



Academy of Collaborative Education

Facility/Development Committee Meeting

[https://us06web.zoom.us/j/86514997226?
pwd=aAinWbYLSdq4ia8BZ7PF1paZu6vbZS.1](https://us06web.zoom.us/j/86514997226?pwd=aAinWbYLSdq4ia8BZ7PF1paZu6vbZS.1)

Published on May 18, 2026 at 5:06 AM CDT

Date and Time

Thursday May 21, 2026 at 4:00 PM CDT

Location

Join Zoom Meeting: <https://us06web.zoom.us/j/86514997226?pwd=aAinWbYLSdq4ia8BZ7PF1paZu6vbZS.1>

Meeting ID: 865 1499 7226

Passcode: 512139

One tap mobile: +16699006833,,86514997226#,,,,*512139#

Join by SIP: • 86514997226@zoomcrc.com

Join instructions: <https://us06web.zoom.us/meetings/86514997226/invitations?signature=Y6v7znl7r71wz17pto4c52MHIWvu5nB7mn96KOPolwo>

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.

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:00 PM
A. Record Attendance		Davy Mize	2 m
B. Call the Meeting to Order		Davy Mize	1 m
C. Approval of Agenda	Vote	Davy Mize	3 m
<p>Motion #1: Move to approve the agenda as presented.</p> <p>Motion #2: Move to approve the agenda as amended by committee discussion to include <insert amendment>.</p> <p>Request for amendment to the agenda, or approval of the agenda as presented.</p>			
D. Approval of Meeting Minutes	Approve Minutes	Davy Mize	3 m
<p>Motion Option #1: Move to approve the meeting minutes as presented.</p> <p>Motion Option #2: Move to approve the agenda as meeting minutes by committee discussion to include <insert amendment>.</p> <p>Request for amendment to the meeting minutes, or approval of the agenda as presented.</p> <p>Approve minutes for Facility/Development Committee Meeting on March 12, 2026</p>			
II. Facility/Development			4:09 PM
A. Executive Director Report	FYI	Joellen Freeman	10 m
<p>Executive Director update on facility/development related issues, including:</p> <ul style="list-style-type: none"> • ACE Middle School <ul style="list-style-type: none"> ◦ current status • HVAC • Rodent Maintenance 			
B. Review and discuss HVAC proposals	Discuss	Joellen Freeman	10 m

	Purpose	Presenter	Time
Attached are HVAC proposals for the gym from Guardian Air and Gordon Air and Plumbing.			
III. New Business			4:29 PM
A. Summer Projects	Discuss	Joellen Freeman	10 m
<ul style="list-style-type: none"> • paint • wall repair • door repair - Chisholm • locks • back playground wall • engagement of parents for help with these summer projects 			
B. Long Term Expansion Plans	Discuss	Davy Mize	10 m
Discussion regarding long term plans.			
IV. Action Items			4:49 PM
A. Vote to recommend HVAC Proposals	Vote	Davy Mize	2 m
Vote on whether or not the HVAC proposal(s) should be recommended to the full board.			
V. Other Business			4:51 PM
A. Progress towards Smart Goals	Discuss	Davy Mize	5 m
Facilities Committee SMART GOALS Draft for SY 25-26			
<p>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</p>			

	Purpose	Presenter	Time
<p>completed within three weeks of the submission mentioned above, minimizing disruption to school operations.</p>			

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.

VI. Closing Items			4:56 PM				
<table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">A. Adjourn Meeting</td> <td style="width: 10%; text-align: center;">Vote</td> <td style="width: 10%; text-align: center;">Davy Mize</td> <td style="width: 10%; text-align: center;">1 m</td> </tr> </table>	A. Adjourn Meeting	Vote	Davy Mize	1 m			
A. Adjourn Meeting	Vote	Davy Mize	1 m				

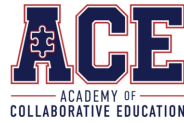
In accordance with the Americans with Disabilities Act, if you need special assistance at a public meeting of Academy of Collaborative Education, please contact Joellen Freeman at jcfreeman@aceforasd.org describing the assistance that is necessary.

