



Above. And beyond.

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

July 28, 2023

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 6-12 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 June 16, 2023 Regular Meeting *
 - D. Review/Approval of Minutes from July 10, 2023 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 (discussion/action) *
 - D. Planning and Preparation for Charter Renewal
- IV. Administrative Update
 - A. Student Achievement Update
 - B. 2022/2023 End of Year Report
 - C. Archery Competition – 3D Shoot
- V. New Business Matters
 - A. Auditor, Clifton Larson Allen, Statement of Work (discussion/action) *
 - B. Auditor, Clifton Larson Allen, Master Services Agreement (discussion/action) *
 - C. Lease Assistance Application (discussion/action) *
 - D. Inventory Certification (discussion/action) *
 - E. Governing Council Member Replacement (discussion/action) *
 - F. Leave Policy (discussion/action) *
 - G. Student Handbook (discussion/action) *



Above. And beyond.

- H. Staff Handbook (discussion/action) *
- I. Gym Flooring (discussion/action) *
- J. Broadband Deficiencies Correction Program Project Closeout Certification Dated 7/17/2023 (discussion/action) *

- VI. Governing Council Development
 - A. No Discussion with Kelly Callahan

- VII. Finance Report
 - A. Business Office Operations Update
 - B. Voucher Approvals (discussion/action) *
 - C. Bank Reconciliation (discussion/action) *

- 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 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 email address above if a summary or other type of accessible format is needed.



Above. And beyond.

Special Procedures for July 28, 2023 SAMS Governing Council Special Meeting

The SAMS Governing Council Special Meeting on July 28, 2023 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 to 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=UWpFVWNQejFoRDRYMct3OXIEdkxhUT09>

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.

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

Regular Meeting of the Albuquerque Aviation Academy (aka SAMS Academy) Governing Council
on Friday, June 16, 2023

via Zoom.us & In person at 6441 Ventana Road NW

BOARD MEMBERS PRESENT

Laura Kohr, Jody Meyer, Roland Dewing, Mike Romo, Alex Carothers, Brandy Bond, and Larry
Kennedy

BOARD MEMBERS ABSENT

Mike Deveraux and Farrah Nickerson

ALSO IN ATTENDANCE

Bridget Barrett, Amanda Catanzaro, Lauren Chavez, Sean Fry, and Ed Smith (Emeritus Member)

PUBLIC

none

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 Albuquerque Aviation Academy June 16, 2023 at 2:00 p.m. on Zoom.us and in person.

A. **Roll Call**

Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Laura Kohr, Jody Meyer, Roland Dewing, Mike Romo, Alex Carothers, Larry Kennedy and Emeritus Member, Ed Smith.

B. **Adoption of the Agenda***

Larry Kennedy asked for a motion to approve the agenda. Mike Romo 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 Laura Kohr, Jody Meyer, Roland Dewing, Mike Romo, Alex Carothers, and Larry Kennedy; all voted yes. The motion carried unanimously.

C. **Review/Approval of Minutes from May 19, 2023 Regular Meeting***

Larry Kennedy asked for a motion to approve the minutes from the May 19, 2023 Regular Meeting. Mike Romo made a motion to approve the minutes from the May 19, 2023 Regular Meeting. Jody Meyer seconded the motion. Larry Kennedy called for a roll call vote to approve the minutes. Amanda Catanzaro called Laura Kohr, Jody Meyer, Roland Dewing, Mike Romo, Alex Carothers, and Larry Kennedy; all voted yes. The motion carried unanimously.

II. **Closed Session***

A. Limited personnel matters, head administrator evaluation, pursuant to NMSA 1978, Section 10-15-1(H)(2).

B. Limited personnel matters, head administrator contract, pursuant to NMSA 1978, Section 10-15-1(H)(2).

Larry Kennedy made a motion to move to closed session pursuant to limited personnel matters, head administrator evaluation, pursuant to NMSA 1978, Section 10-15-1(H)(2). Mike Romo seconded the motion. Larry Kennedy called for a roll call vote to move to closed session. Amanda Catanzaro called Laura Kohr, Jody Meyer, Roland Dewing, Mike Romo, Alex Carothers, and Larry Kennedy; all voted yes. The motion carried unanimously.

Larry Kennedy said that the board would start and call Bridget Barrett and Sean Fry in later.

Closed session begins. Brandy Bond arrives within minutes, in person, and joins the closed session.

Alex Carothers arrives to meeting in person (previously attending through zoom) at 2:23 p.m. and joins the closed session.

III. Open Session*

A. Action on Items Discussed in Closed Session

Larry Kennedy made a motion to move back to open session and affirmed that only items on the agenda were discussed. Alex Carothers seconded the motion. Larry Kennedy called for a roll call vote. Amanda Catanzaro called Laura Kohr, Jody Meyer, Roland Dewing, Mike Romo, Alex Carothers, Brandy Bond and Larry Kennedy; all voted yes. The motion carried unanimously.

Open session resumed at 3:05 p.m.

Mike Romo made a motion to move forward with extending Bridget's Barrett's contract for \$125,000 for the 2023-2024 school year. Alex Carothers seconded the motion. Larry Kennedy called for a voice vote to approve, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

IV. Public Comment

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

V. Ongoing Business Matters

B. Facility Update

Amanda Catanzaro presented projects that have been completed since last month's meeting that included the installation of a 2 ton mini-split unit in the IT room, electricians rewiring in the aviation room and leak in middle school room checked.

Amanda Catanzaro reviewed the list of projects that still need attention including lobby lighting, pads in the gym, gates and video entry system, landscaping issues, and current status of the front door.

Amanda Catanzaro then reviewed upcoming projects that include bulletin and white boards around campus, moving furniture to clear out middle school social studies classroom, installation of score board, and gym flooring.

C. SAMS Wellness Committee Update

Brandy Bond presented that committee has not met since last meeting so no updates at this time.

Administration did share that we went before PEC that morning and our new mission statement has been approved. PEC liked how concise mission statement was and how it really demonstrated what our school focus is about. PEC Commissioners did ask about why we removed the at-risk piece and Bridget Barrett stated that as a school we should be servicing all students with a high-quality education and a commitment to at-risk students is part of every schools responsibility. The Vice-Chair of PEC agreed that as a charter school, we had to do a lottery for students so she is recommending all schools remove target groups because you should be teaching to the students you have.

D. Planning and Preparation for Charter Renewal

Amanda Catanzaro shared we are making progress on all of the pieces of the charter we can at this time. We have received the finalized corrected ratings for the 2021-2022 school year. We are now waiting on the CSD to provide 2022-2023 final ratings and then we can proceed with narratives.

A few board members expressed they were still having difficulties accessing the Albuquerque Aviation Academy's charter renewal google drive. Following the meeting, we will make sure that everyone has access.

VI. Administrative Update

A. Student Achievement Update

Bridget Barrett presented that 92% of courses were completed and the average relative grade was a 76%.

Summer School session 1 is underway with 30 middle school students and 59 high school students.

Currently, 368 students are enrolled for the 2023-2024 school year and 58 students are on the waiting list.

Audra Hays and Ms. Barrett attending a conference in Santa Fe with Dr. Hollie. CAP has a promotion ceremony on 6/1 and Harold Pope Jr. was in attendance so we were able to show him around the school and have some great conversation about his support of our school.

V. Ongoing Business Matters

A. Aviation Program Update

Dr. Chavez presented the students have flown 54.5 hours since last board report. Kierstynn check ride is tomorrow. Rebecca has soloed and then will be the next to do her check ride. There are currently 12 students on the flight team, meaning they have

passed their knowledge exam and are ready to move on to in flight portion of training.

Jacob, a previous student of SAMS Academy has been hired to be an Aviation Educational Assistant and is a CFI so he will be helping Doc with the program next school year.

Annual inspection is complete. There is an instrument issue within the digital display that is not a safety issue but is something the mechanic is trying to figure out. It is a great opportunity for students to learn multiple ways of looking at displays and having a back-up at all times.

The tow bar that is used to pull the airplane out of the hangar was hitting a panel, but metal bars have been installed to prevent that from happening and causing damage. One more student has earned their drone pilot certificate.

VII. New Business Matters

A. School Attorney Designation*

Larry Kennedy presented that Dan is leaving Cuddy & McCarthy and moving to Ortiz & Zamora LLC in Santa Fe. Larry presented the three options to the board. Roland Dewing made a motion to go with option 3 and continue to use both law firms, on a case-by-case basis and for R. Daniel Castille to continue to have access to schools existing files at his new firm. Mike Romo seconded the motion. Larry Kennedy called for a voice vote to approve, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

B. Bus Contracts FY24*

Amanda Catanzaro presented the bus contract for the 2023-2024 school year for approval. Mike Romo made the motion to approve the bus contract in the amount of \$234,207.00 for Herrera Coaches Inc. Brandy Bond seconded the motion. Larry Kennedy called for a voice vote to approve, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

C. E-Rate FY21 Cat 2 Closeout*

Amanda Catanzaro presented the information regarding the FY21 Cat 2 closeout. Roland Dewing made a motion to approve. Alex Carothers seconded the motion. Larry Kennedy called for a voice vote to approve, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

D. IDEA B Application Approval*

Larry Kennedy asked for a motion to approve IDEA B Application as presented in packet. Laura Kohr made a motion to approve. Mike Romo seconded the motion. Larry Kennedy called for a voice vote to approve, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

E. JMP Special Education Support Services Contract*

Larry Kennedy stated that this contract is under \$60,000 threshold that administration has to approve. Bridget Barrett shared that this will be used to help support a new special education coordinator and the special education team for the next school year. Roland Dewing made a motion to approve the JMP contract in the amount of \$35,169.60. Mike Romo seconded the motion. Larry Kennedy called for a voice vote to approve, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

VIII. Governing Council Development

No discussion.

IX. Finance Report

A. Business Office Operations Update

Sean Fry presented that the Finance Committee met prior to the board meeting to review detailed reports. We have received the first three quarters of the Lease Assistance at approximately \$156,000 that we have been waiting on with the move to the new facility.

B. Voucher Approvals*

Larry Kennedy asked for a motion to approve May Vouchers. Mike Romo made a motion to approve. Alex Carothers seconded the motion. Larry Kennedy called for a voice vote to approve, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

C. Bank Reconciliation*

Larry Kennedy asked for a motion to approve May Bank Reconciliations. Alex Carothers made a motion to approve. Mike Romo seconded the motion. Larry Kennedy called for a voice vote to approve, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

D. BAR 2223-24101-0033-I*

Sean Fry presented BAR 2223-24101-0033-I which is an increase in Title I funding in the amount of \$42,883.

Sean Fry presented BAR 2223-24106-0034-I which is an increase in IDEA-B funding that will be used for salary and benefits for the special education co-directors in the amount of \$13,148.

Mike Romo made a motion to approve BAR 2223-24101-0033-I and BAR 2223-24106-0034-I. Alex Carothers seconded the motion. Larry Kennedy called for a voice vote to approve, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

X. Announcements

The next meeting of the governing council will be a regular meeting scheduled for July 21, 2023 at 2:00 p.m.

Brandy Bond will be leaving the board as she and her family are moving to Florida this summer.

