

**ACE Leadership High School**  
**Regular Meeting of the Governing Board**  
June 22, 2022  
*Agenda*

Notice is hereby given that the ACE Governing Board Regular Meeting will begin at 7:30am  
*The meeting will take place at ACE Leadership High School: 1240 Bellamah Ave. NW*

*Or virtually on Zoom:*

<https://zoom.us/j/3295319549?pwd=WkFEV0FZNXhITDF5bFVLK08zOUhrQT09>

Meeting ID: 329 531 9549

Passcode: 4MWCqM

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**AGENDA**

- I. Call to Order for Regular Meeting:
- II. Roll Call for Quorum:  
Members Present:  
Members Not Present:
- III. Approval of Agenda (Action)
  - Motion:
  - Second:
  - Vote:
- IV. Approval of the May 25, 2022 Governing Board Meeting Minutes (Action)
  - Motion:
  - Second:
  - Vote:
- V. Public Comment:
- VI. Finance Report and Approvals (Action)
  - Vote to approve May, 2022 Voucher Disbursements, Bank Reconciliation and Financial Reports
    - Motion:
    - Second:

b. Lottery Policy

- Motion:
- Second
- Vote:

**X.** Items for future agenda

- APS Framework presentation
- Short cycle testing data (July)

**XI.** Next Regular Meeting, Wednesday, July 27, 2022 7:30am

**XII.** Adjournment:

- Motion:
- Second:
- Vote:

Q4 Action Plan			
Strategic Priority Area	Goals	Actions to Take	Timeline
Executive Committee	Goal: Develop comprehensive committee strategies for operationalizing consistent committee work at all levels of the Board	1) Brainstorm broad ideas to work with the Foundation	Q4/2021-Q2/2022
		2) Foundation recruitment, systems development, and placement	Q1/2022-Ongoing
Board Committees	Goal: Develop committee specific strategies to guide work, increase membership and support efficient operations	1) Outreach strategy, specific process and systems, and operations guide to meet stated goals	Q4/2021-Q2/2022



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Meeting ID: 329 531 9549

Passcode: 4MWCqM

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**MINUTES**

- I.** Call to Order for Regular Meeting: Ronda Gilliland-Lopez called the meeting to order at 7:34am.
- II.** Roll Call for Quorum:  
Members Present: JR Tarin, Tony Kocurek, Ronda Gilliland-Lopez, Amy Ballard, Lon Freeman  
Members Not Present: Jacqueline Schlessinger  
Others Present: Justin Trager (ACE), Ralph Gonzalez (ACE), Dan Hill (DMH Law), Zach Kirchgessner (K-12 Accounting), Matt Salas (ACE), Casey Mason (ACE)
- III.** Approval of Agenda (Action)
  - Motion: Lon Freeman
  - Second: Tony Kocurek
  - Vote: Unanimously approved
- IV.** Approval of the May 25, 2022 Governing Board Meeting Minutes (Action)
  - Motion: JR Tarin
  - Second: Amy Ballard
  - Vote: Unanimously approved
- V.** Public Comment: No public comment
- VI.** Finance Report and Approvals (Action)

Lon Freeman reviewed the financial report. Included grant payments for Future Focused Education interns. Transit vans purchased with SB-9 funds were not financed; purchased



- Matt and JR meeting on Tuesday to get started.

## VIII. Co-Director's Report

Justin Trager

- School year is wrapping up.
- Hiring is proceeding apace. Day teacher moving to evening—this will help stabilize the staffing.
- ACE will receive grant funding for EA staff position.
- PED Innovation Zone grant: ACE applied for this and should hear soon whether they received it. \$250,000 to spend in 1 year.
- Solar Trailer and Fiesta is happening. ACE students will be participating.
- Leadership Schools Network now defunct.
- 2<sup>nd</sup> Tier Policy Review Update (see Items for Board Discussion and Action)
- Foundation meeting took place. Angie Lerner is now President. Add place holder for Foundation back on to agenda. Board has 3 members. Justin Trager recorded minutes.

Ralph Gonzalez

- Facility add-on costs have risen quite a bit due to supply chain challenges. Also going through permit process.
- End of year celebration went well.
- Extended learning initiatives will continue through the summer. Will include field trips for students.

## IX. Items for Board Discussion and Action

- Performance Framework, Fall and Spring Site Visits (Justin Trager)
  - Discussion only
    - Joseph Escobedo provided document at end of site visit (sent out to Board).
    - Some of the demographic data on Caucasian students is incorrect.
    - Board membership also needs to be updated.
    - Budget finding (“does not meet”) on Direct Instruction is to point out where ACE is in comparison to other schools. School is low in DI, but high in Student Support area.
    - Audit Findings are moving in positive direction.
- Policy Review (Justin Trager and Dan Hill)
  - **Grievance and Complaint Policy**



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**AGENDA**

- I. Call to Order for Regular Meeting:
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Members Present:  
Members Not Present:
- III. Approval of Agenda (Action)
  - Motion:
  - Second:
  - Vote:
- IV. Approval of the June 22, 2022 Governing Board Meeting Minutes (Action)
  - Motion:
  - Second:
  - Vote:
- V. Public Comment:
- VI. Finance Report and Approvals (Action)
  - Vote to approve June, 2022 Voucher Disbursements, Bank Reconciliation and Financial Reports
    - Motion:
    - Second:



- Lottery Policy
  - Motion:
  - Second
  - Vote:

**XI. Items for future agenda**

- Board Retreat

**XII. Next Regular Meeting, Wednesday, August 24<sup>th</sup>, 2022 7:30am**

**XIII. Adjournment:**

- Motion:
- Second:
- Vote:

Q4 Action Plan			
Strategic Priority Area	Goals	Actions to Take	Timeline
Executive Committee	Goal: Develop comprehensive committee strategies for operationalizing consistent committee work at all levels of the Board	1) Brainstorm broad ideas to work with the Foundation	Q4/2021-Q2/2022
		2) Foundation recruitment, systems development, and placement	Q1/2022-Ongoing
Board Committees	Goal: Develop committee specific strategies to guide work, increase membership and support efficient operations	1) Outreach strategy, specific process and systems, and operations guide to meet stated goals	Q4/2021-Q2/2022
	Goal: Prioritize parent and graduate engagement		



**ACE Leadership High School**  
**Regular Meeting of the Governing Board**  
July 27, 2022  
*Minutes*

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Meeting ID: 329 531 9549

Passcode: 4MWCqM

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**MINUTES**

- I. Call to Order for Regular Meeting: Meeting called to order by JR Tarin (Vice Chair) on behalf of Ronda Gilliland-Lopez (Chair) at 7:40am.
- II. Roll Call for Quorum:  
Members Present: Amy Ballard, Lon Freeman, Jacqueline Schlessinger, JR Tarin  
Members Not Present: Ronda Gilliland-Lopez, Tony Kocurek  
Others Present: Justin Trager (ACE), Ralph Gonzales (ACE), Casey Mason (ACE), Matt Salas (ACE), Dan Hill (DMH Law), Zach Kirchgessner (K12 Accounting), Angie Lerner (ACE Foundation President)
- III. Approval of Agenda (Action)
  - Motion: Lon Freeman
  - Second: JR Tarin
  - Vote: Unanimously approved
- IV. Approval of the June 22, 2022 Governing Board Meeting Minutes (Action)
  - Motion: Amy Ballard
  - Second: Lon Freeman
  - Vote: Unanimously approved
- V. Public Comment: No public comment
- VI. Finance Report and Approvals (Action)



## 2. Audit Committee

Lon Freeman shared that the audit will begin the week of August 15<sup>th</sup> and will be conducted by Moss-Adams. They will discuss any lease-related concerns as this is a change that needs to be vetted. Land will be separated from the building assets, and residential zoned lot will not be included in the property assessment.

