



ACE Leadership High School
Regular Meeting of the Governing Board
Wednesday, July 24, 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=WkFEV0FZNXhITDF5bFVLK08zOUhrQT09>

Meeting ID: 329 531 9549
Passcode: 4MWCqM

AGENDA

- I. Call to Order for Regular Meeting:
- II. Roll Call for Quorum:
Members Present: JR Tarin, Emma Curd, Lon Freeman, Gabby Romero, Jeff Steele
Members Not Present: Dan Erickson, Ronda Gillilan-Lopez
Other Attendees: Dan Hill, Justin Trager, Matt Salas, Sammi Marquez, Casey Mason, Ralph Gonzales
- III. Approval of Agenda (Action)
 - a. Motion: Lon Freeman
 - b. Second: Emma Curd
 - c. Vote: Unanimously Approved
- IV. Approval of the 6/26/2024 Governing Board Meeting Minutes (Action)-
 - a. Motion: Emma Curd
 - b. Second: Gabby Romero
 - c. Vote: Unanimously Approved
- V. Public Comment: None
- VI. Finance Report and Approvals (Action) Not approving BARS because they were approved last month under a blanket bar. We will review the BARs that were covered by the blanket BARs from last month. 9 BARS total. Overage on food, Maintenance Bar, Maintenance between two overage codes because we got half of what was expected from Community Schools grant so we needed to move some HB2 money through SEG funding that is supposed to assist with the smaller Community School Grant. Community School Coordinator. Maintenance Bar to clean up funds at our end. Increase for Universal free lunch, it was received late. Maintenance BAR, moving between accounts so we net to zero. Transfer for Community School Adjustments moving between supports services to instruction.

We reviewed all the checks and selected a sample and verified internal controls over disbursements are properly followed and documented. We reviewed ASM Global Albuquerque Convention Center as our internal controls. We found no issues. State and federal tax obligations are honored.

Funds will carry over at the end of the year. We are down to a carry over figure at the end of the year. We had higher expenditures in June due to a third payroll and contract payout.

Spending per student, \$21,000. Higher per pupil spending compared to the state. 66% goes to instruction support.

Reviewed P-Card. Everything is well documented, bank statements reconciled. P-Card transactions are properly supported. We reviewed each journal entry, and we presented it in the review prior to the meeting. Each journal entry was reviewed.

- a. Vote to approve June, 2024 Voucher Disbursements, Bank Reconciliation and Financial Reports.
 - i. Motion: JR Tarin
 - ii. Second: Jeff Steele
 - iii. Vote: Unanimously Approved

- b. Vote to approve BARs -No Bars this month
 - i. Motion:
 - ii. Second:
 - iii. Vote:

- c. P-card Approval for June, 2024 Payment
 - i. Motion: Lon Freeman
 - ii. Second: Emma Curd
 - iii. Vote: Unanimously Approved

VII. Foundation Report (Justin Trager)

- a. New Foundation Board President
 - i. Jennifer Maldonand Greenwood-Workforce Development at AGC.
- b. New property LPA challenges
 - i. Storage MOA-this will be at no-cost
 - ii. School move forward with Capital Master Plan and detailed architecture before we purse a new LPA

VIII. Board Reports

1. Chair and Executive Committee
 - o Transition Planning
 - Met with the leadership team to discuss qualities needed in leadership.

- o Charissa Wells Resignation-Charissa Resigned effective the last meeting.
- o Board Recruitment
 - Set up a meeting with Marissa, a former graduate and who works in the industry.
- 2. Audit Committee
 - o Entrance Conference on July 17, 2024.
 - We implemented the corrective action plan from last year successfully. New audit will start 8/9.
- 3. Industry Engagement Committee (JR, Matt)
 - o Renengage CNM with ACE.
 - o Exploring bringing Julie, ACE staff member, onto the committee. Making sure there is dedicated time for the committee. Want to add microcredentials to the agenda.

IX. Co-Director's Report

- a. Justin-Staff is back. New Teacher Orientation prior to full staff coming back. School starts Wednesday the 7th. We have moved from semesters to trimesters.
 - i. Las Montatnos, a sister school to ACE. They sent their entire school to work with us for our Collaborative Project Brainstorm.
- b. Matt Salas
 - i. Industry Visits this Friday.
 - ii. Enrollment is going well.
 - iii. WBL-W- Schedule is set. planning continues.
- c. Casey Mason
 - i. 5 new staff member
 - ii. 75 seniors.
 - iii. ILT , Instructional Leadership Team, has created a teacher rubric and is co-planning and running PD.
- d. Ralph
 - i. We lost a student to gun violence this summer. Mariano.
 - ii. Phone calls and texts are for students who want to re enroll in ACE.
 - iii. Refining our cell phone policy.
 - iv. Creating a gate for a fence between the two properites.

X. Items for Board Discussion and Action

- a. Board Officer Elections
 - i. A motion to nominate JR Tarin to serve as Board President. (Action)
 - 1. Motion: Lon Freeman
 - 2. Second: Emm Curd
 - 3. Vote: Unanimously Approved
 - ii. A motion to nominate Dan Erickson to serve as Board Vice President. (Action)
 - 1. Motion: JR Tarin

2. Second: Lon Freeman
3. Vote: Unanimously Approved

iii. A motion to nominate Gabby Romero to serve as Board Secretary.
(Action)

1. Motion: JR Tarin
2. Second: Jeff Steele
3. Vote: Unanimously Approved

b. Open Meetings Act Resolution (Action) Added a new statute that requires us to webcast the board meeting. We will post a link with the agenda.

- i. Motion: Jeff Steele
- ii. Second: Gabby Romero
- iii. Vote: Unanimously Approved

c. Lottery and Enrollment Policy and Procedures (Action)-We need to manage the number of students in day and evening due to space. We will have 230 in Day Program and 80 in Evening Program, this necessitates a lottery with a waitlist. We did not change the policy, we will change the numbers. We did change that we will not give everyone by phone call and email, rather than US Mail.

- i. Motion: Emma Curd
- ii. Second: Lon Freeman
- iii. Vote: Unanimously Approved

XI. Items for future agenda

- a. SY 23-24 Academic Data
- b. Student and teacher presentations
- c. Title IX updates
- d. Strategic Planning

XII. Next Regular Meeting, Wednesday, August 28 at 7:30 am

XIII. Adjournment:

- a. Motion: Jeff Steele
- b. Second: Emma Curd
- c. Vote: Unanimously Approved