

ACE Leadership High School Governing Council will host a Board Meeting, August 20, 2019 at 7:30 a.m. taking place at ACE Leadership High School, 1240 Bellamah Ave., Albuquerque, New Mexico

Mission Statement:

The Mission of ACE Leadership High School is to equip young people who love to design and build things to become leaders in the construction profession. We will serve young people who have limited means to have successful careers by caring for their intellectual, physical and emotion well-being as students.

| Resp. | Time | Agenda Topic |
|----------|------------|---|
| SH | 10 MINUTES | CALL TO ORDER/SELF INTRODUCTIONS Approval of Agenda August 20, 2019 Approval Minutes of the June 28, 2019 |
| PG & K12 | 20 MINUTES | FINANCIALS Financials Vote on BARs |
| PG | 60 MINUTES | BUSINESS Joseph Escobedo, Ed.D, APS Authorizer Discussion - - Audit report discussion – please provide board copies of final audit report and previous audit report from Oct 2018 for reference Executive Director's Report - Curriculum overview – What has been done on the curriculum front? (structure, plan, update, etc.) - Financial management up date. Short term plan with K-12 and discussion on long term plan for financial management of school - Overview and understanding of Permanent Executive Director job search process based on your experience - Professional Development – update, how did it go? - Enrolment update - Correction to Executive Directors' salary to Comply with State Statute Salary Minimums - CSI Title I Grant Application: Discussion/Approval - New potential Board member will be present and discussion with a possible vote to have him come onto the board - Banking Discussion |
| SH | 5 MINUTES | NEXT MEETING September 17, 2019 ADJOURNMENT |

The minutes of ACE Leadership High School Governing Council,
Tuesday, August 20, 2019 at 7:30 am at the ACE Leadership High School
1240 Bellamah Ave, Albuquerque, NM 87104

Present: Sam Hatchell, Chairman
Mike Puelle, Vice Chairman
Ronda Gilliland- Lopez, Secretary
Anthony Kocurek, Governing Council Member

Absent: Crystalin Medrano

Guests: Joseph Escobedo, APS
Paym Greene, Interm Executive Director
ACE Leadership Dan Hill, Attorney, InAccord, P.C.
Ralph Gonzales, ACE Leadership High school
Ryan DeHoyos, ACE Leadership High school
Bryan Runyan, K12 Accounting
Jamie Field, ACE

CALL TO ORDER:

The meeting was called to order by Chair Sam Hatchell at 7:35 a.m. It was determined a quorum was present to conduct business.

APPROVAL OF AGENDA

A motion to approve agenda was made by Mr. Tony Kocurek and seconded by Mr. Mike Puelle, it was approved unanimously.

MOTION: To approve the August 20, 2019 agenda

MINUTES

The minutes of the June 28, 2019 ACE Leadership High School Governing Council meeting were reviewed. Approval of the minutes was moved by Chairman Hatchell and seconded by Mr. Mike Puelle and approved unanimously.

MOTION: To approve the June 28, 2019 Leadership High School Governing Council meeting minutes.

FINANCIAL REVIEW AND BUDGET ADJUSTMENT REQUEST

Bryan Runyan, from K12 Accounting, introduced himself to the Governing Council. Mr. Runyan reviewed BAR 001-079-1920-0001-IB Instructional Materials.

MOTION: A motion to approve BAR 001-079-1920-0001-IB was made by Mr. Tony Kocurek and seconded by Ronda Gilliland-Lopez it was approved unanimously.

DISCUSSION ITEMS

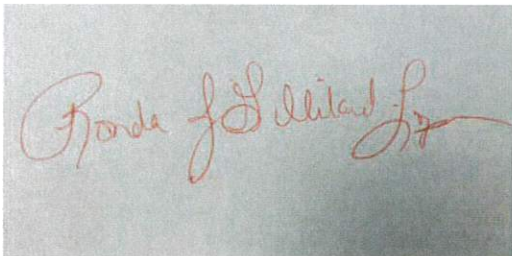
Mr. Joseph Escobedo from APS was introduced. Mr. Escobedo provided an overview of the relationship between ACE Leadership High School and APS. Mr. Escobedo provided an overview of the spring visit and fall visit. The accounting department is top heavy and there are some items that needs to be addressed and monitored. There are some IEP issues that are being corrected as well. M. Escobedo stated ACE is communicating and making the changes discussed with ACE Leadership team. The Governing Board thanked Mr. Escobedo for being at the meeting.

Ms. Paym Greene was introduced and provided an update on the curriculum, overview of the Executive Director's duties, professional development, and enrollment update. There was also discussion on correction to the Executive Director's salary minimums, CSI Title I grant application, as well as a discussion concerning the bank entity. Ms. Greene was thanked by the Governing Board council.

CLOSING BUSINESS

The next ACE Leadership High School Governing Council meeting will take place September 17, 2019 at 7:30 am at ACE Leadership High School.

There being no further business the meeting was adjourned at 9:30 am.

A handwritten signature in red ink, reading "Ronda Gilliland-Lopez", is visible on a light-colored background.

ACE Leadership High School Governing Council will host a Board Meeting, September 17, 2019 at 7:30 a.m. taking place at ACE Leadership High School, 1240 Bellamah Ave., Albuquerque, New Mexico

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| Resp. | Time | Agenda Topic |
|----------|------------|--|
| SH | 10 MINUTES | CALL TO ORDER/SELF INTRODUCTIONS Approval of Agenda September 17, 2019 Approval Minutes of the August 20, 2019 |
| PG & K12 | 20 MINUTES | FINANCIALS Financials PBC A-600 Related Party Updated Questionnaire Vote on BARs |
| PG | 60 MINUTES | BUSINESS Introduction Courtenaye Eichhorst, Vote for new Governing Council Member Discussion and Possible Action on Agreement with ACE Leadership Foundation Finance Committee Member Discussion Audit Committee Member Discussion Update and Discussion on Recruitment of Board Member(s) Executive Director's Report President's Report Waiver of the nepotism rule for family members of a head administrator. NMSA 22-8B-10 Discussion/Action Board Resolution to add new signers to NMB-T checking account Discussion/Action Approval of debt agreement with Foundation Discussion/Action |
| SH | 5 MINUTES | NEXT MEETING To Be Determined ADJOURNMENT |

*The minutes of the ACE Leadership High School Governing Council, Tuesday,
September 17, 2019 at 7:30 a.m., at the ACE Leadership High School, 1240
BellamahAve., Albuquerque, New Mexico.*

Present: Sam Hatchell, Chairman
Mike Puelle, Vice Chairman
Ronda Gilliland-Lopez, Secretary
Anthon Kocurek, Governing Council Member
Crystal Medrano, Governing Council Member (Telephonically)

Others Present: Paym Greene, Executive Director – ACE Leadership
Dan Hill, Attorney, InAccord, P.C.
Ralph Gonzals, ACE Leadership High school
Ryan Dettoyos, ACE Leadership High school
Courteney Eichhorst, UA Local 412

CALL TO ORDER

The meeting was called to order by Chairman Sam Hatchell at 7:35 a.m. It was determined a quorum was present to conduct business.

APPROVAL OF AGENDA

A motion to approve agenda was made by Mr. Tony Kocurek and seconded by Vice Chairman Mike Puelle, it was approved unanimously.

MOTION: To approve the September 17, 2019 agenda.

MINUTES

The minutes of the August 20, 2019 ACE Leadership High School Governing Council meeting were reviewed. Approval of the minutes was moved by Vice Chairman Puelle and seconded by Mr. Kocurek and approved unanimously.

MOTION: To approve the minutes of the August 20, 2019 ACE Leadership High School Governing Council.

FINANCIAL REVIEW AND BUDGET ADJUSTMENT REQUEST

Ms. Paym Greene was introduced to review the was a financial committee meeting prior to the September 17, 2019 meeting. The one bars that need to be discussed concerning House Bill 33 is: BAR001-749-1920-003-1. It was discussed, Chairman Hatchell made the motion to approve and Vice Chairman Puelle seconded the motion. Approved unanimously.

MOTION: To approve BAR 001—749-1920-003-1.

DISCUSSION ITEMS

Chairman Hatchell introduced Mr. Courtenaye Eichhorst. After a brief introduction and discussion Mr. Eichhorst accepted the invitation to be a Governing Board member for ACE Leadership High School. It was moved by Mrs. Ronda Gilliland-Lopez and seconded by Vice Chairman Puelle and approved unanimously:

MOTION: To approve Mr. Eichhorst as a new governing board member.

A discussion on who would participate as the finance committee, after a brief discussion it was determined the finance committee would be Mr. Kocurek, Ms. Crystal Medrano and Mrs. Gilliland-Lopez. Ms. Greene presented a checklist that will be reviewed for each meeting and the record will be written on the checklist. This will be the documentation for future questions.

The discussion on the participants of the audit committee occurred. It was determined the committee will be Chairman Hatchell, Vice Chairman Puelle and a parent representative, Ms. Mariana Rivera. The meeting takes place quarterly.

