



NOTICE AND AGENDA
SPECIAL MEETING OF THE GOVERNING COUNCIL OF
SOUTHWEST AERONAUTICS, MATHEMATICS & SCIENCE ACADEMY
(See Special Procedures Below)

December 16, 2020

4:30 p.m.

Internet/Call-in

SAMS MISSION

The mission of the Southwest Aeronautics, Mathematics and Science Academy is to prepare students, with attention to high-risk students, in grades 7-12 in an integrative STEM 21st century educational environment which offers a unique option in aeronautics. Students will be competent in the reading, writing, mathematics, science, technology and problem solving skills necessary for success in post-secondary education, high-tech, or aviation related careers.

- I. Call to Order
 - A. Roll Call
 - B. Adoption of the Agenda*
 - C. Review/Approval of Minutes from November 19, 2020 Regular Meeting*
- II. Closed Session *
 - A. None
- III. Open Session *
 - A. None
- IV. Public Comment (comments will be limited to two minutes) – see attached Special Procedures for more information
- V. Administrative Update
 - A. Student Achievement Update
- VI. Ongoing Business Matters
 - A. Aviation Program Update
 - B. Facility Committee Update
- VII. New Business Matters
 - A. Resolution 21-04 for Commitment of Fund Balances (discussion/action)*
- VIII. Governing Council Development
 - A. Discussion with Kelley Callahan



- IX. Finance Report
 - A. Business Office Operations Update
 - B. Voucher Approvals (discussion/action)*

- IX. Announcements
 - A. Date for next Regular SAMS Academy Governing Council Meeting

- X. Adjournment*

Note: * Indicates Action Item

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Jill Brame at (505) 338-8601 or jbrame@samsacademy.com least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Ms. Brame at the phone number or email address above if a summary or other type of accessible format is needed.



Special Procedures for December 16, 2020 SAMS Governing Council Meeting

In response to the Governor's declaration of a Public Health Emergency and restrictions on public gatherings, the SAMS Governing Council Meeting on December 16, 2020 at 4:30 pm will be limited to no in-person attendance.

No one will be permitted to be at SAMS to physically attend the meeting. However, the public, Governing Council Members and SAMS staff will have the ability to view and hear the meeting via the internet using Zoom. The procedures for accessing the meeting are as follows:

From a computer, tablet or smartphone, enter the following URL:

<http://zoom.us/j/9231897874>

OR

Call one of the following numbers:

1-669-900-6833

1-301-715-8592

1-253-215-8782

(Because of the increase of Zoom for meeting use, the phone numbers may appear to be busy at first. Keep trying until you get through.)

Meeting ID: 923 189 7874

Access Code: 4100

You will also be asked to enter your (optional) participant ID. Just follow the spoken directions (press #) to skip this step, as it is not needed for this meeting.

Public comment will be allowed during the meeting via Zoom. To speak during public comment, please email your request to speak with your name to jbrame@samsacademy.com up to twenty four hours prior to the meeting. Requests to speak made after twenty four hours prior to the meeting will not be honored. Speakers will be un-muted in order to address the Governing Council. Public comments will be limited to two minutes. The public may email comments to Jill Brame at jbrame@samsacademy.com. Email comments will be kept with the records of the meeting.

Should the Governing Council vote to close the meeting in order to discuss items allowed by the Open Meetings Act, the Zoom application has a means to do so.



Above. And beyond.

Audio and video recording of the open meeting will be available upon request.

Should anyone wishing to join the meeting via the internet have issues accessing the meeting you may contact Jill Brame at 505-918-3850.

These procedures are subject to revision given changing circumstances. Please check the SAMS website for any updates to these procedures.



GOVERNING COUNCIL

Regular Meeting of the SAMS Academy Governing Council on
Thursday, November 19, 2020

Zoom.us

BOARD MEMBERS PRESENT

Larry Kennedy, Roland Dewing, Alex Carothers, Farrah Nickerson, and Mike Romo

BOARD MEMBERS ABSENT

Ed Smith and LyDawn Blount

ALSO IN ATTENDANCE

Bridget Barrett, Nathan Hardin, and Sean Fry

PUBLIC

Jose Garcia-Galvez

These minutes were approved on _____

By a vote of ___ yes ___ no ___ absent ___ abstained

_____ President

_____ Secretary

I. Call to Order

Larry Kennedy called to order the Regular Meeting of the Governing Council for the Southwest Aeronautics, Mathematics, and Science Academy on November 19, 2020 at 4:02 PM on zoom.us.