Coversheet

Approval of Meeting Minutes

Section: I. Opening Items
Item: D. Approval of Meeting Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Facility/Development Committee Meeting on March 12, 2026

APPROVED



Academy of Collaborative Education

Minutes

Facility/Development Committee Meeting

Date and Time

Thursday March 12, 2026 at 4:00 PM

Location

Join Zoom Meeting: <https://us06web.zoom.us/j/86514997226?pwd=aAinWbYLSdq4ia8BZ7PF1paZu6vbZS.1>

Meeting ID: 865 1499 7226

Passcode: 512139

One tap mobile: +16699006833,,86514997226#,,, *512139#

Join by SIP: • 86514997226@zoomcrc.com

Join instructions: <https://us06web.zoom.us/meetings/86514997226/invitations?signature=Y6v7znl7r71wz17pto4c52MHIWvu5nB7mn96KOPolwo>

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

Curtis Eberts (remote), Davy Mize, Joellen Freeman, Karen Roberson (remote), Richard Cannon (remote)

Committee Members Absent

None

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Joellen Freeman called a meeting of the Facility/Development Committee of Academy of Collaborative Education to order on Thursday Mar 12, 2026 at 4:02 PM.

C. Approval of Agenda

Joellen Freeman made a motion to Approve the agenda.

Karen Roberson seconded the motion.

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

D. Approval of Meeting Minutes

Curtis Eberts made a motion to approve the minutes from Facility/Development Committee Meeting on 01-15-26.

Joellen Freeman seconded the motion.

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

II. Facility/Development

A. Executive Director Report

Grace Episcopal received Fire Marshal approval today. Joellen uploaded the electrical, building, and fire marshal approval to the Louisiana Department of Health, and requested an approval to move in.

The plan is to move in this weekend because the following weekend is spring break so no one will be here, and then the weekend after that is Easter. Teachers are reaching out to potential parent volunteers. Moving the teachers will be easier than moving Joellen and Katie's offices. Additional logistics were discussed such as elevator usage.

B. Rodent Issues

The previous pest control service, Anderson Pest Control was dismissed after failure to show up on a regular basis. The new pest service brought "live traps" and a teacher has

been volunteering to humanely trap the rodents and release them by the river. This is an ongoing issue, but it is improving.

C. Review and discuss quote from Byrnes

Joellen discussed recent and upcoming visits from Byrnes. They will return over spring break to do maintenance work that can't be done when students are present. There have been additional malfunctions in the current system; Byrnes will provide a report next week.

Discussed the new unit installation, referencing the quote that is up for approval. Because the current system would cost over \$5,000 to repair, they provided a quote for a new system at \$13,777. The duct work throughout the building is problematic; redoing the entire side will be expensive, possibly \$50,000 or more.

Davy agrees that the duct work needs to be replaced. Joellen will get a price quote for that work.

Curtis mentioned that because this is an old building, when a company puts in a new outdoor unit and air handler, the new air handler it will not be the same size and dimensions as the old air handler, so modifications will be needed to allow the air handler to push into the existing duct work. He asked if this quote includes those modifications and Joellen confirmed that it does.

The finance committee approved this quote yesterday as far as price. The Facilities Committee needs to weigh in on sending this to the full board. If needed, we will call a special meeting to be able to approve this quote as a full board.

Davy asked who is responsible for the startup information report. Joellen confirmed that Byrnes is responsible for that report.

Byrnes put in a new unit for about \$10,000 in 2024, so Joellen feels the cost in 2026 is as expected.

III. New Business

A. Long Term Expansion Plans

It is projected that the move to the Grace facility will cover ACE's expansion for several years. It will allow for 6th, 7th, and 8th grade. ACE will amend our charter in 2027 to include the high school. When that is done, we will need to show how we will accommodate those grades.

Davy asked if the additional room at Grace could accommodate the high school. Joellen said it is a real possibility. There are potentially seven extra rooms, but they have not been inspected for safety yet.