Ms. Greene was introduced to present the Executive Directors' report. Enrollment is 268 and the 40 day goal is 286. A review of the upcoming authorizer review, the portable delivery and the Title One meeting and potluck were reviewed. The staff will be participating in professional development of 5 voices accelerator leadership training and project planning and data analysis. The students will be participating in a pop-up playground that will be Halloween themed. Ms. Greene was thanked by the Governing Board council.

President Hatchell stated he would like the Governing Board to participate in a version of 5 voices to assess the strengths of Board. President Hatchell will provide the information.

The discussion of Waiver of the nepotism rule for the family members of a head administrator was introduced to the discussion. As per NMSA22-8B-10 due to the fact

that Ms. Payme Greene had been hired to the IT department of ACE. Mrs. Gilliland-Lopez made the motion and Chairman Hatchell seconded the motion. It was passed unanimously:

MOTION: To approve change of Head Administrator's son in the IT Department.

The signers of the ACE checking account was discussed. The signers will be Ms. Greene, Mrs. Gilliland-Lopez, and Mr. Ralph Gonzales. Vice Chairman Puelle made a motion to approve the signers and Mr. Kocurek seconded the motion, it was approved unanimously.

MOTION: To approve the signers of the ACE checking account.

A review of the agreement between ACE Leadership High School and ACE Leadership foundation was presented. The agreement was reviewed. Vice Chairman Puelle made a motion to approve the signers and Mr. Kocurek seconded the motion, it was approved unanimously.

MOTION: To approve the debt agreement with the Foundation.

Ms. Greene reviewed a plan on leadership. It was decided the discussion will be solidified in October.

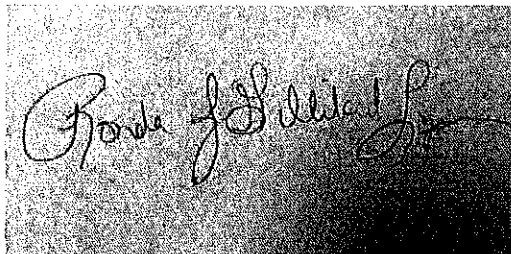
A discussion ensued on future time slots for ACE meetings. Chairman Hatchell will work on coordination.

CLOSING BUSINESS

The next ACE Leadership High School Governing Council meeting will be determined and notification will be provided.

There being no further business the meeting was adjourned at 9:30 a.m.

Respectfully Submitted,
Ronda Gilliland-Lopez

A black and white photograph of a handwritten signature in cursive script. The signature appears to read "Ronda Gilliland-Lopez". The ink is dark and the background is light and slightly textured.

ACE Leadership High School Governing Council will host a Board Meeting, October 17, 2019 at 7:30 a.m. taking place at ACE Leadership High School, 1240 Bellamah Ave., Albuquerque, New Mexico

Mission Statement:

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| Resp. | Time | Agenda Topic |
|----------|------------|--|
| SH | 10 MINUTES | CALL TO ORDER/SELF INTRODUCTIONS <ul style="list-style-type: none"> • Approval of Agenda October 17, 2019 • Approval Minutes of the August 20, 2019 |
| PG & K12 | 20 MINUTES | FINANCIALS <ul style="list-style-type: none"> • Report from Financial Committee • Approval of Financial Report, A/P, and Vouchers • Approval of BARs |
| SH | 20 MINUTES | CLOSED SESSION <ul style="list-style-type: none"> • Consideration for Approval to Convene in Executive Session Pursuant to the Open Meetings Act NMSA 1978, § 10-15-1 (H) (2) for the Purpose of Discussing a Limited Personnel Matter Regarding the Interim Executive Director's Contract. (Discussion/Action) • Reconvene, and Statement Closure |
| PG | 60 MINUTES | BUSINESS <ul style="list-style-type: none"> • Executive Director's Report • Discussion and Possible Action on Update to Mission Statement • Discussion and Possible Action on Medical Cannabis Rule • Chairman's Report |
| SH | 5 MINUTES | NEXT MEETING <ul style="list-style-type: none"> • November 21, 2019 ADJOURNMENT |

Present: Sam Hatchell, Chairman
Mike Puelle, Vice Chairman
Ronda Gilliland-Lopez, Secretary (Telephonic until 7:54)
Anthony Kocurek, Governing Council Member
Crystal Medrano, Governing Council Member
Courteney Eichhorst, UA Local 412

Others Present: Paym Greene, Executive Director – ACE Leadership
Dan Hill, Attorney, InAccord, P.C.
Ralph Gonzales, ACE Leadership High school
Ryan DeHoyos, ACE Leadership High school
Bryan Runyan, K12 Accounting

CALL TO ORDER

The meeting was called to order by Chairman Sam Hatchell at 7:35 a.m. It was determined a quorum was present to conduct business.

APPROVAL OF AGENDA

A motion to approve agenda was made by Mr. Tony Kocurek and seconded by Vice Chairman Mike Puelle. It was approved unanimously.

MINUTES

The minutes of the August 20, 2019 ACE Leadership High School Governing Council meeting were reviewed. Approval of the minutes were moved by Vice Chairman Puelle and seconded by Mr. Kocurek. It was approved unanimously.

The minutes of the September 17, 2019 minutes were re-reviewed due to a typo with a date in the minutes. Approval of the corrected minutes was moved by Board Member Medrano and seconded by Board Member Kocurek.

FINANCIAL REVIEW AND BUDGET ADJUSTMENT REQUEST

Mr. Bryan Runyan was introduced and provided the financial report. BAR 6 IB 31200 lease assistance award was introduced and discussed. A motion by Chairman Hatchell and seconded by Vice Chairman Mike Puelle, for an approval of BAR 6 IB 31200 ~~afund~~ approved unanimously. Mr. Runyan provided an overview of September 30, 2019 financial statements including balance sheet, statement of revenue, and expenses, and changes in fund balance and account balance report. Mr. Runyan reviewed the September 30, 2019 bank reconciliation reports. Chairman Hatchell made the motion to

approve the financial report, accounts payable, and payroll vouchers. Vice Chairman Mike Puelle seconded the motion, the motion was approved unanimously.

EXECUTIVE DIRECTOR'S REPORT

Ms. Paym Greene was introduced to present the Executive Directors' report. Enrollment is currently at 264 also, there is an upcoming article in Albuquerque Business First about ACE. At this time there is a tentative schedule to have Mayor Tim Keller at the pop up playground on October 26, 2019. The APS visit that took place on October 2, 2019 was overall positive the official report is expected in November 2019. The Homecoming dance was October 4, 2019 the ACE staff was proud of the behavior of the ACE students as they followed instructions and respected the rules in place. A fall break professional development will take place that will include 5 Voices Training, professional development planning for teachers and shifting schedule for trimester 2 will be reviewed. Ms. Greene was thanked by the Governing Council.

A discussion ensued on the ACE Foundation. Ms. Greene would like the Foundation to focus on some fundraising initiatives for new furniture and sporting events. Ms. Greene will reach out to Mr. Sean Calvert for the discussion.

A discussion was introduced to change the mission statement of ACE, taking out the words of "who have limited means". Mrs. Ronda Gilliland-Lopez made the motion and Chairman Hatchell seconded it, the motion was approved unanimously.

The Close It Award was reviewed. The staff was congratulated on the 2 place award.

APPROVAL OF ADMINISTRATION OF MEDICAL CANNABIS

A policy for administration of medical cannabis for student in school was reviewed. Vice Chairman Puelle made the motion and Chairman Hatchell seconded it, the motion was approved unanimously.

CONSIDERATION FOR APPROVAL TO CONVENE IN EXECUTIVE SESSION PURSUANT TO THE OPEN MEETINGS ACT NMSA 1978, § 10-15-1 (H) (2) FOR THE PURPOSE OF DISCUSSING A LIMITED PERSONNEL MATTER REGARDING THE INTERIM EXECUTIVE DIRECTOR'S CONTRACT.

Board Member Gilliland-Lopez motioned to convene in executive session, and Vice Chair Puelle seconded the motion. The roll-call vote resulted in agreement to convene in executive session for the purpose of discussing a Limited Personnel Matter Regarding the Interim Executive Director's Contract. The meeting proceeded into close session at 9:0 a.m. Reconvene The meeting reconvened at 9:19 a.m. Statement of Closure. Chairman Hatchell stated that the Council met in executive session on October 17, 2019, to discuss a Limited Personnel Matter Regarding the Superintendent's Contract and Pursuant to NMSA 1978, (§ 10-15-1 (H)(2)) for the Purpose of Discussing a Limited Personnel Matter Regarding the Interim Executive Director's Contract. The matters discussed in the executive session were limited only to those specified.

CLOSING BUSINESS

The next ACE Leadership High School Governing Council meeting will take place on November 21, 2019.

There being no further business the meeting was adjourned at 9:30 a.m.

