



GOVERNING COUNCIL

Regular Meeting of the SAMS Academy Governing Council on Friday, November 17, 2023

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

BOARD MEMBERS PRESENT

Jody Meyer, Farrah Nickerson, Mike Romo, Roland Dewing, Laura Kohr, Mike Deveraux, Alex Carothers, and Larry Kennedy

BOARD MEMBERS ABSENT

none

ALSO IN ATTENDANCE

Bridget Barrett, Amanda Catanzaro, Sean Fry, Kelly Callahan and Lauren Chavez

PUBLIC

Ed Smith (Emeritus Member)

These minutes were approved on 12/1/23

By a vote of 7 yes 0 no 1 absent 0 abstained

 _____ President

 _____ Secretary

I. Call to Order

Larry Kennedy called to order the Regular Meeting of the Governing Council for the Albuquerque Aviation Academy for November 17, 2023 at 2:01 PM on Zoom.us and in person.

A. Roll Call

Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Jody Meyer, Farrah Nickerson, Mike Romo, Roland Dewing, Laura Kohr, Mike Deveraux, and Larry Kennedy.

B. Adoption of the Agenda*

Larry Kennedy asked for a motion to approve the agenda moving Finance Reports to Item III after Public Comment. Farrah Nickerson made a motion to approve the agenda with changes. Laura Kohr seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody Meyer, Farrah Nickerson, Mike Romo, Roland Dewing, Laura Kohr, Mike Deveraux, and Larry Kennedy; all voted yes. The motion carried unanimously.

C. Review/Approval of Minutes from October 20, 2023 Regular Meeting*

Larry Kennedy asked for a motion to approve the minutes from the October 20, 2023 Regular Meeting. Farrah Nickerson made a motion to approve the minutes. Laura Kohr seconded the motion. Larry Kennedy called for a roll call vote. Amanda Catanzaro called Jody Meyer, Farrah Nickerson, Mike Romo, Roland Dewing, Laura Kohr, Mike Deveraux, and Larry Kennedy; all voted yes. The motion carried unanimously.

II. Public Comment

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

III. Finance Report

A. Business Office Operations Update

Sean Fry presented that the finance committee met prior to this meeting and reviewed all the detailed reports. A few of the sub-functions are negative but overall each function is in the positive. School is waiting on a few BAR's to be approved for the negative functions. RfR's are still waiting to be paid by the state. Currently, including lease reimbursement the school is waiting on approximately \$400,000 in reimbursements. As of now, the school should be able to carry over approximately \$700,000 if end of year was now.

B. Voucher Approvals *

Sean Fry presented the out of normal transactions that happened in the month of October. Larry Kennedy asked for a motion to approve October 2023 Vouchers. Farrah Nickerson made the motion. Mike Romo seconded the motion. Larry Kennedy called for a roll call vote to approve the minutes. Amanda Catanzaro called Jody Meyer, Farrah Nickerson, Mike Romo, Roland Dewing, Laura Kohr, Mike Deveraux, and Larry Kennedy; all voted yes. The motion carried unanimously.

C. Bank Reconciliation *

Larry Kennedy asked for a motion to approve October 2023 Bank Reconciliation. Farrah Nickerson made the motion. Mike Romo seconded the motion. Larry Kennedy called for a roll call vote to approve. Amanda Catanzaro called Jody Meyer, Farrah Nickerson, Mike Romo, Roland Dewing, Laura Kohr, Mike Deveraux, and Larry Kennedy; all voted yes. The motion carried unanimously.

IV. Ongoing Business Matters

A. Aviation Program Update

Dr. Lauren Chavez presented they have flown approximately 54.1 hours since last report. Five more students are scheduled for check-rides in December and January. Plane has had three hard landings recently and is currently down. Due to this, the following changes are happening in the program. First, we will be installing a Go-Pro camera for training purposes. Secondly, administration has decided to proceed with the RFP process to purchase a second Cessna instead of moving forward with the Pipistrel as known weakness in Pipistrel is landing gear. Third, the Chief CFI will be the person teaching and practicing certain landings and Assistant CFI will focus on other aspects of flight training.

Alex Carothers enters the meeting at 2:14 PM via phone.

Dr. Chavez reviewed the current expenses. Larry Kennedy asked about the tires and replacement. Mike Deveraux asked details about the tail strike incident and repair. Discussion regarding the tie down and having to use it at other airports. Larry Kennedy asked if there was any response from Dynon, which there has been none. Larry asked if a phone call from him would be helpful. Dr. Chavez stated probably not at this point but Dr. Chavez is going to reach out to the supervisor of the person she has been speaking to and see where she can get with the next level.

Farrah Nickerson asked about creating a policy that will split the cost of damages with the student so that the school is not out all of the money. Dr. Chavez said that is really on the CFI to be the right instructor and would not be reasonable given the training environment. Mike Romo said this is a sign of growth, and sometimes there are growing pains.

