APPROVED

Academy of Collaborative Education

Minutes

Academic Excellence Committee Meeting

Date and Time
Wednesday September 3, 2025 at 3:00 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
Allison Dickens, Amy Marcus (remote), Dawn Stanfield, Jessica Burkett, Joellen Freeman, Karen Roberson

Committee Members Absent
Carmen Parks

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Amy Marcus called a meeting of the Academic Excellence Committee of Academy of Collaborative Education to order on Wednesday Sep 3, 2025 at 4:09 PM.

C. Approve Minutes

Joellen Freeman made a motion to approve the minutes from Academic Excellence Committee Meeting on 08-06-25.
Karen Roberson seconded the motion.
The committee **VOTED** to approve the motion.

II. Principal's Goals and Accountability Practices

A. Revised Principal's Goals

Karen Roberson confirmed her satisfaction with the recent revisions to the principal's goals.

B. "Johnny's Pizza Box" Portfolio Process for SY25-26/addition of Digital Portfolios for SY26-27

Regarding the implementation of the "pizza box" strategies, Karen will hand out the physical pizza boxes to staff members next Wednesday.

She will also offer training on the appropriate items to include at that time.

C. Staff Professional Development Update

Karen reported ongoing professional development activities, including staff training sessions on Office Puzzle and technical support skills for student computers.

D. Parent Engagement

A discussion was held regarding the scheduling of Parent Volunteer Organization (PVO) meetings through Zoom or on Saturdays before or after the Parent Workshops to enhance participation.

III. Progress-Toward-Goals:

A. Progress-Toward-Goals:

- Goal 1: Improve parent knowledge and involvement in student assessment data. The current focus is on gathering assessment data, with plans to kick off initiatives by September 10th. (On Target)
- Goal 2: Increase reading and literacy scores by 35%. (On Target) with ongoing assessment activities.
- Goal 3: Integrate ABA principles for improved behavior management. (On Target) with principles being used, but formal ABA services are pending.

- Goal 4: Integrate communication boards school-wide. Implementation is (On Target) and in progress, with boards in classrooms and plans for pre-recorded buttons.
- Goal 5: Implement parent training and enhance participation. Scheduled sessions are planned, and progress is (On Target).

Goal 6: Strengthen Communication Systems:

- Discussion on communication methods, including emails, texts, and parent engagement strategies.
- Revision of communication goals is in progress for clarity and precision. (On Target)

Goal 7: Increase Volunteer Engagement:

- Current efforts are underway to enhance volunteer engagement, but the goal is not yet on target. (Off Target)

IV. Academic Excellence Committee Progress on Dashboard Items:

A. SY25-26 Teacher surveys

Committee members will review the document about Teacher/Staff surveys and contact Amy with suggestions for meaningful survey questions.

B. Committee Expansion

Committee members will review the document about committee expansion, and the committee will discuss it further at the next meeting.

C. Written staff retention plan:

Committee members will review the attached document and utilize it as a foundational reference for additional staff retention strategies.

V. D.O.N.

A. Decisions. Owners. Next.

- Joellen Freeman to revise the communication goal, share with the committee, and put it on the board meeting agenda for approval.
- Committee members to review interim assessment documents before the next meeting.

VI. 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 4:19 PM.

Respectfully Submitted,
Amy Marcus

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.