## 3. Industry Engagement Committee

Matt Salas stated that the committee's goals include:

- Tracking industry engagement;
- Access Union entrance exams in order to vet ACE curriculum

## IX. Co-Directors' Report

- Short-cycle testing Data (Casey Mason)

Casey Mason presented a report on short-cycle English and Math testing results. This data is different than PARCC or SAT and is designed to measure student growth.

The reading data reveals challenges in this area, but ACE has been actively emplacing resources to try to address this moving forward, including hiring a Reading Interventionist and implementing study aids. Math has seen some movement in the right direction.

Need to determine what are the right measures for ACE when we look at education data. This is a topic for the Board Retreat.

- Justin Trager

- 7 positions have been added this year. Some of these are soft money.
- Significant grants have been awarded, including \$100,000 for Educational Assistants as well as a community planning grant and \$257,000 for a PED Innovation Zone Grant. This is a 1-year grant. This will fund student internships, as well as a data system, travel and PD.
- He stated that students will return to ACE on August 8<sup>th</sup>.

- Matt Salas



### XIII. Adjournment:

- Motion: Lon Freeman
- Second: Amy Ballard
- Vote: Unanimously approved

Meeting adjourned at 8:45am

Q4 Action Plan			
Strategic Priority Area	Goals	Actions to Take	Timeline
Executive Committee	Goal: Develop comprehensive committee strategies for operationalizing consistent committee work at all levels of the Board	1) Brainstorm broad ideas to work with the Foundation  2) Foundation recruitment, systems development, and placement	Q4/2021-Q2/2022  Q1/2022-Ongoing
	Goal: Develop committee specific strategies to guide work, increase membership and support efficient operations  Goal: Prioritize parent and graduate engagement	1) Outreach strategy, specific process and systems, and operations guide to meet stated goals	Q4/2021-Q2/2022
Mission Specific Outreach	Goal: Add 2 people to the at-large Board	1) Pool of partners (30,000) *Union & Non-Union	Q1/2022-Ongoing
	Goal: Add 2 people to committees (could be non-Board member; possibly former charter executive)	1) Develop the Profile for the Partner (like the profile of the graduate)	Q4/2021
	Goal: Develop the Foundation's goals	1) Start a joint conversation with the Foundation to develop	Q1/2022-Ongoing
ACE Leadership			

Table 1. Summary of ACE GC Goals for 2021-2022



**ACE Leadership High School**  
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August 24, 2022  
*Agenda*

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**AGENDA**

I. Call to Order for Regular Meeting:

II. Roll Call for Quorum:

Members Present:

Members Not Present:

III. Approval of Agenda (Action)

- Motion:
- Second:
- Vote:

Vote to amend agenda to include approval of 2021-2022 Inventory

- Motion:
- Second:
- Vote:

IV. Approval of the July 27, 2022 Governing Board Meeting Minutes (Action)

- Motion:
- Second:
- Vote:

V. Public Comment:



## X. Items for Board Discussion and Action

- Permanent Cash Transfer Form (Justin Trager)
  - Motion:
  - Second:
  - Vote:
  
- Open Meetings Act (Justin Trager and Dan Hill)
  - Motion:
  - Second:
  - Vote:
  
- Hard-to-staff position stipends (Justin Trager)
  - Motion:
  - Second
  - Vote:
  
- Approval for disposition of vans (Justin Trager)
  - Motion:
  - Second
  - Vote:
  
- Moving up teacher license levels (Justin Trager, Dan Hill)
  - Motion:
  - Second
  - Vote:
  
- Board Retreat update
  - Suggested dates: October 12<sup>th</sup>, 12:00-4:00pm
  - Location TBD (CNM?)
  
- Approval of 2021-2022 Inventory
  - Motion:
  - Second:

Mission Specific Outreach	Goal: Add 2 people to the at-large Board	1) Pool of partners (30,000) *Union & Non-Union	Q1/2022-Ongoing
	Goal: Add 2 people to committees (could be non-Board member; possibly former charter executive)	1) Develop the Profile for the Partner (like the profile of the graduate)	Q4/2021
	Goal: Develop the Foundation's goals	1) Start a joint conversation with the	Q1/2022-Ongoing
		Leadership	

Table 1. Summary of ACE GC Goals for 2021-2022



**ACE Leadership High School**  
**Regular Meeting of the Governing Board**  
August 24, 2022  
*Minutes*

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**MINUTES**

- I. Call to Order for Regular Meeting: Meeting called to order at 7:34am by Ronda Gilliland-Lopez
- II. Roll Call for Quorum:
  - Members Present: Ronda Gilliland-Lopez, Tony Kocurek, Lon Freeman, JR Tarin, Amy Ballard
  - Members Not Present: Jacqueline Schlessinger
  - Others Present: Justin Trager (ACE), Ralph Gonzales (ACE), Dan Hill (Counsel), Matt Salas (ACE), Zach Kirchgessner (K-12 Consultants), Casey Mason (ACE), Jeff Steele (Prospective Board Member, Ironworkers Local 495), Sal Tororici (Prospective Board Member, Yearout), Gabby Romero (Prospective Board Member, Safety Counseling)
- III. Vote to amend agenda to include approval of 2021-2022 Inventory
  - Motion: Ronda Gilliland-Lopez
  - Second: Amy Ballard
  - Vote: Unanimously passed
- IV. Approval of the July 27, 2022 Governing Board Meeting Minutes (Action)
  - Motion: Tony Kocurek
  - Second: Lon Freeman
  - Vote: Unanimously passed
- V. Public Comment: No public comment
- VI. Finance Report and Approvals (Action)
  - Lon highlighted some of the larger purchases (DL support for credit recovery, insurance renewal)
  - Budget reflects new fiscal year (FY 2023) monies.
  - Reconciliation is correct
  - Taxes paid timely





See link sent by PED (Dylan Wilson) we should send these to prospective Board members. We can do some of the hours at the retreat. Academic data hours would be good candidate for retreat training. Dan is going to do monthly lunch time training.

- What is the requirement (hours, topics, access), Dan present at Retreat.
- Dan will start spreadsheet starting at September meeting.
- Dan will get something to the Board in writing.

- Audit Committee

Lon reviewed the audit meeting. They reviewed some of the deliverables and feel comfortable that the related reports are in good shape. It is a good practice to review issues in anticipation of the audit.

- Other Committees

## IX. Co-Director's Report

### Justin Trager

- Filled teacher vacancy, will start September 16<sup>th</sup>. Two Educational Assistant positions are open, one interview scheduled this week.

### Ralph Gonzales

- Attendance has been good.
- School year has started smoothly.
- School-based health center is moving forward.
- Facilities project include portable building and fencing.
- Welding program will continue this year. Very successful—two students offered jobs from this program last year.