Larry Kennedy led discussion about the lease agreement on the Pipistrel. The contract was never signed or executed and the owner understands our position and is fine with the school no longer proceeding with that lease.

B. Facility Update

Amanda Catanzaro presented the facilities update for November 2023, reviewing the completed projects since last month's meeting and projects that still need attention. Completed programs include score board, sink in middle school bathroom, courtyard handle fixed, and locks installed on science room storage doors.

Projects that are still in progress include minor wall repairs around campus, school signage and middle school teacher lounge toilet seat.

Upcoming projects include Phase II of cameras that include vape sensors and bus cameras, and gathering quotes for track.

C. Planning and Preparation for Charter Renewal

Charter School Division (CSD) has sent revised Part A, shared with board.

Preliminary Renewal Analysis and Recommendations was shared with board.

Hearing is scheduled for 12/14/2023 at 10:00 in Santa Fe. Larry and Roland will be attending representing the Governing Council. Alex will be attending to speak on behalf of a parent of a graduate of the program. GC requests that calendar invite be shared with those that are attending. Administration and GC team will be working with Kelly Callahan on 12/6/2023 to practice for the hearing.

V. Administrative Update

A. Student Achievement Update

Bridget Barrett presented Academics by Enrollment information to show where students are currently standing.

Current enrollment is 304. We are working with teachers to inform families about students who are not passing their classes. We would rather over communicate than under. The completion goal as of today is 82%.

We have both middle and high school basketball teams this year. Turkey BINGO is a new event for the school and is scheduled for 11/30/2023 at 6:00 PM.

Equity Council is up and running and we are using Student Council to be the voices of students and gather their input.

B. New Logo

Bridget Barrett presented the board with the new logo that was designed for our school.

VI. New Business Matters

A. Revised School Safety Plan *

Amanda Catanzaro presented the updated School Safety Plan that meets the updated requirements of the state. Due to the state by 12/31/2023. Mike Romo mentioned that the Risk Management Person for ABQ is now Tom Walmsley. Larry Kennedy asked for a motion to approve the Revised School Safety Plan. Farrah Nickerson made a motion to approve. Laura Kohr seconded the motion. Larry Kennedy called for a roll call vote. Amanda Catanzaro called Jody Meyer, Farrah Nickerson, Mike Romo, Roland Dewing, Laura Kohr, Mike Deveraux, Alex Carothers and Larry Kennedy; all voted yes. The motion carried unanimously.

B. Training Discussion

Kelly Callahan led a discussion about how trainings are handled. Trainings take place during the Governing Council meetings so it is important for every member to attend the meetings so they are not missing the ongoing training hours. If you are missing multiple meetings and need to make up the training hours, please in touch with Kelly. Currently, after about three absences it becomes an issue that you will not have enough training hours.

School will order "Governing for Greatness: Ten Fundamentals Every Charter School Board Member Needs to Know" by Brian Carpenter.

C. Conflict Resolution Discussion

Larry Kennedy led a discussion regarding how the board should handle communication from families. There is a process in place and if a Governing Council member feels the need to reply, they should direct those concerns to that process. It is available on the website.

Kelly Callahan led a discussion/training regarding the fact that you have no authority as an individual and only the board as a whole can make decisions during published meetings. In the case of grievance, the board acts as the appellate in the process, so it is important that they are not involved prior.

VII. Governing Council Development

A. Discussion with Kelly Callahan

Kelly Callahan discussed how this training model is growing throughout other charter schools. Discussion around what this training will look like in the future and next steps around the Board Development Plan.

B. Strategic Planning Discussion

Ed Smith has some questions regarding the pilot program and curriculum being used. Discussion about supports available through Kirkland AFB.

Discussion around how the goal is to incorporate aviation throughout the curriculum.

Currently there are four licensed pilots and five additional students will be doing their check rides in the next two months.

Discussion about current ATC, mechanic, hot air ballooning and glider (coming soon) options available to students.

Larry Kennedy would like the board to think about where we would like to see the school go now?

Kelly Callahan suggested creating a survey for the governing council to select the top three priorities for the board to focus on. Alex Carothers asked if we should get input from the staff, families and/or students. Discussion around the various surveys that are going out to students and families in the upcoming month that include the Student Wellbeing and Competency Survey (PED) and the Cognia surveys that will be going out as part of the renewal for Cognia.

Kelly suggested starting with the board priorities and then survey the families, staff and students.

VIII. Announcements

- A. Next regular Governing Council meeting is scheduled for December 15, 2023. If this date does not work for you, reach out to Larry.

IX. Adjournment*

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

The Regular Meeting of the Governing Council for the Albuquerque Aviation Academy adjourned on November 17, 2023 at 3:20 PM.