APPROVED

Academy of Collaborative Education

Minutes

Monthly ACE Board Meeting

Date and Time
Friday February 9, 2024 at 12:00 PM

Location
505 Glenmar Avenue

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.

Directors Present
Amy Marcus, Carmen Parks, Holly Allen (remote), Joellen Freeman, Latner McDonald (remote), Maddie Cannon

Directors Absent
Anna Grimmett, Kara Maggiore, Matthew Fowlkes

Ex Officio Members Present
Jessica Burkett

I. Opening Items

A.

Record Attendance

B. Call the Meeting to Order

Maddie Cannon called a meeting of the board of directors of Academy of Collaborative Education to order on Friday Feb 9, 2024 at 12:13 PM.

C. Approve Minutes

Maddie Cannon made a motion to approve the minutes from January 12, 2024 Meeting Monthly ACE Board Meeting on 01-12-24.
Carmen Parks seconded the motion.
Motion passed with no discussion.
The board **VOTED** to approve the motion.

II. Academic Excellence

A. Hiring & Enrollment

Hiring Update:
*Teachers: 11 applicants. 10 zoom interviews scheduled week of February 12. Phone screens begin next week. Interview ith per task wk of February 19. meet as a hiring panel mar 8 , f/u, and ref chks started 3/11, extend offers march 18. Continue same as more applicants rec'd. Open for paras - 57 applied. Behavior techs vetted through outside vendor.

Lottery Enrollment: Not all classrooms will be lottery due to current size and fill. Lottery to officially occur on 2/15/2024. All additional applicants remaining after classroom student limit met to be moved to a waitlist in instance that all slots not accepted.

III. Facility

A. Building

Agreement reached with Church on price of $1,000,060.00 (60k already funded) with 240K promissory note with Church which will be a balloon interest free payment to church due 4.2 years after closing. Currently working on loan documents, with bank being primary lien holder. Building currently valued at 1.5M and after renovations anticipated value is 2.5M. Renovations costs targeted at 640K, with appx. 200K allotted to security. Target date to begin anticipated mid-April, lasting 90-120 days. In the instance that renovations not completed timely for school to begin, school year will be extended to meet instructional minutes, whether by adding time to day or days to calendar year. Charter auth K needed by lender satisfied the lender

IV. Finance

A.

Monthly Review

Cross Keys Bank account remains open as of now, with anticipated closing in next month or so. Funding in account not reflected in current financials.

Budget: Anticipate review/approval of annual budget at charter retreat

B. Grants

Round 3 of grant. J. Freeman participated. Next Rd will involve M. C and one other Bd member to discuss Board Governance, etc. in zoom meeting.

Sparrow: Identify various grant applications on our behalf and assist in preparing applications, and MC sends out applications once approved. $97/month

Aetna: On board to fund a sensory room at ACE. Call next week scheduled to discuss

Drax: Located in Monroe. Do community outreach grants to 10K. JF has reached out to them - focus on stem room, growth, employability.

Maker Space: Similar to "stem lab". Includes tables, task boxes, etc.

CSP Grant: Is a grant through the state and considers granting of a portion of the federal funding issued to state. We are up for a grant of 1M per year for 2 consecutive years.

New School Venture Fund: Looking to apply Applied 2 years ago but not **. 250K-500K

Monroe Garden Club: Received $750.00 toward signage

Furniture: Cost sourcing for needed items through state-approved vendors as well as outside sources, considering size, weight, stability, etc.

V. Governance

A. Board Documents

Board Documents anticipated for review/approval at Board Retreat in May/June 2024. Retreat to be one-day, in person attendance.

Charter By-laws have been reviewed by legal counsel. Going forward, Board meeting scheduled to be presented to state no later than April 2024. Conflict of Interest Policy prepared and available for review.

B. Annual Retreat

C. Board Calendar

VI. Other Business

A. Marketing & Advertising

Received proposal of $6900/month. Involves monitoring of website, ensure hitting hiring targets across platforms, etc. Offer currently fiscally.

Do need tweaks to website and in the near future will begin looking at companies to do this.

B. Trips

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 1:30 PM.

Respectfully Submitted,
Maddie Cannon

Documents used during the meeting

- Board Mtg Update.JB.2.9.24[52].pdf
- Development bank rec 1.31.24[93].pdf
- Operating (Progessive) bank rec 1.31.24[93].pdf
- ACE Financial Statements - January 2024[1].pdf
- ConflictofInterestPolicy.ACE.2024.pdf
- GoverningBy-Laws.ACE.2024.pdf