### Matt Salas

- 243 students enrolled. Have added 100 students.
- Huge increase in evening program.
- Increase in female students.
- Community School funding has been received. This reflects wraparound services available for students and families.
- Block Party September 24<sup>th</sup>.
- First Council meeting tomorrow.
- Work-based learning program is rolling out. Site visits are happening.
- Partnered with Jesuit volunteers, there are currently 2 volunteers working with the school.

### Kasey Mason

- 80 students attending after school program.
- Rolling out new assessment on reading and math.
- 4 students graduating in November.



- Approval of 2021-2022 Inventory
  - Motion: Ronda Gilliland-Lopez
  - Second: JR Tarin
  - Vote: Unanimously approved
- Board Retreat update
  - October 12<sup>th</sup>, 12:00-4:00pm
  - Location CNM ATC Campus, 4700 Alameda Blvd. NE, Room ATC 108

**XI.** Items for future agenda

- Board Retreat
- Tony Kocurek resignation from Board, recommends that Sal Tororici act as his replacement while Tony is Representing New Mexico as President of their International Industry Organization. He is open to participating in the future. This will be incorporated to full officer slate election at next meeting.

**XII.** Next Regular Meeting, Thursday, September 22, 2022 7:30am NOTE NEW DATE

**XIII.** Adjournment:

- Motion: Ronda Gilliland-Lopez
- Second: JR Tarin
- Vote: Unanimously approved



**ACE Leadership High School**  
**Regular Meeting of the Governing Board**  
September 22, 2022  
*Agenda*

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*The meeting will take place at ACE Leadership High School: 1240 Bellamah Ave. NW*

*Or virtually on Zoom:*

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**AGENDA**

- I. Call to Order for Regular Meeting:
- II. Roll Call for Quorum:
  - Members Present:
  - Members Not Present:
  - Others Present:
- III. Approval of Agenda (Action)
  - Motion:
  - Second:
  - Vote:
- IV. Approval of the August 24, 2022 Governing Board Meeting Minutes (Action)
  - Motion:
  - Second:
  - Vote:
- V. Vote to elect new board members
  - Sal Tororici
  - John Dautriel
  - Jeff Steele
  - Gabby Romero
  - Dan Ericson
  - Motion:



**XI. Items for Board Discussion and Action**

- Updated Strategic Plan—Discussion item (Justin Trager)
- Board Retreat update
  - October 12<sup>th</sup>, 12:00-4:00pm
  - Location CNM Advanced Technology Center, Room 107  
4700 Alameda Blvd. NE  
Park in visitor spaces

**XII. Items for future agenda**

**XIII. Next Regular Meeting, Wednesday, October 12 (at Board retreat), 2022 1:00-1:20pm**

**XIV. Adjournment:**

- Motion:
- Second:
- Vote:



**ACE Leadership High School**  
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September 22, 2022  
*Minutes*

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Passcode: 4MWCqM

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**MINUTES**

- I.** Call to Order for Regular Meeting: Meeting called to order at 7:31am
- II.** Roll Call for Quorum:  
Members Present: Ronda Gilliland-Lopez, Amy Ballard, Lon Freeman, JR Tarin  
Members Not Present: Tony Kocurek, Jacqueline Schlessinger  
Others Present: Sal Tortorici (new Board member), Gabby Romero (new Board member), Zach Kirchgessner, Justin Trager, Ericson, Dan Hill
- III.** Approval of Agenda (Action)
  - Motion: Amy Ballard
  - Second: Ronda Gilliland-Lopez
  - Vote: Unanimously approved
- IV.** Approval of the August 24, 2022 Governing Board Meeting Minutes (Action)
  - Motion: Ronda Gilliland-Lopez
  - Second: Lon Freeman
  - Vote: Unanimously approved
- V.** Vote to elect new board members
  - Sal Tortorici
  - John Dautriel
  - Jeff Steele
  - Gabby Romero
  - Dan Ericson





- Vote to approve August, 2022 BAR
  - Motion: Ronda
  - Second: JR
  - Vote: Unanimously approved
  
- P-card Approval for August, 2022
  - Motion: Amy Ballard
  - Second: Lon Freeman
  - Vote: Unanimously approved

### **VIII. Foundation Report (Justin Trager)**

Justin presented information about the Foundation for new Board members explaining that the Foundation holds our mortgage. He also stated that we have new and prospective Foundation Board members. We should have five soon. He stated that we are refinancing to reduce our monthly mortgage payment by \$20,000.

### **IX. Board Reports**

1. Chair and Executive Committee
  - Thank you departing Board Members, Tony Kocurek (resignation) and Jacqueline Schlessinger
  - Training Plan Updates (Dan Hill)
    - Dan sent out link to spreadsheet that we will use to track training (maintained by Missy Brown of PED). He and Justin are working with PED to clarify what internally-provided Board training is approved. Goal is for Dan to provide all training. Targeting end of October for first “lunch and learn” training.
  
2. Audit Committee

Zach reported out on behalf of committee. This Friday is the last day to submit documents for the audit. Probably will be released in January or February. He reported that it looks positive so far. Lon thanked Zach and Justin for their hard work to limit findings, but clarified that findings are okay and that no findings is not a necessary goal.
  
3. Other Committees



SO

**XII.** Items for future agenda

- There was discussion about whether to have students and teachers present about projects and other ACE programs at Board Meetings. Ronda states let's look at that in relation to other agenda items and length of board meetings. If we start, we will start in November.

**I.** Next Regular Meeting, Wednesday, October 12 (at Board retreat), 2022 12:00 - 12:20pm

**XIII.** Adjournment:

- Motion: Lon Freeman
- Second: JR Tarin
- Vote: Unanimously approved



**ACE Leadership High School**  
**Regular Meeting of the Governing Board**  
**October 12, 2022**  
*Agenda*

Notice is hereby given that the ACE Governing Board Regular Meeting will begin at 12:00 pm  
*The meeting will take place at CNM ATC Campus 4700 Alameda Blvd. NE, Room ATC 108,*  
*Albuquerque, NM 87113*

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**AGENDA**

- I.** Call to Order for Regular Meeting:
- II.** Roll Call for Quorum:
  - Members Present:
  - Members Not Present:
  - Other Attendees:
- III.** Approval of Agenda (Action)
  - a. Motion:
  - b. Second:
  - c. Vote:
- IV.** Approval of the *September 22, 2022* Governing Board Meeting Minutes (Action)
  - a. Motion:
  - b. Second:
  - c. Vote:
- V.** Public Comment:
- VI.** Finance Report and Approvals (Action)
  - Vote to approve September, 2022 Voucher Disbursements, Bank Reconciliation and Financial Reports
    - Motion:
    - Second:
    - Vote:
  - Vote to approve September, 2022 BARs
    - Motion:
    - Second:
    - Vote:
  - P-card Approval for September, 2022
    - Motion:
    - Second:
    - Vote:



**ACE LEADERSHIP  
HIGH SCHOOL**

Building Leaders with ACE



**ACE Leadership High School  
Regular Meeting of the Governing Board  
October 12, 2022  
*Agenda***

*CNM ATC Campus 4700 Alameda Blvd. NE, Room ATC 108, Albuquerque, NM 87113*

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**MINUTES**

- I.** Call to Order for Regular Meeting: Meeting called to order at 12:17pm by JR Tarin
- II.** Roll Call for Quorum:
  - Members Present: Amy Ballard, Ronda Gilliland-Lopez, JR Tarin, Lon Freeman, Sal Tororici, John Dautriel, Gabby Romero, Jeff Steele, Dan Erickson
  - Members Not Present:
  - Other Attendees: Justin Trager (ACE), Ralph Gonzales (ACE), Casey Mason (ACE), Dan Hill (DMH Law), Zach Kirchgessner (K12 Accounting), Matthew Salas (ACE), Rachel (Data Presentation)
- III.** Approval of Agenda (Action)
  - a. Motion: Dan Erickson
  - b. Second: Lon Freeman
  - c. Vote: Unanimously Approved
- IV.** Approval of the *September 22, 2022* Governing Board Meeting Minutes (Action)
  - a. Motion: Dan Erickson
  - b. Second: Jeff Steele
  - c. Vote: Unanimously Approved
- V.** Public Comment: No public comment
- VI.** Finance Report and Approvals (Action)

Lon Freeman presented the financial report. He stated that the Finance Committee met and thoroughly reviewed all reports and transactions. Lon invited new members to join the committee if interested. John Dautriel stated that he has a colleague who would be interested in joining the committee.

There were no Budget Adjustment Requests for September.

New expenditures were highlighted in the financial report, which the Board received. Lon also reviewed graphs, charts and discussed any anomalies. Zach Kirchgessner clarified how the Statewide Educational Guarantee (SEG) funding works in terms of timing and enrollment. We should get additional funds in February based on enrollment increase.



**XII.** Reflection & Celebration - Ronda

**XIII.** Next Regular Meeting, Wednesday, November 23, 2022, 7:30am

**XIV.** Adjournment:

a. Ronda adjourned the meeting at 3:55pm



**ACE Leadership High School  
Regular Meeting of the Governing Board**

November 23, 2022

***Agenda***

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*The meeting will take place on Zoom ONLY:*

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- II. Roll Call for Quorum:
  - Members Present:
  - Members Not Present:
  - Others Present:
- III. Approval of Agenda (Action)
  - Motion:
  - Second:
  - Vote:
- IV. Approval of the October 12, 2022 Governing Board Meeting Minutes (Action)
  - Motion:
  - Second:
  - Vote:
- V. Public Comment:
- VI. Finance Report and Approvals (Action)
  - Vote to approve October, 2022 Voucher Disbursements, Bank Reconciliation and Financial Reports
    - Motion:
    - Second:
    - Vote:



ACE LEADERSHIP  
HIGH SCHOOL  
Building Leaders with MSC

**XIII. Adjournment:**

- Motion:
- Second:
- Vote:

**ACE Leadership High School  
Regular Meeting of the Governing Board  
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*The meeting will take place on Zoom ONLY:*

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**MINUTES**

- I. Call to Order for Regular Meeting: 7:35am
- II. Roll Call for Quorum:
  - Members Present: Ronda Gilliland-Lopez, Amy Ballard, JR Tarin, John Dautriel, Dan Erickson, Gabby Romero, Jeff Steele, Lon Freeman
  - Members Not Present: Sal Tortorici
  - Others Present: Justin Trager (ACE), Ralph Gonzalez (ACE), Dan Hill (DMH Law), Sammi Marquez (K12 Accounting), Matt Salas (ACE)
- III. Approval of Agenda (Action)
  - Motion: Dan Erickson
  - Second: John Dautriel
  - Vote: Unanimously approved
- IV. Approval of the October 12, 2022 Governing Board Meeting Minutes (Action)
  - Motion: JR Tarin
  - Second: Ronda
  - Vote: Unanimously approved
- V. Public Comment: No public comment
- VI. Finance Report and Approvals (Action)

Sammi Marquez, K-12 Accounting, introduced herself. She is replacing Zach Kirchgessner as the representative to the Board. Sammi presented the financial report.

BAR's

1. Decrease to APS allocation for instruction payment (state budget)



## VII. Foundation Report (Justin Trager)

Justin Trager reported that we officially added Alan Brauer to the Foundation Board. Dawn Esquibel will also be joining.

Mortgage successfully refinanced, reducing payment by approximately \$5,000 per month.

One finding from corrective action plan has been corrected related to the foundation.

Next step is to work with a commercial realtor to acquire property adjacent to ACE's current location. Have identified realtor who has worked with ACE in the past.

## VIII. Board Reports

### 1. Chair and Executive Committee

Executive Committee will be touching base regarding committee and Board goals since this was not a focus of the Retreat.

### 2. Audit Committee

Justin reported that the audit is complete and should be public in January or February. He stated that we continue to improve.

### 3. Other Committees

Industry Engagement Committee will be meeting on Monday, November 28<sup>th</sup> (JR Tarin and Matt Salas)

## IX. Co-Director's Report

Justin Trager

- Student and staff energy has been impacted by recent events, but this also has allowed for focus and thought.
- This trimester the industry framework and badges are being worked on. Badges and micro-credentials offered this term in many different areas.
- Professional development week went well
- 6 students graduated from evening program.
- New projects: Photovoltaics, Heating efficiency, Construction Science, Biomed Tech, Identity project, Propaganda (focused on self-advocacy), Escape Room (History)
- Jasmine left but a replacement has been hired.
- Literacy Coach moving to PED, this position has been posted.





- Justin said he was comfortable facilitating, but it might be worth having an external facilitator next time since when he is in that role he is limited in terms of feedback he can provide.
- Committee homework—did we achieve goals from last year and set new goals?
  - Ronda will follow up
- Date for December meeting
  - December 21<sup>st</sup> has been proposed and agreed on
  - This will be Zoom only

**XI.** Items for future agenda

- Julie Jaynes (presentation in December)
- Policy updates will resume in December

**XII.** Next Regular Meeting, Wednesday, December 28 21<sup>st</sup>, 2022

**XIII.** Adjournment: Meeting adjourned at 8:36am



**ACE Leadership High School  
Regular Meeting of the Governing Board**

December 21, 2022

***Agenda***

Notice is hereby given that the ACE Governing Board Regular Meeting will begin at 7:30am

*The meeting will take place on Zoom ONLY:*

<https://us06web.zoom.us/j/3295319549?pwd=WkFEV0FZNXhITDF5bFVLK08zOUhrQT09>

Meeting ID: 329 531 9549

Passcode: 4MWCqM

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**AGENDA**

- I.** Call to Order for Regular Meeting:
- II.** Roll Call for Quorum:
  - Members Present:
  - Members Not Present:
  - Others Present:
- III.** Approval of Agenda (Action)
  - Motion:
  - Second:
  - Vote:
- IV.** Approval of the November 23, 2022 Governing Board Meeting Minutes (Action)
  - Motion:
  - Second:
  - Vote:
- V.** Public Comment:
- VI.** Finance Report and Approvals (Action)
  - Vote to approve November, 2022 Voucher Disbursements, Bank Reconciliation and Financial Reports
    - Motion:
    - Second:
    - Vote:



