APPROVED

Academy of Collaborative Education

Minutes

Facility/Development Committee Meeting

Date and Time
Thursday April 10, 2025 at 3:30 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), Davy Mize, Joellen Freeman, Richard Cannon (remote), Rob Turner

Committee Members Absent
Karen Roberson

Guests Present
Katie Kahmann

I. Opening Items

A. **Record Attendance**

B. **Call the Meeting to Order**

Rob Turner called a meeting of the Facility/Development Committee of Academy of Collaborative Education to order on Thursday Apr 10, 2025 at 3:35 PM.

C. Approve Minutes

Joellen Freeman made a motion to approve the minutes from January Facility / Development Meeting on 01-30-25.
Davy Mize seconded the motion.
The committee **VOTED** to approve the motion.

II. Facility/Development

A. 6th Grade Expansion

The Facility/Development Committee discussed expanding the school to accommodate sixth-grade classes, including adding two classrooms, improvements to the reception area, and potential clinic space.

Plans include removing two walls and adding three to create four classrooms along the fifth-grade corridor.

Key points included the need for a secure testing room, relocating Dr. Dawn Stanfield's office or office door, and improving the reception area for security and compliance.

B. Additional building alteration for pricing

The committee emphasized the importance of minimizing costs and maximizing cash flow.

Joellen discussed the need for a quiet testing room for state and individual testing and the need for secure storage for testing materials.

The multipurpose room and other spaces are being considered for potential alterations.

Rob outlined the budget and timeline for the expansion, emphasizing the need to handle as much of the work with cash as possible.

The current contractors are considered reliable and cost-effective, but additional bids will be sought for best practices.

Rob Turner plans to present itemized pricing and a timeline for the mandatory items by the next board meeting.

The possibility of a T-building for additional space was also considered, with discussions on utilities and cost-effectiveness.

C.

Volunteer workdays

Rob suggests involving volunteers for specific tasks, such as demolition and finishing work, to reduce costs and expedite the project.

Rob notes the need to document the work and ensure compliance with safety standards.

III. Other Business

A. Revised committee meeting schedule

The committee agreed that, at this critical point, meetings need to remain monthly.

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 4:45 PM.

Respectfully Submitted,
Amy Marcus

B. Action Items:

- [ ] Explore the possibility of adding a temporary "T-building" or modular structure to provide additional space.
- [ ] Present the itemized pricing and timeline for the "have to" items (classroom expansion, reception area, administrative office door) at the next board meeting.
- [ ] Continue vetting general contractors and subcontractors to get additional bids.
- [ ] Reach out to the community to identify any volunteers with specialized skills (e.g., welding, masonry) who could assist with the renovation.

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