Respectfully Submitted,
Ronda Gilliland-Lopez

ACE Leadership High School Governing Council will host a Board Meeting, November 11, 2019 at 9:00 a.m. taking place at Jaynes Board Room - 2906 Broadway NE, ABQ, NM 87107.

Mission Statement:

The Mission of ACE Leadership High School is to equip young people who love to design and build things to become leaders in the construction profession. We will serve young people to have successful careers by caring for their intellectual, physical and emotion well-being as students.

| Resp. | Time | Agenda Topic |
|--------------|---------------|--|
| SH | 10 MINUTES | CALL TO ORDER/SELF INTRODUCTIONS <ul style="list-style-type: none">• Approval of Agenda November 11, 2019 |
| SH | 20 MINUTES | CLOSED SESSION <ul style="list-style-type: none">• Consideration for Approval to Convene in Executive Session Pursuant to the Open Meetings Act NMSA 1978, § 10-15-1 (H) (2) for the Purpose of Discussing a Limited Personnel Matter Regarding the selection of a new head administrator and executive staffing of the School. (Discussion/Action)• Reconvene, and Statement Closure |
| SH | 5 MINUTES | NEXT MEETING <ul style="list-style-type: none">• November 21, 2019 ADJOURNMENT |

*The minutes of the ACE Leadership High School Governing Council, Monday,
November 11, 2019 at 9:00 a.m., at the ACE Leadership High School, 1240
Bellamah Ave., Albuquerque, New Mexico.*

Present: Sam Hatchell, Chairman
Mike Puelle, Vice Chairman
Ronda Gilliland-Lopez, Secretary
Anthon Kocurek, Governing Council Member
Crystal Medrano, Governing Council Member
Courteney Eichhorst, UA Local 412

Others Present: Ralph Gonzales, ACE Leadership High school

CALL TO ORDER

The meeting was called to order by Chairman Sam Hatchell at 9:06 a.m. It was determined a quorum was present to conduct business.

APPROVAL OF AGENDA

A motion to approve agenda was made by Chairman Hatchell and seconded by Mr. Tony Kocurek. It was approved unanimously.

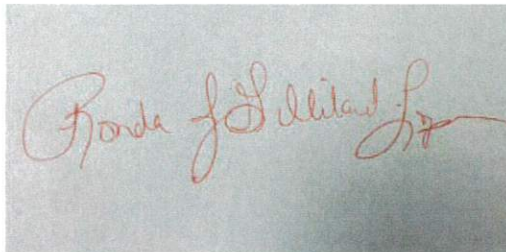
A motion that " Pursuant to Section 10-15-1(H) (2) NMSA 1978, the Board will meet in closed session to discuss limited personal matters." was made by Tony and Mike made motion and seconded

CLOSING BUSINESS

The next ACE Leadership High School Governing Council meeting will take place on November 22, 2019.

There being no further business the meeting was adjourned at 9:30 a.m.

Respectfully Submitted,
Ronda Gilliland-Lopez



ACE Leadership High School Governing Council will host a Board Meeting, November 22, 2019 at 7:30 a.m. taking place at ACE Leadership High School, 1240 Bellamah Ave., Albuquerque, New Mexico

Mission Statement:

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| Resp. | Time | Agenda Topic |
|-------|----------------|---|
| SH | 10 MINUTES | CALL TO ORDER/SELF INTRODUCTIONS <ul style="list-style-type: none">• Approval of Agenda November 22, 2019• Approval Minutes of the October 17, 2019 |
| SH | 30 MINUTES | CLOSED SESSION <ul style="list-style-type: none">• Consideration for Approval to Convene in Executive Session Pursuant to the Open Meetings Act NMSA 1978, § 10-15-1 (H) (2) for the Purpose of Discussing a Limited Personnel Matter Regarding the Interim Executive Director's Contract. (Discussion/Action)• Reconvene, and Statement Closure |
| SH | 120 MINUTES | BUSINESS <ul style="list-style-type: none">• Strategic Planning Session to Develop Long Term Plan |
| SH | 5 MINUTES | ADJOURNMENT |

*The minutes of the ACE Leadership High School Governing Council, Friday,
November 22, 2019 at 9:00 a.m., at the Jaynes Corporation 2906 Broadway
NE., Albuquerque, New Mexico.*

Present: Sam Hatchell, Chairman
Mike Puelle, Vice Chairman
Ronda Gilliland-Lopez, Secretary
Anthon Kocurek, Governing Council Member
Crystal Medrano, Governing Council Member
Courteney Eichhorst, UA Local 412

Others Present: Paym Green, ACE Leadership High school
Dan Hill, Inaccord P.C.
Everett Hill, Social Innovation Strategies Group, LLC

CALL TO ORDER

The meeting was called to order by Chairman Sam Hatchell at 7:30 a.m. It was determined a quorum was present to conduct business.

APPROVAL OF AGENDA

A motion to approve agenda was made by Chairman Hatchell and seconded by Mr. Tony Kocurek. It was approved unanimously.

Board went through strategic planning session facilitated by Everett Hill. Attached are some of the outcomes and notes from the session.

A working organization chart for school leadership

ACE Performance Measures that the board will use for evaluation purposes

CLOSING BUSINESS

The next ACE Leadership High School Governing Council meeting will take place on December 19, 2019.

There being no further business the meeting was adjourned at 11:30 a.m.

Respectfully Submitted,
Sam Hatchell, Chairman of the Board

ACE Leadership Performance Measures

Category 1: Attendance

The ED/Principal implements, tracks a report to the board on data driven strategies to improve student attendance.

REASON FOR BOARD TO FOCUS:

- Budget
- School Health (indicator)
- Impacts learning
- Industry priority / expectation

Performance indicators:

- 1.1 Consistent and frequent summary data of attendance
- 1.2 Outline and improve strategies to address attendance challenges

Category 2: Interim Assessment

The ED/Principal implements, tracks and reports to the board on a plan to execute and communicate ACE Leadership's alternative assessment report card with targeted audiences and milestones.

REASON FOR BOARD TO FOCUS:

- Are kids learning
- How we communicate
- Develop targets / measures

Performance indicators:

- 2.1 Alternative assessments demonstrates academic growth and improved academic performance
- 2.2 Identifies prioritized audiences for sharing alternative report card
- 2.3 Reports to board on reception and challenges to alternative tool
- 2.4 Assist board members, faculty and school supporters in utilizing alternative tool
- 2.5 Collaborates with NMCSL to advance alternative tool

Category 3: Reengagement Program Performance Measures

The ED/Principal implements, tracks and reports to the board on performance measures that ensure the reengagement programs compliance with state requirements.

REASON FOR BOARD TO FOCUS:

- Innovative part of our school
- Affects school funding (state law prohibits getting funding for students over 22 yrs old)
- Industry partner driven (getting existing industry workforce into school to finish diploma)

Performance indicators:

- 3.1 Create system of records to ensure and track that none school hours are relevant to curriculum
- 3.2 Communicate with board and staff how curriculum complies with state requirements

ACE Leadership Performance Measures

Category 4: Strategic ACE Industry Enrollment / Career Readiness Strategic Plan

The ED/Principal implements, tracks and reports to board on strategic plan for strengthening enrollment partnerships and protocols that emphasize project based learning and career readiness mission.

REASON FOR BOARD TO FOCUS:

- Enrolling students who want to be exposed to the industry, come to the school for the mission of the school
- Center around microcredentials
-

Performance indicators:

- 4.1 Develop plan for establishing long term partnerships with organizations that share ACE Leadership mission of Project Based Learning and career readiness.
- 4.2 ACE Leadership works towards an enrollment waiting list by 2020

Category 5: Strategic Measures for Career/ Industry Engagement Connections

The ED/Principal implements, tracks and reports to board on strategic measures for enhancing the connection between the schools project based learning curriculum and readiness for careers in the Architectural, Construction and Engineering industry.

REASON FOR BOARD TO FOCUS:

- Industry connections are critical for school to fulfill mission of the school
-

Performance indicators:

- 5.1 Plan and protocol for increasing professional certifications for students
- 5.2 Plan and protocol for advancing schools leadership role in Project Based Learning
- 5.3 Expand schools leadership role as prototype in NMCSL network

Category 6: Strategic Plan for External Fund Raising

The ED/Principal implements, tracks and reports to board on a strategic plan for expanding and increasing external sources of funding for ACE Leadership programs and mission.

