

**ACE Leadership High School**  
**Regular Meeting of the Governing Board**  
*Wednesday, February 28, 2024*  
***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 HS, 1240 Bellamah Ave. NW, Albuquerque, NM 87104 Or virtually on Zoom: Join Zoom Meeting*

<https://us06web.zoom.us/j/3295319549?pwd=WkFEV0FZNXhITDF5bFVLK08zOUhrOT09>

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: JR Tarin, Charissa Wells, Lon Freeman, Dan Erickson, Gabby Romero, Jeff Steele

Members Not Present: Ronda Gilliland-Lopez

Other Attendees: Justin Trager, Sammi Marquez, Casey Mason, Ralph Gonzales, Dan Hill, Matt Salas, Emma Curd

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

- a. Motion: Lon Freeman
- b. Second: Dan Erickson
- c. Vote: Unanimously Approved

**IV. Approval of the 1/24/2024 Governing Board Meeting Minutes (Action)**

- a. Motion: Charissa
- b. Second: JR Tarin
- c. Vote: Unanimously Approved

**V. Public Comment: No Public Comment**

**VI. New Board Membership - Approval of Emma Curd joining the ACE Leadership HS Board (Action)**

- i. Motion: Lon Freeman
- ii. Second: Gabby Romero
- iii. Vote: Unanimously Approved

**VII. Finance Report and Approvals (Action)**

Lon noted no unusual activity and stated that taxes had been remitted timely. 13 BARS. Cash Adjustment, truing up to the amounts we actually have. Increase BAR for CSLD money, this is actually money we received for a grant. Increase in state match, booked for maintenance or tech, is an increase of PED allocation. Carl Perkins, an increased BAR. Multiple Cash Adjustments, not actual revenue. Transfer BAR, clean up of Title 1. Multiple Community School Grant for Maintenance, another adjustment. Decrease from state matched money, not losing money, but moving money down to audited cash, one cash audited adjustment. The increase in adjustment indicates we were conservative in our budgeting.

We pulled a random sample and requested and received support and saw that the internal controls are functioning. As a finance committee we are monitoring internal controls.

Expenditure Comparisons, we are down month over month, this is consistent between both years.

SEG will go up a little over \$22,000.

Instructional Support and function code. This is a lower percentage than they receive in training, but we are a small school and unique.

Balance Sheet, \$1.9 million in cash, \$100,000 in current liabilities.

Cash reconciles. We have manly cash, this is a good thing to have.

P-Card-Some items purchased on P-Card. School has done very well.

Journal Entries-Small journal entries. Corrections to change codes. Great level of detail being tracked. Reclassification of general supplies from operational to instructional material.

a. Vote to approve January 2024 Voucher Disbursements, Bank Reconciliation and Financial Reports:

- i. Motion: Jeff Steele
- ii. Second: Charissa Wells
- iii. Vote: Unanimously Approved

b. Vote to approve BARs

- i. Motion: Lon Freeman
- ii. Second: Jr Tarin
- iii. Vote: Unanimously Approved

c. P-card Approval for December, 2024

- i. Motion: Charissa Wells
- ii. Second: Dan Erickson
- iii. Vote: Unanimously Approved.

## **VIII. Board Reports**

### **a. Chair and Executive Committee**

Met with Emma, Reviewed Agenda. Will meet with the Industry Committee. We have one more open spot for board recruitment. Carissa will stay on until July, we need to plan to fill that opening in July.

### **b. Audit Committee**

Committee met and are working on Corrective Action Plan

Drafted correction plan, APS has not asked for it yet

### **c. Industry Engagement -Will meet with Justin, and will establish a monthly meeting. Gabby and John Dautriel will be on the committee**

**IX. ACE Foundation Report** -Still have not closed. Most likely will close in March. The sellers had to get a qualified appraisal, which was done last Friday. . We have met all the requirements for the city and the zoning. The foundation gave the school a \$60,000 grant to support Work Based Learning. Next is Lease to Purchase Agreement, we have Capital Outlay money to develop new land, we can not spend that money until we have a Lease to Purchase for the land. This will slow things down.

## **X. Review of Academic Data - Casey**

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

### **a. Proposed new bell schedule & calendar**

### **b. Evening Expansion- Shoot for 80 studnets, add a teacher and an EA and a Social Worker.**

### **c. NM Legislature Update-Change in graduation requirements, more flexibility. \$300,000 Capital Outlay. We have to webcast next year. Likely a reduction in training hours for board members.**

Ralph-Long term success plans for struggling students. Structure throughout the day helps with behavior at school. Home visits, recommitting to cell phone policy. Passed our AFD inspections. Just turned in state wide plans.

Casey-Gearing Up for Tri 3 and SAT.

Matt-Many students on the waitlist. Many do want to come next year. Flyers were sent out on Friday. Open House is March 27th. Saturday workshops with good turnout. Good core of community members on our community school council. April 9th, family night at Explora. 42 Work Based Internship.s Projected to hit 37% of days students who will be in a paid internship opportunity. 57% of students are off site on Wednesday. Exhibitions are currently underway.

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

### **a. Approval of ACE Leadership Training, Experience, Credit Policy-**

Outlines what we give credit to for experience.

#### **i. Motion: Emma Curd**

#### **ii. Second: Jeff Steele**

#### **iii. Vote: Unanimously Approved.**

b. Retreat Follow-up (Discussion with no action item)-Do in March

c. Board Training Update (Discussion with no action item)- We do not have the tracker up. Get your training hours done, next year we will have fewer. There is a conference at the end of June where you can complete training hours for this year or next year.

**XIII.** Items for future agenda

- a. Student & Teacher Presentations
- b. LPA for new land

**XIV.** Next Regular Meeting, Wednesday, 3/27/2024 7:30am

**XV.** Adjournment:

- a. Motion: Charissa Wells
- b. Second: JR Tarin
- c. Vote: Unanimously Approved