XI. Adjournment*

Larry Kennedy called for a motion to adjourn. Brandy Bond made a motion to adjourn. Mike Romo seconded the motion. Larry Kennedy called for a voice vote to approve, 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 Albuquerque Aviation Academy adjourned on June 16, 2023 at 4:16 p.m.



GOVERNING COUNCIL

Special Meeting of the SAMS Academy Governing Council on Friday, July 10, 2023

via Zoom.us & In person at 6441 Ventana Road NW

BOARD MEMBERS PRESENT

Farrah Nickerson, Laura Kohr, Mike Romo, Alex Carothers, and Larry Kennedy

BOARD MEMBERS ABSENT

Roland Dewing, Mike Deveraux, and Jody Meyer

ALSO IN ATTENDANCE

Bridget Barrett, Amanda Catanzaro, and Lauren Chavez

PUBLIC

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 Albuquerque Aviation Academy for July 10, 2023 at 3:33 p.m. on Zoom.us and in person.

A. Roll Call

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

B. Adoption of the Agenda*

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

II. New Business Matters

A. Options for Acquiring a New Airplane Discussion

Bridget Barrett presented that we currently have one plane and that plane is going to be down for an unknown amount of time to search for a wiring issue. Hired a new CFI, so now we have two on staff. We are currently looking at options for purchasing an additional plane.

Dr. Lauren Chavez shared options regarding new plane. Procurement must be followed and with a seller's market on Cessna 172's, it is going to be difficult to get a decent one, because flight schools are buying them up quickly.

Reviewed Aircraft Acquisition information sheet Cessna 172 vs Pipistrel Sinus/Virus. Currently 11 students waiting on the flight list, passed their general knowledge exam and ready for flight.

Pipistrel can be registered as glider or an airplane. It also allows us to add sport pilot license and glider pilot certificate.

Long term goal would be to purchase one Pipistrel now, sell the Cessna 172, and then purchase a second Pipistrel. That would allow us to have two of the same aircrafts.

Sport pilot option would allow students who have ever been diagnosed with ADHD or any type of diagnosis that has not been denied medically by the FAA to get their pilot license without having to go through a very expensive medical clearance. A Pipistrel would also allow more students in the program at a younger age. Glider certificate can begin at 14 years old.

Our A&P, Dave Robertson does work on Pipistrel, so maintenance could continue as it is now.

Mike Romo asked about the glider function. It is a power glider.

Farrah Nickerson stated that procurement regarding the Diamond was very difficult. One issue at that time was having two different planes and training on one plane did not transfer to training on the other plane which made it very difficult for students. Concerned about not being able to sell the Cessna and then having two different plane issue happening again.

Mike Romo asked if the current Cessna could sustain us for the next 3 years, 5 years, or 10 years plus. Discussion around engine overhauls and expenses and time frames. Alex Carothers asked about any restrictions of class of aircraft. None.

Pipistrel has a 50 foot wing span, how is that going to fit in the hangar. There are long and short wings that can be removed and switched out quickly.

Getting a second plane would mean having to get a second hangar.

One down side of the Pipistrel could be that Cessna has 4 seats and Pipistrel only has 2. Doc shared that students don't get a lot out of riding in the back because it is very hard to see from back there.

Larry Kennedy asked what this does regarding the SIM. Doc states that the SIM is generic. It teaches instrument use but not the feel of flying. SIM is closer to Cessna vs Pipistrel. Larry Kennedy asked what about when our students move to higher education schools, what does moving away from the Cessna do for that? Doc states that other schools all use various planes. Each new plane takes a couple hours to get acquainted with, but wouldn't be different than now.

Acquisition of a plane will be an action item on the next agenda.

Question was asked about renting a plane in the interim if Hotel Kilo is out for extended time. Very costly!

Farrah Nickerson requested that board be given 3 or 4 alternatives available and see the analytics on each plane so they have all the information available at next meeting.

Larry Kennedy had a question about leasing a plane, does that have to go through RFP process? Amanda Catanzaro will get additional information regarding this for the next meeting.

III. **Adjournment***

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

The special meeting of the Governing Council for the Albuquerque Aviation Academy adjourned on July 10, 2023 at 5:02 p.m.



Monthly Report - July 28, 2023

All figures and outcomes are based on the date of this report - July 19, 2023.

FLIGHT TRAINING:

- **Flights** - We flew 40 hrs since the last board report. Rebecca Posen's checkride is scheduled for tomorrow, July 29. However, due to the aircraft downtime trying to fix the avionics, I'm expecting to need to reschedule. I have already informed the DPE. Jacob Chmielenko has now received his EA license and has started as a volunteer CFI until his contract begins at the end of this month. We currently have 11 students on the "Flight Team" (students who have passed their knowledge exam and waiting for their turn to fly.)
- **Aircraft Status** - Our avionics technician found the problem with our avionics (a bad connection in a roll servo in one of our wings.) It is now fixed, with 10+ hrs on the aircraft since that time with no abnormalities.
- **Drone** - We had one student earn the Drone Pilot Scholarship since the last board meeting. This is a new student.

ADDITIONAL:

- **EAA/Young Eagles** - Except for the recently completed DEAA, there are no other Young Eagles flights scheduled over the summer (they will resume in September.)
- **ATC Internship** - the ABQ Tower Manager reached out to me to say they "miss SAMS interns". Once classes start we will coordinate for our next intern.
- **A&P Internship (General Aviation)** - We still have a few students working with our A&P/IA (summer jobs.) We will resume internships as soon as classes start again.
- **A&P Internship (Eclipse Aviation)** - I will coordinate with the head of HR on a date to start this. We already have students "in line."
- **Balloon Internship/Class/Program** - I met with the Educational Leader of "Quad A" twice since the last board meeting. We are working on several ballooning internships as well as a full-scale Balloon Pilot Program for our school. This will include an "Intro to Ballooning" class (that they would teach on a volunteer basis - with me present as the teacher on record.) I am scheduled to meet with the volunteer teaching group next week to finalize the curriculum. For students who decide they would like to move forward toward their FAA Knowledge Exam, they can sign up for an online or in-person option through the Quad A for a significantly reduced price of \$100 (which basically covers the books/supplies they will need.) Then, for students who wish to sign up for flight lessons, Quad A is offering a fixed rate (\$500 + propane) for complete flight training up to their FAA checkride. I asked them for a fixed price that would include fuel, to make it easier for students/parents. I will do the necessary paperwork for students to get school credit for both the ground school and flight training. Also - the owner/manager of Rainbow Ryders has offered our students jobs crewing for him, anytime. I will present this to the class once school starts.
- **Glider Internship/Program** - I still haven't heard back from the Albuquerque Soaring Club / Moriarty Airport Manager. One of our students SOLO'D in a glider 1-2 wks ago (through CAP.) He called Merlin Aviation (formerly Sundance) and they said it would cost \$3000-5000 beyond his solo to get his glider pilot certificate. He reached out to me looking for a less expensive option.
- **CAP** - Commander Shawn "Doc" Armijo reached out to say that the Aviation Academy is now Squadron 855. He is cc'ing me on squadron correspondence, for a better integration in our aviation program. One of our school staff has also joined the squadron.

EXPENSES:

- **Fuel:** Please see the finance report (World Fuel). I estimated \$2240, based on hours flown and average fuel cost.
- **Maintenance:** \$3675 (avionics repair.)
- **Hangar Rental:** \$357 per month
- **Insurance:** Annual Premium - \$8,895.00

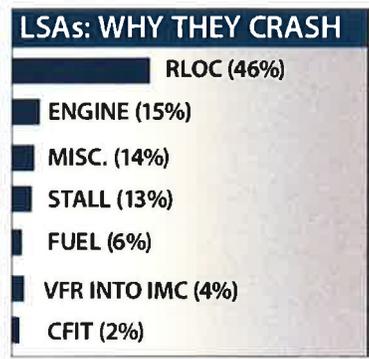
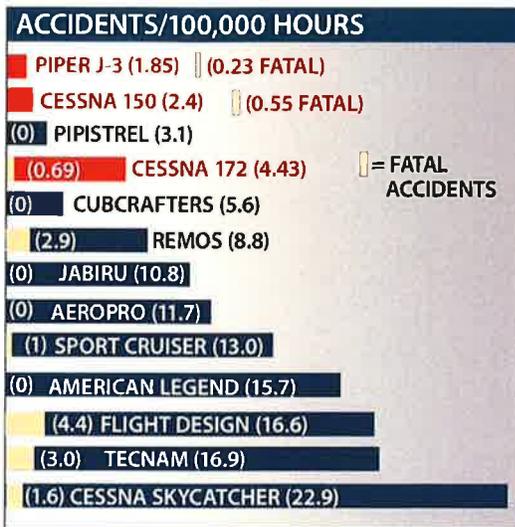
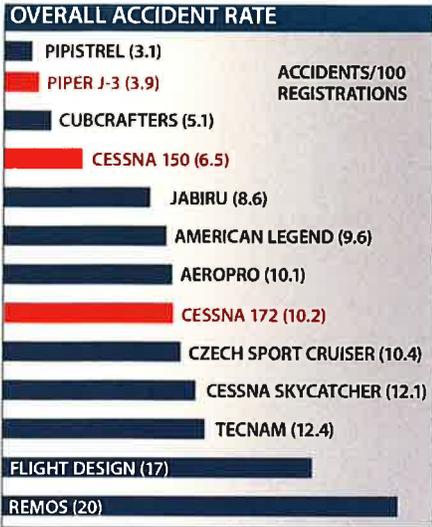
AIRCRAFT ACQUISITION?