REASON FOR BOARD TO FOCUS:

- To meet 3-5 year larger vision
- Potential to create scholarships for re-engagement students that are over 22 yrs old

Performance indicators:

- 6.1 Facilitate more interaction between the ACE Governing Board and the ACE Foundation Board
 - 6.2 Identify and pursue more grant funding from federal programs, philanthropic foundations and any sources that support the ACE Leadership mission and programs.
-

ACE Leadership Performance Measures

Category 7: Budget and Staffing

Performance indicators:

7.1 Budget Management – end of year reserve

7.2 Staff Turnover

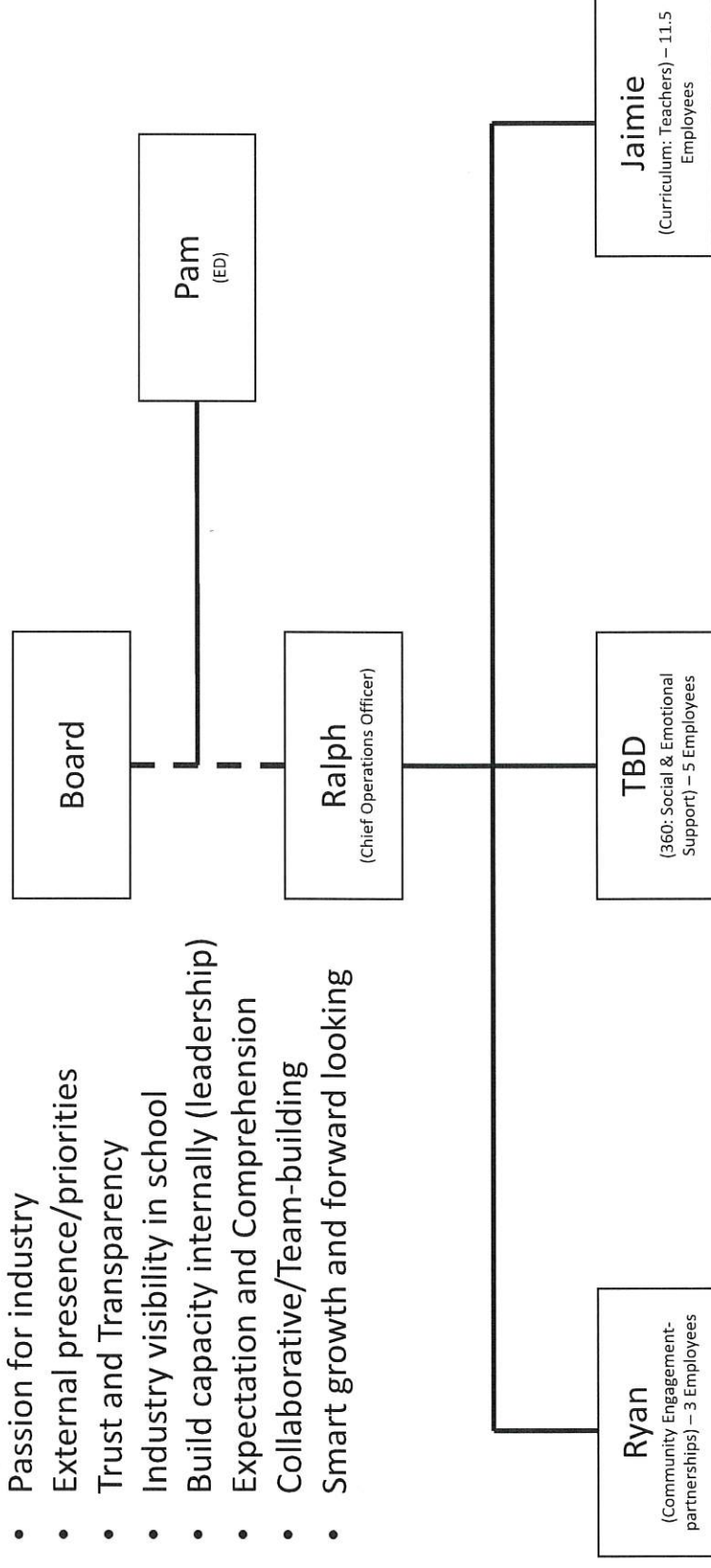
7.3 Staff Development

Current Organization Chart

as of 22 Nov 2019

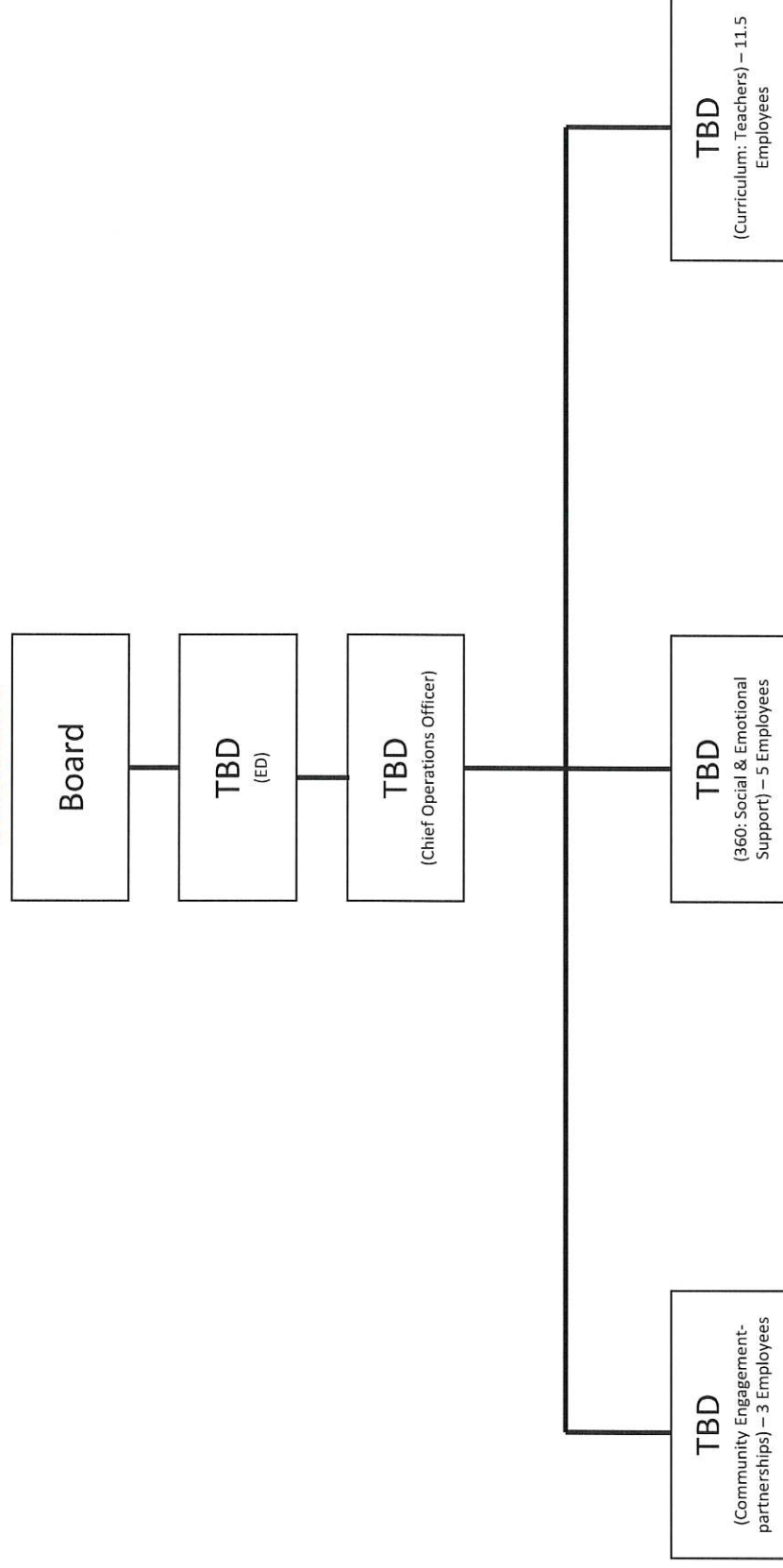
Expectations for Leadership

- Open/Authentic Communication
- Passion for industry
- External presence/priorities
- Trust and Transparency
- Industry visibility in school
- Build capacity internally (leadership)
- Expectation and Comprehension
- Collaborative/Team-building
- Smart growth and forward looking



3-5 Organization Chart

as of 22 Nov 2019



ACE Leadership High School Governing Council will host a Board Meeting, December 19, 2019 at 7:30 a.m. taking place at ACE Leadership High School, 1240 Bellamah Ave., Albuquerque, New Mexico

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| Resp. | Time | Agenda Topic |
|-------|------------|---|
| SH | 10 MINUTES | CALL TO ORDER/SELF INTRODUCTIONS Approval of Agenda December 19, 2019 Approval Minutes of the November 11, 2019 |
| K12 | 20 MINUTES | FINANCIALS Report from Financial Committee Approval of BARS : BAR 7 – I Title I BAR 8 – IB Dual Credit Instructional Materials BAR 9 – T Title I BAR 11-I Library Go Bond BAR 12-M – Lease Reimbursement Approval of all cash disbursements for July 1, 2019 – November 30, 2019. |
| RG | 60 MINUTES | BUSINESS Future Focus – Justin Trager COO's Report Chairman's Report |
| SH | 5 MINUTES | NEXT MEETING January 16, 2020 ADJOURNMENT |

Present: Sam Hatchell, Chairman
Mike Puelle, Vice Chairman
Ronda Gilliland-Lopez, Secretary
Tony Kocurek, Governing Council Member
Crystalin Medrano, Governing Council Member
Courtenaye Eichhorst, Governing Council Member

Others Present: Ralph Gonzales, ACE Leadership Highschool
Angie Lerner, K12 Accounting
Dan Hill, InAccord
Justin Trager, Future Focused Education

CALL TO ORDER

The meeting was called to order by Chairman Sam Hatchell at 7:37 a.m. It was determined a quorum was present to conduct business.

