



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

September 16, 2022

2:00 p.m.

SAMS Board Room and 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 August 19, 2022 Special Meeting*
- II. Public Comment (comments will be limited to two minutes) – see attached Special Procedures for more information
- III. Ongoing Business Matters
 - A. Aviation Program Update
 - B. Facility Update
 - C. SAMS Wellness Committee Update
- IV. Administrative Update
 - A. Student Achievement Update
- V. New Business Matters
 - A. 2022 Open Meetings Resolution Revisions (discussion/action) *
 - B. Workers Compensation Policy (discussion/action) *
 - C. School Relocation or Additional Square Footage Amendment Form (discussion/action) *
 - D. School Name Change (discussion/action) *
 - E. School Name Change Amendment Form (discussion/action) *
 - F. Business Manager or Procurement Officer Amendment Form (discussion/action) *
 - G. Updated COVID Policy(discussion/action) *
- VI. Governing Council Development
 - A. Discussion with Kelly Callahan
 - B. Strategic Planning Discussion



Above. And beyond.

1. New Facility Construction
2. Mission Statement Revision
3. Aerospace Curriculum Implementation to Align with New Mission Statement

VII. Finance Report

- A. Business Office Operations Update
- B. Voucher Approvals (discussion/action) *
- C. Budget Adjustment Requests (discussion/action) *
BAR 22232-0001-IB

VIII. Announcements

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

IX. 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 Amanda Catanzaro at (505) 338-8601 or acatanzaro@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. Catanzaro at the phone number or email address above if a summary or other type of accessible format is needed.



Special Procedures for September 16, 2022 SAMS Governing Council Special Meeting

The SAMS Governing Council Special Meeting on September 16, 2022 at 2:00 pm will be held at SAMS Academy and will provide for those not wishing to attend in person access to view and/or participate via Zoom. This will be available for the public, Governing Council members and SAMS staff.

The procedures for accessing the meeting are as follows:

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

<https://us04web.zoom.us/j/5383341131?pwd=UWpFVWNQejFoRDRYMct3OXlEdkxhUT09>

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: 538 334 1131

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 either via Zoom or in person. To speak during public comment, please email your request to speak with your name to acatanzaro@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 to address the Governing Council. Public comments will be limited to two minutes. The public may email comments to Amanda Catanzaro acatanzaro@samsacademy.com. Email comments will be kept with the records of the meeting.

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



Above. And beyond.

Should anyone wishing to join the meeting via the internet have issues accessing the meeting you may contact Amanda Catanzaro at 505-715-3420.

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



GOVERNING COUNCIL

Special Meeting of the SAMS Academy Governing Council on Friday, August 19, 2022

Zoom.us

BOARD MEMBERS PRESENT

Larry Kennedy, Farrah Nickerson, Brandy Bond, Alex Carothers, Roland Dewing, Mike Romo and
Laura Kohr

BOARD MEMBERS ABSENT

Mike Deveraux

ALSO IN ATTENDANCE

Bridget Barrett, Amanda Catanzaro, Sean Fry and Lauren Chavez

PUBLIC

Steve Nakamura via phone

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 Special Meeting of the Governing Council for the Southwest Aeronautics, Mathematics, and Science Academy on August 19, 2022 at 4:06 p.m. on Zoom.us and in person at SAMS Academy.

A. Roll Call

Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Roland Dewing, Farrah Nickerson, Alex Carothers, Mike Romo, Laura Kohr, Brandy Bond, and Larry Kennedy.

B. Adoption of the Agenda*

Larry Kennedy asked for a motion to approve the agenda. Farrah Nickerson made a motion to approve the agenda. Laura Kohr seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Roland Dewing, Farrah Nickerson, Alex Carothers, Mike Romo, Laura Kohr, Brandy Bond, and Larry Kennedy; all voted yes. The motion carried unanimously.

C. Review/Approval of Minutes from July 15, 2022 Regular Meeting

Larry Kennedy asked for a motion to approve the minutes from the July 15, 2022 Regular Meeting. Farrah Nickerson made a motion to approve the minutes from the July 15, 2022 Regular Meeting. Rowland Dewing seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Roland Dewing, Farrah Nickerson, Alex Carothers, Mike Romo, Laura Kohr, Brandy Bond, and Larry Kennedy; all voted yes. The motion carried unanimously.

II. Public Comment

Larry Kennedy asked Bridget Barrett and Amanda Catanzaro if there was any public comment. There were no public comments.

III. Ongoing Business Matters

A. Aviation Program Update

Dr. Lauren Chavez presented. There have been 62 hours of flight instruction since the last meeting. Four (4) students have completed their pilot certificate.

Discussion around Discovery Flights being provided with staff on board on Saturday mornings. Larry Kennedy asked if these flights were normally scheduled for students because of the concern on using fuel and expenses on something other than for students. The students would be riding along, this would be for any open seats that may be available. The goal is to have teachers and staff more vested in what students are learning and be able to witness the direct instruction of students. Farrah Nickerson asked if the program ends when the student has received their license? This is new for SAMS Academy, because this is the first

time students have received their license prior to their senior year/graduation. Dr. Chavez is using these licensed pilots as aviation assistants in class, but would like to extend their role and allow them to do Discovery flights with other students. Farrah Nickerson questions if the school's insurance will cover that. Roland Dewing states there may be some FAA issues because as a private pilot, you cannot fly for compensation. In the SIM it would be fine, but in the plane, it is hard to see how this could work. Farrah Nickerson agrees with Roland Dewing. Dr. Chavez investigated the legal issues and states there are no legal concerns and that insurance will cover these flights. This would be part of the pre-training flight of students and include mostly air traffic control communication practice. Roland Dewing stated that the private pilots cannot be logging that as flight time and asked if the SIM provides students with opportunities to practice communication skills. Dr. Chavez says it does not, but they work that into their practice in the SIM. Brandy Bond states that if we are going to increase the program, we will have to look into additional revenues to do this and using private pilot SAMS students might be a good course. Roland Dewing asks what the pre-requisites would be for the students going up? Dr. Chavez says these students would be in the Advanced Aviation classes and have practiced verbalizations in class. Roland Dewing stated that students and staff could become AEM members and could get flights that way, instead of using school resources. Larry Kennedy stated if there is an extra seat, then that would be a good time for staff to be able to ride along with students.

Dr. Chavez shared that the 50 hour oil change was completed. Dr. Chavez presented a "Barnstorming Bear" to Bridget Barrett and Larry Kennedy.

SIM has had 4 hours of use during the new student orientation.

There are approximately 25 students in Drone this year, a big increase from the 8 last year. They are working towards their Remote Pilot Certification.

CAP will begin next semester when we are in the new building.

Dr. Chavez shared an idea to partner with Luna College so that students could have the opportunity to earn an Associates in Aeronautics degree.

Dr. Chavez shared that she is working on finding an internship partnership with Air Traffic Control and she currently knows of two students that are interested in pursuing that side of aviation. Brandy Bond shared that she would be willing to help get students center experience.

Roland Dewing shared that he could get volunteers to help teach ground school and asked what requirements would be.

Amanda Catanzaro shared they would need to have a cleared background check with the school on file.