Most Popular Training Aircraft (note: I did not include standard tail-draggers or tandem aircraft (Piper Cub, Citabria, Champ), nor S-LSA* or E-LSA (Zenith, Vans/RV's)

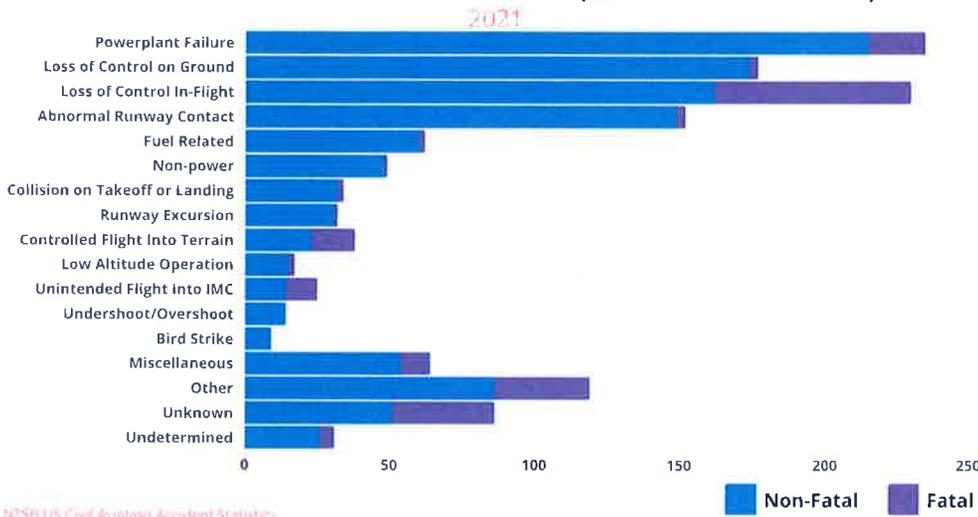
	Main Pro	Main Con	Ave. Cost for Decent One	Gal/Hr
Cessna 172	Ubiquitous / Tried & True	Terribly overpriced right now, and given the procurement process, it will be very difficult to find a good one	\$130-150k	8-10 (Avgas)
Piper Cherokee	Ubiquitous / Tried & True	One door / one small window	\$110-130k	8-10 (Avgas)
Cessna 150/152	Ubiquitous / Tried & True	Underpowered / overpriced / old	\$40-50k	5.5 (Avgas)
Diamond DA20/40	Modern / Composite	Maintenance / One Canopy	\$150-300k	5.5/10 (Avgas)
Flight Design CTLS	Modern / Composite	"Hard to keep front landing gear up on landing" (See accident rate below?) Similarly priced c/w Pip but not a motor glider option	\$100-115	5 (Avgas)
Cubcrafters	"Highest performing LSA in the world" (180hp) - extremely STOL	Tail-draggers, tandem	\$300-400k	5-6gal/hr (Avgas)
Pipistrel Sinus Flex	Most efficient LSA / motorglider option	Any LSA has fewer maintenance options / parts not as ubiquitous	\$95-110k	2.5gal (auto gas) < 10% ETOH

<https://bydanjohnson.com/pipistrel-wins-biggest-flight-school-order-for-alpha-trainers/>

* SLSA are certified by the manufacturer to meet a set of industry-developed "consensus standards" (versus FAA standards) that specify design, testing, manufacturing, and quality control requirements. Note that, unlike type certificated "standard" aircraft, the FAA is not at all involved in the design, testing, manufacturing, and quality control of S-LSAs.



AIRCRAFT ACCIDENTS BY EVENT (GENERAL AVIATION)



July 2023 Facilities

7.26.2023

Completed Since Previous Meeting

- Lobby Lights- Dimmer needs to be added to each side, "clouds" to be installed, red emergency boxes to be removed
- Pads in Gym- Project has been started but modifications were needed to some pads
- Tree is missing on SE end of property- behind trash bins
- Leaking Doors- two classroom courtyard doors and SW door near bike racks
- Landscape Leaking- Irving gate & East parking
- Sprinkler box cannot be reached inside the box
- Few teachers are still unable to use swipe card to open doors they should have access to (working with ANM to gain access to that system)
- SMART Lab West Door- Access control not working
- Leak in Middle School Study Hall & Ceiling Tiles replaced
- New Bulletin Boards and White Boards Ordered for classrooms- will be hung by Moving Solutions 6/21/2023
- Moving/Clearing out new Middle School Social Studies Classroom- Moving Solutions moving 6/21/2023
- Intercom system for the front door to be ordered 7/1/2023. Installed 7/27/2023

Projects That Still Need Attention (status)

- Gates- Need call button access. Video Entry System will be an additional \$8,710.51. W9 was sent 6/9/2023- Action Security is being added as a vendor and PO is being worked on. Scheduled to be installed 8/3/2023
- Ventana gate North side of gate not always closing. Scheduled to come on campus 8/3/2023.
- Front door- lock is inconsistent (we are locking inner doors as precaution until this is fixed). Doors are in Albuquerque and being worked on in the shop. No date for installation. We have been asking Jared every other day for status update.
- Installation of Score Board in Gym begins 6/29/2023. Waiting on EB for electricity to be installed.
- New desks & chairs were ordered 7/2023. Shipping delays. Desks scheduled to be shipped 8/2/2023 and chairs 8/25/2023.

Upcoming Projects

- School Signage with new name
- Gym Flooring

SAMS ACADEMY

ADMINISTRATIVE UPDATE

JULY 2023



ACADEMICS

ADDING EDGENUITY COURSES
SUMMER SESSION SCHOOL ENDED,
CRUNCHING NUMBERS TO SHARE IN AUGUST
MEETING
EDGENUITY EOY REPORT

WHAT'S HAPPENING?

Adding Edgenuity Courses
Summer Session School Ended, crunching
numbers to share in August Meeting
New teachers and staff getting rooms ready



ENROLLMENT

88% Retention Rate
332 Students Enrolled
50 on waitlist
6th 49 students 7th 44 students
8th 46 students
9th 58 students 10th 45 students
11th 55 students 12th 35 students
*Numbers constantly moving

EQUITY COUNCIL

Preparing for our return and
seeking new members.



CHARTER RENEWAL

Name Change is Official
Mission Change is Official
Working toward name change
with NMPED

MISSION MINUTE

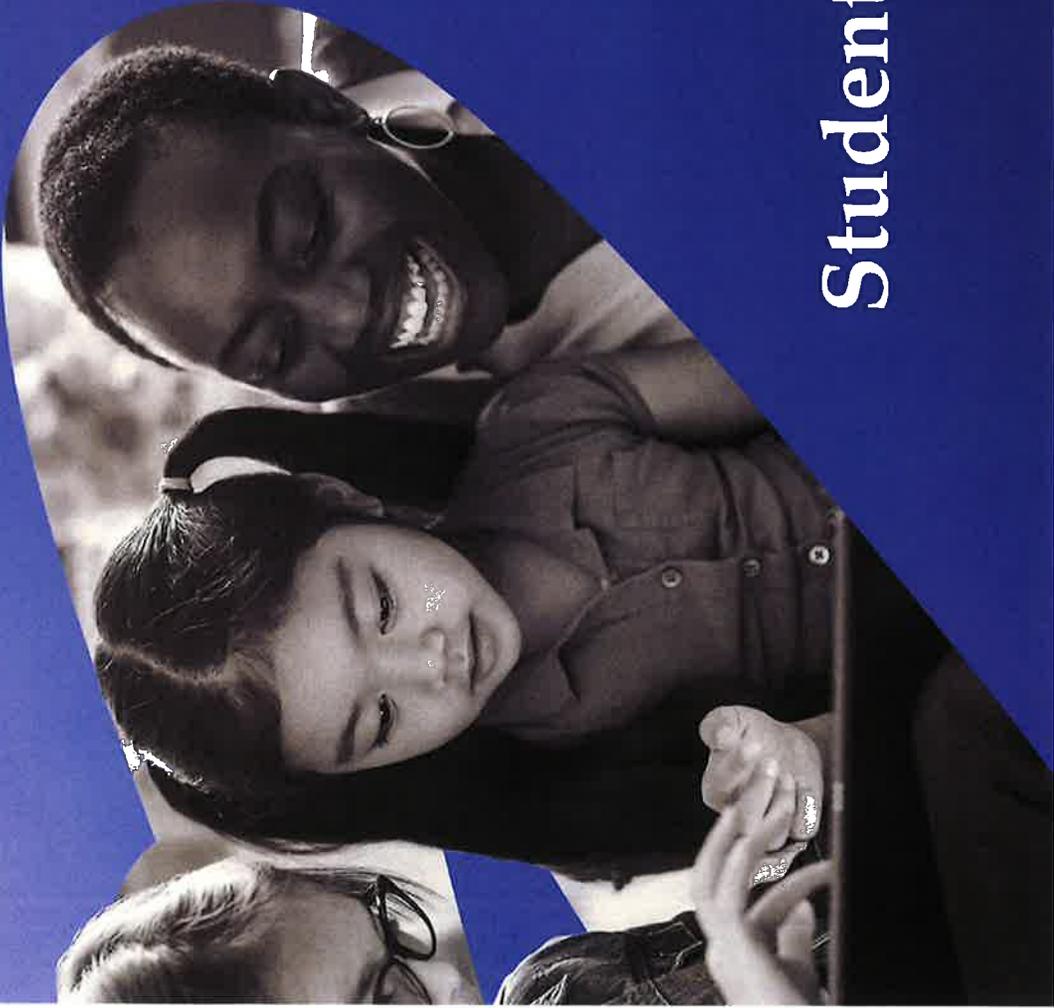
Legislators and Lobbyists
scheduled to visit August 25th,
10am





End of Year Student Achievement Review

2022-2023



22-23 Success Plan Goals

- Utilize MyPath data to inform lessons by analyzing interim assessments to drive instruction.
- Teachers provide in person instruction to supplement and support students as they move through Edgenuity courses.