APPROVAL OF AGENDA

Chairman Hatchell asked for a review of the December 19, 2019 agenda. The question was asked if there were any changes or any objections. There being no objections the agenda was approved by Vice Chairman Mike Puelle and seconded by Chairman Hatchell.

MINUTES

The minutes of the November 11, 2019 meeting were reviewed. They were moved for approval by Ms. Crystal Medrano and seconded by Vice Chairman Puelle.

FINANCIALS

Ms. Angie Lerner from K12 Accounting was introduced. The financial committee provided an overview of the November and December 2019 financials. The following BARS were reviewed:

001-749-1920-0007-I: Title I
001-749-1920-008-IB: Dual Credit Instructional Materials
001-749-1920-0009T: Title I
001-749-1920-00011-I: Library Go Bond
001-749-1920-00012-M: Lease Reimbursement

Ms. Medrano made the motion for approval, Mrs. Ronda Gilliland-Lopez seconded the motion and the Board approved the BARS as reviewed and discussed.

The cash disbursements for July 1, 2019 to November 30, 2019 were reviewed by the Board. Following a brief discussion Ms. Medrano moved for approval and Mrs. Gilliland-Lopez seconded the motion the Board approved the motion.

BUSINESS

Mr. Justin Trager from Future Focused Education was introduced. Mr. Trager provided an overview of the services Future Focused Education provides for ACE Leadership Highschool. Mr. Trager stated currently there is a review of the of creating a new graduation possibilities and Future Focused Education would like to have ACE Leadership Highschool used as an example of project based learning. The Board Mr. Trager for his presentation. Mr. Trager left the meeting.

Mr. Ralph Gonzales was introduced to provide the COO's report. Mr. Gonzales stated as of December 19, 2019 current enrollment is 262, with a focus for recruitment surrounding middle schools. The 2019 winter literacy event will take place December 20, 2019, students and families, the community and possible new families have been invited to participate in the event. The winter professional development plan was reviewed.

The Governing Council thanked Mr. Gonzales for his report.

Chairman Hatchell introduced the discussion of Ms. Paym Greene's contract. After a detailed conversation Chairman Hatchell made the motion to approve Ms. Greene's contract Ms. Medrano seconded the motion, the Governing Board approved the acceptance of the contract.

CLOSING BUSINESS

The next ACE Leadership High School Governing Council meeting will take place January 16, 2020 at 7:30 a.m. at ACE Leadership High School.

There being no further business the meeting was adjourned at 9:30 a.m.

Respectfully Submitted,

Ronda Gilliland-Lopez
Secretary

ACE Leadership High School Governing Council will host a Board Meeting, January 16, 2020 at 7:30 a.m. taking place at ACE Leadership High School, 1240 Bellamah Ave., Albuquerque, New Mexico

Mission Statement:

The Mission of ACE Leadership High School is to equip young people who love to design and build things to become leaders in the construction profession. We will serve young people to have successful careers by caring for their intellectual, physical and emotion well-being as students.

| Resp. | Time | Agenda Topic |
|-------|------------|--|
| SH | 10 MINUTES | CALL TO ORDER/SELF INTRODUCTIONS Approval of Agenda January 16, 2020 Approval Minutes of the November 19, 2019 |
| K12 | 20 MINUTES | FINANCIALS Report from Financial Committee |
| RG | 60 MINUTES | BUSINESS Executive Director's Report Chairman's Report |
| SH | 5 MINUTES | NEXT MEETING February 20, 2020 ADJOURNMENT |

ACE Leadership High School Governing Council will host a Board Meeting, February 20, 2020 at 7:30 a.m. taking place at ACE Leadership High School, 1240 Bellamah Ave., Albuquerque, New Mexico

Mission Statement:

The Mission of ACE Leadership High School is to equip young people who love to design and build things to become leaders in the construction profession. We will serve young people to have successful careers by caring for their intellectual, physical and emotion well-being as students.

| Resp. | Time | Agenda Topic |
|-------|------------|---|
| SH | 10 MINUTES | CALL TO ORDER/SELF INTRODUCTIONS Approval of Agenda February 20, 2020 Approval Minutes of the January 16, 2020 |
| K12 | 20 MINUTES | FINANCIALS Report from Financial Committee Approval of Accounts Payable and Payment Vouchers Payroll Liabilities Approval of BARS |
| RG | 60 MINUTES | BUSINESS Executive Director's Report Chairman's Report |
| SH | 5 MINUTES | NEXT MEETING March 19, 2020 ADJOURNMENT |

Present: Sam Hatchell, Chairman
Mike Puelle, Vice Chairman
Crystal Medrano, Governing Council Member
Courtenaye Eichhorst, Governing Council Member

Others Present: Ralph Gonzales, ACE Leadership Highschool
Angie Lerner, K12 Accounting
Dan Hill, InAccord

CALL TO ORDER

The meeting was called to order by Chairman Sam Hatchell at 7:37 a.m. It was determined a quorum was not present to conduct business.

APPROVAL OF AGENDA

MINUTES

The minutes of the December 19, 2019 meeting were reviewed. Approval of the minutes will take place at the next meeting.

FINANCIALS

There was a discussion around the amount of funds ACE has. Ralph is working with K12, Dan and Paym to work on possibly using a large amount of the excess funds to pay down building loan. This was just a discussion item at this point and the board is good with progressing with this plan. There will need to be a formal approval from the board at some point.

There was a finance comm. meeting Feb 6th

- Vote: Approval of Dec/Jan financials. Crystal motion, Courtney second
- Vote: Approval of the following BARs: Crystal motion, Courtney second
 - 001-749-1920-0002-I 31701 - SB-9
 - 001-749-1920-0010-M 11000 - SEG
 - 001-749-1920-0014-IB 24189 - Title IV
 - 001-749-1920-0015-I 11000 - SEG
 - 001-749-1920-0016-M 11000 - SEG
 - 001-749-1920-0018-T 11000 - SEG
 - 001-749-1920-0019-I 11000 - SEG
 - 001-749-1920-0020-IB 14000 - Instructional Materials
 - 001-749-1920-0022-M 21000 - Food Service
 - 001-749-1920-0024-IB 29114- Donations
 - 001-749-1920-0025-I 31600 - HB-33
 - 001-749-1920-0026-I 31701 - SB-9
 - 001-749-1920-0027-M 31600- HB-33

EXECUTIVE DIRECTOR'S REPORT

120th day numbers = 258 total, approx.. 25 of those are in night program

Ralph discussed:

- work with Habitat for Humanity
- Heavy Equipment rodeo – April 12th
- Portables are in progress of being procured, at the design phase of the project
- Professional Development training happened
- ACE has 11 interns currently, 2 are alumni
- ACE along with FFE participated with 8 other school districts in the Community of Practice sessions
- Ralph is looking to set up a revolving door of jobsite visits. Humberto is the point of contact
- May 20th is Graduation, it will be a smaller class than past years due to a more stringent structure in place
- Ralph is looking to pilot a part-time construction instructor, similar to what ACE had originally in Mike Liguori.
- Ralph is looking at bringing in a instructor to lead the bilingual seal program
- Trade Thursdays has started: Humberto is the point of contact for this. The parameters are every Thursday an industry person comes in and talks about what they do, how much they make, and takes questions from the students. Time to start would be around 12 to 1 and last for as long as the students wanted to talk, up to 3 or 4pm

ADDITIONAL BUSINESS

- Crystal wont be in attendance for March meeting, and she wont be able to call in either
- Sam will be out of town and will not be able to call in either
- Sam will send out doodle poll to get a time that the board can meet in March.
- Angie, from K12, said she has to have a board vote on the budget approved by March 25th.

CHAIRMAN'S REPORT

Need to recruit for the board

Sam Hatchell has meeting with Julie Gibson from Corbin's electric to discuss possible board position.

CLOSING BUSINESS

Chairman Hatchell will notify the Board of the next meeting date.

There being no further business the meeting was adjourned at 9:05 a.m.