A. Roll Call

Larry Kennedy asked Jill Brame to call roll. Jill Brame called Roland Dewing, Farrah Nickerson, Mike Romo, and Larry Kennedy. Alex Carothers arrived later during the meeting. LyDawn Blount and Ed Smith were absent.

B. Adoption of the Agenda*

Larry Kennedy asked for a motion to approve the agenda. Farrah Nickerson made a motion to approve the agenda. Roland Dewing seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Jill Brame called Roland Dewing, Farrah Nickerson, Mike Romo and Larry Kennedy; all voted yes. The motion carried unanimously.

C. Review/Approval of Minutes from October 26, 2020*

Larry Kennedy asked for a motion to approve the Minutes from the October 26 special meeting. Farrah Nickerson made a motion to approve the minutes. Mike Romo seconded the motion. Larry Kennedy called for a roll call vote to approve the minutes from the October 26 special meeting. Jill Brame called Roland Dewing, Farrah Nickerson, Mike Romo and Larry Kennedy; all voted yes. The motion carried unanimously.

II. Closed Session

A. None

III. Open Session

A. None

IV. Public Comment

None.

V. Administrative Update

A. Student Achievement Update

Bridget Barrett presented a few graphs to look at student achievement. SAMS has given the names of students who are struggling to EngageNM, a program with PED, to reach out to students. Some students are struggling, but staff is doing their best. Mike Romo suggested doing driveway visits with students in lieu of the new health orders preventing door home visits.

VI. Ongoing Business Matters

A. Aviation Program Update

Nathan Hardin presented the following:

- * 40 missions have been flown since October 15
- * N739HK is flying well.
- * N1917L is being used for back up
- * Ground classes are going well
- * Aviation program is looking at other options for getting students a pilot certificate. A recreational pilot would be less hours and cost the school less money.
- * There was one successful check ride, with two more coming
- * Nathan also gave an update on aviation program finances

Mike Romo suggested using LinkedIn for marketing and social media.

B. Facility Committee Update

Jill Brame gave an update on the new building. The facility committee has met and final preliminary floor plans have been made. Discussion with the civil engineer have also happened. Larry Kennedy informed the GC that this will be a standing item on the agenda to update the whole council on the progress of the new building.

Alex Carothers arrived at 4:42PM.

VII. Governing Council Development

A. Discussion with Kelly Callahan

Kelly was unable to meet at this new scheduled time.

VIII. New Business Matters

A. Memorandum of Understanding with Spartan Aeronautics*

Larry Kennedy asked Nathan Hardin to present this MOU. Nathan Hardin said that the Spartan Aeronautics School would leave some spots for our students to pursue further schooling in the Aeronautics school. Larry Kennedy thought this sounded like a good way for our school to get our name out there. The attorney has approved this MOU. Larry called for a motion. Farrah Nickerson made a motion to approve the MOU with Spartan Aeronautics. Alex Carothers seconded. Larry Kennedy called for a roll call vote to approve the motion. Jill Brame called Roland Dewing, Farrah Nickerson, Mike Romo, Alex Carothers and Larry Kennedy; all voted yes. The motion carried unanimously.

B. Grievance Policy Revision*

Larry Kennedy had sent the revised grievance policy to PED, he heard back and they had a couple of suggestions. He made a couple changes to the policies. The

first is to add a timeline needed to when the grievance would be handled. The second change is the addition as to who would contact the grievant from the governing council. Larry Kennedy asked if anyone had any questions, being none, he called for a motion. Farrah Nickerson made a motion to approve the revisions to the grievance policy. Roland Dewing seconded the motion. Larry Kennedy called for a roll call vote to approve the motion. Jill Brame called Roland Dewing, Farrah Nickerson, Mike Romo, Alex Carothers and Larry Kennedy; all voted yes. The motion carried unanimously.