B. Facility Update

Steve Nakamura spoke to the governing council via phone. Shared that the new building site has started double sheetrock and insulation. The gym ceiling has

been painted and stucco has been started. The water lines are now coming to the building and the site is on schedule for the December 15 completion date. There was a meeting with the low voltage, the security company that went very well this week. There was a variance hearing with the City of Albuquerque and the hearing office. Anticipate approval but won't come for 15 days after hearing in writing. Larry Kennedy asked if this was a DRB hearing and why was it required. Steve Nakamura stated it was a variance hearing so that the fence could be on the property line and more than 6 foot tall. Larry Kennedy inquired about the peer review for the gym wall. Steve Nakamura stated it has been completed and he will send Larry a copy. Steve Nakamura stated that the HOA issue has been remedied. Farrah Nickerson shared that at the last weekly meeting the completion date shared was December 25.

C. SAMS Wellness Committee Update

Brandy Bond presented that the committee has met and decided upon the new name of the school; Albuquerque Aviation Academy. Requests that it is put on the next meeting agenda for approval from the full governing council.

The Wellness Committee will meet on the Tuesday prior to the Governing Council meetings and the next things on the committee's agenda are revising the mission statement and finalizing the survey. Discussed the timeline for the name change and the mission change regarding PEC approval. The committee also needs to look into the legal and state requirements of changing the schools name.

IV. Administrative Update

Bridget Barrett discussed grading weights and how discussions with teachers have been taking place. Teachers are required to submit lesson plans weekly for their interactive lessons at the beginning of their core academic classes. SEL classes are working well with the middle school students. Gave an update on enrollment.

Jolene Herring, the social worker, will be overseeing the Equity Council.

At the next meeting, administration will have updated COVID related policies to reflect the recent changes from CDC and PED. Ms. Barrett shared that the special education department is amazing with the new co-directors.

Farrah Nickerson stated that a few schools have hit their threshold and asked what our threshold is? Ms. Barrett stated that would need to be discussed and that ours really depends on staff numbers.

Question was asked when the live lessons for teachers would begin and what happens when the teacher rules are more stringent than the school policy (i.e. cell phone use in class). It was shared that one teacher stated that the student would get a zero (0) on the assignment or a zero (0) on the unit test. Discussion on handbook rules vs classroom rules. Ms. Barrett shared that administration will investigate and will follow up with the board.

V. New Business Matters

A. 2022 Open Meeting Resolution Revisions

Larry Kennedy shared that if the governing council wanted to move the meetings to the 3rd Friday at 4:00 time frame, a revision would need to be made to the current Open Meeting Resolution. After discussion, Larry Kennedy called for a motion to table the 2022 Open Meeting Resolution Revisions. Farrah Nickerson made a motion to table the 2022 Open Meeting Resolution Revisions. Alex Carothers seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Roland Dewing, Farrah Nickerson, Alex Carothers, Mike Romo, Laura Kohr, Brandy Bond, and Larry Kennedy; all voted yes. The motion carried unanimously.

B. Engagement Letter for Auditors Clifton Larson Allen

Larry Kennedy called for a motion to approve his signing of the engagement letter for Clifton Larson Allen, auditors. Farrah Nickerson made the motion to approve Larry Kennedy signing of the engagement letter. Roland Dewing seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Roland Dewing, Farrah Nickerson, Alex Carothers, Mike Romo, Laura Kohr, Brandy Bond, and Larry Kennedy; all voted yes. The motion carried unanimously.

C. Memorandum of Understanding with Public Charter Schools of New Mexico for 2022-2023 School Year for Governing Council Development

MOU with PCSNM would be for \$4,600 annually. Larry Kennedy asked for a motion to approve the MOU with PCSNM for the 2022-2023 School Year for Governing Council Development. Farrah Nickerson made the motion. Mike Romo seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Roland Dewing, Farrah Nickerson, Alex Carothers, Mike Romo, Laura Kohr, Brandy Bond, and Larry Kennedy; all voted yes. The motion carried unanimously.

VI. Governing Council Development

A. Strategic Planning Discussion

1. New Facility Construction

Discussed previously in meeting

2. Mission Statement Revision

Wellness Committee is working on this. Goal is to present rough draft to the board for their suggestions and input. If governing council members have suggestions prior, send them to Alex Carothers. Alex is providing a drop box for comments.

3. Aerospace Curriculum Implementation to Align with New Mission Statement

Farrah Nickerson asked if the name suggestion is Albuquerque Aviation Academy should it be Aviation Curriculum vs Aerospace Curriculum.

VII. Finance Report

A. Business Office Operations Update

Sean Fry presented that the Finance Committee met prior to this meeting. There is a push for membership for the 40 day which is the second Wednesday in October.

B. Voucher Approvals

After reviewing the vouchers and finance packet, Sean Fry asked for consideration for approval of the voucher report. Larry Kennedy called for a motion to approve the vouchers. Farrah Nickerson made a motion to approve the vouchers. Alex Carothers seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Roland Dewing, Farrah Nickerson, Alex Carothers, Mike Romo, Laura Kohr, Brandy Bond, and Larry Kennedy; all voted yes. The motion carried unanimously.

VIII. Announcements

The next meeting of the governing council is scheduled for September 16, 2022. Time to be announced.

IX. 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 approve the agenda. Amanda Catanzaro called Roland Dewing, Farrah Nickerson, Alex Carothers, Mike Romo, Laura Kohr, Brandy Bond, 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 August 19, 2022 on zoom.us at 5:29 p.m.



Monthly Report - Sep 16, 2022

All figures and outcomes are based on the date of this report - Sep 13, 2022.

FLIGHT TRAINING:

- **Flights -**
 - We flew ~13 hrs since the last board report (I just started flying last week with new flight students.)
 - The new flight team is still being established (two have passed their FAA Exam and the rest are still working on it.)
 - I've taken advantage of the flight flexibility to allow potential flight students to get their first taste of the air while also flying SAMS Staff (HUGE HIT!)
 - I also flew 12 SAMS students during EAA's Young Eagles event, which further gets the word out about our school.
- **Aircraft Status** - Our airplane is flying great with no current maintenance needs :)
- **Sim** - We have flown ~4 hrs in the Redbird MCX AATD, but even more importantly, we have been GIVEN another sim (not motion, but three screen, game chair style sim.) I am also in communication with someone who can build 6 pack monitors that will work with our 4 desktop sims (retail \$400, but he can make them for ~\$50.) I'm working with our IT dept. to get our desktop sims working properly, and my kids will then get our VR headset working with one of them.
- **Drone** - We've had 6 more students get Drone Pilot Ground School Scholarships (~\$400 value) since the last board report.

GROUND CLASSES STATUS:

- Classes are going great. I'm using my AA's to help the most likely next flyers on their FAA practice exams, which is very helpful.
- We have one SAMS graduate (now a career commercial pilot for a local aviation company) who has volunteered to help with our students. I'll be working with admin to figure out the most appropriate way to utilize her expertise.

