

APPROVED



# Academy of Collaborative Education

## Minutes

### Monthly ACE Board Meeting

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#### Date and Time

Friday May 10, 2024 at 12:00 PM

#### Location

505 Glenmar Avenue

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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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#### Directors Present

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

#### Directors Absent

Matthew Fowlkes

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#### 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 May 10, 2024 at 12:08 PM.

### **C. Approve Minutes**

Amy Marcus made a motion to approve the minutes Monthly ACE Board Meeting on 04-12-24.

Carmen Parks seconded the motion.

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

## **II. Academic Excellence**

### **A. Hiring & Enrollment**

Student Enrollment: 91 total students enrolled

Hiring:

6 teachers hired, need 12 total.

3 teacher applications recently received and are being vetted.

9 paraprofessionals and 2 ancillary staff (1 p/t and 1 f/t) are hired.

2 paraprofessional applications pending, following up on reference checks.

Message out to surrounding universities re: teacher hire opportunities.

### **B. Staff**

Dr. Dawn Stanfield is an ACE current teacher as well as Program Director and SpEd Coordinator. Her duties associated with curriculum, IEP, reporting, etc., are significant. If enough teachers are hired to fill all classroom positions, she may be moved out of the classroom into a fulltime administrative roll.

## **III. Facility**

### **A. Building**

Traxler Construction currently 3-weeks ahead of schedule. The company has donated significant time and materials. Consider valuing cost of donations and recognizing the company on "ACE Founder's Wall."

## **IV. Finance**

### **A. Monthly Review**

Will place curriculum orders soon.

### **B.**

## **Grants**

Numerous grants are being considered to fund non-essentials such as art, signage, after school programming, enrichment opportunities, etc.

Discussion to focus on building into budget and funding all essentials required by Charter and, specifically, transportation.

Motion made by Kara Maggorie to take "transportation Issue" offline, address matter in a committee and/or with qualified persons, and bring solution to the Board.

Maddie Cannon seconded motion.

## **C. Fundraising Efforts**

To date approximately \$100,000 dollars has been raised.

## **D. Purchase Orders**

Discussion regarding purchase limit absent full board authorization.

Maddie Cannon motioned to approve \$25,000 dollar spend with no separate approval and to approve up to \$50,000 dollar spend on joint agreement of Joellen Freeman and Mike Dunn (financial provider), with Dunn's approval via verbal or electronic means.

Holly Allen seconded the motion.

## **V. Governance**

### **A. Board Recruitment**

Maddie Cannon nominated Rob Turner for consideration as a member of the Board. Rob is the parent of an ACE student and has experience with fund raising and facilities. He currently works for Traxler Construction but has no ownership in the company.

Kara Maggorie moved to establish a recruitment committee to begin the process for consideration of Rob Turner.

Amy Marcus seconded the motion

Kara Maggorie and Latner McDonald volunteered to serve on the recruitment committee.

Maddie Cannon made a motion for KM and LM to be on the recruitment committee, which was seconded by Holly Allen.

### **B. Annual Retreat**

Board Retreat to be held Saturday, June 8, 2024.

### **C. Board Calendar**

Request by KM to place on June Board Meeting Agenda a discussion regarding awarded grants and related messaging.

### **D. Board Recruitment**

Other Matters:

Report by J. Freeman: Learned of abuse allegation by mother against recently hired paraprofessional. JF followed the process in place to investigate, which included contact with outside legal counsel and with former supervisor of paraprofessional. Learned that no formal report by mom and that issue not substantiated by school. School spoke highly of paraprofessional. Determined to move forward with hire.

### **E. Open Meeting Law**

Acknowledgement form circulated to all Board members. Executed form needs to be returned to Maddie Cannon no later than Monday, May 13, 2024.

## **VI. Closing Items**

### **A. Adjourn Meeting**

Maddie Cannon motioned to adjourn meeting at 1:06 pm and Holly Allen seconded motion

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:06 PM.

Respectfully Submitted,  
Holly Allen