APPROVED

Academy of Collaborative Education

Minutes

Facility/Development Committee Meeting

Date and Time
Thursday March 12, 2026 at 4:00 PM

Location
Join Zoom Meeting: https://us06web.zoom.us/j/86514997226?pwd=aAinWbYLSdq4ia8BZ7PF1paZu6vbZS.1

Meeting ID: 865 1499 7226
Passcode: 512139

One tap mobile: +16699006833,,86514997226#,,,,*512139#

Join by SIP: • 86514997226@zoomcrc.com

Join instructions: https://us06web.zoom.us/meetings/86514997226/invitations?signature=Y6v7znl7r71wz17pto4c52MHlWvu5nB7mn96KOPOlwo

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

Curtis Eberts (remote), Davy Mize, Joellen Freeman, Karen Roberson (remote), Richard Cannon (remote)

Committee Members Absent
None

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Joellen Freeman called a meeting of the Facility/Development Committee of Academy of Collaborative Education to order on Thursday Mar 12, 2026 at 4:02 PM.

C. Approval of Agenda

Joellen Freeman made a motion to Approve the agenda.
Karen Roberson seconded the motion.
The committee **VOTED** to approve the motion.

D. Approval of Meeting Minutes

Curtis Eberts made a motion to approve the minutes from Facility/Development Committee Meeting on 01-15-26.
Joellen Freeman seconded the motion.
The committee **VOTED** to approve the motion.

II. Facility/Development

A. Executive Director Report

Grace Episcopal received Fire Marshal approval today. Joellen uploaded the electrical, building, and fire marshal approval to the Louisiana Department of Health, and requested an approval to move in.

The plan is to move in this weekend because the following weekend is spring break so no one will be here, and then the weekend after that is Easter. Teachers are reaching out to potential parent volunteers. Moving the teachers will be easier than moving Joellen and Katie's offices. Additional logistics were discussed such as elevator usage.

B. Rodent Issues

The previous pest control service, Anderson Pest Control was dismissed after failure to show up on a regular basis. The new pest service brought "live traps" and a teacher has

been volunteering to humanely trap the rodents and release them by the river. This is an ongoing issue, but it is improving.

C. Review and discuss quote from Byrnes

Joellen discussed recent and upcoming visits from Byrnes. They will return over spring break to do maintenance work that can't be done when students are present. There have been additional malfunctions in the current system; Byrnes will provide a report next week.
Discussed the new unit installation, referencing the quote that is up for approval. Because the current system would cost over $5,000 to repair, they provided a quote for a new system at $13,777. The duct work throughout the building is problematic; redoing the entire side will be expensive, possibly $50,000 or more.

Davy agrees that the duct work needs to be replaced. Joellen will get a price quote for that work.

Curtis mentioned that because this is an old building, when a company puts in a new outdoor unit and air handler, the new air handler it will not be the same size and dimensions as the old air handler, so modifications will be needed to allow the air handler to push into the existing duct work. He asked if this quote includes those modifications and Joellen confirmed that it does.

The finance committee approved this quote yesterday as far as price. The Facilities Committee needs to weigh in on sending this to the full board. If needed, we will call a special meeting to be able to approve this quote as a full board.

Davy asked who is responsible for the startup information report. Joellen confirmed that Byrnes is responsible for that report.

Byrnes put in a new unit for about $10,000 in 2024, so Joellen feels the cost in 2026 is as expected.

III. New Business

A. Long Term Expansion Plans

It is projected that the move to the Grace facility will cover ACE's expansion for several years. It will allow for 6th, 7th, and 8th grade. ACE will amend our charter in 2027 to include the high school. When that is done, we will need to show how we will accommodate those grades.

Davy asked if the additional room at Grace could accommodate the high school. Joellen said it is a real possibility. There are potentially seven extra rooms, but they have not been inspected for safety yet.

Davy mentioned the River Oaks School option. Karen and Joellen have been trying to arrange a visit, but so far they have been unsuccessful in scheduling. They will try for an April visit. Curtis said that he understands River Oaks to be partially owned by various shareholders. He does not have clarity on how that is arranged when it comes to non-profit status. Joellen mentioned that River Oaks is possibly struggling with enrollment.

Joellen pointed out that Grace will steadily raise the rent, so that is a downside to choosing to continue expansion in that building.

River Oaks could house the entire school, but if that is not possible, should it be considered to house the high school and/or middle school separately? Davy stated a preference for housing the entire school on one property. Curtis and Joellen agree that there aren't any other obvious options in the downtown area. There is a huge empty lot by the fire department, if ACE wants to consider building from the ground up. Joellen shared that Richard suggested that possibly the old Ford card dealership might be large enough

Richard asked if we can determine how many square feet are needed. Joellen stated that it would need to be at least as big as SFACS. Joellen can ask Lynn for the square footage and a possible tour.

ACE will have 9th grade by '28-'29 and it takes a year or more to build or renovate.

IV. Action Items

A. Recommendation to Board

Richard Cannon made a motion to Recommend approval of Byrnes quote to full board.
Curtis Eberts seconded the motion.
The committee **VOTED** to approve the motion.

B. Grace Move

A work day is scheduled for Saturday morning at 9am; volunteers are requested to make the move.

V. Other Business

A. Progress towards Smart Goals

Davy stated that we are on track with Smart Goals. A repair in the bathroom will be taking place while the move on Saturday is happening.

VI. Closing Items

A.

Adjourn Meeting

Joellen Freeman made a motion to Adjourn Meeting.
Curtis Eberts seconded the motion.
The committee **VOTED** to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:39 PM.

Respectfully Submitted,
Joellen Freeman

Documents used during the meeting

- Quote4495_69a9b3d4a394d_Quote4495-2026-03-05-11-48-17.pdf

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.