ADDITIONAL:

- **EAA** - Young Eagles rallies are up and going - which provides Sporty's for free, and reimbursement for their FAA Knowledge Exam (~\$425 value) to every student who participates.
- **CAP** - The SAMS Squadron Commander has decided working with teenagers isn't the best fit for him, so we're waiting on a replacement Squadron Commander. I'm hoping to have this settled by the time we move into the new building.
- **A&P/Choose Aerospace** - I talked to our A&P (DME) about helping lead a group of A&P's to teach this course. He said yes. Now I am in the process of getting a group of A&Ps to help teach it. I just found out that one of our flight student's dad has an A&P shop at KABQ (with a couple other A&P's working under him.) So, I'm fairly confident I can find the volunteers to make this happen.
- **ATC** - ABQ Tower Internship (with school credit) with possible future class. We have the complete curriculum/schedule. The first internship will start Oct 3rd.
- **Luna College (Las Vegas, NM)** - I am working with them on the possibility of our advanced students to get their Associates in Aeronautics before graduating high school. I have a meeting with them Sept 15th, so by the time of the Board Meeting I should have an update.

EXPENSES:

- **Fuel:** Please see the finance report (World Fuel). I estimated \$975, based on hours flown and average fuel cost.
- **Maintenance:** None :)
- **Hangar Rental:** \$325.00 per month
- **Insurance:** Annual Premium \$ 5,511.00 (increasing by likely 25-50% next year, as previously mentioned.)

SEPTEMBER 2022

ADMINISTRATIVE UPDATE



ACADEMICS

39% of classes under 60% actual grade
9% of courses 90% and above
51% of classes on track
Weekly progress target is 31%

Beginning of Year Short Cycle Assessments
We are still focusing on bringing in new students,
and receiving letters of intent
Lightening restrictions on Chromebooks
Sponsor teacher communications regarding
progress

WHAT'S HAPPENING?

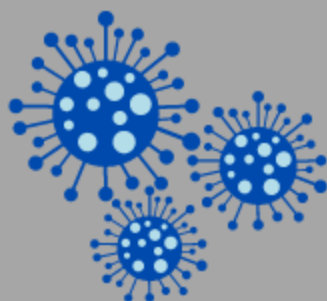


ENROLLMENT

277 enrolled students
3 new applicants
108 students in the middle school
169 students in the high school
153 students signed up for in-person electives on
Fridays

Jolene Herring, new social worker, will
taking on the Equity Council this year.
Training begins next Monday

EQUITY COUNCIL



COVID

NMPED has lightened the restrictions and
allowed local decisions on COVID related
policies.
Letter sent out to staff/families

IT WAS ONE OF THE BEST MOMENT IN MY LIFE. I WANTED TO THANK YOU ALL FOR MAKING THIS HAPPENED. I FELT LIKE I WAS IN MUSTANG UP IN THE AIR NO SPEED LIMIT ☑ I CAN CERTAINLY SAY THAT STUDENTS ARE SO LUCK TO HAVE THIS OPPORTUNITY TO BECOME A PILOT. I AM SO CONFIDENT THAT THIS SCHOOL IS SO DIFFERENT, VALUABLE AND AMAZING. I CAN'T THANK YOU ENOUGH! HAVING TEACHERS TO FEEL THIS FLYING IS AT ANOTHER LEVEL. THANK YOU DOC!!
I WISH I HAD THIS OPPORTUNITY AS A KID TO BECOME A PILOT.
THANK YOU ALL FOR DOING AMAZING THINGS AT SCHOOL!



MISSION MINUTE

**SOUTHWEST AERONAUTICS, MATHEMATICS & SCIENCE
ACADEMY
OPEN MEETINGS RESOLUTION**

RESOLUTION NO. _____

WHEREAS, the Governing Council of Southwest Aeronautics, Mathematics & Science Academy (“SAMS”) met in special session at 4100 Aerospace Parkway NW, Albuquerque, New Mexico on September 16, 2022 at 2:00 pm as required by law; and

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4) states that except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of this SAMS Governing Council held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires SAMS Governing Council to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by SAMS Governing Council that:

1. All meetings shall be held at 4100 Aerospace Parkway NW, Albuquerque, New Mexico at 2:00 pm or as indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held each month on the third Friday. The agenda will be available at least seventy-two (72) hours prior to the meeting from the Director of Operations, Amanda Catanzaro acatanzaro@samsacademy.com whose office is located at 4100 Aerospace Parkway, NW, Albuquerque, New Mexico, and at SAMS’s website, www.samsacademy.com. Notice of any other regular meetings will be given with at least 72-hour notice in advance of the meeting. The notice shall indicate how a copy of the agenda may be obtained, if the notice and agenda are not provided at the same time.
3. Special meetings may be called by the Chairman or a majority of the members upon reasonable number of days based on community served but not less than 72 hours’ notice. The notice shall

include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least seventy-two (72) hours before any special meeting at www.samsacademy.com, 4100 Aerospace Parkway NW, Albuquerque, NM.

4. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety, and property of citizens or to protect the public body from substantial financial loss. The SAMS Governing Council will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairman or a majority of the members upon twenty-four (24) hour notice unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda. Within ten days of taking action on an emergency matter, the SAMS Governing Council shall report to the attorney general's office the action taken and the circumstances creating the emergency; provided that the requirement to report to the attorney general is waived upon the declaration of a state or national emergency
5. For the purposes of regular meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place and agenda is located at www.samsacademy.com, 4100 Aerospace Parkway NW, Albuquerque, NM. Copies of the written notice shall also be mailed to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings, if any.
6. For the purposes of special meetings and emergency meetings described in paragraphs 3 and 4 of this resolution, notice requirements are met if notice of the date, time, place and how to obtain an agenda is posted at www.samsacademy.com, 4100 Aerospace Parkway NW, Albuquerque, NM. Telephone notice also shall also be given to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings, if any.
7. In addition to the information specified above, all notices shall include the following language:

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 meeting, please contact the Director of Operations, Amanda Catanzaro at acatanzaro@samsacademy.com at least one (1) 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 the Director of

Operations, Amanda Catanzaro at acatanzaro@samsacademy.com if a summary or other type of accessible format is needed.

8. SAMS Governing Council may close a meeting to the public only if the subject matter of such discussion or action is exempted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.
 - (a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of SAMS Governing Council taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.
 - (b) If a closed meeting is conducted when SAMS Governing Council is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity is given to the members and to the general public.
 - (c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.
 - (d) Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of the discussions in a closed meeting shall be made by vote of SAMS Governing Council in an open public meeting.
9. A Governing Council member may participate in a meeting of the SAMS Governing Council by means of a conference telephone or other similar communications equipment when it is otherwise difficult or impossible for the member to attend the meeting in person, provided that each member participating by conference telephone can be identified when speaking, all participants are able to hear each other at the same time and members of the public attending the meeting are able to hear any member of the public body who speaks during the meeting. This rule shall not apply unless a quorum of the members is physically present at the beginning of the meeting at which such member or members are participating by conference telephone or other similar communications equipment. In the event a quorum ceases to be physically present during such meeting, the meeting may continue if a quorum exists as to those members physically present and those participating by conference telephone or other similar communications equipment.
10. Agendas for regular, special, and emergency meetings will include public comment at the discretion of the Governing Council President according to the current Governing Council Policy concerning addressing the Governing Council.

Passed by the Governing Council of Southwest Aeronautics, Mathematics & Science Academy this day of September 16, 2022.