**ACE LEADERSHIP  
HIGH SCHOOL**  
Building Leaders with AGC

**XIII. Adjournment:**



**ACE Leadership High School  
Regular Meeting of the Governing Board  
December 21, 2022  
*Minutes***

<https://us06web.zoom.us/j/3295319549?pwd=WkFEV0FZNXhITDF5bFVLK08zOUhrQT09>

Meeting ID: 329 531 9549

Passcode: 4MWCqM

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**MINUTES**

- I.** Call to Order for Regular Meeting: Meeting called to order at 7:30am
- II.** Roll Call for Quorum:
  - Members Present: Sal Tortorici, Jeff Steele, Ronda Gilliland-Lopez, Gabby Romero, Lon Freeman, JR Tarin
  - Members Not Present: John Dautriel, Dan Erickson
  - Others Present: Dan Hill, Justin Trager (ACE), Sammi Marquez (K-12 Accounting), Ralph Gonzalez (ACE), Matt Salas (ACE), Julie Jaynes (ACE Workbased Learning), Casey Mason (ACE)
- III.** Approval of Agenda (Action)
  - Motion: Lon Freeman
  - Second: Jeff Steele
  - Vote: Unanimously approved
- IV.** Approval of the November 23, 2022 Governing Board Meeting Minutes (Action)
  - Motion: Ronda Gilliland-Lopez
  - Second: Amy Ballard
  - Vote: Unanimously approved
- V.** Public Comment: No Public Comment
- VI.** Finance Report and Approvals (Action)

Lon thanked Sammi for all her hard work.

Lon presented the Financial Report. He stated that there were a lot of BARs this time around. He reviewed the BARs. BARs included grant activity including ESSR funds, Innovation Zone grant



- P-card Approval for November, 2022
  - Motion: Amy Ballard
  - Second: Jeff Steele
  - Vote: Unanimously approved

## **VII. Foundation Report (Justin Trager)**

Justin reviewed the refinancing details. We are pausing the lease-to-purchase process. Justin discussed the potential land/structure purchase of the adjacent land. Realtor will draft a letter of intent to purchase the property to expand the school. Space is tight with growing school. Cost is around \$400,000-500,000.

Enrollment is around 240. Expecting 5 graduates or so. Applicants are continuing to flow in.

Justin stated that zoning needs to be considered. The realtor seems to think the zoning is correct, or can be altered. Dan Hill stated that if the new building changes our address, that could be an issue but otherwise, not an issue.

## **VIII. Board Reports**

1. Chair and Executive Committee
  - Ronda stated that she would be touching base with committees to check into their progress.
  - Ronda thanked ACE for the flowers sent to her family
2. Audit Committee
  - Nothing to report at this time.
3. Other Committees
  - Industry Engagement Committee met. Matt Salas stated that shared ideas about how to move this committee forward.

## **IX. Co-Director's Report**

- Work-based Learning presentation by Julie Jaynes, ACE Work Based Learning Coordinator

## II. Items for Board Discussion and Action

- Detailed Board Training Updates (Dan Hill)  
Dan presented the training tracking spreadsheet maintained by PED. Training hours from retreat have been added. He also presented training opportunities that are available for the year. Academic Understanding and Governance training have been covered for the Board already, so don't sign up for those. Tracking document will be in our Google Drive.

He shared the link to training for Board (<https://webnew.ped.state.nm.us/wp-content/uploads/2022/08/FY23-Annual-Schedule-8.2.22-MB-BR-BR.pdf>) to training opportunities.

Goal is to finish Board training by April.

## III. Items for future agenda

- Student and teacher presentations monthly starting in January
- Academic Data Plan, Casey Mason, January
- Strategic Plan Update, Justin Trager, February
- Policy updates, ongoing
- Fall APS site visit report debrief, January

## IV. Next Regular Meeting, Wednesday, January 25, 2023

## V. Adjournment: Meeting adjourned at 8:40am



**ACE Leadership High School**  
**Regular Meeting of the Governing Board**  
January 25, 2023  
*Agenda*

Notice is hereby given that the ACE Governing Board Regular Meeting will begin at 7:30am  
*The meeting will take place at ACE Leadership High School: 1240 Bellamah Ave. NW*

*Or virtually on Zoom:*

<https://us06web.zoom.us/j/3295319549?pwd=WkFEV0FZNXhITDF5bFVLK08zOUhrQT09>

Meeting ID: 329 531 9549

Passcode: 4MWCqM

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**AGENDA**

- I. Call to Order for Regular Meeting:
- II. Roll Call for Quorum:  
Members Present:  
Members Not Present:  
Others Present:
- III. Approval of Agenda (Action)
  - Motion:
  - Second:
  - Vote:
- IV. Approval of the December 21, 2022 Governing Board Meeting Minutes (Action)
  - Motion:
  - Second:
  - Vote:
- V. Public Comment:
- VI. Student Presentation
- VII. Finance Report and Approvals (Action)
  - Vote to approve December, 2022 Voucher Disbursements, Bank Reconciliation and Financial Reports





- Long-term sustainable budgeting plan (Justin and Finance Committee)

XIII. Next Regular Meeting, Wednesday, February 22, 2023

XIV. Adjournment:

### Upcoming Events:

- North Valley Academy school showcase- January 12th
- Garfield Middle School showcase January 13th
- Family Meetings- January 30th-31st
- Testing February 1st and 2nd
- Facilities Team Group Internship started January 10th
- Pre-Apprenticeship Program starts Jan 18<sup>th</sup>
- Student Exhibitions: March 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> 2023  
(PLEASE ATTEND/VOLUNTEER IF YOU CAN—  
INFORMATION FORTHCOMING)



**ACE Leadership High School  
Regular Meeting of the Governing Board**

January 25, 2023

***Minutes***

<https://us06web.zoom.us/j/3295319549?pwd=WkFEV0FZNXhITDF5bFVLK08zOUhrQT09>

Meeting ID: 329 531 9549

Passcode: 4MWCqM

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**MINUTES**

- I.** Call to Order for Regular Meeting: Meeting called to order at 7:41 am by JR Tarin
- II.** Roll Call for Quorum:
  - Members Present: Amy Ballard, Sal Tortorici, Jeff Steele, Gabby Romero, Lon Freeman, JR Tarin
  - Members Not Present: Ronda Gilliland-Lopez, John Dautriel, Dan Erickson
  - Others Present: Dan Hill, Justin Trager (ACE), Ralph Gonzalez (ACE), Matt Salas (ACE), Casey Mason (ACE), Eric Donald (ACE Faculty), Raul Daquin (ACE Student)
- III.** Approval of Agenda (Action)
  - Motion: Lon Freeman
  - Second: Jeff Steele
  - Vote: Unanimously approved
- IV.** Approval of the December 21, 2022 Governing Board Meeting Minutes (Action)
  - Motion: Amy Ballard
  - Second: Lon Freeman
  - Vote: Unanimously approved
- V.** Public Comment: No Public Comment
- VI.** Student/Teacher Presentation (Eric Donald and Raul Daquin)
  - PV project: How Could ACE Benefit from Using Photovoltaic Systems?
  - Goal: make students wise consumers of solar energy products and learn STEM skills.
  - Strategy: build solar powered car models and model of garage.



- Vote to approve December, 2022 Budget Adjustment Requests (BAR)
  - Motion: Lon Freeman
  - Second: JR Tarin
  - Vote: Unanimously approved
  
- P-card Approval for December, 2022
  - Motion: Lon Freeman
  - Second: Amy Ballard
  - Vote: Unanimously approved

#### **VIII. Foundation Report (Justin Trager)**

Refinance payments have started; still waiting on lease to purchase agreement. A Realtor has been retained to do valuation and letter of intent to purchase adjacent property. Plans underway to meet with buyer on this Friday. Current number for purchase is in the vicinity of \$400,000.