imagine
mypath

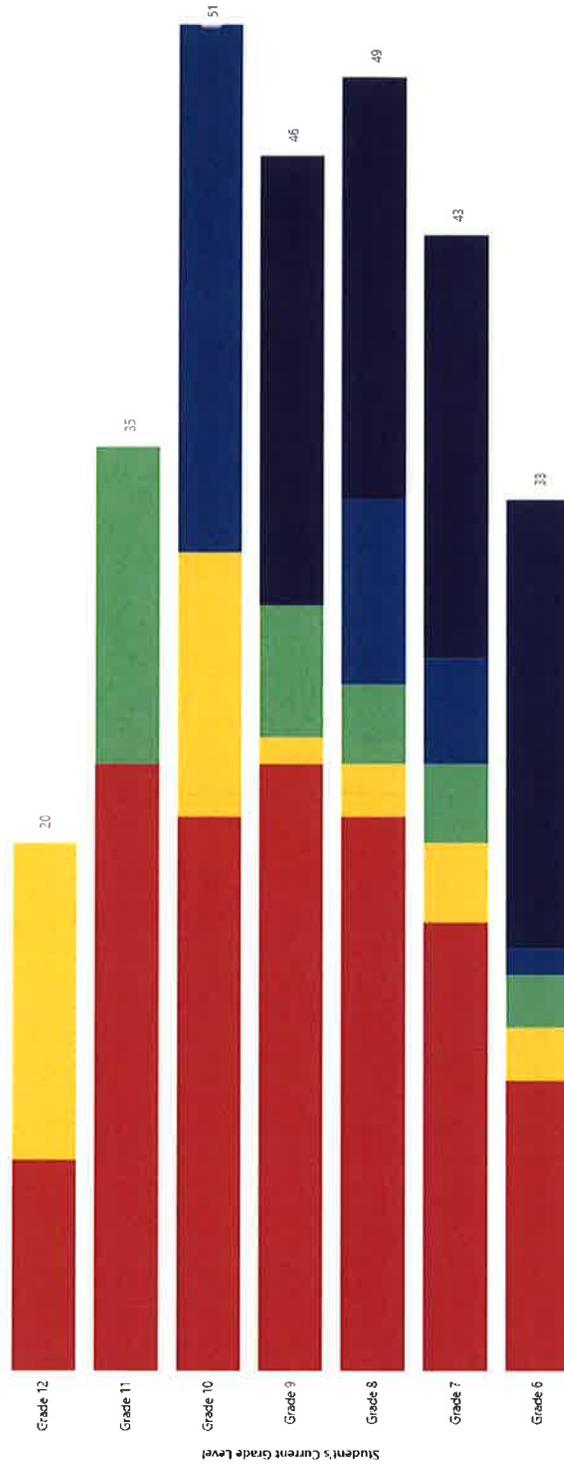
Current Student Placement Math

Current Grade Level vs Latest Placement Grade

Total Student Count

277

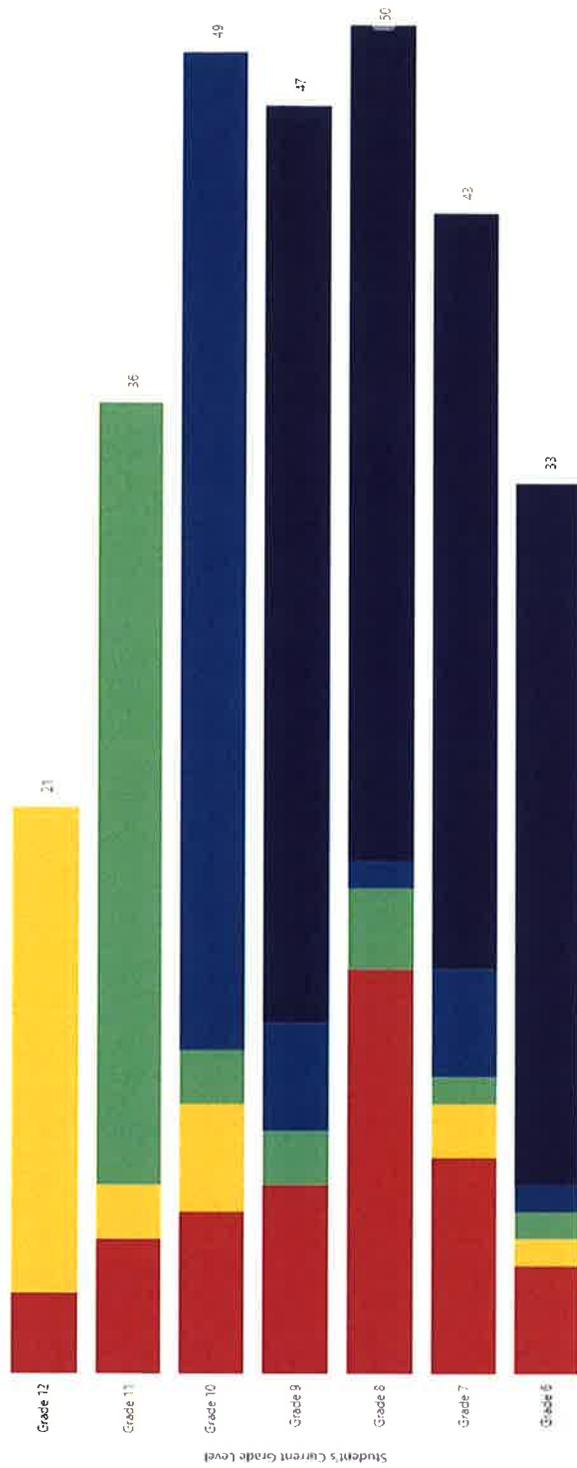
● 2 or more grade levels below ● 1 grade level below ● At grade level ● grade level above ● 2 or more grade levels above



Current Student Placement Reading

Current Grade Level vs Latest Placement Grade

● 2 or more grade levels below ● 1 grade level below ● At grade level ● 1 grade level above ● 2 or more grade levels above



imagine
myPath

Usage Overview

Daily Avg ToT (Min)	# Students	Total ToT (Hrs)
31	34	190.8
Avg Days per Student	Weekly Avg ToT (Min)	
11	51.5	

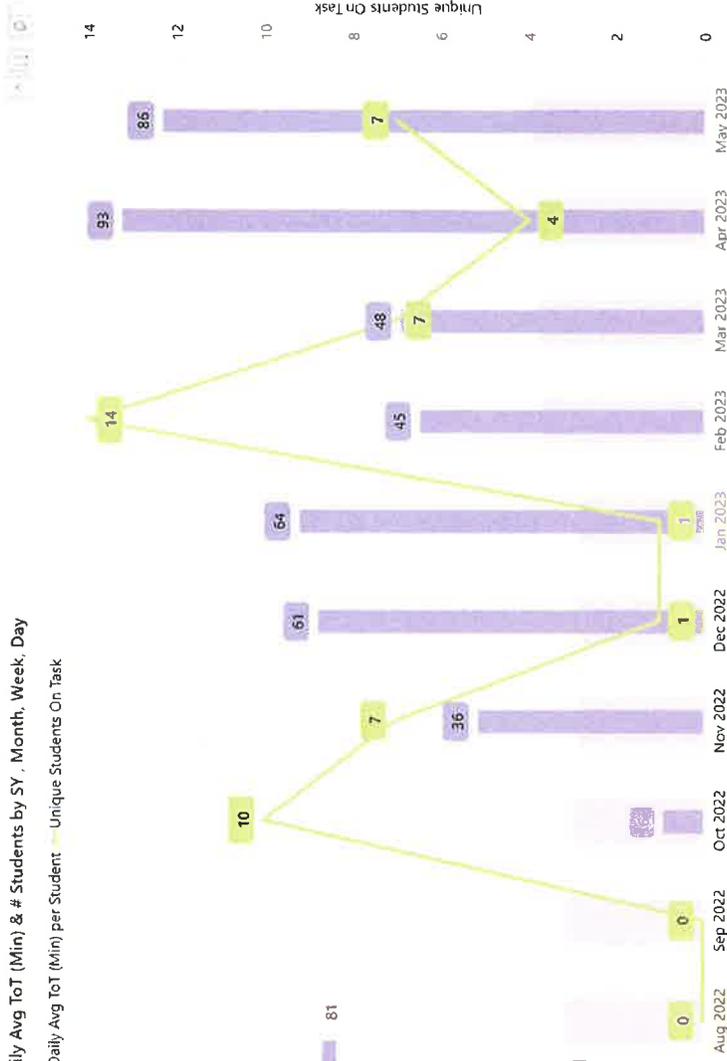
Daily Avg ToT Minutes By Subject

● Science ● Math ● Reading ● Purpose

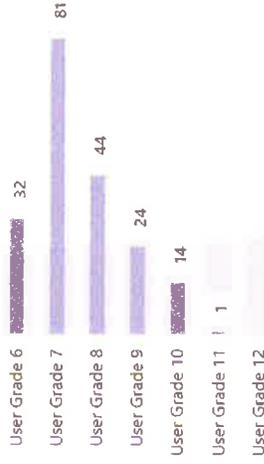


Daily Avg ToT (Min) & # Students by SY, Month, Week, Day

☰ Daily Avg ToT (Min) per Student ☑ Unique Students On Task



Daily Avg ToT Minutes by Student Grade Level



Lesson Pass Rate

Key Metrics

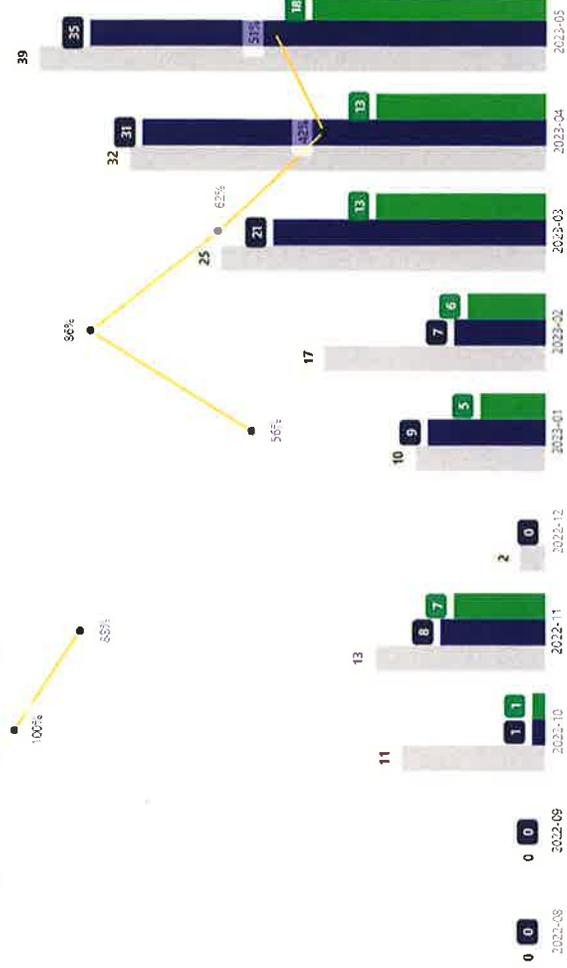
34	Students with Assigned Lessons
63	Lessons Passed
112	Lessons Completed
149	Lessons Attempted
1.54	Avg Lessons Passed per Week
2.73	Avg Lessons Completed per Week

Pass Rate



WoW Lessons Attempted, Completed & % Passed

Lessons Attempted ● Lessons Completed ● Lessons Passed ● Percentage Passed



Implementation/Educator Guidelines

Goal
5

- Students will
- Educators will
- Admin will

Weekly Usage Recommendation

Students on grade level: minimum of 30 minutes per week per subject

Students below grade level: 60-90 minutes per subject per week

Minimum 1 lesson per week per subject. 15-20 minutes per session

Student Populations

Grades K-5 students have access to the [Spanish Math Program \(assessment and ILP\)](#)

K-12 All Students- below grade level, on grade level, and above

[Assessment Windows](#)

Implementation Options

- All students: lab or 1:1 devices
- Small groups: center rotations
- Intervention pull-out
- Before/after-school program
- At home – usage encouraged

Educator Actions for Success

Click to view tutorials

[Weekly](#)

[Class Usage:](#) Students spending a minimum of 30 minutes per subject?

[Class Progress:](#) Check for opportunities for small-group or whole-group follow up based on lesson performance.

[Assignment Builder:](#) Assign specific lessons to a student's

[Monthly](#)

[Student Usage](#)

[Student Progress:](#)

Review class & student level

Additional Resources

Click links to view

- [Getting started with Imagine MyPath](#)
- [Implementing Imagine MyPath Successfully](#)
- [Using the Teacher Dashboard](#)
- [Navigating the MyPath Student Experience](#)
- [Language support in MyPath](#)

Stay Connected

Supporting educators and students while maximizing overall achievement is our goal. Click the link below to access our Teachers' Lounge community and subscribe to our customized company newsletter to receive timely updates about Imagine Learning programs.

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support@imaginelearning.co



1-866-457-8776



[Start a live chat](#)



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myPath

imaginelearning.com



Statement of Work - Audit Services

June 19, 2023

This document constitutes a statement of work ("SOW") under the master service agreement ("MSA") dated June 19, 2023, or superseding MSA, made by and between CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") and Southwest Aeronautics, Mathematics, and Science Academy ("you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services CLA will provide for the entity as of and for the year ended June 30, 2023.

Matt Bone is responsible for the performance of the audit engagement.

Scope of audit services

We will audit the financial statements of the governmental activities, the aggregate discretely presented component units (if applicable), each major fund, and the aggregate remaining fund information (if applicable), which collectively comprise the basic financial statements of Southwest Aeronautics, Mathematics, and Science Academy, and the related notes to the financial statements (as applicable) as of and for the year ended June 30, 2023. We will also audit each budgetary comparison schedule required to be presented.

The Governmental Accounting Standards Board (GASB) provides for certain required supplementary information (RSI) to accompany the entity's basic financial statements.