President

Member

SAMS ACADEMY WORKERS' COMPENSATION POLICY

- **Worker Selects Initial Health Care Provider;**
- **Injured Worker may use Leave (Sick, Vacation or PTO) until Accumulated Leave has been Exhausted;**
- **Injured Worker is allowed to have their Portion of Insurance Premiums, Retirement Contributions, etc., deducted from Payments of their Accumulated Leave until the Accumulated Leave has been Exhausted;**

WORKERS' COMPENSATION BENEFITS

In accordance with applicable workers' compensation statutes, all employees of employer SW Aeronautics, Math, Science Academy (SAMS) who have a work-related injury are eligible for coverage.

REPORTING ACCIDENT

All work-related accidents or injuries must be reported immediately to the injured employee's supervisor by completing and submitting the Notice of Accident form (NOA), whether or not medical care is needed. The employee's supervisor must complete the Supervisor's Accident Investigation Report form. Both documents are submitted within twenty-four (24) hours from the time the supervisor was informed of the accident to the employer's designated workers' compensation benefit specialist. The workers' compensation benefit specialist will then complete the Employers' First Report of Accident form. All three forms are then forwarded to the employer's insurance carrier or third party administrator within seventy-two (72) hours from the employer's first knowledge of the accident.

MEDICAL TREATMENT

Emergency Medical Treatment: When an injury or illness is life threatening in nature, the injured worker shall seek emergency treatment at the nearest emergency facility or by calling 911. After the emergency has abated, the injured worker will notify in writing the employer of the work related injury and present any disability or return to work notices. Upon such notice, the employer shall notify the worker in writing at that time whether the employer has elected to direct medical care to a selected health care provider or permit the worker to initially select the health care provider.

INITIAL SELECTION OF HEALTH CARE PROVIDER: The New Mexico Workers' Compensation Statute allows the employer (*Insert name of school district, charter school or other educational entity*) to either select the initial health care provider or to permit the worker to initially select the health care provider. The party who did not select the initial health care provider has the right to change to a different health care provider sixty (60) days thereafter.

- **Employer Permits the Employee to Make the Initial Selection of Health Care Provider:** Employer Southwest Aeronautics, Math, Science Academy (SAMS)

permits the injured worker to select the initial health care provider, as defined by the New Mexico Workers' Compensation Statute.

WORKERS' COMPENSATION BENEFITS

Medical Benefits: These benefits include all medical, surgical, and drug expenses that are reasonable, necessary and related to the work injury.

Lost Wage Benefits (indemnity payments): When an employee has been removed from work by an authorized health care provider and cannot earn wages, workers' compensation provides payments based on a portion of his or her average weekly wage up to a maximum limit set by the New Mexico Workers' Compensation Statute. The first seven (7) days (consecutive or non-consecutive) of disability is considered to be the waiting period and no indemnity benefits are due. Indemnity payments will be calculated and issued in accordance with applicable statutes and laws.

USE OF SICK LEAVE FOR WORK RELATED INJURY:

When an absence is due to a work-related occurrence, the initial seven (7) days are the statutory waiting period in which no indemnity benefits are paid under the workers' compensation claim. The seven (7) day period can be consecutive or non-consecutive days and must be charged to Leave (Sick, Vacation or PTO).

If the worker continues to be disabled after the seven (7) day waiting period, the worker may be entitled to workers' compensation indemnity benefits at an amount equal to 66 2/3% of the worker's average weekly wage or up to the statutory maximum allowed at the time of the injury.

In order to allow the worker to maintain other employment benefits such as 401 (k) contributions and health insurance premiums for family members and dependents, the worker is permitted to use Leave (Sick, Vacation or PTO) in addition to workers' compensation indemnity benefits to equate to 100% of the worker's gross wage. The worker will not be paid in excess of 100% of gross wage when both Leave (Sick, Vacation or PTO) and compensation benefits are combined. The worker will not be entitled or permitted to any advancement of additional paid sick leave that the worker might potentially accrue during the balance of the fiscal year.

If the worker's disability extends past 28 days, the worker will then be paid workers' compensation indemnity benefits for the initial seven (7) days of absence. If this occurs, then the worker is required to notify employer Southwest Aeronautics, Math, Science Academy (SAMS) in writing for proper reimbursement of Leave (Sick, Vacation or PTO).

PAYMENT OF INSURANCE PREMIUMS WHILE DISABLED FROM WORK

When an absence is due to a work-related occurrence, the worker will not receive wages from the employer. At the time of a qualifying disability, it will be necessary for the worker to pay their portion of any insurance premiums directly to the employer, or, if the

worker uses Leave (Sick, Vacation or PTO), the worker's portion of the insurance premiums will continue to be deducted from the checks issued by the employer.

The employer Southwest Aeronautics, Math, Science Academy (SAMS) will continue payment of its matching portion of the insurance premium until the worker returns to work from the qualifying disability or through the end of the current fiscal year (June 30th), or for as long as the worker pays their portion of the premium – whichever occurs first.

FAMILY MEDICAL LEAVE ACT (FMLA): FMLA benefits will run concurrently with the employee's time off for a work related injury.

RETURNING TO WORK: Employees returning to work from a Workers' Compensation related accident shall:

1. Submit a written medical statement from the treating physician to the workers' compensation benefit specialist that they are physically able to return to perform the essential job functions of the original position; and
2. If physically unable to return to performance of the essential job functions of the original position, the employee shall submit a written medical statement from the treating physician for review by the supervisor, human resources and workers' compensation benefit specialist detailing what specific functions of the original position that they are physically able to perform and what they cannot. Such written medical statement shall specify the employee's physical capacity in the terms outlined by §52-1-26.4, NMSA 1978. Within five(5) days of receiving this written notification, the employer shall advise the employee in writing of the availability of accommodating work and the start date on which the employee is expected to fill the accommodating position; and
3. If physically unable to perform even marginal job duties, employee will submit a written medical statement from the treating physician to the workers' compensation benefit specialist to that effect for review by the supervisor, human resources and workers' compensation benefit specialist, and
4. Present themselves for work within one (1) working day after being released to return to work by his or her treating physician, or being notified of accommodating work by the employer Southwest Aeronautics, Mathematics, Science Academy (SAMS).

**Public
Education
Commission**

School Relocation or Additional Square Footage Amendment Form

The Charter Contract was entered into by and between the New Mexico Public Education Commission and [SAMS Academy], hereafter "the School" effective [1st] of [July], [2019]. The school was approved for a [5 year] Charter Contract.

The school requests consideration from the Public Education Commission (PEC) to change the terms of its Contract as follows:

Charter Contract currently states:

SCHOOL NAME: Southwest Aeronautics, Mathematics and Science (SAMS) Academy

ORIGINAL ADDRESS: 4100 Aerospace Pkwy NW, Albuquerque NM 87120 505-338-8601 fax 505-212-6180

AUTHORIZED GRADE LEVELS: 6-12

The School requests the Public Education Commission approve Section 4 of the School's contract to read:

EFFECTIVE DATE OF CHANGE: 12/15/2022

SCHOOL NAME: Southwest Aeronautics, Mathematics and Science (SAMS) Academy

NEW PHYSICAL ADDRESS: 6441 Ventana Rd NW, Albuquerque NM 87114 phone & fax TBD

AUTHORIZED GRADE LEVELS: 6-12

ADDITIONAL SQUARE FOOT AMENDMENT: N/A

Submit this form and all supporting documents to charter.schools@state.nm.us

The School's School Relocation or Additional Square Footage Amendment is hereby submitted by [Amanda Catanzaro] on [9/16/2022], and affirms the school meets the following eligibility criteria:

- Amendment must be submitted and approved by the PEC prior to the physical move; and
- The School's governing board is in compliance with all reporting requirements.