IX. Finance Report

A. Business Office Operation Update

Sean reported that the finance committee met before the board meeting. He also reported:

- * Revenues are 25% of budget.
- * Expenditures are 21.56% of the budget

B. Voucher Approvals*

Larry Kennedy said that the Finance Committee recommends the check register. Larry Kennedy called for a motion to approve the vouchers. Mike Romo made a motion to approve the vouchers. Farrah Nickerson seconded the motion. Larry Kennedy called for a roll call vote to approve the vouchers. Jill Brame called Roland Dewing, Farrah Nickerson, Mike Romo, Alex Carothers and Larry Kennedy; all voted yes. The motion carried unanimously.

C. Budget Adjustment Requests*

BAR 2021-0006-T: Larry Kennedy called for a motion to approve BAR 06-T. Farrah Nickerson made a motion to approve BAR 06-T. Mike Romo seconded the motion. Larry Kennedy called for a roll call vote to approve BAR 06-T. Jill Brame called Roland Dewing, Farrah Nickerson, Mike Romo, Alex Carothers and Larry Kennedy; all voted yes. The motion carried unanimously.

BAR 2021-00076-T: Larry Kennedy called for a motion to approve BAR 07-T. Mike Romo made a motion to approve BAR 07-T. Farrah Nickerson seconded the motion. Larry Kennedy called for a roll call vote to approve BAR 07-T. Jill Brame called Roland Dewing, Farrah Nickerson, Mike Romo, Alex Carothers and Larry Kennedy; all voted yes. The motion carried unanimously.

X. Announcements

A. Date for next Regular SAMS Academy Governing Council Meeting

The next regular meeting will be December 17 at 4:00 PM on zoom.us.

XI. Adjournment*

Larry Kennedy called for a motion to adjourn. Farrah Nickerson made a motion to adjourn. Mike Romo seconded the motion. Larry Kennedy called for a roll call vote to adjourn the meeting. Jill Brame called Roland Dewing, Farrah Nickerson, Mike Romo, Alex Carothers and Larry Kennedy; all voted yes. The motion carried unanimously.

The regular meeting of the Governing Council for the Southwest Aeronautics, Mathematics and Science Academy adjourned on October 19 , 2020 on zoom.us at 5:05PM.



Monthly Report 16DEC20

All figures and outcomes are based on the date of this report 10DEC20

Flying: We have flown than 5 missions and less than 10 hours since the last given report on 19NOV20.

Aircraft Status:

- N739HK is currently down for paint correction and we will be trying to get avionics work done this month as well.
- N1917L is currently in good condition and is current on all required tests and inspections. We are using N1917L in a backup capacity at the moment to support the program when HK is unavailable for any reason.

Ground Classes Status:

- Ground Classes are wrapping up.

Ongoing Business:

- SAMS Academy will now be an official affiliate program with Spartan School of Aeronautics. We are extremely excited to see what this partnership will bring to the future of SAMS and Spartan. Thank you for your continued support!
- SAMS has had the opportunity to participate in an amazing program that rescues pets and transports them to permanent homes. This program could potentially offset some of our operational costs and promises to bring some amazing publicity to our school. We are working with PED to ensure we can continue the relationship we have formed with Barkhouse (the organization responsible for organizing these pet rescues). One important note: we are NOT making these missions a priority and we will only participate when our mission overlaps and makes a flight feasible. Our primary objective is safe and efficient flight training, if we can weave in a real world aspect and enrichen the experience for our students we will.

Student Outcomes:

- All of last year's seniors finished their Private Pilot Checkride and our first for this year also completed a checkride. Thus far SAMS has a 100% pass rate.

Outlook for Next Month:

- The start of next semester will mark the beginning of our recreational pilot flight training. We hope that the reduced flight hours for recreational pilot will allow us to accelerate flight training and turn out even more quality pilots in the very near future.

Aviation Finance Report:

Purchases:

- Amazon: \$2008.34
This purchase was for drone lab supplies (tools, safety equipment) and EFB devices for the program. We purchased 5 Samsung tablets to be used in the flight program as Electronic Flight Bags for the students.

