APPROVED

Academy of Collaborative Education

Minutes

Governance Committee Meeting

Date and Time
Wednesday May 27, 2026 at 3:30 PM

Location
Join Zoom Meeting: https://us06web.zoom.us/j/89797917093?pwd=b3yFs6IVCVP1UaWTx3bthJa8rYGev8.1

Meeting ID: 897 9791 7093
Passcode: 020620

One tap mobile: +16694449171,,89797917093#,,,,*020620#

Join by SIP: • 89797917093@zoomcrc.com

Join instructions: https://us06web.zoom.us/meetings/89797917093/invitations?signature=1w8ZKA4UGi8RChYR5CFLzvLgCNja5YxpN4Pi2noy3aY

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

Holly Allen (remote), Joellen Freeman (remote), Kara Maggiore (remote)

Committee Members Absent
None

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Holly Allen called a meeting of the Governance Committee of Academy of Collaborative Education to order on Wednesday May 27, 2026 at 3:46 PM.

C. Approval of agenda

Joellen Freeman made a motion to approve agenda.
Holly Allen seconded the motion.
The committee **VOTED** unanimously to approve the motion.

II. Reports

A. Report: Executive Director Update

- Will be making changes -- mostly minor -- to employee handbook to be voted on annual board retreat. Legal will be consulted.
- Will be making changes -- largely around student absenteeism -- to student handbook to be voted on at annual board retreat. Legal will be consulted.
- Increase Executive Director spending limit to $25,000. Financial committee already approved.
- Governance will consider these in a special meeting before the full board meeting on June 17, 2026.

III. New Business

A. Discuss Nomination of Prospective Board Members

- Two parents wish to join the board -- Hannah Nguyen and Matthew Fowlkes..
- Matthew previously served as a founding board member.

B. Discuss Retreat Agenda

- Annual Executive Report (enrollment, staffing, overview of year, highlights, etc), featuring academic data and reporting.
- Executive Director Evaluation - Executive Session.
- Voting / Action items: employee handbook, student handbook, and budget.

- Officer voting.
- Committee meeting schedule and goals.
- Ethics training.
- Adjournment

C. Discuss Executive Director Evaluation

- Joellen self-eval due 6/15.
- Board forms due on 6/19.

IV. Action Items

A. Recommend Approval of Prospective Board Members

Kara Maggiore made a motion to recommend for approval to the full board prospective board members, Hannah Nguyen and Matthew Fowlkes.
Holly Allen seconded the motion.
The committee **VOTED** unanimously to approve the motion.

B. Recommend Approval of Annual Board Meeting / Retreat Agenda

Holly Allen made a motion to recommend approval to the full board of the annual meeting / retreat agenda.
Joellen Freeman seconded the motion.
The committee **VOTED** unanimously to approve the motion.

V. 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 4:27 PM.

Respectfully Submitted,
Holly Allen

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.