Charter School Representative Signature

Date

The School's School Relocation or Additional Square Footage Amendment was:

- Approved Denied

Chair, Public Education Commission

Date



4100 Aerospace Pkwy. NW
Albuquerque, NM 87120-8792
MAIN (505) 338-8601
FAX (505) 923-3091

September 16, 2022

New Mexico Public Education Commission and Charter School Division;

Southwest Aeronautics, Mathematics and Science (SAMS) Academy is in the process of building and completing a new building facility that will be located at 6441 Ventana Road NW, Albuquerque, NM 87114. This facility is being built and purchased through a Lease Purchase Agreement with Rachel Matthew Development.

As the building is still currently under construction, a Certificate of Occupancy has not yet been issued. SAMS Academy will not occupy any space of the facility until a Certificate of Occupancy is in possession and we will provide proof of said Certificate of Occupancy to the PEC and CSD prior to occupancy.

The capacity load of the facility is 1099. The builder will provide documentation of this capacity load. SAMS Academy will not occupy any space that does not have a sufficient capacity load to sustain the enrollment requested and has provided documentation of the capacity load to the PEC.

SAMS Academy has included a copy of the Lease Purchase Agreement with Rachel Matthew Development with the submission of this School Relocation or Additional Square Footage Amendment and SAMS Academy is in compliance with legal requirements of Section 22-8B-4.2 NMSA 1978.

Bridget Barrett, Head Administrator

Amanda Catanzaro, Director of Operations

Larry Kennedy, Governing Council President

September 16, 2022

Re: Narrative Rationale for Moving the School to a New Location

Southwest Aeronautics, Mathematics and Science (SAMS) Academy is currently located at 4100 Aerospace Pkwy, Albuquerque, NM 87120. A facility that is owned by the City of Albuquerque in which the school pays monthly rent for its use. The City of Albuquerque cannot sell SAMS Academy the current facility. To be in compliance with 2016 New Mexico Statute 22-8B-4.2 – Charter, SAMS Academy will be entering into a PSFA approved Lease Purchase Agreement with Rachel Matthew Development. The facility is currently under construction at 6441 Ventana Road NW, Albuquerque, NM 87114. Its anticipated completion is December 15, 2022.

This new facility allows SAMS Academy to own a facility rather than renting a facility. It is approximately 39,000 square foot building that will adequately support students in their learning. It was designed with aviation and STEM in mind. It houses a large classroom for aviation that includes flight simulator training and aircraft (drone) training as well as a large SMART Lab where students perform collaborative, hands-on group work in science, math, art, engineering and technology.

Students will not be displaced by this move, and in fact, we have already seen an increased enrollment from students who live in close proximity to the new location. The school offers and will continue to offer multiple bus pickups throughout the city of Albuquerque. Moving closer into the city will allow for easier transportation of students by either bus or private transportation.

Bridget Barrett, Head Administrator

Amanda Catanzaro, Director of Operations

Larry Kennedy, Governing Council President



Martica Casias | Executive Director
Ryan Parks | Deputy Director

(505) 843-6272
<https://www.nmpsfa.org/>

September 12, 2022
Amanda Catanzaro, Director of Operations
Southwest Aeronautics, Mathematics, and Science Academy
4100 Aerospace Parkway NW
Albuquerque, NM 87120

RE: Proposed New Facility for the Southwest Aeronautics, Mathematics, and Science Academy

VIA E-MAIL

Ms. Catanzaro,

The Public School Facilities Authority (PSFA) has reviewed the submitted construction drawings for the proposed new school facility for the Southwest Aeronautics, Mathematics, and Science Academy. The proposed new facility will be located at 6441 Ventana Ranch Road NW. PSFA understands that the charter school plans to obtain a lease purchase agreement for the land and proposed building to be constructed, and relocate to this facility.

The purpose of this plan review was to determine if the proposed facility is in concurrence with the requirements for a Lease Purchase Agreement, pursuant to 22-8B-4.2 NMSA 1978 and 22-20-1 NMSA 1978. The proposed building must have a weighted New Mexico Condition Index (wNMCI) score equal to or better than the current statewide average, meet the statewide adequacy standards, and meet Educational Occupancy standards.

The PSFA is pleased to advise you that the assumed wNMCI score for this new facility will be 0.0%. This score is better (lower is better) than the current wNMCI statewide average of 23.4%, as required by statute.

Analysis of the planned classroom space, for an assumed enrollment cap of 400, indicates the facility will meet the Statewide Adequacy Standards requirements issued by the PSCOC and set forth within 6.27.30 NMAC.

The construction drawings reflect an Educational Occupancy.

This letter confirms that the proposed facility for the Southwest Aeronautics, Mathematics, and Science Academy fulfills the required criteria for a charter school entering a Lease Purchase Agreement.

Please keep the PSFA apprised of the construction and relocation progress. The PSFA will conduct an assessment of the facility once construction is complete.

Please feel free to contact me if you have any questions or concerns regarding this correspondence.

Respectfully,

Alyce Ramos, Programs Manager
Public School Facilities Authority



School Name Change Amendment Form

The Charter Contract was entered into by and between the New Mexico Public Education Commission and [Southwest Aeronautics, Mathematics and Science (SAMS) Academy], hereafter "the School", effective [1st] of [July], [2019]. The school was approved for a [5 year] Charter Contract.

The school requests consideration from the Public Education Commission (PEC) to change the terms of its Contract as follows:

Charter Contract currently states:

ORIGINAL SCHOOL NAME:

Southwest Aeronautics, Mathematics and Science (SAMS) Academy

Notifies the Public Education Commission, Section _____ of the school's contract shall state beginning on:

EFFECTIVE DATE OF CHANGE: 7/1/2023

CHANGE TO SCHOOL NAME:

Albuquerque Aviation Academy

The School's School Name Change Amendment Request is hereby submitted by [Amanda Catanzaro] on [9/16/2022], and affirms the school meets the following eligibility criteria:

- Amendment must be submitted and approved by the PEC prior to the change being communicated or utilized.
- The school's governing board is in compliance with all reporting requirements.

Charter School Representative Signature

Date

The School's School Name Change Amendment was:

- Approved Denied

Chair, Public Education Commission

Date

Business Manager or Procurement Officer Amendment Form

The Charter Contract was entered into by and between the New Mexico Public Education Commission [Southwest Aeronautics, Mathematics and Science (SAMS) Academy], hereafter "the School", effective [1st] [July], [2019]. The School was approved for a [5 year] Charter Contract.