Respectfully Submitted,

Ronda Gilliland-Lopez
Secretary

ACE Leadership High School Governing Council will host a Board Meeting, March 16, 2020 at 9:00 a.m. taking place at ACE Leadership High School, 1240 Bellamah Ave., Albuquerque, New Mexico

Mission Statement:

The Mission of ACE Leadership High School is to equip young people who love to design and build things to become leaders in the construction profession. We will serve young people to have successful careers by caring for their intellectual, physical and emotion well-being as students.

| Resp. | Time | Agenda Topic |
|-------|------------|--|
| SH | 10 MINUTES | CALL TO ORDER/SELF INTRODUCTIONS Approval of Agenda March 16, 2020 Approval Minutes of the December 19, 2020 Meeting Approval Minutes of the February 20, 2020 Meeting |
| K12 | 10 MINUTES | FINANCIALS Approval of BARS |
| RG | 60 MINUTES | BUSINESS <u>Executive Director's Report</u> Comprehensive Literacy State Development Grant Industry Partners & Background Checks Executive Director's Report (Addition Report) <u>Chairman's Report</u> Board Recruitment Executive Committee Board Training |
| SH | 5 MINUTES | NEXT MEETING April 23, 2020 ADJOURNMENT |

*The minutes of the ACE Leadership High School Governing Council, Monday,
March 16, 2020 at 9:00 a.m., at the ACE Leadership High School, 1240
Bellamah Ave., Albuquerque, New Mexico.*

Present: Sam Hatchell, Chairman
Ronda Gilliland-Lopez, Secretary (Telephonically)
Tony Kocurek, Governing Council Member
Crystal Medrano, Governing Council Member (Telephonically)

Others Present: Ralph Gonzales, ACE Leadership Highschool
Angie Lerner, K12 Accounting (Telephonically)
Dan Hill, InAccord
Sean Calvert, ACE Foundation

CALL TO ORDER

The meeting was called to order by Chairman Sam Hatchell at 9:01 a.m. It was determined a quorum was present to conduct business.

APPROVAL OF AGENDA

Chairman Hatchell asked for a review of the March 16, 2020 agenda. The agenda was approved by Chairman Hatchell seconded by Mr. Tony Kocurek.

MINUTES

The minutes of the December 19, 2019 meeting were reviewed. They were moved for approval by Mr. Tony Kocurek and seconded by Chairman Hatchell.

Chairman Hatchell asked for a review of the February 20, 2020 minutes. They were moved for approval by Chairman Hatchell seconded by Ms. Crystal Medrano.

FINANCIALS

Ms. Angie Lerner from K12 Accounting was introduced. The following BARS were reviewed:

| Fund | Function | Object | Program | Job Class | Present Budget | Adj Amt Exp | Adj Budget |
|----------------------|---|--|-----------------------|-------------------|----------------|-------------|------------|
| 11000 Operational | 2100 Support Services-Students | 53217 Interpreters - Contracted | 2000 Special Programs | 0000 No Job Class | \$8,000 | \$4,322 | \$12,322 |
| 11000 Operational | 2400 Support Services-School Administration | 56118 General Supplies and Materials | 0000 No Program | 0000 No Job Class | \$1,500 | \$1,000 | \$2,500 |
| 11000 Operational | 2500 Central Services | 53711 Other Charges | 0000 No Program | 0000 No Job Class | \$1,785 | \$2,000 | \$3,785 |
| 11000 Operational | 2600 Operation & Maintenance of Plant | 54312 Maintenance & Repair - Buildings and Grounds | 0000 No Program | 0000 No Job Class | \$8,700 | \$2,000 | \$10,700 |
| 11000 | 2900 Other Support | 58211 Tax | 0000 No | 0000 No Job | | \$5,980 | \$5,980 |

| Operational | Services | Liability/Penalty | Program | Class | | | |
|-------------------|------------------------------------|----------------------------------|-----------------|-------------------|-----------|----------|-------------|
| 11000 Operational | 3300 Community Services Operations | 55915 Other Contract Services | 0000 No Program | 0000 No Job Class | \$27,500 | \$5,000 | \$32,500 |
| 11000 Operational | 4000 Capital Outlay | 54640 Rental - Lease To Purchase | 0000 No Program | 0000 No Job Class | \$932,670 | \$67,330 | \$1,000,000 |

Ms. Ronda Gilliland-Lopez made the motion for approval, Ms. Medrano seconded the motion and the Board approved the BARS as reviewed and discussed.

Ms. Lerner provided an explanation for the grant for partnering with the sign language academy in the amount of \$100,000.00. After further discussion Ms. Medrano made the motion for approval, Ms. Gilliland-Lopez seconded the motion and the Board approved the grant.

Ms. Lerner informed the Board there is an increase of \$2,300.00 in the CSI grant. There is no action necessary this is for information only.

BUSINESS

Mr. Ralph Gonzales was introduced to provide the COO's report.

Due to the PED closing all schools because of COVID-19, professional development week has been cancelled. There is a deep cleaning of the school taking place. The staff have been working with any students struggling with the emotional and social impact the current health situation has placed everyone in. This is all being done via electronic communication to adhere to the social distancing mandate. The students and families have been informed of the food grab bags and the distribution sites. With the current situation the AGC Heavy Equipment Rodeo has been cancelled for the year. All internships have been cancelled until the COVID-19 situation is gone. The site visit from the school authorizer has taken place. An official report will be released at an unknown date. The Governing Council thanked Mr. Gonzales for his report.

Chairman Hatchell notified the Board he is receiving monthly updates from Ms. Paym Green for the past months the following have taking place: mentoring, teacher observation and budget review, as well as other duties that may come up. It is unknown at this time if the capital outlay that was initially provided to ACE will be dispersed. With the unforeseen costs occurring on the State with the COVID-19 there may be revisions of funding by the State. Chairman Hatchell stated at this time there are 3 openings on the Governing Council. Chairman Hatchell stated with Mr. Mike Puelle's departure he would suggest Ms. Gilliland-Lopez become Vice Chairman and Mr. Dan Hill will take minutes. This discussion will take place at the next meeting. Chairman Hatchell is still communicating with Ms. Julie Gibson asking her to participate on the Board. It will be important for the Board to assure there is a smooth communication flow between the Board and AGC of NM. Ms. Kelly Roepke will be the new Executive Director and will need to be briefed on the on goings of the school.

Chairman Hatchell reminded the Board training needs to be completed by June 1, 2020 and Mr. Hill can assist.

Mr. Sean Calvert stated the ACE Foundation Board needs to recruit members as well. Business has been difficult to conduct due to lack of quorums. If there are any suggestions of participants please provide the names to Mr. Calvert.

CLOSING BUSINESS

The next ACE Leadership High School Governing Council meeting will take place April 23, 2020 at 7:30 a.m. at ACE Leadership High School.

There being no further business the meeting was adjourned at 9:30 a.m.

Respectfully Submitted,

Ronda Gilliland-Lopez
Secretary

ACE Leadership High School Governing Council will host a Board Meeting, March 25, 2020 at 1:00 p.m. taking place over video conference. A quorum will be present for the meeting. If you are interested in attending the meeting via video conference or dial in, please contact RGonzo@aceleadership.org. The materials for the meeting will be available at www.aceleadership.org.

Mission Statement:

The Mission of ACE Leadership High School is to equip young people who love to design and build things to become leaders in the construction profession. We will serve young people to have successful careers by caring for their intellectual, physical and emotion well-being as students.

| Resp. | Time | Agenda Topic |
|-------|------------|---|
| SH | 10 MINUTES | CALL TO ORDER/SELF INTRODUCTIONS Approval of Agenda March 25, 2020 Approval Minutes of the December 19, 2020 Meeting Approval Minutes of the February 20, 2020 Meeting |
| K12 | 10 MINUTES | FINANCIALS Approval of BARS |
| RG | 60 MINUTES | BUSINESS Approval of advance lease payment. Vote to Appoint Vice President. Vote to Appoint Secretary. |
| SH | 5 MINUTES | ADJOURNMENT |

*The minutes of the ACE Leadership High School Governing Council,
Thursday, March 26, 2020 at 1:00 p.m., at the ACE Leadership High School,
1240 Bellamah Ave., Albuquerque, New Mexico. Due to the ongoing COVID-
19 pandemic the meeting was conducted virtually.*

Present: Sam Hatchell, Chairman
Ronda Gilliland-Lopez, Secretary
Anthony Kocurek, Governing Council Member
Courteney Eichhorst, UA Local 412, Governing Council Member

Others Present: Ralph Gonzales, ACE Leadership High school
Dan Hill, Attorney, InAccord, P.C.
Angie Lerner, K12 Accounting

CALL TO ORDER

The meeting was called to order by Chairman Sam Hatchell at 1:00 p.m. It was determined a quorum was present to conduct business.

APPROVAL OF AGENDA

A motion to approve agenda was made by Mr. Tony Kocurek and seconded by Ms. Ronda Gilliland-Lopez. It was approved unanimously.

MINUTES

The minutes of the February 20, 2020, ACE Leadership High School Governing Council meeting were reviewed. Approval of the minutes were moved by Chairman Hatchell and seconded by Mr. Kocurek. It was approved unanimously.