The RSI will be subjected to certain limited procedures, but will not be audited.

We will also evaluate and report on the presentation of the supplementary information other than RSI accompanying the financial statements in relation to the financial statements as a whole.

Nonaudit services

We will also provide the following nonaudit services:

- Preparation of your financial statements and the related notes.
- Preparation of the supplementary information.
- Converting cash basis accounting records to accrual basis (as requested).
- Preparation of adjusting journal entries

- GASB-87 Lease Assistance (as requested)
- GASB-96 Implementation Assistance (as requested)
- Depreciation Calculation Assistance (as requested)

Audit objectives

The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Our audit will be conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require us to be independent of the entity and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. Our audit will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinions.

We will apply certain limited procedures to the RSI in accordance with U.S. GAAS. However, we will not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. We will also perform procedures to enable us to express an opinion on whether the supplementary information (as identified above) other than RSI accompanying the financial statements is fairly stated, in all material respects, in relation to the financial statements as a whole.

We will issue a written report upon completion of our audit of your financial statements.

Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from the engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming opinions on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express opinions or issue a report, or withdrawing from the engagement.

We will also provide a report (which does not include an opinion) on internal control over financial

reporting and on compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements, as required by Government Auditing Standards. The report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the entity is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit conducted in accordance with U.S. GAAS and the standards for financial audits contained in Government Auditing Standards may not satisfy the relevant legal, regulatory, or contractual requirements.

Auditor responsibilities, procedures, and limitations

We will conduct our audit in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*.

Those standards require that we exercise professional judgment and maintain professional skepticism throughout the planning and performance of the audit. As part of our audit, we will:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and evaluate whether audit evidence obtained is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the amounts and disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on our evaluation of audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

Although our audit planning has not been concluded and modifications may be made, we have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Management Override of controls
- Implementation of GASB-96
- Cash to modified accrual adjustments and full accrual adjustments

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS and Government Auditing Standards. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected. Because the determination of waste and abuse is subjective, Government Auditing Standards do not require auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting fraud or errors that are material to the financial statements and to preventing and detecting misstatements resulting from noncompliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. An audit is not designed to provide assurance on internal control or to identify deficiencies, significant deficiencies, or material weaknesses in internal control. However, we will communicate to you in writing significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we identify during the audit that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the entity's compliance with the provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to Government Auditing Standards.

We will include in our report on internal control over financial reporting and on compliance relevant information about any identified or suspected instances of fraud and any identified or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements that may have occurred

that are required to be communicated under Government Auditing Standards.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Furthermore, during the audit the OSA may send a confidential referral to our firm that may require additional work that would require confidential reporting to OSA in response to the referral.

Management responsibilities

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

You are responsible for the preparation and fair presentation of the financial statements and RSI in accordance with U.S. GAAP.

Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for 12 months beyond the financial statement date.

You are responsible for the design, implementation, and maintenance of effective internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including evaluating and monitoring ongoing activities and safeguarding assets to help ensure that appropriate goals and objectives are met. You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of fraud; and for informing us about all known or suspected fraud affecting the entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for implementing systems designed to achieve compliance with applicable laws and regulations and the provisions of contracts and grant agreements; identifying and ensuring that the entity complies with applicable laws, regulations, contracts, and grant agreements; and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered. You are responsible for taking timely and appropriate steps to remedy any fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we may report.

You are responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including amounts and disclosures, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters, and for the accuracy and completeness of that information (including information from within and outside of the general and subsidiary ledgers); (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

Management is responsible for the preparation of the supplementary information in accordance with U.S. GAAP. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. You agree to provide us written representations related to the presentation of the supplementary information.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit and the presentation of the basic financial statements and RSI. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's activities, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies to us of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the "Audit objectives" section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Responsibilities and limitations related to nonaudit services

For all nonaudit services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate

the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

Use of financial statements

Should you decide to include or incorporate by reference these financial statements and our auditors' report(s) thereon in a future private placement or other offering of equity or debt securities, you agree that we are under no obligation to re-issue our report or provide consent for the use of our report in such a registration or offering document. We will determine, at our sole discretion, whether we will re-issue our report or provide consent for the use of our report only after we have performed the procedures we consider necessary in the circumstances. If we decide to re-issue our report or consent to the use of our report, we will be required to perform certain procedures including, but not limited to, (a) reading other information incorporated by reference in the registration statement or other offering document and (b) subsequent event procedures. These procedures will be considered an engagement separate and distinct from our audit engagement, and we will bill you separately. If we decide to re-issue our report or consent to the use of our report, you agree that we will be included on each distribution of draft offering materials and we will receive a complete set of final documents. If we decide not to re-issue our report or decide to withhold our consent to the use of our report, you may be required to engage another firm to audit periods covered by our audit reports, and that firm will likely bill you for its services. While the successor auditor may request access to our workpapers for those periods, we are under no obligation to permit such access.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial statements should not be relied on or distributed.

Engagement administration and other matters

We expect to begin our audit on approximately June 19, 2023.

We understand that your employees will prepare all confirmations, account analyses, and audit schedules

we request and will locate any documents or invoices selected by us for testing. A list of information we expect to need for our audit and the dates required will be provided in a separate communication.

We will provide copies of our reports to the entity; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing confidential or sensitive information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the sole and exclusive property of CLA and constitutes confidential and proprietary information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to New Mexico Public Education Department, the New Mexico State Auditor, or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of CLA personnel. Furthermore, upon request, we may provide copies or electronic versions of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the New Mexico Public Education Department, the New Mexico State Auditor. If we are aware that a federal or state awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Professional standards require us to be independent with respect to you in the performance of these services. Any discussion that you have with our personnel regarding potential employment with you could impair our independence with respect to this engagement. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence and objectivity. Further, any employment offers to any staff members working on this engagement without our prior knowledge may require substantial additional procedures to ensure our independence. You will be responsible for any additional costs incurred to perform these procedures.

Our audit engagement ends on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific SOW for that service.

Government Auditing Standards require that we make our most recent external peer review report publicly available. The report is posted on our website at www.CLAconnect.com/Aboutus/.

Fees

Our professional fees are detailed in the table below. This estimate is based on anticipated cooperation from your personnel and their assistance with locating requested documents and preparing requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. Our invoices, including applicable state and local taxes, will be rendered each month as work progresses and are payable on presentation.

Service Service	Professional Fee
Financial Statement Audit - School	\$15,700
Financial Statement Audit - School - Planning Year (as applicable)	\$5,000
Financial Statement Audit - School - Close Out Year (as applicable)	\$5,000
Financial Statement Audit - Foundation (if required)	\$4,600
Foundation - Debt Issuance in current year (as applicable)	\$1,750
Foundation - Previous Debt Issuance (as applicable)	\$600
Stand-Alone Report (if requested)	\$2,500
GASB-87 Lease Assistance (if requested)	\$225 per hour. \$1,500 for Lease Calculator if not previously purchased.
Assistance in Implementing GASB-96 Subscription Based Information Technology Arrangements (SBITA) (if requested)	\$225 per hour. \$1,500 for SBITA calculator, \$1,000 for SBITA Calculator if previously purchased GASB-87 Lease Calculator.
Depreciation Calculation Assistance (if requested)	\$225 per hour

Unexpected circumstances

We will advise you if unexpected circumstances require significant additional procedures resulting in a substantial increase in the fee estimate.

Changes in accounting and audit standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services

described in the SOW increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Agreement

We appreciate the opportunity to provide to you the services described in this SOW under the MSA and OSA Contract and believe this SOW, along with the OSA Contract, accurately summarizes the significant terms of our audit engagement. This OSA Contract, SOW and the MSA constitute the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA related to audit services. Where there are conflicts between the OSA Contract and either the MSA or SOW, the OSA Contract supersedes. If you have any questions, please let us know. Please sign, date, and return this SOW to us to indicate your acknowledgment and understanding of, and agreement with, the arrangements for our audit of your financial statements including the terms of our engagement and the parties' respective responsibilities.

Sincerely,

CliftonLarsonAllen LLP

Response:

This letter correctly sets forth the understanding of Southwest Aeronautics, Mathematics, and Science Academy.

CLA

CLA (CliftonLarsonAllen LLP)



Matt Bone, Principal

Client

Southwest Aeronautics, Mathematics, and
Science Academy

SIGN: _____

Bridget Barrett, Principal/Head of School

DATE: _____

Southwest Aeronautics, Mathematics, and
Science Academy

SIGN: _____

Larry Kennedy, Governance

DATE: _____



Master Services Agreement

Southwest Aeronautics, Mathematics, and Science Academy

MSA Date: June 19, 2023

This master service agreement (“MSA”) documents the terms, objectives, and the nature and limitations of the services CliftonLarsonAllen LLP (“CLA,” “we,” “us,” and “our”) will provide for Southwest Aeronautics, Mathematics, and Science Academy (“you,” or “your”). The terms of this MSA will apply to the initial and each subsequent statement of work (“SOW”), unless the MSA is changed in a communication that you and CLA both sign or is terminated as permitted herein.

1. **Scope of Professional Services**

CLA will provide services as described in one or more SOW that will reference this MSA. The SOW will describe the scope of professional services; the nature, limitations, and responsibilities related to the specific services CLA will provide; and the fees for such services.

If modifications or changes are required during CLA’s performance of requested services, or if you request that we perform any additional services, we will provide you with a separate SOW for your signature. Such SOW will advise you of the additional fee and time required for such services to facilitate a clear understanding of the services.

Our services cannot be relied upon to disclose all errors, fraud, or noncompliance with laws and regulations. Except as described in the scope of professional services section of this MSA or any applicable SOW, we have no responsibility to identify and communicate deficiencies in your internal controls as part of any services.

2. **Management responsibilities**

You acknowledge and understand that our role is to provide the services identified in an SOW and that management, and any other parties engaging CLA, have responsibilities that are fundamental to our undertaking to perform the identified services.

3. **Fees and terms**

See the applicable SOW for the fees for the services.

Work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagements will be deemed to have been completed even if we have not completed the services. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket

expenditures through the date of termination.

Payments may be made utilizing checks, Bill.com, your online banking platform, CLA's electronic payment platform, or any other client-initiated payment method approved by CLA. CLA's electronic online bill pay platform claconnect.com/billpay accepts credit card and Automated Clearing House (ACH) payments. Instructions for you to make direct bank to bank wire transfers or ACH payments will be provided upon request.

4. Other Fees

You agree to compensate us for reasonable time and expenses, including time and expenses of outside legal counsel, we may incur in responding to a subpoena, a formal third-party request for records or information, or participating in a deposition or any other legal, regulatory, or other proceeding relating to services we provide pursuant to a SOW.

5. Finance charges and collection expenses

You agree that if any statement is not paid within 30 days from its billing date, the unpaid balance shall accrue interest at the monthly rate of one and one-quarter percent (1.25%), which is an annual percentage rate of 15%. In the event that any collection action is required to collect unpaid balances due us, reasonable attorney fees and expenses shall be recoverable.

6. Dispute Resolution

Any disagreement, controversy, or claim ("Dispute") that may arise out of any aspect of our services or relationship with you shall be submitted to non-binding mediation by written notice ("Mediation Notice") to the other party. In mediation, we will work with you to resolve any differences voluntarily with the aid of an impartial mediator.