The School requests consideration from the Public Education Commission (PEC) to change the terms of its Contract as follows:

CHANGE OF: BUSINESS MANAGER CPO BOTH

Charter Contract currently states:

CURRENT BUSINESS MANAGER OR PROCUREMENT OFFICER:

Jill Brame

Requests the Public Education Commission approve Section 4 _____ of the School's contract to read

EFFECTIVE DATE OF CHANGE: 9/2/2022

REQUESTED CHANGE TO BUSINESS MANAGER OR PROCUREMENT OFFICER AND CONTACT INFORMATION :

Amanda Catanzaro, Director of Operations 505-338-8601 acatanzaro@samsacademy.com

Submit this form and all supporting documents to charter.schools@state.nm.us

The School's Business Manager or Procurement Officer Amendment is hereby submitted by [Amanda Catanzaro] on [9/16/2022], and affirms the school meets the following eligibility criteria:

- Amendment must be submitted to the PEC within 30 days of the change being communicated or implemented; and
- The school's governing board is in compliance with all reporting requirements.

Charter School Representative Signature

Date

The School's Business Manager or Procurement Officer Amendment was:

Approved Denied

Chair, Public Education Commission

Date



NEW MEXICO
GENERAL SERVICES DEPARTMENT

Amanda Catanzaro

*Who has satisfactorily pursued the certification training program and
passed the required examination*

in accordance with the requirements established pursuant to

NMSA 13-1-95.2

is hereby awarded on this 29th day of July 2022

Chief Procurement Officer Certification

Certificate No. **CPO-2022-00000-03968**



[Signature]
State Purchasing Agent

2022-23 SAMS Academy COVID Toolkit

Upon its ratification by Governing Council vote on September 16th, 2022, the SAMS Academy administration, at the direction of its Head Administrator and Director of Operations has authority to make reasonable changes to this document, provided that the changes comply at all times with all PED and DOH requirements, and all applicable laws. Any changes made to this Toolkit will be reported to the SAMS Academy Governing Council at its regular monthly meeting.

SAMS Academy will internally review this toolkit on a monthly basis, at a minimum, with the intent to make substantive changes no more frequently than once per semester UNLESS required by direction from the New Mexico Department of Health, Public Education Department, or the SAMS Academy Governing Council.

Enhanced COVID Safe Practices

Schools, school districts, and charter schools should put in place a core set of infectious disease prevention strategies as part of normal operations. The addition and layering of COVID-19- specific prevention strategies should be tied to the COVID-19 Community Levels and community or setting-specific context, such as availability of resources, health status of students, and age of population served. Enhanced prevention strategies also may be necessary in response to an outbreak in schools, school districts, and charter school settings.

SAMS Academy will continue to inform families of confirmed positive cases of students and/or staff members, who were infectious while on campus, through the weekly newsletter. This will be general information and not include specific names and/or details.

Beginning at 3% of our students and staff members being confirmed positive with COVID-19 while on campus over a two-week period, SAMS Academy will send an email and text alert notifying the community, deep clean and sanitize the building, and ***will consider the following mitigation measures:***

- Cancellation of single-day athletic and/or after-school extracurricular activities
- Temporary restrictions on indoor athletic and/or other extracurricular activities
- Temporary restrictions on spectators for athletic and/or other events

- Temporary removal of water fountain spout usage (bottle filling would remain available)

Beginning at **8%** of our students and staff members being confirmed positive with Covid-19 while on campus over a two-week period, OR in the event we have an insurmountable teacher coverage concern, SAMS Academy will send an email and text alert notifying the community, deep clean and sanitize the building, and ***will consider the following mitigation measures:***

- Temporary suspension of athletic and/or other after-school extracurricular activities
- Temporary restrictions on indoor athletic and/or other extracurricular activities
- Temporary restrictions on spectators for athletic and/or other events
- Temporary removal of water fountain spout usage (bottle filling would remain available)
- Temporary indoor mask-wearing requirement (could be entire school or limited to specific grade levels or “close contact” groups)
- Temporary remote learning of one or more grade levels or “close contact” groups (up to five calendar days)

When the percentage of our students and staff members being confirmed positive with Covid-19 while on campus over a two-week period is in excess of 8% AND also in excess of the Bernalillo County Community Level (per CDC guidance), SAMS Academy will send an email and text alert notifying the community, deep clean and sanitize the building, and ***will initiate the following mitigation measures:***

- Temporary suspension of athletic and/or other after-school extracurricular activities
- Temporary restrictions on indoor athletic and/or other extracurricular activities
- Temporary restrictions on spectators for athletic and/or other events
- Temporary remote learning school wide (up to five calendar days)

COVID-19 Testing

SAMS Academy will provide diagnostic testing for students and staff with symptoms of COVID-19 or who were exposed to someone with COVID-19 in the school setting, provided testing kits continue to be available to schools. In order to be tested on campus, students must have a completed parent consent form on file. Without the consent form, the student will be sent home with relative immediacy, to complete an

at-home test (not provided by the school) or go to a COVID testing site. Please remember that symptomatic students may be sent home by SAMS Administration staff regardless of the test result.

Test to Stay

The statewide requirement for students and school staff to participate in the Test to Stay Program has been lifted. The decision for when and whether testing will be required is the determination of a local school district or charter school.

SAMS Academy will no longer require a “Test to Stay” program for students or staff members who are close contacts, whose vaccination status is unverified or who are not considered fully vaccinated. Tests may be provided for those experiencing symptoms or who request to be tested 3-5 days after the confirmed contact.

Staff Surveillance Testing

The statewide requirement for school workers who are not up to date with COVID-19 vaccinations to test for COVID-19 in schools weekly has been lifted. The decision for when and whether testing will be required is the determination of a local school district or charter school. The CDC suggests that local decision be guided by the local COVID -19 Community Level.

SAMS Academy will no longer require surveillance testing, but may provide tests upon request by SAMS Academy staff members and students, especially for those experiencing relevant symptoms.

Quarantine & Close Contacts

The statewide requirement to quarantine for school staff and students who are not up to date with COVID-19 vaccinations and who are exposed to COVID-19 has been lifted. The recommendation of the CDC is that close contacts of a positive case should wear a well-fitting mask and be tested. The decision for when and whether quarantine will be required is the determination of a local school district or charter school and should be based on the local COVID-19 Community Level.

SAMS Academy will notify students and families when the student was in an indoor space with a confirmed positive case for more than 15 minutes through the weekly newsletter. This notification will come regardless of vaccination status, and **no**

further action is required unless the student becomes symptomatic. However, the CDC does recommend testing after 5 days of the contact and wearing a well-fitting mask for up to 10 days after the contact.

*Special note for SAMS Academy household members of a confirmed positive case: There is no particular testing requirement; however, SAMS Academy will require that you wear a well-fitting mask indoors for 10 days after the initial known exposure. Additionally, while not required, it is highly recommended that you test every other day during this 10-day period.

Isolation

The act of keeping someone who is sick or who tested positive for COVID-19 away from others by staying home from school, work, and other activities while infectious.

- *Isolation should last at least 5 days after the onset of symptoms, and until fever-free for 24 hours without the use of fever-reducing medications, and experiencing improvement of symptoms.*
- *For people who never had symptoms, the isolation period is 5 days after the date their first positive test was collected. Vigilant mask wearing for 5 days after the isolation periods is also required (days 6–10).*

COVID positive individuals are still required to isolate for 5 calendar days after onset of symptoms. An asymptomatic individual who tests positive for COVID-19 will be asked to isolate for 5 calendar days after the initial positive test. An individual does not have to test negative to return. Individuals may return after 5 days if symptoms have improved and they have been fever free without using fever-reducing medication for 24 hours.

