



**GOVERNING COUNCIL**

Regular Meeting of the Albuquerque Aviation Academy Governing Council on  
Friday, March 15, 2024

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

**BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

none

**ALSO IN ATTENDANCE**

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

**PUBLIC**

Tammy Armas and Jayden Arms

These minutes were approved on 4/19/2024

By a vote of 5 yes 0 no 3 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 for March 15, 2024 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, Alex Carothers, Roland Dewing, Laura Kohr, Mike Deveraux, and Larry Kennedy.

B. **Adoption of the Agenda\***

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

C. **Review/Approval of Minutes from February 16, 2024 Regular Meeting\***

Larry Kennedy asked for a motion to approve the minutes from the February 16, 2024 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, Alex Carothers, Roland Dewing, Laura Kohr, Mike Deveraux and Larry Kennedy; all voted yes. The motion carried unanimously.

II. **Closed Session\***

A. **Limited personnel matters, head administrator complaint, 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 complaint, pursuant to NMSA 1978, Section 10-15-1(H)(2). Farrah Nickerson seconded the motion. Larry Kennedy called for a roll call vote. Amanda Catanzaro called Jody Meyer, Farrah Nickerson, Alex Carothers, Roland Dewing, Laura Kohr, Mike Deveraux and Larry Kennedy; all voted yes. The motion carried unanimously.

Larry Kennedy said that the board would start with closed discussions and then invite the parties into the meeting.

Closed session begins. Mike Romo arrives at 2:12 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. Mike Romo seconded the motion. Larry Kennedy called for a roll call vote. Amanda Catanzaro called Jody Meyer, Farrah Nickerson, Alex Carothers, Roland Dewing, Laura Kohr, Mike Deveraux and Larry Kennedy; all voted yes. The motion carried unanimously.

Open session resumed at 3:35 p.m.

Farrah Nickerson made a motion that after consideration the Governing Council of Albuquerque Aviation Academy feels the grievance has been addressed. Alex Carothers seconded the motion. Larry Kennedy called for a roll call vote. Amanda Catanzaro called Jody Meyer, Farrah Nickerson, Alex Carothers, Roland Dewing, Laura Kohr, Mike Romo, Mike Deveraux and Larry Kennedy; all voted yes. 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**

**A. Aviation Program Update**

Dr. Lauren Chavez presented they have flown approximately 50 hours since last board report. A couple of the seniors who had begun flight training had medical and other issues come up so Doc is suggesting that students get their medical exams completed earlier as to not delay training. There are currently one check ride scheduled for the end of March, two in April and one in May. If program stays on track, nine seniors will graduate with private pilot license and an additional two to four current juniors will complete over the Summer.

The annual 100 hour check was just completed on the plane. Since then, the Wig-Wag light has broken and that is less than a year old. Working to see if it is still under warranty. Doc has learned has to do an oil change on the plane with the goal to do it ourselves (teacher and students) and save approximately \$450 each time. We are legally allowed to complete oil changes as the plan owner. Mike Deveraux and Doc had discussion regarding specifics of plane and oil change requirements. Doc will

send information to Mike Deveraux and he will see what he might have on hand or what he can get at cheaper pricing.

Doc is talking with two A&P's about volunteering for an A&P program at Albuquerque Aviation Academy. Students would be able to complete general and either airframe or power plant certificate requirements. Potentially a Summer program.

Four more students have earned their Drone Scholarships, each worth approximately \$500.

Matt Guthery has donated a brand-new RC hot air balloon that he made for our school that was debuted at Open House. Doc is working on getting a banner with our school information for the balloon.

Internships are going well with one student currently working on A&P internship, one just completed the ATC internship, two starting Eclipse internships in the next few weeks.

Drone Soccer is in the works to be able to provide opportunities for middle-school students to participate in aviation. Working with the Daniel's Fund, writing a grant to provide funding for this. \$20,000 – deadline is Monday.

Drone job opportunities continue to grow as two companies have reached out to Albuquerque Aviation Academy looking to hire student drone pilots.