#### **IX. Board Reports**

1. Chair and Executive Committee
  - Ronda updated us on committee work.
  - Agenda set for today's meeting.
  
2. Audit Committee
  - Justin Trager presented the Audit Committee report. The APS Audit is now public so he reviewed results. This year we have 1 non-material, non-repeat finding. The finding was a need to correct a cash balance—Justin stated that this was an accounting error and controls are in place to prevent this.

There will be a corrective action plan, however it should be simple.

Lon recognized Justin for his excellent leadership in turning the audit findings around.



- Family meetings also starting next week.
- 2 project teachers went on trip to visit the Philadelphia schools

## II. Items for Board Discussion and Action

- Update to Special Education Policy (Dan Hill)  
There is an amendment to our existing policy based on a change at the State level related to Ombudsman.

Motion: Amy Ballard

Second: JR Tarin

Unanimously Approved

- Justin discussed the APS fall site visit
  - Justin reviewed the takeaways from the visit. We achieved all “green” ratings in terms of APS expectations. Financial Compliance is in “yellow” for audit findings based on the simple finding. Also Special Ed Maintenance of Effort, this is due to a district-wide issue based on APS delay; Payroll report is also “yellow”, new kind of journal entry. Action was correct. All of Financial Compliance have been addressed at this time.
- Dan Hill reminded Board to please complete training timely.

## III. Items for future agenda

- Student and teacher presentations monthly
- Academic Data Plan, Casey Mason, February
- Strategic Plan Update, Justin Trager, March
- Sustainable budget plan, February
- Policy updates, ongoing

## IV. Next Regular Meeting, Wednesday, February 22, 2023

## V. Adjournment: Meeting adjourned at 8:46am



**ACE Leadership High School  
Regular Meeting of the Governing Board**

February 22, 2023

***Agenda***

Notice is hereby given that the ACE Governing Board Regular Meeting will begin at 7:30am

*The meeting will take place at ACE Leadership High School: 1240 Bellamah Ave. NW*

*Or virtually on Zoom:*

<https://us06web.zoom.us/j/3295319549?pwd=WkFEV0FZNhITDF5bFVLK08zOUhrQT09>

Meeting ID: 329 531 9549

Passcode: 4MWCqM

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**AGENDA**

- I.** Call to Order for Regular Meeting:
- II.** Roll Call for Quorum:
  - Members Present:
  - Members Not Present:
  - Others Present:
- III.** Approval of Agenda (Action)
  - Motion:
  - Second:
  - Vote:
- IV.** Approval of the January 25, 2023 Governing Board Meeting Minutes (Action)
  - Motion:
  - Second:
  - Vote:
- V.** Public Comment:
- VI.** Student/Faculty Presentation
- VII.** Finance Report and Approvals (Action)
  - Vote to approve January, 2023 Voucher Disbursements, Bank Reconciliation and Financial Reports



ACE LEADERSHIP  
HIGH SCHOOL

Building Leaders with ACE

XIII. Next Regular Meeting, Wednesday, March 22, 2023

XIV. Adjournment:

### Upcoming Events:

- **Student Exhibitions: March 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> 2023 (PLEASE ATTEND/VOLUNTEER IF YOU CAN—INFORMATION FORTHCOMING)**



**ACE Leadership High School  
Regular Meeting of the Governing Board  
February 22, 2023**

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**MINUTES**

**I. Call to Order for Regular Meeting:**

**II. Roll Call for Quorum:**

Members Present: Dan Erickson, JR Tarin, Ronda Gilliland-Lopez, John Dautriel, Amy Ballard, Lon Freeman, Jeff Steele, Gabby Romero

Members Not Present: Sal Tortorici

Others Present: Sammi Marquez (K12 Accounting), Justin Trager (ACE), Ralph Gonzalez (ACE), Casey Mason (ACE), Dan Hill (Counsel)

**III. Approval of Agenda as amended (Action)**

A minor change to the agenda was required to move Academic Data Updates from a Future Agenda Item to the Co-Director's Report.

- Motion: JR Tarin
- Second: Lon Freeman
- Vote: Unanimously Approved

**IV. Approval of the January 25, 2023 Governing Board Meeting Minutes as amended (Action)**

The minutes had reported that Ronda Gilliland-Lopez provided a committee update. Ms. Gilliland-Lopez was not at the meeting so this was an error, carried over from a template used from a previous meeting.

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

**V. Public Comment: No public comment**

**VI. Student/Faculty Presentation**

ACE Faculty Sophia Bouchet and Nora Kelly were joined by students Isaiah, Jackelyne and Lola to present a project from their Propaganda class. This class raises student awareness of





- Vote to approve January, 2023 Budget Adjustment Requests (BAR)
  - Motion: Amy Ballard
  - Second: Dan Erickson
  - Vote: unanimously approved
- P-card Approval for January, 2023
  - Motion: Jeff Steele
  - Second: Ronda Gilliland-Lopez
  - Vote: Unanimously approved

**VIII.** Foundation Report (Justin Trager)  
Foundation Oversight

**IX.** Board Reports

1. Chair and Executive Committee

The Executive Committee met on Wednesday, February 8<sup>th</sup> to set the agenda for this meeting.

2. Audit Committee

○ Corrective Action Plan (Justin Trager)

The APS audit had one finding, which Executive Director Trager presented to the Board. It was related to a lack of controls on journal entries, which was already being addressed with the assistance of our accountants.

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

- No report

**X.** Co-Director's Report

- Ralph Gonzales
  - Phase II enclosure fence project started
  - Parking lot patched
  - 22 Students going to visit State Legislature as part of NM Dream Team on Feb. 28<sup>th</sup>
- Casey Mason
  - Casey presented an academic data update on math and reading testing conducted in January.



ACE LEADERSHIP  
HIGH SCHOOL

Building Leaders with AGC

XIV. Adjournment:

Upcoming Events:

- **Student Exhibitions: March 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> 2023 (PLEASE ATTEND/VOLUNTEER IF YOU CAN—INFORMATION FORTHCOMING)**

**ACE Leadership High School**  
**Regular Meeting of the Governing Board**  
March 22, 2023  
*Agenda*

Notice is hereby given that the ACE Governing Board Regular Meeting will begin at 7:30am  
*The meeting will take place at ACE Leadership High School: 1240 Bellamah Ave. NW*

*Or virtually on Zoom:*

<https://us06web.zoom.us/j/3295319549?pwd=WkFEV0FZNhITDF5bFVLK08zOUhrQT09>

Meeting ID: 329 531 9549

Passcode: 4MWCqM

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**AGENDA**

- I. Call to Order for Regular Meeting:
- II. Roll Call for Quorum:
  - Members Present:
  - Members Not Present:
  - Others Present:
- III. Approval of Agenda (Action)
  - Motion:
  - Second:
  - Vote:
- IV. Approval of the February 22, 2023 Governing Board Meeting Minutes (Action)
  - Motion:
  - Second:
  - Vote:
- V. Public Comment:
- VI. Finance Report and Approvals (Action)
  - Vote to approve February, 2023 Voucher Disbursements, Bank Reconciliation and Financial Reports
    - Motion:
    - Second:



ACE LEADERSHIP  
HIGH SCHOOL  
Building Leaders with AGC

### **XIII. Adjournment:**

### **Upcoming Events:**

**April 4<sup>th</sup> and 5<sup>th</sup>, AGC/ABC/MCA SMACNA Career Fair**



**ACE Leadership High School**  
**Regular Meeting of the Governing Board**  
March 22, 2023  
*Minutes*

Notice is hereby given that the ACE Governing Board Regular Meeting will begin at 7:30am  
*The meeting will take place at ACE Leadership High School: 1240 Bellamah Ave. NW*

*Or virtually on Zoom:*

<https://us06web.zoom.us/j/3295319549?pwd=WkFEV0FZNhITDF5bFVLK08zOUhrQT09>

Meeting ID: 329 531 9549

Passcode: 4MWCqM

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**AGENDA**

- I. Call to Order for Regular Meeting: called to order at 7:37am by JR Tarin
- II. Roll Call for Quorum:  
Members Present: JR Tarin, Amy Ballard, Jeff Steele, Dan Erickson, Gabby Romero  
Members Not Present: Lon Freeman, Sal Tortorici, Ronda Gilliland-Lopez, John Dautriel  
Others Present: Sammi Marquez (K-12 Accounting), Justin Trager (ACE), Ralph Gonzales (ACE), Dan Hill (Counsel), Matt Salas (ACE)
- III. Approval of Agenda (Action)
  - Motion: Dan Erickson
  - Second: Jeff Steele
  - Vote: Unanimously approved
- IV. Approval of the February 22, 2023 Governing Board Meeting Minutes (Action)
  - Motion: Jeff Steele
  - Second: Gabby Romero
  - Vote: Unanimously approved
- V. Public Comment: No public comment
- VI. Finance Report and Approvals (Action)

Sammi Marquez from K-12 Accounting presented the financial report on behalf of Lon Freeman, who was absent.



- Vote: Unanimously approved
- P-card Approval for February, 2023
  - Motion: JR Tarin
  - Second: Amy Ballard
  - Vote: Unanimously Approved

## VII. Foundation Report (Justin Trager)

The Foundation has a signed letter of intent to purchase the property adjacent to the school and papers are being drawn up. ACE will replat and rezone as required. School leadership and the Board will need to consider how this plays into the Master Plan.

## VIII. Board Reports

1. Chair and Executive Committee
  - Justin's evaluation is coming up in April/May. The process for this is that the Executive Committee reviews and brings to the Board for support.
2. Audit Committee
  - Did not meet
3. Industry Engagement Committee (JR, Matt, Justin)
  - April 6<sup>th</sup> is the Industry Expo at Sandia Casino, all are invited.

## IX. Co-Director's Report

Justin Trager:

ACE has hired a Literacy Interventionist. In terms of current staffing, 2 staff will not be returning next year, but most are.

The student projects went well. Projects for the next round will include 1) Bridge Design; 2) a project at the Zoo in collaboration with Bradbury Stamm; 3) a restoration project; 4) simple machines; and 5) community health.

The school will start a special work-based learning Wednesdays with 6 week workshops based around service learning.



**XIII.** Adjournment: Meeting adjourned at 8:24am

### Upcoming Events:

April 4<sup>th</sup> and 5<sup>th</sup>, AGC/ABC/MCA SMACNA Career Fair





**ACE Leadership High School**  
**Regular Meeting of the Governing Board**  
April 26, 2023  
*Agenda*

Notice is hereby given that the ACE Governing Board Regular Meeting will begin at 7:30am  
*The meeting will take place at ACE Leadership High School: 1240 Bellamah Ave. NW*

*Or virtually on Zoom:*

<https://us06web.zoom.us/j/3295319549?pwd=WkFEV0FZNXhITDF5bFVLK08zOUhrQT09>

Meeting ID: 329 531 9549

Passcode: 4MWCqM

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**AGENDA**

- I. Call to Order for Regular Meeting:
- II. Roll Call for Quorum:
  - Members Present:
  - Members Not Present:
  - Others Present:
- III. Approval of Agenda (Action)
  - Motion:
  - Second:
  - Vote:
- IV. Approval of the March 22, 2023 Governing Board Meeting Minutes (Action)
  - Motion:
  - Second:
  - Vote:
- V. Public Comment:
- VI. Finance Report and Approvals (Action)
  - Vote to approve March, 2023 Voucher Disbursements, Bank Reconciliation and Financial Reports
    - Motion:
    - Second:



- Restraint and Seclusion Policy Review Approval
  - Motion
  - Second:
  - Vote:

**XI. Items for future agenda**

- Student and teacher presentations monthly
- Help with student placements—future
- Executive Director Evaluation (May)
- Special Education Policy (summer)
- 6-month review of strategic plan

**XII. Next Regular Meeting, Wednesday, May 24<sup>th</sup>, 2023**

**XIII. Adjournment:**



**ACE Leadership High School**  
**Regular Meeting of the Governing Board**  
April 26, 2023  
*Minutes*

Notice is hereby given that the ACE Governing Board Regular Meeting will begin at 7:30am  
*The meeting will take place at ACE Leadership High School: 1240 Bellamah Ave. NW*

*Or virtually on Zoom:*

<https://us06web.zoom.us/j/3295319549?pwd=WkFEV0FZNhITDF5bFVLK08zOUhrQT09>

Meeting ID: 329 531 9549

Passcode: 4MWCqM

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**AGENDA**

- I.** Call to Order for Regular Meeting: called to order at 7:34
- II.** Roll Call for Quorum:
  - Members Present: Ronda Gilliland-Lopez, JR Tarin, Lon Freeman, Jeff Steele, Dan Erickson, Gabby Romero, Sal Tortorici,
  - Members Not Present: Amy Ballard, John Dautriel
  - Others Present: Sammi Marquez (K-12 Accounting), Justin Trager (ACE), Dan Hill (Counsel), Matt Salas (ACE), Casey Mason (ACE)
- III.** Approval of Agenda (Action)
  - Motion: Lon Freeman
  - Second: Gabby Romero
  - Vote: Unanimously approved
- IV.** Approval of the March 22, 2023 Governing Board Meeting Minutes (Action)
  - Motion: J.R. Tarin
  - Second: Jeff Steele
  - Vote: Unanimously approved
- V.** Public Comment: No public comment
- VI.** Student/Teacher Presentation
  - Zoomanities Project: "How could we design a zoo habitat that improves the lives of animals at ABQ BioPark?"
  - Learning ELA through reading, research and writing and an elective credit in partnership with Bradbury Stamm that is building the new Asian exhibit including a trip to that construction site.
- VII.** Finance Report and Approvals (Action)



- Justin's evaluation is coming up in April/May. The process for this is that the Executive Committee reviews and brings it to the Board for final vote.
- 2. Audit Committee
  - There needs to be an audit meeting in the process of scheduling. We need a new community member with finance experience to join the audit committee.
- 3. Industry Engagement Committee (JR, Matt, Justin)
  - April 6<sup>th</sup> is the Industry Expo at Sandia Casino, all are invited.

## X. Co-Director's Report

Justin Trager said due to time constraints, the 6-month overview of the Strategic Plan will serve as the primary Directors Report

Matt Salas: Updated the Board on important dates and

Matt shared that exhibitions went well and included 2 off-site projects. Enrollment continues to be strong. June 3rd is the next community Market from 10am-2pm at ACE. There will be 60 vendors and the community are invited to attend.

