

**ACE Leadership High School
Regular Meeting of the Governing Board**
June 21, 2023
Minutes

MINUTES

- I.** Call to Order for Regular Meeting: JR Tarin called to order at 7:33am
- II.** Roll Call for Quorum:
Members Present: JR Tarin, Amy Ballard, John Dautriel, Gabby Romero, Jeff Steele, Lon Freeman, Dan Erickson
Members Not Present: Ronda Gilliland-Lopez, Sal Tortorici
Others Present: Justin Trager (ACE), Dan Hill (DMH Law), Sammi Marquez (K12 Accounting), Casey Mason (ACE), Ralph Gonzalez (ACE), Matt Salas (ACE)
- III.** Approval of Agenda (Action)

Discussion: Add discussion and Board vote for AY 2023-24 Lottery Policy to agenda.

Vote to approve agenda as amended:
- Motion: Amy Ballard
 - Second: Jeff Steele
 - Vote: Unanimously approved
- IV.** Approval of the May 24, 2023 Governing Board Meeting Minutes (Action)
- Motion: Lon Freeman
 - Second: Gabby Romero
 - Vote: Unanimously approved
- V.** Public Comment: No public comment
- VI.** Student/Teacher Presentation
No student presentation

VII. Finance Report and Approvals

Lon stated that the committee was doing more active monitoring of internal controls. This month 2 payment vouchers were audited to insure that expenditure authorizations are being done correctly. This revealed that things are being done correctly.

JR asked about COVID-related charges. Justin stated that these will be going away as State has not been authorized for extensions on these payments.

Lon presented the financial information and stated that budgets reflected expected end of year expenditures. Per student spending reviewed—appropriate. All taxes remitted timely. Journal entries were also done appropriately. Bank balances reconcile, purchasing card purchases reviewed and all PO's and approvals appropriate.

- Vote to approve May, 2023 Voucher Disbursements, Bank Reconciliation and Financial Reports
 - Motion: Jeff Steele
 - Second: JR Tarin
 - Vote: Unanimously approved
- Vote to approve May, 2023 Budget Adjustment Requests (BAR)

No BAR's submitted for June.

- P-card Approval for May, 2023
 - Motion: John Dautriel
 - Second: Lon Freeman
 - Vote: Unanimously approved

VIII. Foundation Report (Justin Trager)

Still working on purchase of land. Everything is in place and moving forward. We are now in good standing with all foundation requirements from the State. We will use this to petition the federal government to change status.

Still seeking new Board members.



JR inquired about rezoning. Justin stated that this will be happening, but it is a slow process because particularly platting is a slow process. JR offered assistance with surveying the property.

IX. Board Reports

1. Chair and Executive Committee

The Executive Committee met. Request to get Outlook calendar invites to important events, particularly graduation.

2. Finance Committee

The Finance Committee met.

3. Audit Committee

The Audit Committee met.

4. Industry Engagement Committee (JR, Matt, Justin)

The committee met to set some calendar items including visits by industry partners to ACE on the morning of July 18th. July 28th will arrange to send ACE staff out to visit jobsites to give them familiarity with this work.

X. Co-Director's Report

- **Justin Trager:**

Reported that the new State Accountability System is being reviewed with regard to various regulations. Unclear how punitive vs. supportive the system will be. The data portal has been redone based on new categories that are not totally clear at this time. Staff will be reviewing.

Dan Hill reviewed the background of assigning school grades, Vistas, etc. This is replacing the report card system. Based on 2021 SAT scores of juniors only. ACE is a CSI GRAD rating. Justin said that the system is very new and we need better understanding of what all the ratings mean. Justin encouraged the Board to visit the Vistas website.

Justin reminded the Board that with the support of Rachel who we met at the retreat, ACE is building a dashboard with meaningful measures for ACE.

- Ralph Gonzales:

Ralph mentioned the unfortunate losses this year at ACE, but that the school is moving forward with positive plans. Targeted interventions with students for various reasons are happening this week. Health Center is functioning. Campus construction will be expanding once permits are obtained but is moving forward well.

He stated that the larger number of students will require reviewing safety plan including contact system.

- Casey Mason

Final exhibitions went well. There are some large initiatives underway for staff including reading interventionist. Still trying to hire 2 teachers and educational assistants.

- Matt Salas

Enrollment is going well. Nearly 20 families have filled out lottery entries, over and above previous. Expect a spike in enrollment closer to fall. Recruitment efforts are underway including billboards and other tools. Enrollment process has been revamped to make it easier for families.

XI. Items for Board Discussion and Action

1. APS end of year site visit debrief (Justin)

Justin reviewed the annual APS visit report. Board reviewed fall previously, spring is new information. Overall compliance is in good shape. Justin reminded the Board that we do meet our Mission-Specific goals, which is very important. Micro-credentials goal was met with 67% of students obtaining micro-credentials. 86% of graduates received a certification (OSHA, First Aid, etc.). The only warnings (yellow) were in the audit findings area around finances. This is due in part to changes introduced late in the process. The only red area is in Special Ed spending. This is an accurate reflection but Justin will be monitoring and should be fixed. Spending on direct instruction is in the yellow category, but due to the way ACE staffs, some positions are not seen as “direct” instruction.

2. Work-based Learning Wednesdays (discussion only)

Justin presented information about this project that is happening at ACE. Justin will share presentation document for dissemination to the Board. The plan was developed in part based on school visits that are doing innovative practices around work-based learning. Plan basically outlines the pathway for students to build skills around CTE training. Includes workshops related to Carpentry, Electrical Trades, Welding, etc. Also guest speakers, job shadowing, dual enrollment and other career exploration. Also could include team-based work at Roadrunner Foodbank or other similar organizations. Sequential, scaffolded way to insure that all students are doing work-based learning.



Matt added that with the increased enrollment there is a greater need for support from the Board, etc. to find speakers, workshop presenters, work opportunities, etc. to make sure that all students have these opportunities. This will benefit industry in the long run. Matt will be working on clearer communication about what the opportunities are.

3. Hard to Staff Positions Stipend policy (Vote)

Includes statement regarding having ACE instructors with advanced industry qualifications such as those required CNM instructors who can offer dual credit, could be eligible for the stipends.

- Motion: Dan Erickson
- Second: John Dautriel
- Vote: Unanimously Approved

4. Graduation Requirements Policy (Vote)

Basically documents what ACE has been doing in writing, most of the document reflects State requirements, also includes capstone requirement and preference for CTE training. Capstone course also proxies for required “honors” courses.

- Motion: Amy Ballard
- Second: Jeff Steele
- Vote: Unanimously approved

5. AY 2023-24 Lottery Policy (Vote)

This policy was introduced last year. This vote reflects changes that reflect realistic enrollment cap numbers.

- Motion: John Dautriel
- Second: JR Tarin
- Vote: Unanimously approved

6. Items for future agenda

- Lease to purchase renegotiation (Board vote July)
- Special Education policy (summer)
- Staff handbook
- Open meetings Act (Board vote in July)
- Inventory (July)
- NMPED Public Accountability System updates (Fall)

7. Next Regular Meeting, Wednesday, July 26, 2023

8. Adjournment: Meeting adjourned at 8:45am