Please report ALL positive cases to the SAMS Academy as soon as possible, including household members that do not attend SAMS Academy. Report the positive case through our website at <https://www.samsacademy.com/covid-protocol>.

Absences Due to COVID-19 Positivity

In the event a student is confirmed to be positive with COVID-19, a parent or guardian must report the absences to the SAMS Academy Attendance Secretary by calling 505-338-8601 or by emailing attendance@samsacademy.com. The Attendance Secretary will consult with the SAMS Administration as necessary.

Unless the school or the associated grade level has hit a threshold in which school administration and the SAMS Administration have made the determination to temporarily move to remote instruction, there is no remote option. Daily absences due to testing positive for COVID-19 will be marked as excused absences. If the student is feeling well enough, they can get some work done asynchronously via Edgenuity, but it is not a requirement. All work can be made up upon their return to school.

SAMS Academy staff members who are confirmed to be positive with COVID-19 must report it to the SAMS Administration as quickly as possible. The SAMS Academy Administration will work with school administration on leave paperwork. In addition, SAMS Academy teachers are responsible for requesting a substitute for the days that they are absent due to the positive case.

Mask Usage

The statewide requirement for mask wearing in schools was lifted last school year and will not be changed for the new school year. Mask requirements remain a determination of a local school district or charter school.

SAMS Academy will require that if you are returning to school after testing positive you MUST wear a well-fitting mask indoors for an additional 5 days upon your approved date for return to school. Additionally, as stated previously in this Toolkit, household members of a confirmed positive case will be required to wear a well-fitting mask indoors at SAMS Academy for 10 days after the suspected infection. Universal indoor mask-wearing will only be considered at or above an 8% positivity rate over a two-week period, with the intent of preventing a move to remote learning, and is not a foregone conclusion.

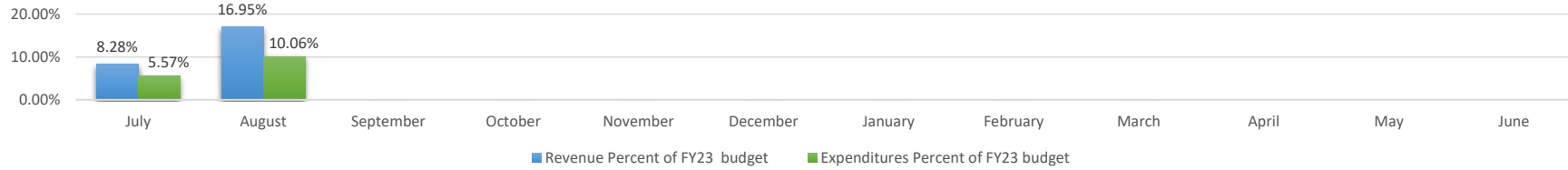
Cleaning & Disinfection

The statewide requirement for schools to do deep cleaning of spaces occupied by COVID-19 infectious individuals, schools to maintain a daily cleaning schedule, particularly for high-touch surfaces, has been lifted.

SAMS Academy teachers will continue to spray high-touch surfaces in their rooms with approved disinfectant at least once per day, and SAMS Academy custodial staff members will clean every room daily, including all common touch points.

Finance Summary as of August 31, 2022

Operational Revenue vs. Expenditures



SAMS Academy received 8.28% of budgeted Operational revenue & expended 5.57% of budget through August 2022.

Bank Reconciliation:

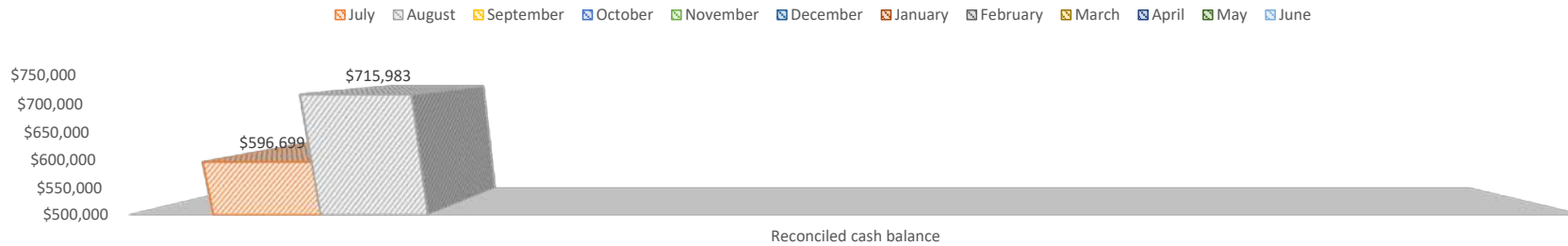
➤ August 2022

- Reconciled cash balance at month end was \$1,019,324
- Outstanding items total \$5,531.41
- Revenue exceeded Expenditures by \$183,095.21

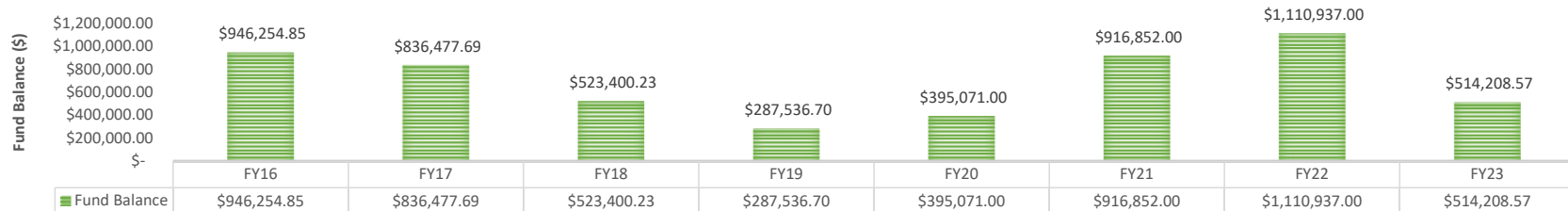
BARS for Approval:

2223-28211-0001-IB

FY23 OPERATIONAL CASH BALANCE



HISTORICAL FUND BALANCE





Above. And beyond.

