

SAMS ACADEMY

GOVERNING COUNCIL

Regular Meeting of the SAMS Academy Governing Council on
Thursday, November 21, 2019

4100 Aerospace Parkway NW
Albuquerque, NM 87120
Conference Room

BOARD MEMBERS PRESENT

Larry Kennedy, Roland Dewing, Ed Smith, Farrah Nickerson

BOARD MEMBERS ABSENT

LyDawn Blount and Tiffany Roth

ALSO IN ATTENDANCE

Coreen Carrillo, Nathan Hardin, Alice Chavez, Bridget Barrett, Matt Jackson, Kelly Callahan

PUBLIC

Ken Lairsey, Carol Jester

These minutes were approved on 12-19-19

By a vote of 5 yes 0 no 1 absent 0 abstained

Larry Kennedy President
Jill Brame Secretary

I. **Call to Order**

Larry called to order the Regular Meeting of the Governing Council for the Southwest Aeronautics, Mathematics, and Science Academy on November 21, 2019 at 8:30AM in the conference room at SAMS Academy, 4100 Aerospace Parkway Northwest, Albuquerque, NM 87120.

A. **Roll Call**

Larry asked Jill to call roll. Jill called Larry Kennedy, Roland Dewing, Ed Smith, and Farrah Nickerson. LyDawn Blount and Tiffany Roth were absent.

B. **Pledge of Allegiance**

No flags were up because of the snow. Board said pledge of allegiance before the meeting with the entire school.

C. **Adoption of the Agenda***

Larry asked for a motion to approve the agenda. Farrah made a motion to approve the agenda. Roland seconded the motion. Larry called for a voice vote to approve the agenda, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

D. **Review/Approval of Minutes from October 17, 2019***

Larry asked for a motion to approve the Minutes from the October 17 regular meeting. Farrah made a motion to approve the minutes. Roland seconded the motion. Larry called for a voice vote to approve the minutes from the October 17 regular meeting, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

II. **Closed Session**

A. **Limited personnel matters, pursuant to NMSA 1978, Section 10-15-1(H)(2) and matters subject to the attorney-client privilege pertaining to pending or threatened litigation in which the public body is or may become a participant to NMSA 1978, Section 10-15-1(H)(7).**

Larry made a motion to move to closed session due to limited pursuant to NMSA 1978, section 10-15-1(H)(2) and matters subject to the attorney-client privilege pertaining to pending or threatened litigation in which the public body is or may become a participant to NMSA 1978, Section 10-15-1(H)(7). Farrah seconded the motion. Larry asked Jill to call roll. Jill called Larry Kennedy, Roland Dewing, Ed Smith, and Farrah Nickerson.

The governing council moved to closed session at 8:33AM.

III. Open Session

A. Action on matters discussed in Closed Session

Larry made motion to move back into open session and affirmed that only items on the agenda were discussed. Farrah seconded the motion. Larry asked Jill to call roll. Jill called Larry Kennedy, Roland Dewing, Ed Smith, and Farrah Nickerson.

Open session resumed at 8:50 AM.

Farrah made a motion that the governing council instructs the council to proceed in accordance with the privileged instructions given during closed session. Roland seconded the motion. Larry called for a voice vote to approve the motion, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

IV. Ongoing Business Matters

A. Aviation Program Update

Nathan reported the following:

- * C-172 is flying fantastic.
- * No longer using the Bode aircraft as the primary trainer, but on standby to fill in when needed
- * Since the October meeting, 30 missions have flown. Dr. Chavez is flying often with the students.
- * Student, Nathan Wolff, has soloed this year and the other three are close to follow.
- * Ground classes are going well.
- * Still in process of submitting paperwork for the sale of the Redbird flight sim.
- * Bridget Barrett and Nathan did a spot on 94Rock to promote the school.

B. Audit Update

Monday the audit committee had the exit conference. Results are forthcoming in the new year.

V. Governing Council Development

A. Presentation from Kelly Callahan PCSNM

Kelly Callahan, from PCSNM, introduced herself and told the board how she would be working alongside the governing council over the next several months. She will incorporate their state-mandated training within the meeting and all 8 hours will be met. She will also help them review policies and help set a plan of succession for the Head Administrator position. Kelly complimented Larry on good agendas and minutes and said after examining them and the way the meeting is being run, the 1-hour Open Meeting training will be covered. Kelly will be at the January meeting. The governing council expressed their excitement to work with Kelly for their training.

VI. New Business Matters

A. Process for Hiring New Head Administrator Discussion

Larry discussed how SAMS Academy has hired an HA in the past, building a committee with the 4 schools and we have even used outside recruitment services. He didn't feel a recruitment service is necessary, but would like to build a committee with 3 Governing council members and a couple staff members. He proposed that he, Farrah, and Roland serve on that committee. With help from Kelly Callahan, they will use the job description for the Head Administrator to build a rubric and questions for the interviews. Alice proposed having a new Head Administrator in place by March 1 to help prepare the budget. Working backwards, the job will be posted in January for 30 days and then interviews will be in February.

B. Governing Council Recruitment

Larry told the other council members that Tiffany Roth will be resigning by the end of December. We then have 45 days to fill her position. Larry has some applications and will follow up with these people.

VII. Administrative Update

A. Update on Student Progress

Coreen had Jill, testing coordinator, talk about the new testing requirements set by the state. Coreen asked Bridget to explain the food drive. Farrah asked Ken Lairsey about academic absences and how they are working.

VIII. Finance Report

A. Business Office Operation Update

Alice reported that the finance committee met before the board meeting. She also reported:

* Revenues are 34.2% of budget.

* Expenditures are 25.2% of the budget

B. Voucher Approvals*

Larry said that the Finance Committee recommends the check register. Larry called for a motion to approve the vouchers. Farrah made a motion to approve the vouchers. Roland seconded the motion. Larry called for a voice vote to approve the vouchers, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

C. Budget Adjustment Requests*

No BARs.

IX. Public Comment

None.

X. Announcements

A. Date for next Regular SAMS Academy Governing Council Meeting

The next regular meeting will be December 19, 2019 at 8:30AM in the conference room.

XI. Adjournment*

Larry called for a motion to adjourn. Farrah made a motion to adjourn. Roland seconded the motion. Larry called for a voice vote, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

The regular meeting of the Governing Council for the Southwest Aeronautics, Mathematics and Science Academy adjourned on November 21, 2019 in the conference room at SAMS Academy, 4100 Aerospace Parkway Northwest, Albuquerque, NM 87120 at 9:44AM.