

Academy for Career Education  
Board of Director's Meeting  
August 31, 2016

Academy for Career Education  
2800 Vassar St., Reno, NV 89502

**Members Present:**

Jeff Bean  
Brace Butler, Ex Officio  
Mac Bybee  
Mike Cate  
Travis Coombs  
Mike Dillon  
Tim Heydon  
Mike Holmes  
Justin Ivory, President  
Jeff Klippenstein  
Dale Lowery  
Chuck Morrison  
Allyson Rameker  
Tim Rowe

**Others Present:**

Leigh Berdrow  
Bob DeRuse  
Thea Sullivan

The meeting convened at 3:02 p.m.

**1. CALL TO ORDER**

President, Justin Ivory, called the meeting to order.

**2. ROLL CALL**

**3. PUBLIC COMMENT**

No public comment made.

**4. APPROVE AGENDA**

The agenda was modified and approved by the board. Item 8D will follow item 5.

**5. APPROVE MINUTES FROM JUNE 15, 2016**

The board approved the minutes from June 15, 2016.

**8. NEW BUSINESS**

d. Tiny house Bids

Bob introduced Harvey and Cindy and Kyle. They both received tiny house packets and submitted bids. Justin opened the bids. The bids were as follows: Harvey and Cindy submitted an earnest money check for \$1,000 and a bid for 2 tiny houses for \$56,000. Kyle submitted an earnest money check for \$1,000 and a bid for 1 tiny house for \$28,500. After some discussion, the board closed the meeting at 3:19. The board opened the meeting at 3:23. The board made a motion and accepted the bid from Harvey and Cindy for 2 houses for \$56,000.

## **6. PRESIDENT'S REPORT**

No president's report was given.

## **7. ADMINISTRATIVE REPORT**

No administrative report was given.

## **8. NEW BUSINESS**

### **a. 2016/17 Enrollment**

Leigh informed the board that as of today, ACE enrollment is 192 students. The budget was for 202 students. This year freshmen enrollment is at 38-39 students, while last year it was 50 students. Transportation is still an issue. Leigh is going to distribute a transportation survey to parents. ACE will once again approach the school district to request transportation.

Justin mentioned that this year's enrollment will put the ACE expansion on hold as it changes the 3 year budget. Justin questioned if the \$30,000 advertising budget is paying for itself.

Leigh said that ACE does visit the middle schools and the Builders Alliance is hosting a construction career fair that ACE will be a big part of.

Twenty two students are enrolled in additional classes at TMCC this year. ACE has a classroom at TMCC.

### **b. Employment Contracts.**

A salary report was distributed to the board. Leigh informed the board that the CADD teacher went to part time and ACE hired another part time CADD teacher. A CTE aide, a career counselor and a dual enrollment counselor are all being paid for by a grant. Raises were given to some teachers to keep them on track with the WCSD salary schedule. The board approved and accepted the employee contracts.

### **c. Construction Project**

A discussion took place regarding finding a lot(s) for next year. Leigh had the idea of asking the community "What should ACE build next year?" Justin would like to put some board members on a committee to start working on this. Some other comments were purchasing a lot, contacting the WCSD for a lot, the 4 lots in Sparks, and checking with the City of Reno. This will be an agenda item next month.

### **e. Lease Negotiation**

The new flooring cost \$40,000. This was submitted to the airport for credit to the lease. No response has been received yet.

### **f. Approve TMCC Finalized Agreement**

The TMCC agreement and a Check List were distributed to the board. The board approved the TMCC agreement.

### **g. Legislative Session**

A list of bill draft requests was distributed to the board. This will be a standing item on the agenda.

## **9. OLD BUSINESS**

- a. **Monitoring Exemption Request**  
ACE received a monitoring exemption for the next 3 years from the WCSD.
  
- b. **Vassar Street Improvements**  
An estimate of \$42,379 was received to redo the ACE parking lot and \$3,279 to move the fence. Project Recharge has submitted an estimate of \$4,340 to replace the lights in the shop and ACE would get a rebate from this. These will be submitted for credit to the lease. The light replacement will be contingent on if the credit is approved or not.
  
- c. **Financial Review and Budget**  
A check register for June and July as well as a Financial Statement for June were distributed.

**10. PUBLIC COMMENT**

No public comment made.

The meeting adjourned at 4:20 p.m.

The next board meeting will be held at the TMCC Edison Campus on September 28, 2016 at 3:00 pm.