Bank	Account Number				
Operating #7515					
Date	Number	Payee/From	Deposit	Withdrawal	Description
8/1/2022	00022030	July 2022 Bank Fees		\$44.25	Bank Analysis Fees
8/1/2022	00022114	BANKCARD MTHLY FEES220731		\$77.57	Bank Credit Card Fees
8/1/2022	CR08-01	FY23- Lab Fee	\$240.00		
8/1/2022	CR08-02	ESSER III ARPA	\$60,473.36		
8/2/2022	CR08-03	ESSER II CRRSA	\$982.65		
8/2/2022	CR08-04	Title II 2122-24154-0004	\$1,759.81		
8/2/2022	CR08-04.1	Title I 2122-24101-0007.	\$6,606.49		
8/3/2022		New Mexico Retiree Health Care Authority		\$1,318.78	Monthly Retiree Healthcare
8/3/2022	CR08-16	E-Rate	\$2,467.19		
8/4/2022		NM Public Schools Insurance Authority		\$9,735.44	Monthly Employee Insurance
8/4/2022	CR08-05	Fy23 Lab Fee	\$40.00		
8/4/2022	CR08-06AB	FY23- Lab Fee	\$1,410.00		
8/5/2022	CR08-07	FY23 Lab Fee	\$2,000.00		
8/5/2022	CR08-08	FY23 Lab Fee	\$1,560.00		
8/8/2022	CR08-09	FY23 Lab Fee/ Restitution Check Scott Glasrud	\$311.25		
8/8/2022	CR08-10	FY23 Lab Fee	\$2,400.00		
8/10/2022	00022113	Wire Transfer FEE-1714435378		\$14.00	Wire Fee for NMPSIA
8/10/2022	5916	806 Technologies, Inc.		\$1,750.00	Staff PD
8/10/2022	5917	ABCWUA		\$1,812.12	4100 Aerospace Waste, Water, and Recycle
8/10/2022	5918	Accountability and Compliance Resources, LLC		\$106.44	FY2023 STARS Consulting
8/10/2022	5919	City of Albuquerque - Aviation Department		\$24,364.10	4100 Aerospace Rent
8/10/2022	5920	Crataegus, LLC		\$134.08	Janitorial Supplies Reimburse
8/10/2022	5921	Public Service Company of New Mexico		\$5,573.64	Electricity at 4100 Aerospace for July 2022
8/10/2022	5922	Quadient Finance USA, Inc.		\$387.62	Postage Machine Lease
8/10/2022	5923	Robertson Aircraft Inc.		\$767.50	Aircraft Maintenance
8/10/2022	5924	Staples Business Advantage		\$306.79	Office Supplies and Label Printers
8/10/2022	5925	World Fuel Services, Inc.		\$2,221.91	Plane Fuel
8/10/2022	CR08-11	FY23 Lab Fee	\$840.00		
8/10/2022	CR08-12	FY23 SEG AUG	\$252,894.08		
8/10/2022	CR08-13	FY23 Lab Fee	\$40.00		
8/11/2022	CR08-14	FY23 Lab Fee / 1st Place Spirit Wear	\$128.17		
8/12/2022		Internal Revenue Service		\$11,704.94	Payroll Taxes
8/12/2022		NUSEND A FCU		\$33,373.52	Payroll
8/12/2022	CR08-15	FY23 Lab Fee	\$120.00		
8/15/2022	5926	Employee Paycheck		\$1,737.18	Payroll
8/15/2022	CR08-17	Sandoval County Property Tax	\$25.41		
8/17/2022	CR08-18	Transportation July	\$13,411.00		
8/17/2022	CR08-19	Transportation Aug.	\$13,411.00		
8/18/2022	CR08-20	Lab Fee	\$80.00		
8/22/2022	CR08-21	Bernalillo Prop. Tax	\$1,735.91		
8/25/2022	CR08-22	FY23- Lab Fee	\$40.00		
8/26/2022	00022112	BANKCARD PCI NON COMPLY082522		\$40.00	Credit Card Acceptance Fees
8/30/2022		Internal Revenue Service		\$12,174.51	Payroll Taxes
8/30/2022		New Mexico Retiree Health Care Authority		\$3,247.06	Monthly Retiree Healthcare
8/30/2022		New Mexico Taxation & Revenue Department		\$3,052.18	Payroll Taxes
8/30/2022		NM Educational Retirement Board		\$30,035.10	Monthly ERB
8/30/2022	5927	First Financial Group of America		\$409.12	Monthly Employee Payroll Deductions
8/31/2022		NUSEND A FCU		\$35,583.91	Payroll
8/31/2022	CR08-23	Dividend Income - Operating	\$88.85		
Sub Total			\$363,065.17	\$179,971.76	
Bank	Account Number				
Nusenda Savings 37627515					
Date	Number	Payee/From	Deposit	Withdrawal	
8/31/2022	CR08-24	Dividend Income - Savings	\$1.80		
Sub Total			\$1.80	\$0.00	
Grand Total			\$363,066.97	\$179,971.76	

	Bank Reconciliation +	Outstanding	Expected GL -	Actual GL 1	Difference
Beginning Balance	\$839,796.36 +	(\$14,189.65) =	\$825,606.71 -	\$825,606.71 =	\$0.00
Deposits/Debits	\$363,065.17 +	\$0.00 =	\$363,065.17 -	\$363,065.17 =	\$0.00
Withdrawals/Credits	(\$188,630.00) +	\$8,658.24 =	(\$179,971.76) -	(\$179,971.76) =	\$0.00
Sub Total	\$1,014,231.53	(\$5,531.41)	\$1,008,700.12	\$1,008,700.12	\$0.00
Outstanding Checks					
Date	Item Number	Description			Withdrawal
5/27/2022	5865	TreeRing			\$332.93
8/15/2022	5926	Employee Paycheck			\$1,737.18
8/30/2022		New Mexico Taxation & Revenue Department			\$3,052.18
8/30/2022	5927	First Financial Group of America			\$409.12
					\$5,531.41
Bank Reconciliation + Outstanding Expected GL - Actual GL 1 Difference					
Beginning Balance	\$10,622.51 +	\$0.00 =	\$10,622.51 -	\$10,622.51 =	\$0.00
Deposits/Debits	\$1.80 +	\$0.00 =	\$1.80 -	\$1.80 =	\$0.00
Withdrawals/Credits	\$0.00 +	\$0.00 =	\$0.00 -	\$0.00 =	\$0.00
Sub Total	\$10,624.31	\$0.00	\$10,624.31	\$10,624.31	\$0.00

Must submit backup for all BARs, except transfers of funds for SEG or direct grants

STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 Don Gaspar Santa Fe, NM 87501-2786
Budget Adjustment Request

Doc. ID: 544-000-2223-0001-IB

Fund Type: Direct Grant

Adjustment Type: Initial Budget

Fiscal Year: 2022-2023

Entity Name: SW Aeronautics Mathematics & Science

Adjustment Changes Intent/Scope of Program Yes or No?: No

Contact: Sean Fry, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-242-6640 x2501

Email: sean.fry@abqca.org

FLOWTHROUGH ONLY	
Budget Period: Jul 1 2022 12:00AM	To: Jun 30 2023 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 28211.0000.43214 \$77,830

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
28211 NM Schools Covid-19 Testing Program	2100 Support Services-Students	51100 Salaries Expense	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1216 Health Assistants		\$67,378	\$67,378	0.80
28211 NM Schools Covid-19 Testing Program	2100 Support Services-Students	52210 FICA Payments	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1216 Health Assistants		\$4,178	\$4,178	
28211 NM Schools Covid-19 Testing Program	2100 Support Services-Students	52220 Medicare Payments	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1216 Health Assistants		\$977	\$977	
28211 NM Schools Covid-19 Testing Program	2100 Support Services-Students	52500 Unemployment Compensation	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1216 Health Assistants		\$222	\$222	
28211 NM Schools Covid-19 Testing Program	2100 Support Services-Students	52720 Workers Compensation Employer's Fee	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1216 Health Assistants		\$32	\$32	
28211 NM Schools Covid-19 Testing Program	2100 Support Services-Students	55915 Other Contract Services	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	0000 No Job Class		\$5,043	\$5,043	
Sub Total							\$77,830		0.80
Indirect Cost									
DOC. TOTAL							\$77,830		

Justification:

Received FY23 Carryover Award letter. SDF.

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.