Flight Expenses/Variable Costs:

- **Fuel:** This last month we have very few flight hours. For world fuel the invoiced total 11/19/20 through today is \$424.51. The dates reflect the invoice date, not necessarily the service dates.
- **Maintenance:** Awaiting invoice for annual/100 hr inspections. Based on historical data cost per flight hour for maintenance is approximately \$20.00

Fixed Costs:

- Hangar Rental:
 - \$325.00 per month for KAEG
 - \$235.00 per month for KBRG
 - \$560.00 per month **total** for two hangars.
- Insurance: Annual Premium \$ 8,549.00

GOVERNING COUNCIL RESOLUTION No. 2020/2021-0004
Commitment of Fund Balances
School Year 2020/2021

WHEREAS, the Southwest Aeronautics, Mathematics and Science Academy Governing Council approved a revision to their Fund Balance Reporting Policy per GASB 54 on October 23, 2012; and

WHEREAS, Southwest Aeronautics, Mathematics and Science Academy's Fund Balance Reporting Policy assigns the Governance Council of the Southwest Aeronautics, Mathematics and Science Academy the authority to set aside funds for a specific purpose; and

WHEREAS, the Southwest Aeronautics, Mathematics and Science Academy Governing Council met in regular session on November 15, 2018 and authorized Administration to move forward with the sale of the Fixed Asset described as a Diamond DA-40 aircraft with serial number N806ER S/N 40.317; and

WHEREAS, per the New Mexico Public Education Department's approval of the sale of N806ER, any proceeds from the sale can only be used to "facilitate the restoration of the school's other aircraft"; and

WHEREAS, proceeds from the PED approved sale of N806ER in the amount of \$117,800.00 were received by the Southwest Aeronautics, Mathematics and Science Academy on August 30, 2019 and these amounts remained unspent as of June 30, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Southwest Aeronautics, Mathematics and Science Academy Governing Council that:

1. \$117,800.00 of the Fiscal Year 2021 fund balance of the Operational Fund (11000) be set aside for the sole purpose of uses as allowed by the PED for the Aviation program.

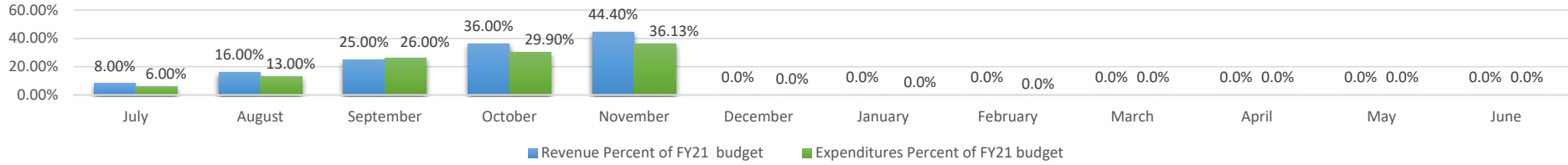
Passed and approved by the Southwest Aeronautics, Mathematics and Science Academy Governing Council this 16th day of December, 2020.

Larry Kennedy, President

Farrah Nickerson, Vice President

Finance Summary as of November 30, 2020

Operational Revenue vs. Expenditures



SAMS Academy has received 44.40% of revenue & have expended 36.13% budgeted in FY21 for Operational

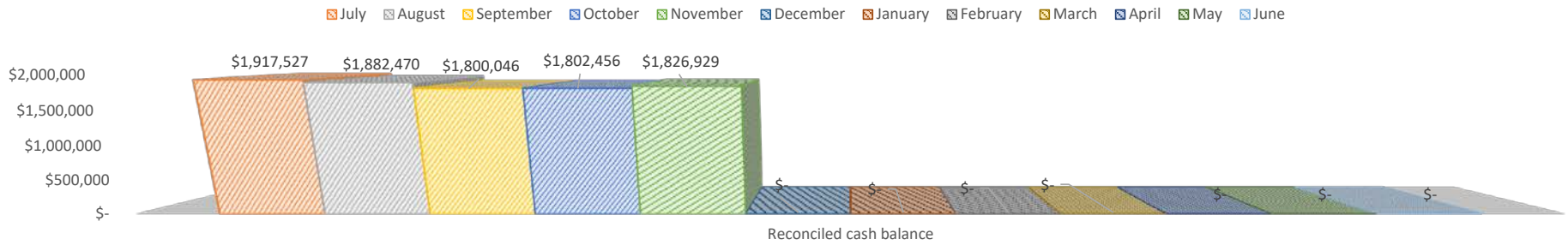
Bank Reconciliation:

➤ November 2020

- Reconciled cash balance at 11/30/2020 \$1,826,928.76
- Outstanding items total \$105.37
- Revenue exceeded Expenditures by \$48,193.17

BARS for Approval:

FY21 CASH BALANCE



11000 FUND BALANCE