We have some donated airport signs and taxiway lights that are working. Aviation is working on getting them cleaned up and put them around school, possibly outside as additional décor.

Doc reviewed the expenses with the board.

## **B. Facility Update**

Amanda Catanzaro presented the March 2024 Facilities report. EB Has completed repairs on the holes in the wall and door adjustments.

Still working on some other warranty issues that include the options for downspout draining issues, minor plumbing issues and two roof leaks that need attention.

School signage is on order and should be coming soon. Phase II of the cameras has been installed and most is up and running. Still working on the cameras for the buses but everything else is working.

Next big project is getting quotes for the track on the west side of campus. Looking for gravel simple track, similar to previous school location, and then seeking

legislative funding for artificial turf for inside track to be used as soccer field and other recreation field.

In November, 2023, the state sent a team out to conduct Waste Water Drug Monitoring of our school and results were shared with the board.

### **C. Charter Contract Negotiations**

Larry Kennedy shared that Bridget Barrett, Amanda Catanzaro and himself went to Santa Fe on Tuesday and negotiated the terms of the contract. It went very well and contract to sign should be sent to school soon.

Governing Council will need to schedule a special meeting to sign because it is due prior to the next regularly scheduled meeting.

## **VI. Administrative Update**

### **A. Student Achievement Update**

Bridget Barrett shared Academics by Enrollment data. She will be providing a list of specific students to teachers so that they can provide targeted interventions. We are also working on additional math support for students through our new Educational Assistant.

The 2<sup>nd</sup> Open House was a great success and very well attended. Graduation is set for May 10<sup>th</sup> at Sid Cutter and we welcome the Governing Council to attend. The staff and students completed a Title IX Training and the staff had a training on Bullying Prevention.

The lottery has taken place and to date over 88 students have accepted spots for next year. The Equity Council is meeting regularly.

KRQE news visited our campus and did a weather presentation to our 6<sup>th</sup> grade classes this week.

### **B. Panorama Student Survey Results**

Bridget Barrett shared the results of the state mandated Panorama survey with the Governing Council.

## **VII. New Business Matters**

### **A. 2024 Open Meeting Resolution\***

Larry Kennedy presented the 2024 Open Meeting Resolution for the next year that outlines when and how meetings will be done over the next year.

Larry Kennedy asked for a motion to approve the 2024 Open Meeting Resolution. 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, Alex Carothers, Roland Dewing, Laura Kohr, Mike Romo, Mike Deveraux and Larry Kennedy; all voted yes. The motion carried unanimously.

**B. Election of Officers: President, Vice President, and Secretary\***

Larry Kennedy asked if there was any discussion or nominations for officers. Discussion took place about keeping current officers in place.

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

Farrah Nickerson leaves the meeting at 4:19 p.m.

**C. 2024-2025 NMPSIA Part-Time Employee Resolution\***

Sean Fry presents the 2024-2025 NMPSIA Part-Time Employee Resolution to the Governing Council. This is an annual election of this resolution.

Larry Kennedy asked for a motion to approve the 2024-2025 NMPSIA Part-Time Employee Resolution. Alex Carothers made a motion. Roland Dewing seconded the motion. Larry Kennedy called for a roll call vote. Amanda Catanzaro called Jody Meyer, Alex Carothers, Roland Dewing, Laura Kohr, Mike Romo, Mike Deveraux and Larry Kennedy; all voted yes. The motion carried unanimously.

**D. Charter Contract\***

Larry Kennedy shared that we do not have the contract yet but as soon as it is sent, we will schedule a special meeting for approval.

**E. CSP Grant**

Amanda Catanzaro shared the details of a 1.5 million dollar grant that we are working on that concentrates on growth of charter schools. Competitive grant with only two awards available this school year.

**F. Kitchen Grant**

Amanda Catanzaro shared the details of the Kitchen Infrastructure Improvement Grant that totals \$5 million (for all awarded schools).