The mediation will be conducted as specified by the mediator and agreed upon by the parties (i.e., you and CLA). The parties agree to discuss their differences in good faith and to attempt, with the assistance of the mediator, to reach an amicable resolution of the Dispute.

Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties.

7. Limitation of remedies

These limitation of remedies provisions are not applicable for any audit or examination services provided to you.

Our role is strictly limited to the services described in an SOW, and we offer no assurance as to the results or ultimate outcomes of any services or of any decisions that you may make based on our communications with you. You agree that it is appropriate to limit the liability of CLA, its partners, principals, directors, officers, employees, and agents (each a "CLA party").

You further agree that you will not hold CLA or any other CLA party liable for any claim, cost, or damage, whether based on warranty, tort, contract, or other law, arising from or related to this MSA, the services provided under an SOW, the work product, or for any plans, actions, or results of an

SOW, except to the extent authorized by this MSA. In no event shall any CLA party be liable to you for any indirect, special, incidental, consequential, punitive, or exemplary damages, or for loss of profits or loss of goodwill, costs, or attorney fees.

The exclusive remedy available to you shall be the right to pursue claims for actual damages that are directly caused by acts or omissions that are breaches by a CLA party of our duties owed under this MSA and the specific SOW thereunder, but any recovery on any such claims shall not exceed the fees actually paid by you to CLA pursuant to the SOW that gives rise to the claim.

8. Time limitations

The nature of our services makes it difficult, with the passage of time, to gather and present evidence that fully and fairly establishes the facts underlying any dispute that may arise between you and any CLA party. The parties (you and CLA) agree that, notwithstanding any statute or law of limitations that might otherwise apply to a dispute, including one arising out of this MSA or the services performed under an SOW, for breach of contract or fiduciary duty, tort, fraud, misrepresentation or any other cause of action or remedy, any action or legal proceeding by you against any CLA party must be commenced as provided below, or you shall be forever barred from commencing a lawsuit or obtaining any legal or equitable relief or recovery. An action to recover on a dispute shall be commenced within these periods ("Limitation Period"), which vary based on the services provided, and may be modified as described in the following paragraph:

Service	Time after the date we deliver the services or work product*
Audit, review, examination, agreed-upon procedures, compilation, and preparation services other than those related to prospective financial information	24 months
All Other Services	12 months

* pursuant to the SOW on which the dispute is based

If the MSA is terminated or your ongoing relationship with CLA is terminated, then the applicable Limitation Period is the lesser of the above periods or 12 months after termination of MSA or your ongoing relationship with CLA. The applicable Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of the existence or possible existence of a dispute.

9. Confidentiality

Except as permitted by the "Consent" section of this MSA, CLA will not disclose any of your confidential, proprietary, or privileged information to any person or party, unless you authorize us to do so, it is published or released by you, it becomes publicly known or available other than through disclosure by us, or disclosure is required by law, regulation, or professional standard. This confidentiality provision does not prohibit us from disclosing your information to one or more of our affiliated companies in order to provide services that you have requested from us or from any such

affiliated company. Any such affiliated company shall be subject to the same restrictions on the use and disclosure of your information as apply to us. You also consent to our disclosure of information regarding the nature of services we provide to you to another independent network member of CLA Global, for the limited purpose of complying with professional obligations regarding independence and conflicts of interest.

The Internal Revenue Code contains a limited privilege for confidentiality of tax advice between you and our firm. In addition, the laws of some states likewise recognize a confidentiality privilege for some accountant-client communications. You understand that CLA makes no representation, warranty or promise, and offers no opinion with respect to the applicability of any confidentiality privilege to any information supplied or communications you have with us, and, to the extent that we follow instructions from you to withhold such information or communications in the face of a request from a third party (including a subpoena, summons or discovery demand in litigation), you agree to hold CLA harmless should the privilege be determined not to apply to particular information or communications.

The workpapers and files supporting the services we perform are the sole and exclusive property of CLA and constitute confidential and proprietary information. We do not provide access to our workpapers and files to you or anyone else in the normal course of business. Unless required by law or regulation to the contrary, we retain our workpapers and files in accordance with our record retention policy that typically provides for a retention period of seven years. After this period expires, our workpapers and files will be destroyed. Furthermore, physical deterioration or catastrophic events may shorten the time our records are available. The workpapers and files of our firm are not a substitute for your records.

Pursuant to authority given by law, regulation, or professional standards we may be requested to make certain workpapers and files available to a regulator for its regulatory oversight purposes. We will notify you of any such request, if permitted by law. Access to the requested workpapers and files will be provided to the regulator under the supervision of CLA personnel and at a location designated by our firm. Furthermore, upon request, we may provide copies of selected workpapers and files to such regulator. The regulator may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

10. Other provisions

You agree that CLA will not be assuming any fiduciary responsibility on your behalf during the course of this MSA, except as may be assumed in an SOW.

CLA may, at times, utilize external web applications to receive and process information from our clients; however, any sensitive data, including protected health information and personally identifiable information, must be redacted by you to the maximum extent possible prior to uploading the document or file. In the event that you are unable to remove or obscure all sensitive data, please contact us to discuss other potential options for transmitting the document or file.

CLA and certain owners of CLA are licensed by the California State Board of Accountancy. However, CLA has owners not licensed by the California State Board of Accountancy who may provide services

under this MSA. If you have any questions regarding licensure of the personnel performing services under this MSA, please do not hesitate to contact us.

During the course of the engagement, there may be communication via fax or email. You are responsible to ensure that communications received by you or your personnel are secured and not shared with unauthorized individuals.

11. Consent to use financial information

We regularly aggregate anonymized client data and perform a variety of analyses using that aggregated data. Some of these analyses are published to clients or released publicly. However, we are always careful to preserve the confidentiality of the separate information that we obtain from each client, as required by the AICPA Code of Professional Conduct and various laws. Your acceptance of this MSA will serve as your consent to our use of Southwest Aeronautics, Mathematics, and Science Academy anonymized data in performing and reporting on these cost comparison, performance indicator and/or benchmarking analyses.

Unless authorized by law or the client consents, we cannot use a client's tax return information for purposes other than the preparation and filing of the client's tax return. By signing and dating this MSA, you authorize CLA to use any and all information furnished to CLA for or in connection with the preparation of the tax returns under this MSA, for a period of up to six (6) years from the date of this MSA, in connection with CLA's preparation of the types of reports described in the foregoing paragraph.

12. Consent to send you publications and other materials

For your convenience, CLA produces a variety of publications, hard copy and electronic, to keep you informed about pertinent business and personal financial issues. This includes published articles, invitations to upcoming seminars, webinars and webcasts, newsletters, surveys, and press releases. To determine whether these materials may be of interest to you, CLA will need to use your tax return information. Such tax information includes your name and address as well as the business and financial information you provided to us.

By signing and dating this MSA, you authorize CLA to use the information that you provide to CLA during the preparation of your tax returns to determine whether to offer you relevant materials. Your consent is valid until further notice.

13. Subcontractors

CLA may, at times, use subcontractors to perform services under this MSA, and they may have access to your information and records. Any such subcontractors will be subject to the same restrictions on the use of such information and records as apply to CLA under this MSA.

14. Technology

CLA may, at times, use third-party software applications to perform services under this MSA. You acknowledge the software vendor may have access to your data.

15. Termination of MSA

This MSA shall continue for five years from June 19, 2023, unless terminated earlier by giving appropriate notice. Either party may terminate this MSA at any time by giving 30 days written notice to the other party.

Upon termination of the MSA, the provisions of this MSA shall continue to apply to all services rendered prior to termination.

16. Agreement

We appreciate the opportunity to be of service to you and believe this MSA and the OSA Contract accurately summarizes the significant terms of our relationship. This MSA, along with the OSA Contract, the applicable addendum(s) and SOW(s), constitute the entire agreement regarding services to be performed and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA. Where there are conflicts between the OSA Contract and either the SOW or MSA, the OSA Contract supersedes. If you have any questions, please let us know. If you agree with the terms of our relationship as described in this MSA, please sign, date, and return.

CliftonLarsonAllen LLP

Matt Bone

Principal

505-453-6000

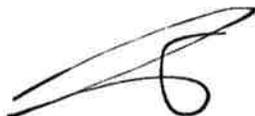
matthew.bone@claconnect.com

Response:

This MSA correctly sets forth the understanding of Southwest Aeronautics, Mathematics, and Science Academy.

CLA

CLA (CliftonLarsonAllen LLP)



Matt Bone, Principal

SIGNED 7/14/2023, 6:03:01 PM MDT

Client

Southwest Aeronautics, Mathematics, and
Science Academy

SIGN: _____

Larry Kennedy, Governance

DATE: _____

Southwest Aeronautics, Mathematics, and
Science Academy



Bridget Barrett, Principal/Head of School

SIGNED 7/17/2023, 9:46:55 AM MDT

Submission updated.

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Public School Capital Outlay Council Application for Lease Assistance

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Completion](#)

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LEASE ASSISTANCE INFORMATION

*All fields are required to be completed

School Name: Southwest Aeronautics, Mathematics and
Science Academy

Physical Address (as shown on lease)*: 6441 Ventana Rd. NW

City Albuquerque **State** New Mexico **Zip** 87114

Mailing Address*: 6441 Ventana Rd. NW Albuquerque, NM
87114

School Telephone Number*: 505-608-6441

Administrator*: Bridget Barrett

Administrator e-Mail*: bbarrett@samsacademy.com

Administrator Title*: Head Administrator

Business Manager*: Sean Fry

Business Manager email*: sfry@samsacademy.com

Person responsible for filling out and submitting application*: Sean Fry

e-mail of person completing form if not Administrator or Business Manager*: sfry@samsacademy.com

Telephone Number*: 505-215-1987

Type of Charter School (if applicable)*: State

What geographical District is the school located in?*
Albuquerque Public Schools

Date charter school authorization term ends*: Sun,
06/30/2024

Does the charter school (if applicable) have a current audit?