Casey Mason: Provided an overview of testing and important dates to help wrap up the year. The students are becoming more comfortable with standardized testing.

## XI. Items for Board Discussion and Action

- High level 6-month overview of strategic plan (discussion only)
  - Justin pointed out that the 6-month review of the strategic plan was shared as a board document which reflects major school activities.
- Training Deadline, April 30<sup>th</sup> (discussion only)
  - Justin also reminded the Board that the training needs to be done by the end of the month.
- FY 2024 Budget Approval

Sammi Marquez presented an overview of the budget for the upcoming school year. Sammi reviewed the major impacts to the schools specific funding formula some of which are: the 13.58% at risk index increase which is school specific, a -6.22% state equalization guarantee decrease, and a -20% small school size adjustment has been phased out. There is a 6% raise for all employees, with state minimums of \$25,000 for educational assistant minimum, \$50,000 for level 1 teachers, \$60,000 for level 2 teachers, \$70,000 for level 3 teachers, and \$80,500 for



ACE LEADERSHIP  
HIGH SCHOOL  
Building Leaders with AGC

XIII. Adjournment: Meeting adjourned at 9:00 am



**ACE Leadership High School  
Regular Meeting of the Governing Board  
May 24, 2023  
*Agenda***

Notice is hereby given that the ACE Governing Board Regular Meeting will begin at 7:30am  
*The meeting will take place at ACE Leadership High School: 1240 Bellamah Ave. NW*

*Or virtually on Zoom:*

<https://us06web.zoom.us/j/3295319549?pwd=WkFEV0FZNXhITDF5bFVLK08zOUhrQT09>

Meeting ID: 329 531 9549

Passcode: 4MWCqM

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**AGENDA**

- I.** Call to Order for Regular Meeting:
- II.** Roll Call for Quorum:
  - Members Present:
  - Members Not Present:
  - Others Present:
- III.** Approval of Agenda (Action)
  - Motion:
  - Second:
  - Vote:
- IV.** Approval of the April 26, 2023 Governing Board Meeting Minutes (Action)
  - Motion:
  - Second:
  - Vote:
- V.** Public Comment:
- VI.** Student/Teacher Presentation



2. Pursuant to Section 10-15-1(H)(2) NMSA 1978, the Board will meet in closed session to discuss limited personnel matters. (Executive Director Evaluation)

- Vote to go into closed session to review personnel matters:
  - Motion
  - Second:
  - Vote:

Following Closed Session, the Board will return to Open Session and issue its Statement of Closure and may act on Executive Director's contract.

3. Permanent Cash Transfer (Sammi Marquez)

- Motion:
- Second:
- Vote:

4. Items for future agenda

- Student and teacher presentations monthly
- Help with student placements—future
- Special Education Policy (summer)

5. Next Regular Meeting, Wednesday, June 28<sup>th</sup>, 2023

6. Adjournment:





**ACE Leadership High School**  
**Regular Meeting of the Governing Board**  
May 24, 2023  
*Minutes*

Notice is hereby given that the ACE Governing Board Regular Meeting will begin at 7:30am  
*The meeting will take place at ACE Leadership High School: 1240 Bellamah Ave. NW*

*Or virtually on Zoom:*

<https://us06web.zoom.us/j/3295319549?pwd=WkFEV0FZNXhITDF5bFVLK08zOUhrQT09>

Meeting ID: 329 531 9549

Passcode: 4MWCqM

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**MINUTES**

- I.** Call to Order for Regular Meeting:
- II.** Roll Call for Quorum:  
Members Present: Amy Ballard, Jeff Steele, Gabby Romero, Ronda Gilliland-Lopez, JR Tarin, Dan Erickson, John Dautriel  
Members Not Present: Lon Freeman, Sol Tortorici  
Others Present: Justin Trager (ACE), Matt Salas (ACE), Casey Mason (ACE), Ralph Gonzales (ACE), Dan Hill (DMH Law), Sammi Marquez (K12 Accounting)
- III.** Approval of Agenda (Action)  
  
Vote to move the vote on the permanent cash transfer to just before the closed session on today's agenda.
- Motion: JR Tarin
  - Second: Jeff Steele
  - Vote: Unanimously approved
- IV.** Approval of the April 26, 2023 Governing Board Meeting Minutes (Action)
- Motion: JR Tarin
  - Second: Amy Ballard
  - Vote: Unanimously approved
- V.** Public Comment: No public comment



Permanent Cash Transfer will be voted on. The request is to transfer Kellogg Foundation funds in the amount of \$2500 from a separate Kellogg grant fund where it has been sitting for several years, into the regular fund for unrestricted private grant funding.

- Vote to approve April, 2023 Voucher Disbursements, Bank Reconciliation and Financial Reports
  - Motion: Amy Ballard
  - Second: Gabby Romero
  - Vote: Unanimously approved
  
- Vote to approve April, 2023 Budget Adjustment Requests (BAR)
  - Motion: Jeff Steele
  - Second: Ronda Gilliland-Lopez
  - Vote: Unanimously approved
  
- P-card Approval for April, 2023
  - Motion: Jeff Steele
  - Second: John Dautriel
  - Vote: Unanimously approved

#### **VIII. Foundation Report (Justin Trager)**

- Building purchase process is protracted, but progressing. The price will be below market value. Because ACE is a 501c3, there are some benefits to the seller—awaiting a letter from the IRS to verify status. Timeline should be around 6 months.
- New lease to purchase agreement is in the works. This will require a Board vote next month.
- Would like to create a master calendar for the Foundation. Also need to clean up some other details like group email that goes to all members.

#### **IX. Board Reports**

##### **1. Chair and Executive Committee**

- Met on May 10th. Discussed issues related to closed session.
- Ronda raised that we should invite APS Board and legislators to see some of the student projects and other activities. Ronda offered to help coordinate visits.



- 90 families attended open house.
- Exhibitions June 12<sup>th</sup>, 13<sup>th</sup> and 14<sup>th</sup>
- Family Engagement event being held tomorrow night, Enlace will present.
- Community Market will be held on June 3<sup>rd</sup>. Vendors are welcome at no charge.
- Service Crew just completed building garden beds for a Senior Center. They will continue activities along with the Heavy Metal group to do these types of projects.

## **XI. Items for Board Discussion and Action**

### **1. June Meeting Date change**

- We are currently scheduled to meet Wednesday, June 28th at 7:30 am. If we moved it up, it would be on Wednesday, June 21st.
- That would move Finance to Friday 6/16 and Executive Committee to Wednesday 6/7.
- Date will change to June 21<sup>st</sup>. Executive Committee will meet on June 7<sup>th</sup>.

### **2. Permanent Cash Transfer (Sammi Marquez)**

See above, move funds from separate Kellogg grant fund to discretionary spending.

- Motion: JR Tarin
- Second: Dan Erickson
- Vote: Unanimously approved

### **3. Pursuant to Section 10-15-1(H)(2) NMSA 1978, the Board will meet in closed session to discuss limited personnel matters. (Executive Director Evaluation)**

- Vote to go into closed session to review personnel matters:
  - Motion: Jeff Steele
  - Second: Amy Ballard
  - Vote: Unanimously approved

Following Closed Session, the Board will return to Open Session and issue its Statement of Closure and may act on Executive Director's contract.