**G. Capital Outlay Update**

Larry Kennedy shared that SB 275 has been signed and part of that bill awarded Albuquerque Aviation Academy \$295,000 to plan, design, construct, purchase, install and equip buildings and grounds, including fencing, wiring, safety systems, information technology and athletic fields.

**VIII. Governing Council Development**

**A. Discussion with Kelly Callahan**

Kelly Callahan shared that GC has completed all of their required training at this meeting. The focus will then shift to a Comprehensive Governing Council Training Plan.

**B. Strategic Planning Discussion**

Kelly Callahan shared that with SB 137 being signed, there is new hour requirement for Governing Council training hours. New Board members will still need 10 hours, but returning Board members will only need 5 hours each year, beginning in July 2024. Kelly shared that the integrated model will be the way to go since you still have to cover the same amount of topics, but have less time requirements.

All Governing Council meetings starting on July 1, 2024 will have to be recorded and access via the schools website for minimum of three years.

**IX. Finance Report**

**A. Business Office Operations Update**

Sean Fry presented that the Finance Committee met prior to the Governing Council meeting and reviewed all the financial documents. The cash balance continues to increase and the school is in full compliance. The school did receive an increase based on additional student count from 40 day. Budget for next year is due June 3<sup>rd</sup>. Spring Budget Workshop is next week and Sean and Bridget will be attending.

**B. Voucher Approvals\***

Sean Fry presented the February Vouchers. Larry Kennedy asked for a motion to approve February 2024 Vouchers. Laura Kohr made the motion. Mike Romo seconded the motion. Larry Kennedy called for a roll call vote. Amanda Catanzaro called Jody Meyer, Alex Carothers, Roland Dewing, Laura Kohr, Mike Romo, Mike Deveraux and Larry Kennedy; all voted yes. The motion carried unanimously.

**C. Bank Reconciliation\***

Sean Fry presented the February Bank Reconciliation. Larry Kennedy asked for a motion to approve February 2024 Vouchers. Laura Kohr made the motion. Mike

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

#### **D. Budget Adjustment Requests\***

Sean Fry presented BAR 2324-24101-0010-I an increase of \$48,534 from the Final FY2024 award letter for Title I, BAR 2324-11000-0011-I, an increase of \$432,927 for the reconciled audited budgeted cash to actual, BAR 2324-23000-0012-I, an increase of \$10,331 for non-instructional support from reconciled audited budgeted cash to actual, BAR 2324-31600-0014-I, an increase of \$28,368 for Capital Improvements HB-33 from reconciled audited budgeted cash to actual, BAR 2324-31701-0015-I, an increase of \$60,152 for Capital Improvements SB-9 Local from reconciled audited budgeted cash to actual, BAR 2324-31703-0016-I, an increase of \$6,227 for SB-9 State Match Cash from reconciled audited budgeted cash to actual, BAR 2324-11000-0017-I an increase \$78,430 in Operations for Final FY24 40<sup>th</sup> Day adjustment.

Larry Kennedy asked for a motion to approve BAR 2324-24101-0010-I, BAR 2324-11000-0011-I, BAR 2324-23000-0012-I, BAR 2324-31600-0014-I, BAR 2324-31701-0015-I, BAR 2324-31703-0016-I, and BAR 2324-11000-0017-I. Laura Kohr made the motion to approve BAR 0010-0012 and BAR 0014-0017, omitting 0013 for approval. Alex Carothers seconded the motion. Larry Kennedy called for a roll call vote. Amanda Catanzaro called Jody Meyer, Alex Carothers, Roland Dewing, Laura Kohr, Mike Romo, Mike Deveraux and Larry Kennedy; all voted yes. The motion carried unanimously.

#### **X. Announcements**

Next regular Governing Council meeting is scheduled for April 19, 2024. Plan on a special meeting to come prior to approve the charter contract. Will provide the 72 hour notice.

Kelly Callahan will be out of town at the next regular meeting in April.

#### **XI. Adjournment\***

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



The Regular Meeting of the Governing Council for the Albuquerque Aviation Academy adjourned on March 15, 2024 at 4:48 p.m.

