



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 7-28-23

By a vote of 6 yes 0 no 2 absent 0 abstained

Larry Kennedy President

Roland Dewing 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.

