 10, 2025 at 3:30 PM

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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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#### Committee Members Present

Amy Marcus (remote), Davy Mize, Joellen Freeman (remote), Karen Roberson, Richard Cannon (remote)

#### Committee Members Absent

Rob Turner

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#### 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 Jul 10, 2025 at 3:31 PM.

### C. Approve Minutes

Davy Mize made a motion to approve the minutes from Facility/Development Committee Meeting on 06-12-25.

Joellen Freeman seconded the motion.

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

## II. Facility/Development

### A. Status of 6th grade expansion across street upstairs at Grace Church and what will be needed to get it ready for school year.

Joellen spoke with Father Don at Grace Episcopal Church regarding a three-year lease with ACE for the top floor of the church's facility for 6th- to 8th-grade students.

Father Don believes there is already an E-Occupancy, but Joellen will confirm this on Wednesday.

Father Don, Joellen, and possibly Gene Galligan will meet on the 23rd to further discuss the lease.

Joellen also spoke with Zack and Michael from ProVision, who are working up a quote for the delayed egress on seven doors and cameras. The library door on the bottom floor will also have a delayed egress and cameras outside.

The Grace lease may require the installation of fire sprinklers on the top and bottom floors, which the CSP grant can reimburse.

We will need to brainstorm more to devise a workable plan for drop-off and pick-up.

Joellen discussed plans for the Grace lease with Sarah Turner, who would like to use a different architect for this project.

Sarah has one that she has worked with many times before that she would like to use.

This project is expected to be completed by mid-September.

Until then, 6th-grade students will be housed in the existing sensory room and therapy room.

The hiring process for an assistant principal will begin soon.

But for now, Joellen and Katie will move across the street with the 6th-grade students.

### III. Other Business

#### A. PVO Work Day

Davy has organized a PVO Workday for this Saturday.

Parents will wipe down walls, begin patching walls, hang acoustic tiles in the sensory room, hang shelves, and hang hooks for backpacks.

The following Saturday, parents will return to paint.

### 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 4:09 PM.

Respectfully Submitted,  
Amy Marcus

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# Coversheet

## Proposed SY25-26 Facilities SMART Goals:

<b>Section:</b>	IV. Progress Toward SMART Goals:
<b>Item:</b>	A. Proposed SY25-26 Facilities SMART Goals:
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Facilities Committee SMART GOALS Draft for SY 25.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 from the Executive Director and be completed within three weeks of the submission mentioned above, minimizing disruption to school operations.**

**The school will add two sixth-grade classrooms to accommodate nine students per room, meeting educational standards and supporting ACE's model. The project will adhere to a budget of \$40,000 out of pocket for ACE, excluding funds that the CSP will reimburse. Progress will be tracked 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, and conclude by October 1, 2025.**