



# Academy of Collaborative Education

## Facility/Development Committee Meeting

Published on September 9, 2025 at 10:37 AM CDT

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### Date and Time

Thursday September 11, 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 August 14, 2025			
<b>II. Facility/Development</b>			<b>3:33 PM</b>

	Purpose	Presenter	Time
<b>A.</b> Grace Lease Agreement	Discuss	Joellen Freeman	15 m
-Amanda Spain is scheduled to get that back to us Monday to send to the church.			
<b>B.</b> Time frame on the move	Discuss	Joellen Freeman	10 m
Joellen will be able to speak to this better on Thursday, but wanted to discuss it on the agenda for this meeting.			
<b>C.</b> HVAC on Main Campus & Plumbing	Discuss	Joellen Freeman	10 m
<b>D.</b> Hanging Communication Board in the gym	Discuss	Joellen Freeman	5 m
Joellen has Chris McClinton coming to look at getting this done.			
<b>E.</b> Attic Stairs	Discuss	Joellen Freeman	5 m
When can we schedule to get this project completed? Possibly Fall Break?			

**III. Other Business****4:18 PM**

<b>A.</b> Progress towards Smart Goals	Discuss	Davy Mize	5 m
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**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

	Purpose	Presenter	Time
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.			

IV.

Closing Items

4:23 PM

A.	Adjourn Meeting	Vote	Davy Mize	1 m
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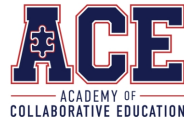
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# Coversheet

## 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 August 14, 2025

APPROVED



# Academy of Collaborative Education

## Minutes

### Facility/Development Committee Meeting

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#### Date and Time

Thursday August 14, 2025 at 3:30 PM

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#### Committee Members Present

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

#### Committee Members Absent

Karen Roberson

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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 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

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