APPROVAL OF ADVANCE LEASE PAYMENT

A proposal to make an advance lease payment, pursuant to the school's Lease Purchase Agreement with the ACE Leadership Foundation, was made by Ms. Angie Lerner. Ms. Lerner explained that the school currently has amassed a large cash balance, and that an advance payment of \$1,000,000.00 on the school's Lease Purchase Agreement would be in the school's best interest. Ms. Lerner explained that such payment would have no effect on the school's operating position, and that it would allow the school to pay off the Lease Purchase Agreement more quickly. Approval of the \$1,000,000.00 advance lease payment was moved by Chairman Hatchell and seconded by Mr. Kocurek. It was approved unanimously.

ELECTION OF OFFICERS

Chair Hatchell explained that due to the Mr. Mike Puelle's appointment as Chief of Staff for Mayor Tim Keller he submitted his resignation from the board. Accordingly election of a new vice president was necessary. Chairman Hatchell moved that Ms. Ronda Gilliland-Lopez be

elected as vice president, and the motion was seconded by Mr. Courteney Eichhorst. It was approved unanimously.

CLOSING BUSINESS

The next ACE Leadership High School Governing Council meeting will take place on April 23, 2020.

There being no further business the meeting was adjourned at 1:24 p.m.

Respectfully Submitted,

Ronda Gilliland-Lopez

ACE Leadership High School Governing Council will host a Board Meeting, April 23, 2020, at 7:30 a.m. taking place at ACE Leadership High School, 1240 Bellamah Ave., Albuquerque, New Mexico. Due to the ongoing COVID-19 crisis this meeting will take place virtually. If you would like to attend or participate in the meeting please contact rgonzo@aceleadershiphighschool.org for log in credentials.

Mission Statement:

The Mission of ACE Leadership High School is to equip young people who love to design and build things to become leaders in the construction profession. We will serve young people to have successful careers by caring for their intellectual, physical and emotion well-being as students.

| Resp. | Time | Agenda Topic |
|----------|------------|---|
| SH | 10 MINUTES | CALL TO ORDER/SELF INTRODUCTIONS Approval of Agenda April 23, 2020 Approval Minutes of the March 26, 2020 |
| RG & K12 | 20 MINUTES | FINANCIALS Financials Vote on BARs Vote to approve 20-21 Budget |
| RG | 20 MINUTES | BUSINESS Executive Director's Report President's Report |
| SH | 5 MINUTES | NEXT MEETING To Be Determined ADJOURNMENT |

*The minutes of the ACE Leadership High School Governing Council,
Thursday, April 23, 2020 at 7:30 a.m., at the ACE Leadership High School,
1240 Bellamah Ave., Albuquerque, New Mexico. Due to the ongoing COVID-
19 pandemic the meeting was conducted virtually.*

Present: Sam Hatchell, Chairman
Ronda Gilliland-Lopez, Secretary
Anthony Kocurek, Governing Council Member
Courteney Eichhorst, UA Local 412, Governing Council Member

Others Present: Ralph Gonzales, ACE Leadership High school
Dan Hill, Attorney, InAccord, P.C.
Angie Lerner, K12 Accounting

CALL TO ORDER

The meeting was called to order by Chairman Sam Hatchell at 7:30 a.m. It was determined a quorum was present to conduct business.

APPROVAL OF AGENDA

A motion to approve agenda was made by Mr. Tony Kocurek and seconded by Ronda Gilliland-Lopez. It was approved unanimously.

MINUTES

The minutes of the March 26, 2020, ACE Leadership High School Governing Council meeting were reviewed. Approval of the minutes were moved by Chairman Hatchell and seconded by Mr. Kocurek. They were approved unanimously.

APPROVAL OF BUDGET AND CALENDAR

Ms. Angie Lerner presented the proposed 2020-2021 budget and calendar. There was discussion regarding potential cuts to the budget by the legislature and potential fund sweeps. There was discussion regarding changes to pay schedules, and the addition of certain staff. Mr. Tony Kocurek moved approval of the budget and calendar, and the motion was seconded by Chairman Hatchell. It was approved unanimously.

REPORT OF SCHOOL DIRECTOR

Mr. Ralph Gonzales discussed the third trimester curriculum projects. Mr. Gonzales discussed contingency plans for reopening school next year, and potential solutions for in class instruction in the fall as the COVID-19 pandemic progresses. Mr. Gonzales gave an update on the status of the addition of portable buildings at the facility. Mr. Gonzales provided an update on graduation and the status of ACE Leadership High School students. Mr. Gonzales discussed a project to print PPE using the school's 3d printers. Discussion was had regarding student nutrition programs at the school.

REPORT OF CHAIRMAN

Chair Hatchell reminded governing council members to finish their board training by the end of the year. There was discussion regarding the plan for the charter renewal next year. There was discussion regarding the addition of new board members.

CLOSING BUSINESS

The next ACE Leadership High School Governing Council meeting will take place on May 21, 2020.

There being no further business the meeting was adjourned at 9:00 a.m.

Respectfully Submitted,

Ronda Gilliland-Lopez

ACE Leadership High School Governing Council will host a Board Meeting, April 28, 2020, at 8:00 a.m. taking place at ACE Leadership High School, 1240 Bellamah Ave., Albuquerque, New Mexico. Due to the ongoing COVID-19 crisis this meeting will take place virtually. If you would like to attend or participate in the meeting please contact rgonzo@aceleadershiphighschool.org for log in credentials.

Mission Statement:

The Mission of ACE Leadership High School is to equip young people who love to design and build things to become leaders in the construction profession. We will serve young people to have successful careers by caring for their intellectual, physical and emotion well-being as students.

| Resp. | Time | Agenda Topic |
|----------|------------|---|
| SH | 10 MINUTES | CALL TO ORDER/SELF INTRODUCTIONS Approval of Agenda April 28, 2020 Approval Minutes of the April 23, 2020 |
| RG & K12 | 20 MINUTES | BUSINES Vote to approve advance lease payment. Vote on BARs. Vote to give business manager authority to conditionally approve the budget pending final approval of PED with possible budget changes. |
| SH | 5 MINUTES | NEXT MEETING To Be Determined ADJOURNMENT |

*The minutes of the ACE Leadership High School Governing Council,
Thursday, April 28, 2020 at 8:00 a.m., at the ACE Leadership High School,
1240 Bellamah Ave., Albuquerque, New Mexico. Due to the ongoing COVID-
19 pandemic the meeting was conducted virtually.*

Present: Sam Hatchell, Chairman
Ronda Gilliland-Lopez, Secretary
Anthony Kocurek, Governing Council Member
Courtney Eichhorst, UA Local 412, Governing Council Member

Others Present: Ralph Gonzales, ACE Leadership High school
Dan Hill, Attorney, InAccord, P.C.
Angie Lerner, K12 Accounting
Absent : Crystalin Medrano

CALL TO ORDER

The meeting was called to order by Chairman Sam Hatchell at 8:04 a.m. It was determined a quorum was present to conduct business.

APPROVAL OF AGENDA

A motion to approve agenda was made by Ms. Ronda Gilliland-Lopez and seconded by Chair Hatchell. It was approved unanimously.

MINUTES

The minutes of the April 23, 2020, ACE Leadership High School Governing Council meeting were reviewed. Approval of the minutes were moved by Chairman Hatchell and seconded by Mr. Courtney Eichhorst. They were approved unanimously.

APPROVAL OF BAR 31-D

Ms. Angie Lerner presented this decrease BAR. Approval of the BAR was moved by Mr. Courtney Eichhorst and seconded by Ms. Ronda Gilliland-Lopez. It was approved unanimously.

APPROVAL OF BAR 31-I

Ms. Angie Lerner presented this increase BAR. Approval of the BAR was moved by Mr. Courtney Eichhorst and seconded by Ms. Ronda Gilliland-Lopez. It was approved unanimously.

APPROVAL OF BAR 32-I

Ms. Angie Lerner presented this increase BAR. Approval of the BAR was moved by Mr. Courtney Eichhorst and seconded by Ms. Ronda Gilliland-Lopez. It was approved unanimously.

APPROVAL OF CONDITIONAL AUTHORITY OF BUSINESS MANAGER TO ACCEPT CHANGES TO BUDGET

Mr. Daniel Hill and Ms. Angie Lerner presented the item. Ms. Ronda Gilliland-Lopez moved to approve giving business manager authority to conditionally approve the budget pending final approval of PED with possible budget changes. Chair Hatchell seconded the motion. It passed unanimously.

APPROVAL OF ADVANCE LEASE PAYMENT

Ms. Angie Lerner presented the item. The governing council elected not to pursue the item and it was left on the table.

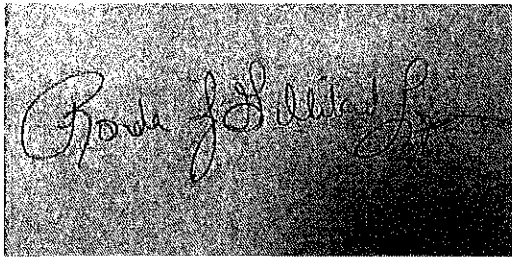
CLOSING BUSINESS

The next ACE Leadership High School Governing Council meeting will take place on May 21, 2020.