Davy mentioned the River Oaks School option. Karen and Joellen have been trying to arrange a visit, but so far they have been unsuccessful in scheduling. They will try for an April visit. Curtis said that he understands River Oaks to be partially owned by various shareholders. He does not have clarity on how that is arranged when it comes to non-profit status. Joellen mentioned that River Oaks is possibly struggling with enrollment.

Joellen pointed out that Grace will steadily raise the rent, so that is a downside to choosing to continue expansion in that building.

River Oaks could house the entire school, but if that is not possible, should it be considered to house the high school and/or middle school separately? Davy stated a preference for housing the entire school on one property. Curtis and Joellen agree that there aren't any other obvious options in the downtown area. There is a huge empty lot by the fire department, if ACE wants to consider building from the ground up. Joellen shared that Richard suggested that possibly the old Ford card dealership might be large enough

Richard asked if we can determine how many square feet are needed. Joellen stated that it would need to be at least as big as SFACS. Joellen can ask Lynn for the square footage and a possible tour.

ACE will have 9th grade by '28-'29 and it takes a year or more to build or renovate.

IV. Action Items

A. Recommendation to Board

Richard Cannon made a motion to Recommend approval of Byrnes quote to full board. Curtis Eberts seconded the motion. The committee **VOTED** to approve the motion.

B. Grace Move

A work day is scheduled for Saturday morning at 9am; volunteers are requested to make the move.

V. Other Business

A. Progress towards Smart Goals

Davy stated that we are on track with Smart Goals. A repair in the bathroom will be taking place while the move on Saturday is happening.

VI. Closing Items

A.

Adjourn Meeting

Joellen Freeman made a motion to Adjourn Meeting.

Curtis Eberts seconded the motion.

The committee **VOTED** 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 4:39 PM.

Respectfully Submitted,
Joellen Freeman

Documents used during the meeting

- Quote4495_69a9b3d4a394d_Quote4495-2026-03-05-11-48-17.pdf

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

Review and discuss HVAC proposals

Section: II. Facility/Development
Item: B. Review and discuss HVAC proposals
Purpose: Discuss
Submitted by:
Related Material: Gordon Air and Plumbing - Quote for 3 new Carrier 5 Ton Units.pdf
Guardian Air - Quote for 15 Ton Package Unit.pdf
Guardian Air - Quote to Replace 2 Split Systems.pdf
Gordon Air and Plumbing - Quote for 10 ton unit.pdf



JOB ESTIMATE

Gordon Air and Plumbing

610 Grantham Ave.
 West Monroe, LA 71292
 318-397-8477
air@gordonac.com

Boiler #170 State #34640 West Monroe # 121 Plumbing #2925

Customer Name:	Ace Charter School	Proposal Date:	4/29/2026
Attention:	Katie	Submitted By:	James Lofton
Job:	505 Glenmar Ave. Monroe, La	Price:	\$34,230

Specifications for Scope of Work:

Demo 2 existing systems in the gym and 1 existing unit in office area.
 Install 3 new Carrier 5ton 454B heating/cooling systems.
 Make all necessary connections and leak test systems.
 Perform startup on all systems and check for proper operation.

Materials/Services Not Included:

Anything not specifically listed in the Scope of Work above

Proposal

Gordon Air & Plumbing propose hereby to complete in accordance to above specifications for the sum of:

Thirty four thousand two hundred thirty dollars and no 100 (\$34,230)

Payment Schedule 30 Days from Invoice

Price Valid for 30 Days from Proposal

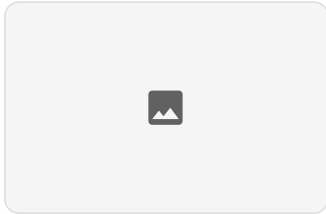
CUSTOMER SIGNATURE: _____ **DATE:** _____

CONTRACTOR SIGNATURE: _____ **DATE:** _____

← Estimate for ACE Charter School

15 Ton Package Unit

Approve



Includes removal of two existing units and installation of a new 15-ton Gas/Electric Package Unit on a new concrete pad located on the NE side of the gymnasium. Scope covers all custom metal and fabric ductwork, return air grilles, and necessary gas and ...



