APPROVED

Academy of Collaborative Education

Minutes

Finance Committee Meeting

Date and Time
Wednesday May 14, 2025 at 2:00 PM

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
Amy Marcus (remote), Anna Grimmett (remote), Joellen Freeman, Latner McDonald (remote), Mike Dunn (remote)

Committee Members Absent
None

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Latner McDonald called a meeting of the Finance Committee of Academy of Collaborative Education to order on Wednesday May 14, 2025 at 2:03 PM.

C. Approve Minutes

Amy Marcus made a motion to approve the minutes from Finance Committee Meeting on 04-09-25.
Anna Grimmett seconded the motion.
The committee **VOTED** to approve the motion.

II. Finance

A. 2025/2026 FY budget update

Joellen Freeman and Mike Dunn discuss the development of the 2025-2026 budget and their meeting that took place this past Monday.

Joellen Freeman and Mike Dunn discuss the need for salary and technology information.

Freeman mentions a meeting with Tammy Morgan to discuss the CSP and potential vehicle purchase.

Michael Dunn explains the challenges of projecting high-cost services revenue.

Michael Dunn highlights the delay in receiving Medicaid and high cost services funds.

B. Update on Special Committee

Joellen Freeman plans to increase the line of credit line with Progressive or add an additional line of credit that is not connected to the CSP.

Anna Grimmett suggests maintaining a higher balance to avoid interest on the line of credit.

III. Other Business

A. Contract review for PT & ABA

Joellen Freeman and Latner McDonald discuss the terms of the occupational therapy contract.

Michael Dunn emphasizes the importance of obtaining certificates of insurance for contractors.

Joellen Freeman and Latner McDonald discuss the need for background checks and proof of insurance.

Joellen Freeman updates the telehealth service contract with two independent BCBAs.

Latner McDonald and Joellen Freeman discuss the need for detailed documentation and supervision.

Joellen Freeman mentions the new platform for monitoring and billing.

Latner McDonald and Joellen Freeman discuss the importance of clear job descriptions and compliance.

Latner agreed to present both the BCBA and OT contracts to the full board for review of the contract language and a vote regarding approval of the funding for both contracts.

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 2:54 PM.

Respectfully Submitted,
Latner McDonald

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.orgdescribing the assistance that is necessary.