There being no further business the meeting was adjourned at 8:25 a.m.

Respectfully Submitted,

Ronda Gilliland-Lopez

A black and white photograph of a handwritten signature. The signature is written in cursive and appears to read "Ronda Gilliland-Lopez". The background is a dark, textured surface.

ACE Leadership High School Governing Council will host a Board Meeting, May 21, 2020, at 7:30 a.m. taking place at ACE Leadership High School, 1240 Bellamah Ave., Albuquerque, New Mexico. Due to the ongoing COVID-19 crisis this meeting will take place virtually. If you would like to attend or participate in the meeting please contact rgonzo@aceleadershiphighschool.org for log in credentials.

Mission Statement:

The Mission of ACE Leadership High School is to equip young people who love to design and build things to become leaders in the construction profession. We will serve young people to have successful careers by caring for their intellectual, physical and emotion well-being as students.

| Resp. | Time | Agenda Topic |
|----------|------------|--|
| SH | 10 MINUTES | CALL TO ORDER/SELF INTRODUCTIONS Approval of Agenda May 21, 2020 Approval Minutes of the April 28, 2020 |
| RG & K12 | 20 MINUTES | BUSINESS Vote on BARs. Vote to Approve Lon Freeman as a New Board Member. Vote to Approve Electronic Signature Policy. Chairman's Report COO's Report |
| SH | 5 MINUTES | NEXT MEETING To Be Determined ADJOURNMENT |

The minutes of the ACE Leadership High School Governing Council, Thursday, May 21, 2020 at 7:30 a.m., at the ACE Leadership High School, 1240 Bellamah Ave., Albuquerque, New Mexico. Due to the ongoing COVID-19 pandemic the meeting was conducted virtually.

Present: Sam Hatchell, Chairman
Ronda Gilliland-Lopez, Secretary
Anthony Kocurek, Governing Council Member
Courteney Eichhorst, UA Local 412, Governing Council Member

Others Present: Ralph Gonzales, ACE Leadership High school
Dan Hill, Attorney, InAccord, P.C.
Angie Lerner, K12 Accounting
Lon Freeman

CALL TO ORDER

The meeting was called to order by Chairman Sam Hatchell at 7:30 a.m. It was determined a quorum was present to conduct business.

APPROVAL OF AGENDA

A motion to approve agenda was made by Ms. Ronda Gilliland-Lopez and seconded by Chair Hatchell. It was approved unanimously.

MINUTES

The minutes of the April 28, 2020, ACE Leadership High School Governing Council meeting were reviewed. Approval of the minutes were moved by Chairman Hatchell and seconded by Mr. Courtney Eichhorst. They were approved unanimously.

APPROVAL OF BAR 34-D

Ms. Angie Lerner presented this decrease BAR. Approval of the BAR was moved by Mr. Courtney Eichhorst and seconded by Ms. Ronda Gilliland-Lopez. It was approved unanimously.

APPROVAL OF CASH DISBURSEMENTS FOR FEBRUARY 2020, MARCH 2020, and APRIL 2020

Ms. Angie Lerner presented the item. Ms. Ronda Gilliland-Lopez moved to approve cash disbursements for February 2020, March 2020, and April 2020. Chair Hatchell seconded the motion. It passed unanimously.

APPROVAL OF FINANCIAL REPORTS INCLUDING BANK RECONCILIATION FOR FEBRUARY 2020, MARCH 2020, and APRIL 2020

Ms. Angie Lerner presented the item. Ms. Ronda Gilliland-Lopez moved to approve financial reports including bank reconciliations for February 2020, March 2020, and April 2020. Chair Hatchell seconded the motion. It passed unanimously.

APPROVAL OF CATEGORY 2 AWARD LETTER

Ms. Angie Lerner presented the award letter to the board. Ms. Ronda Gilliland-Lopez moved to approve acceptance of the Category 2 Award letter, and Chair Hatchell seconded the motion. It passed unanimously.

REVIEW OF FY 2018-2019 FINANCIAL AUDIT FINDINGS

Ms. Angie Lerner presented the financial audit findings from the FY 2018-2019 audit. The governing council discussed the findings.

VOTE TO APPROVE LON FREEMAN AS A NEW BOARD MEMBER

The Chair presented the item. Ms. Ronda Gilliland-Lopez moved to approve Mr. Lon Freeman as a new board member, and Chair Hatchell seconded the motion. It passed unanimously.

VOTE TO APPROVE ELECTRONIC SIGNATURE POLICY

Mr. Hill presented the policy. After discussion, Ms. Ronda Gilliland-Lopez moved to approve the Electronic Signature Policy as a new board member, and Chair Hatchell seconded the motion. It passed unanimously.

CLOSING BUSINESS

The next ACE Leadership High School Governing Council meeting is to be determined.

There being no further business the meeting was adjourned at 8:25 a.m.

Respectfully Submitted,

Ronda Gilliland-Lopez

ACE Leadership High School Governing Council will host a Board Meeting, June 18, 2020, at 7:30 a.m. taking place at ACE Leadership High School, 1240 Bellamah Ave., Albuquerque, New Mexico. Due to the ongoing COVID-19 crisis this meeting will take place virtually. If you would like to attend or participate in the meeting please contact rgonzo@aceleadershiphighschool.org for log in credentials.

Mission Statement:

The Mission of ACE Leadership High School is to equip young people who love to design and build things to become leaders in the construction profession. We will serve young people to have successful careers by caring for their intellectual, physical and emotion well-being as students.

| Resp. | Time | Agenda Topic |
|----------|------------|---|
| SH | 10 MINUTES | CALL TO ORDER/SELF INTRODUCTIONS Approval of Agenda June 18, 2020 Approval Minutes of the May 21, 2020 |
| RG & K12 | 20 MINUTES | BUSINESS Vote to approve head administrators contract Vote on BARs. Discussion and Vote on Plan for Cash Reserves Chairman's Report COO's Report |
| SH | 5 MINUTES | NEXT MEETING To Be Determined ADJOURNMENT |

*The minutes of the ACE Leadership High School Governing Council,
Thursday, June 18, 2020 at 7:30 a.m., at the ACE Leadership High School,
1240 Bellamah Ave., Albuquerque, New Mexico. Due to the ongoing COVID-
19 pandemic the meeting was conducted virtually.*

Present: Sam Hatchell, Chairman
Ronda Gilliland-Lopez, Secretary
Anthony Kocurek, Governing Council Member
Courteney Eichhorst, UA Local 412, Governing Council Member
Crystal Medrano, Governing Council Member
Lon Freeman, Governing Council Member

Others Present: Justin Trager, ACE Leadership High school
Ralph Gonzales, ACE Leadership High school
Dan Hill, Attorney, InAccord, P.C.
Angie Lerner, K12 Accounting

CALL TO ORDER

The meeting was called to order by Chairman Sam Hatchell at 7:30 a.m. It was determined a quorum was present to conduct business.

APPROVAL OF AGENDA

A motion to approve agenda was made by Vice Chair Ronda Gilliland-Lopez and seconded by Mr. Kocurek. It was approved unanimously.

FINANCE COMMITTEE REPORT

Ms. Angie Lerner presented the finance committee report, noting the financial position of the school and transactions which occurred between board meetings.

APPROVAL OF BARS

Ms. Angie Lerner presented BAR [need number] for approval. The Vice Chair moved its approval, and the Chair seconded. The motion carried unanimously.

APPROVAL OF PAYROLL AND ACCOUNTS PAYABLE

Ms. Angie Lerner presented the accounts payable of and payroll accounting. Mr. Kocurek moved their approval, and the Vice Chair seconded. The motion passed unanimously.

AMENDMENTS TO MEETING MINUTES

Ms. Angie Lerner presented needed amendments to prior meeting minutes. Ms. Medrano moved their approval, and the Vice Chair seconded. The motion passed unanimously.

DISCUSSION AND APPROVAL OF CASH BALANCE PLAN

Messrs. Hill and Gonzales presented a cash balance plan for the school. The plan puts in place parameters for the use of the school's cash balance in light of the economic uncertainty created by the COVID-19 pandemic. Mr. Freeman also provided a memorandum in support of the plan. Mr. Kocurek moved passage of the cash balance plan, and the Vice Chair seconded the motion. The motion passed unanimously.

APPROVAL OF HEAD ADMINISTRATOR'S CONTRACT

Mr. Trager presented the contract. Mr. Freeman moved approval of the contract, and the Chair seconded. The motion passed unanimously.

COO'S REPORT

Mr. Gonzales presented his report, focused on the school's reentry plans.

PRESIDENT'S REPORT

The Chair presented his report.

CLOSING BUSINESS

The next ACE Leadership High School Governing Council meeting will take place on May 21, 2020.

There being no further business the meeting was adjourned at 8:26 a.m.

Respectfully Submitted,

Ronda Gilliland-Lopez