Services

Estimate - Estimate to include:

Includes removal of two existing units and installation of a new 15-ton Gas/Electric Package Unit on a new concrete pad located on the NE side of the gymnasium. Scope covers all custom metal and fabric ductwork, return air grilles, and necessary gas and electrical line extensions.



Installation Labor - Equipment Install Labor



Installation Labor - Ductwork install labor

Materials

RUUD 15 Ton 3Ph Gas/Electric Package Unit

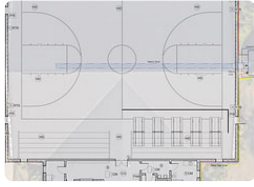
Install Materials & Consumables - Install Materials & Consumables

Subtotal **\$47,337.58**

Total **\$47,337.58**



Photos & videos (1)



Not what you were looking for?

Please let us know if you'd like to request some changes. We'd love to win your business.

[Decline all options](#)

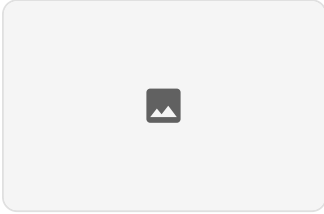
[Contact us](#)



← Estimate for ACE Charter School

Replace 2 Split Systems

Approve



Replacement of two 5 Ton electric split systems. Scope includes flushing existing copper line sets, replacing drain lines, adding drain overflow safety switches, and installing programmable Wi-Fi thermostats. Air distribution will be optimized using adjustable drum ...



Services

Estimate - Estimate to include:

Replacement of two 5 Ton electric split systems. Scope includes flushing existing copper line sets, replacing drain lines, adding drain overflow safety switches, and installing programmable Wi-Fi thermostats. Air distribution will be optimized using adjustable drum diffusers mounted in the plenum and designed for extended throw across the space.



Installation Labor - Equipment Install Labor



Installation Labor - Ductwork install labor

Materials

Ruud 5 Ton Electric 3Ph Split Systems

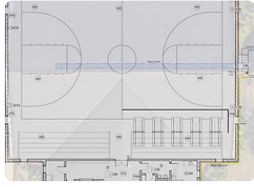
Install Materials & Consumables - Install Materials & Consumables

Subtotal **\$22,279.15**

Total **\$22,279.15**



Photos & videos (1)



Not what you were looking for?

Please let us know if you'd like to request some changes. We'd love to win your business.

[Decline all options](#)

[Contact us](#)





JOB ESTIMATE

Gordon Air and Plumbing

610 Grantham Ave.
West Monroe, LA 71292
318-397-8477
air@gordonac.com

Boiler #170 State #34640 West Monroe # 121 Plumbing #2925

Customer Name:	Ace Charter School	Proposal Date:	5/19/2026
Attention:	Katie	Submitted By:	James Lofton
Job:	505 Glenmar Ave. Monroe, La	Price:	\$58,907

Specifications for Scope of Work:

Demo existing split systems hanging in the gym area.
 Frame and pour concrete slab for new unit on East side of gym.
 Set new 10 ton 454B 3 phase package unit with electric heat.
 Install new internally insulated metal ductwork from new unit up the wall and into the building.
 Install new fabric ductwork in the gym with supply openings.
 Install new 3pole 100amp breaker in electrical panel and pull new wiring to supply power to new unit.
 Includes a new 100 amp disconnect.
 Perform startup on new system and check for proper operation.

Materials/Services Not Included:

Anything not specifically listed in the Scope of Work above

Proposal

Gordon Air & Plumbing propose hereby to complete in accordance to above specifications for the sum of:

Fifty eight thousand nine hundred seven dollars and no 100 (\$58,907)

Payment Schedule 30 Days from Invoice	Price Valid for 30 Days from Proposal
---------------------------------------	---------------------------------------

CUSTOMER SIGNATURE: _____ DATE: _____

CONTRACTOR SIGNATURE: _____ DATE: _____