* Yes

Current Audit Opinion*: Unmodified

LEGAL REVIEW SECTION

*All fields are required to be completed

1. PROPERTY (PURSUANT TO SECTION 22-8B-4.2 NMSA 1978)

Property Owner Name:* Southwest Aeronautics,
Mathematics and Science Academy

Address:* 6441 Ventana Rd. NW Albuquerque, NM 87114

Telephone Number:* 505-608-6441

Property Owner Type of the Lease Arrangement* Lease
Purchase Agreement

- **Public Entity** - Owned by the charter school, the school district, the state, an institution of the state, another political subdivision of the state, the federal government, one of the agencies, or a tribal government.
- **Private Entity** - Anything other than a public entity or non-profit entity
- **Non Profit Entity** - Specifically organized for the purpose of providing the facility for the charter school
- **Lease Purchase Agreement** - In accordance with the Public School Lease Purchase Act, approved by PED

2. LEASE

Has the school entered into a NEW Lease Agreement in the past year?* Yes

Does the school have a Lease Purchase Agreement?* Yes

Does the School have a PED approval letter?* Yes

Provide date of PED Approval* Wed, 09/08/2021

Has an existing Lease Purchase Agreement been AMENDED in the past year?*** Yes

Please Explain Updated payment schedule based on final project cost (1/3/23) and adding additional work (1/28/23)

Does the school have a PED approval letter for the amendment?* Yes

Provide date of PED Approval* Sat, 01/28/2023

3. TERMS OF LEASE AGREEMENT

Beginning Date:* Fri, 01/20/2023

Ending Date:* Mon, 01/20/2053

Options to Renew:* NA

Was the Lease Agreement, Lease Purchase Agreement or Lease Amendment prepared by an attorney?* Yes

Attorney Name:* R. Daniel Castille, Cuddy & McCarthy, LLP

Address:* 1701 Old Pecos Trail Santa Fe, NM 87305

Telephone Number:* 505-988-4476

PLANNING REVIEW SECTION

*All fields are required to be completed

Does the school facility have an Authorizing Agency "E" Occupancy Certificate? Yes

Is this a new charter school; OR has the charter school relocated; OR, has the charter school entered into a new Lease Purchase Arrangement? No

Does the school plan to relocate in the next year? No

Pursuant to Section 22-24-9.3a NMSA 1978, does the school have a current Facility Master Plan? Yes

End date of current Facility Master Plan: 2024

FINANCE REVIEW SECTION

*All fields are required to be completed (Do not use commas when entering numbers)

1. LEASE PAYMENTS

Name of Payee: RMSAMS LLC

Annual Payment Amount: \$ 739270.52

Number of payments per year: 12

2. LEASE AGREEMENT SERVICES

Capital improvements, maintenance, and operations expenses are not eligible for lease assistance.

Capital improvements? No

Custodial expenses? No

Maintenance expenses? No

Property taxes? No

Utility expenses? No

3. ENROLLMENT

For multiple sites, do not combine student MEM count; include only site specific student count for each application.

Estimated PED 80/120 day student MEM count 280.50

Current approved enrollment capacity: 500

Grade Levels Served: 6-12

SUMMARY OF LEASE ASSISTANCE CALCULATIONS:

Data auto-filled from information provided above.

Annual lease payment: \$ 739,271

Total Lease Agreement services annual cost: \$ 0

1. ALLOWABLE LEASE ASSISTANCE BASED ON LEASE \$
739,271

Certified PED 80/120 day student MEM count: 281

2. ALLOWABLE LEASE ASSISTANCE BASED ON MEM \$
229,184

**Potential estimated lease assistance award is the lesser
of lines 1 or 2.**

ATTACHMENTS

ATTACHMENTS SECTION

Lease Agreement Documents

[SAMS 6441 Ventana Rd LPA FINAL with addendums and amendment-
PED Approved-SIGNED.pdf](#)

Additional Lease Agreement
Documents (if applicable)

Additional Lease Agreement
Documents (if applicable)

Lease Amendment-Owner Maintains Facility to Statewide Adequacy Standards

**If Lease Agreement or Lease Amendment contains
language indicating compliance with the requirement
that the owner maintains facility to statewide
standards (pursuant to Section 22-8B-4.2 NMSA 1978),
please specify the page number, section and
paragraph*:**

PED Approval for Lease Purchase Agreement (if applicable)

[SAMS PED LPA Approval Letter 9-08-21.pdf](#)

Certification A – Public Facility, Certification B – No Public Facility, or Certification C – Non-Profit / Foundation

(must include and must contain all required signatures and notaries)

Charter Authorization Term

[1SAMSC1 2019 2024.PDF](#)

Please specify the page identifying term dates*:

E Occupancy Certificate

[6441 Ventana Rd Perm CO.pdf](#)

District or Charter School's Conflict of Interest Policy

[SAMS Conflict of Interest Policy.pdf](#)

PSCOC Annual Conflict of Interest Questionnaire

This document must be completed, sign and submitted ANNUALLY.

PSCOC Application Signature Page

This document must be completed, signed and submitted
ANNUALLY.

Status Created/Editing

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acatanzaro@sams... | [Log out](#)



PUBLIC SCHOOL CAPITAL OUTLAY COUNCIL

Lease Assistance Application Annual Conflict Of Interest Questionnaire

Charter School Name: Southwest Aeronautics, Mathematics and Science Academy

School District: Southwest Aeronautics, Mathematics and Science Academy

The following definitions apply to this Questionnaire:

“Interested party” An employee of a school district or charter school who has authority to procure or make decisions regarding procurement, purchasing or contracting on behalf of the district or charter school or an employee who is in a position to influence such decisions; or a member of a district school board or charter school governing body (collectively referred to as “governing body), who has a direct or indirect financial interest, as defined below.

“Financial interest” A person has a financial interest if the person has, directly or indirectly, through business, investment, or family relationship:

- a. An ownership or investment interest in any entity with which the school district or charter school has a transaction or arrangement (e.g. a property lease);
- b. A compensation arrangement with the school district or charter school or with any entity or individual with which the school district or charter school has a transaction or arrangement; or
- c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the school district or charter school is negotiating a transaction or arrangement.

“Family Member” means a spouse, father, father-in-law, mother, mother-in-law, son, son-in-law, daughter, daughter-in-law, brother, brother-in-law, sister or sister-in-law of a member of the governing body or the head administrator. *NMSA 1978 §22-8B-10 (2009)*.

Please include as an attachment to this Questionnaire a current list of governing council members, a current list of school board and/or charter school foundation members, and if applicable, a copy of governing board minutes approving exception to anti-nepotism laws.

1: Briefly describe the property selection process and actions taken to ensure that the leased premises were in the best interest of the district/school.

School contracted with a realtor who specializes in Charer School properties and reviewed a number of properties. This location was selected due to its' proximity to the Double Eagle Airport.

2: Briefly describe how the lease premises support the current or future space needs of the district/school.

School was built from the ground up using input from Governance Council, Staff, and Families. Current FMP and Charter was referenced to ensure space was adequate for all amenities and planed membership growth.

3: Briefly describe how the determination was made that the negotiated lease was at or below fair market value.

School used legal council and realtor to evaluate comparable property prices.

- 4: **In selecting the leased facility was the site selected competitively from other potential school sites?**

Yes.

Describe the selection process, the number of sites considered, the number of offers made, and the reason the selected leased site was chosen:

School considered only available pieces of land in target area. Three final sites were evaluated, but this location was within utilities and other city infrastructure.

How was it determined that the selected site and lease was a good value?

Comps from realtor.

- 5: **Can any of the parties to the lease be considered an “interested party” or an immediate family member of an “interested party” as defined in definitions above?**

If no, then skip Question 6 and proceed to Question 7.

No.

- 6-A: **If you answered “Yes” to Question No. 5 provide the following information:
Which party to the lease has a financial interest?**

[Click here to enter text]

- 6-B: **Describe the financial interest of the party identified in 6-A?**

[Click here to enter text]

- 6-C: **Was the financial interest disclosed to the governing body prior to execution of the lease?**

[Select One]

If yes, attach a copy of the governing body minutes of the meeting at which the financial interest was disclosed and/or any other documentation evidencing disclosure.

If no, explain why the financial interest was not disclosed prior to execution of the lease or whether some other consideration of the financial interest was made by the governing body or district/school employee executing the lease:

[Click here to enter text]

- 6-D: **If the financial interest was not properly disclosed, describe possible remedies and justification of how the benefits of continuing the current lease outweigh the conflict.**

[Click here to enter text]

Describe any hardship that would result if the PSCOC denied lease assistance.

[Click here to enter text]

- 7: **Does your district/charter school have a written Conflict of Interest policy and written disclosure of conflicts requirement?**

If yes, attach a copy of your policy.

Yes.

- 8: **If you do not have a written policy addressing conflict of interest, does your governing body or district/charter school have an internal rule or procedure that addresses entering into contracts with interested persons?**

If yes, attach a copy of the written rule or procedure.

[Select One]

CERTIFICATION

The undersigned hereby certify that to the best of their knowledge the answers to this questionnaire are true and accurate. If any of the answers to this Questionnaire change, the authorized representative of the district/charter school will notify the PSCOC through PSFA within thirty (30) days of the following:

Check one:

- The lease and price negotiated for the property was in the best interest of the district/charter school and there were no violations of any conflict of interest laws.
- A financial interest was not properly disclosed and the district/charter school requests an exception due to the undue hardship that will result to the district/charter school by avoiding the prohibited conflict when weighed against the public interest served.
- Due to extenuating circumstances the district/charter school requests additional time to respond.

School Board President or Governing Council President:

Signature: _____ Date: _____
Print Name: Larry Kennedy
Print Title: Governing Council President

State Chartered Charter School Administrator:

Signature: _____ Date: _____
Print Name: Bridget Barrett
Print Title: Head Administrator

Locally Chartered School District Superintendent or Designee:

Signature: _____ Date: _____
Print Name: _____
Print Title: _____
School District: _____

Signatures certify that to the best of their knowledge the information contained herein is complete and accurate.

Signatures and printed names of ALL Board Members or Governing Council members:

Signature: _____ Date: _____

Print Name: Farrah Nickerson

Signature: _____ Date: _____

Print Name: Roland Dewing

Signature: _____ Date: _____

Print Name: Alex Carothers

Signature: _____ Date: _____

Print Name: Mike Romo

Signature: _____ Date: _____

Print Name: Mike Deveraux

Signature: _____ Date: _____

Print Name: Laura Kohr

Signature: _____ Date: _____

Print Name: Jody Meyer

Signature: _____ Date: _____

Print Name: _____

Signature: _____ Date: _____

Print Name: _____

Signature: _____ Date: _____

Print Name: _____

(Please Duplicate This Page for Additional Council Members)



PUBLIC SCHOOL CAPITAL OUTLAY COUNCIL
Application for Lease Assistance

The following individuals certify to the best of their knowledge, the information contained in this lease assistance application is complete and accurate.

Name of Charter School: Southwest Aeronautics, Mathematics and Science Academy

School Board President or Governing Council President:

Signature: _____ Date: _____
Print Name: Larry Kennedy
Print Title: Governing Council President

Charter School Administrator:

Signature: _____ Date: _____
Print Name: Bridget Barrett
Print Title: Head Administrator

CERTIFICATION A – Public Facility

For use by charter schools that are housed in a facility that is owned by the charter school, the school district, the state, an institution of the state, another political subdivision of the state, the federal government, one of its agencies, or a tribal government; or subject to a lease-purchase arrangement that has been entered into with approval of the New Mexico Public Education Department.

The undersigned hereby certify under penalty of perjury that the owner of the facility in which (Name of Charter School) Southwest Aeronautics, Mathematics and Science Academy is housed is in a **public facility** owned by: (Name of Facility Owner) Southwest Aeronautics, Mathematics and Science Academy and providing the facility for (Name of Charter School) Southwest Aeronautics, Mathematics and Science Academy.

Charter School Governing Board President

By: _____ Date: _____
Name, Title: _____

STATE OF NEW MEXICO)
) ss.
COUNTY OF _____)

On this _____ day of _____, 20 _____, before me, the undersigned officer, personally appeared _____, known to me to be the person whose name is subscribed to the within instrument, and acknowledged executing the same for the purpose therein contained.



(Notary Seal)

Notary Public

My Commission Expires: _____

Charter School Principal / Administrator

By: _____ Date: _____
Name, Title: _____

STATE OF NEW MEXICO)
) ss.
COUNTY OF _____)

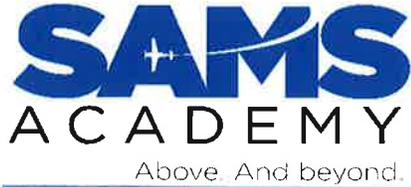
On this _____ day of _____, 20 _____, before me, the undersigned officer, personally appeared _____, known to me to be the person whose name is subscribed to the within instrument, and acknowledged executing the same for the purpose therein contained.



(Notary Seal)

Notary Public

My Commission Expires: _____



6441 Ventana Rd. NW
Albuquerque, NM 87114
MAIN (505) 608-6441
FAX (505) 212-6180

7/28/2023

CLA (CliftonLarsonAllen LLP)
6501 Americas Parkway NE, Suite 500
Albuquerque, NM 87110

This letter is provided in connection with your audit of the financial statements of **Southwest Aeronautics, Mathematics & Science Academy**. As required by NMSA 12-6-10, we certify that a physical inventory of all movable property and equipment costing more than \$5,000, as reported on our capital asset listing was performed as of June 30, 2023. The inventory was conducted by Amanda Catanzaro on July 30, 2023. We also certify the asset listing provided to you in connection with your audit accurately reflects the assets included in the physical inventory performed.

Amanda Catanzaro

Director of Operations



New Mexico Public Education Commission (PEC)

Governing Body Member Change Notification Instructions

Purpose: To notify the Public Education Commission (PEC) of a change in a member of the school's Governing Body.

Submission Deadline: Changes to the Governing Body membership do not require prior approval of the PEC; however, notice must be received within 30 calendar days of the change.

Notifications completed 14 days prior to the next PEC meeting will be placed on the next agenda. Notifications of this type are typically placed on the consent agenda; however, any notification may be removed from the consent agenda and moved to the regular agenda for full discussion and possible action by the PEC.

Meeting minutes of the governing board of the school and the PEC will serve as an amendment to, or compliance with, the charter contract regarding this membership change. The documentation will be added to the board of finance documentation on file with CSD.

The school must provide:

- Fully completed form
- Approved board minutes or certification of the board's vote accepting the new member
- Resignation Letter or board meeting minutes removing the previous member
- Statement of Governing Body Member to Consult with PED
- Affidavit of Governing Body Member
- Assurances of Governing Body Member

Contact charter.schools@state.nm.us with questions about completing or submitting documents.

Governing Body Member Change Notification Form

Submit this form and all supporting documents to charter.schools@ped.nm.gov

The Charter Contract was entered into by and between the New Mexico Public Education Commission (PEC) and Click or tap here to enter text., **hereafter "the school," effective on** Click or tap to enter a date..

Current Governing Body Members and Positions: Click or tap here to enter text.

New Governing Body Member(s) and Position(s): Click or tap here to enter text.

Contact information for New Governing Body Member(s) (phone, email): Click or tap here to enter text.

Number of personnel changes (Head Administrator/Business Manager/Procurement Officer, Governing Board Member), including this change, submitted to PEC in the last 12 months: Click or tap here to enter text.

Effective Date: Click or tap to enter a date.

The school's notification is hereby submitted by:

Signature of School Representative: _____ **Date:** _____

Signature of Governing Board Chair: _____ **Date:** _____

For PEC/CSD use only

PEC Meeting Date:

Agenda: Consent (typical) Regular (unusual circumstance)

The school's notification was: Accepted Rejected (provide reason)

Electronic signature of CSD Director: _____ **Date:** _____



MFMA Certified Hardwood Flooring Contractors

207 Calle Industrial
Bernalillo, NM 87004

Toll Free 877-395-1978 Fax 505-243-2975

NM License 61317

www.sport-surfaces.com

July 25, 2023

Amanda Catanzaro
SAMS Charter School
6441 Ventana Road NW
Albuquerque, NM 87114

Re: SAMS Charter School
Gymnasium Flooring

Amanda:

We propose to furnish the material, labor, equipment, and supervision for the complete work to demo and install 8mm Mondo gym floor system (approximately 6,060 square feet) in the SAMS Charter School gymnasium. Included in the work is:

1. Core two 6" dia. Holes install two volleyball sleeves and provide 1 set of volleyball standards.
2. Furnish and install 8mm Mondo Advance NG in any standard color.
3. Painted game-lines for 1 basketball and 1 volleyball court.
4. Furnish and install new cove base and transitions.
5. Clean-up and incidentals for complete work.

The cost for the work through

CES Contract #2021-15-AB01-ALL is:	\$92,800.00
NMGRT @ 7.6250%	<u>\$ 7,076.00</u>
	\$99,876.00

ITEMS EXCLUDED: Demo, concrete levelling or repairs, moisture remediation, HVAC, light, and power

Yours truly,

ROBERT COHEN CO., LLC

By: 
Roger Lucero, Project Manager



**State of New Mexico
Public School Facilities Authority**

Martica Casias, Director

1312 Basehart Road, SE, Suite 200, Albuquerque, NM 87106
(505) 843-6272 (Phone); (505) 843-9681 (Fax)
Website: www.nmpsfa.org

***BROADBAND DEFICIENCIES CORRECTION PROGRAM (BDCP) PROJECT
CLOSEOUT CERTIFICATION***

DATE: 7-17-2023

BDCP Project Number: BE23-008

District/Facility Name: Southwest Aeronautics, mathematics and Science (SAMS)

Date of Completion: 7-10-2023

Project Total:\$36,174.54

State Share: \$3,328.06

District Share: \$11,141.76

E-rate Share: \$ 21,704.72

100% District Share: \$

Signatories certify:

To the best of their knowledge and belief that, the information contained in the *BDCP Required Documents*, attached hereto, is complete and accurate. The District certifies that all funding sources, including but not limited to, Federal, State and Local matching funds for eligible E-rate expenses is accounted for;

That all expenditures, for the school locations listed within *The Memorandum of Understanding*, comply with the scope and cost of the project to support the FCC recommended speed; and

That any unexpended award balances shall revert to the Public-School Capital Outlay Fund (PSCOF) for reallocation by the Public School Capital Outlay Council.

School Board President

Date

School District Superintendent

Date

Print Name

Print Name

PSFA BDCP Project Manager

Date

PSFA Director

Date

Print Name

Print Name

Operational Revenue vs. Expenditures



SAMS Academy received 100.36% of budgeted Operational revenue & expended 81.02% of budget during FY2023.

Bank Reconciliation:

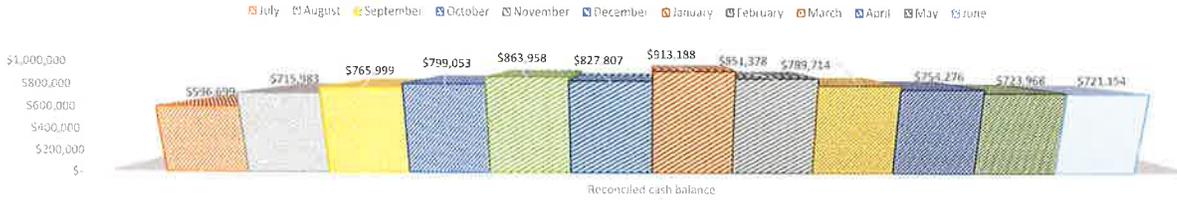
> June 2023

- o Reconciled cash balance at month end was \$811,414.07
- o Outstanding items total \$76,220.69
- o Expenditures exceeded Revenues by \$14,708.72

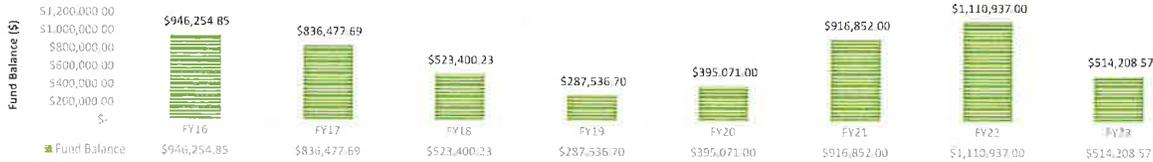
BARS for Approval:



FY23 OPERATIONAL CASH BALANCE



HISTORICAL FUND BALANCE





Southwest Aeronautics, Mathematics, and Science Academy

Bank Account Reconciliations

June 2023

Above. And beyond.

	Bank Reconciliation +	Outstanding	Expected GL -	Actual GL 1	Difference
Beginning Balance	\$853,547.41 +	(\$47,079.28) =	\$806,468.13 -	\$806,468.13 =	\$0.00
Deposits/Debits	\$362,510.07 +	\$0.00 =	\$362,510.07 -	\$449,789.79 =	(\$87,279.72)
Withdrawals/Credits	(\$339,828.09) +	(\$29,141.41) =	(\$368,969.50) -	(\$456,249.22) =	\$87,279.72
Sub Total	\$876,229.39	(\$76,220.69)	\$800,008.70	\$800,008.70	\$0.00

Outstanding Checks				
Date	Item Number	Description	Withdrawal	
5/18/2023	6172	Amanda Catanzaro		\$586.28
6/22/2023	6210	First Financial Group of America		\$653.40
6/26/2023	6216	TreeRing		\$368.14
6/26/2023	6211	ACES Association of Charter Schools Education Services		\$4,506.96
6/26/2023	6212	LDD Consulting, Inc.		\$4,015.24
6/26/2023	6213	RescueStat, LLC		\$221.67
6/26/2023	6214	Scholastic		\$3,700.84
6/26/2023	6215	World Fuel Services, Inc.		\$954.13
6/30/2023	6226	Cuddy & McCarthy, LLP		\$69.78
6/30/2023	6227	World Fuel Services, Inc.		\$210.09
6/30/2023	6217	ACES Association of Charter Schools Education Services		\$16,018.29
6/30/2023	6218	Moving Solutions, Inc		\$1,169.09
6/30/2023	6219	World Fuel Services, Inc.		\$281.19
6/30/2023	6220	ACES Association of Charter Schools Education Services		\$1,293.00
6/30/2023	6221	Herrera Coaches, Inc.		\$33,028.50
6/30/2023	6222	Quadient Finance USA, Inc.		\$100.00
6/30/2023	6223	Cooperative Educational Services		\$791.52
6/30/2023	6224	Maloy Mobile Storage Inc.		\$7,625.00
6/30/2023	6225	World Fuel Services, Inc.		\$627.57
				\$76,220.69

	Bank Reconciliation +	Outstanding	Expected GL -	Actual GL 1	Difference
Beginning Balance	\$11,402.09 +	\$0.00 =	\$11,402.09 -	\$11,402.09 =	\$0.00
Deposits/Debits	\$3.28 +	\$0.00 =	\$3.28 -	\$3.28 =	\$0.00
Withdrawals/Credits	\$0.00 +	\$0.00 =	\$0.00 -	\$0.00 =	\$0.00
Sub Total	\$11,405.37	\$0.00	\$11,405.37	\$11,405.37	\$0.00