

NOTICE AND AGENDA REGULAR MEETING OF THE GOVERNING COUNCIL OF ALBUQUERQUE AVIATION ACADEMY (Formerly SAMS) September 20, 2024 2:00 p.m. AAA Board Room 6441 Ventana Rd NW, Albuquerque, NM and Internet/Call-in **(See Special Procedures Below)**

AAA MISSION

Albuquerque Aviation Academy cultivates opportunities for 6th -12th grade students to excel in fields related to aviation and STEAM. Students will have unique options to explore and excel in multiple career areas of aviation which are woven throughout an innovative hybrid learning experience.

- I. Call to Order
 - A. Roll Call
 - B. Adoption of the Agenda*
 - C. Review/Approval of Minutes from August 16, 2024 Regular Meeting*
- II. Public Comment (comments will be limited to two minutes) see attached Special for

more information.

- III. Ongoing Business Matters A. Aviation Program Update
- IV. Administrative Update A. Student Achievement Update
- V. New Business Matters
 - A. Memorandum of Understanding with Public Charter Schools of New Mexico for 2024-2025 school year for Governing Council Development (discussion/action) *
 - B. NM Dept of Workforce Solutions Public Projects Works and Apprenticeship Account Access (discussion/action) *
 - C. Synlawn Field Turf Contract (discussion/action) *
 - D. Sharp Interactive Display Boards
- 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) *
- D. Budget Adjustment Requests (discussion/action) * BAR 2425-11000-0001-I BAR 2425-23000-0002-I BAR 2425-24330-0003-I BAR 2425-24106-0005-IB BAR 2425-24154-0007-T BAR 2425-11000-0008-I BAR 2425-11000-0009-T

VIII. Announcements

- A. Date for next Regular AAA 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.



Special Procedures for September 20, 2024 AAA Governing Council Regular Meeting

The AAA Governing Council Regular Meeting on September 20, 2024 at 2:00 pm will be held at Albuquerque Aviation Academy board room 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 AAA staff.

The procedures for accessing the meeting are as follows:

From a computer, tablet or smartphone, enter the following URL: <u>https://us04web.zoom.us/j/5383341131?pwd=UWpFVWNQejFoRDRYMCt3OXIEdkxhUT09</u>

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 <u>acatanzaro@samsacademy.com</u> 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 <u>acatanzaro@samsacademy.com</u>. 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 AAA website for any updates to these procedures.



GOVERNING COUNCIL

Regular Meeting of the Albuquerque Aviation Academy Governing Council on Friday, August 16, 2024

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

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

Mike Deveraux

ALSO IN ATTENDANCE

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

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 for August 16, 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, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers (via Zoom), Farrah Nickerson (via Zoom), and Larry Kennedy (via Zoom).

B. Adoption of the Agenda*

Sean Fry requested to move Financials to beginning of the meeting. Larry Kennedy asked for a motion to approve the agenda with amendment to move Financials to just before Ongoing Matters. Farrah Nickerson made a motion to approve the agenda with amendments. Laura Kohr seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers, Farrah Nickerson, and Larry Kennedy; all voted yes. The motion carried unanimously.

C. Review/Approval of Minutes from July 26, 2024 Special Meeting*

Larry Kennedy asked for a motion to approve the minutes from the July 26, 2024 Special Meeting. Farrah Nickerson made a motion to approve the minutes. Alex Carothers seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers, Farrah Nickerson, 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 the Governing Council meeting and reviewed all the financial documents. Carryover was over \$1 million. Daniel's Fund grant for \$20,000 came in and will be used for the drone soccer. Waiting on awards for IDEA-B and Lease Assistance.

For FY22, our cash carryover was \$1.1 million, and even with the purchase of the new building, within 3 years, the cash carryover was back up over \$1 million and even more than prior to purchasing the building due to growth and strategic spending.

The audit starts the week of 9/9 and business office is ready to go.

Alex Carothers asked about being worried about cash sweeps from PED like in previous years. Sean says that the state is in a good financial situation and doesn't foresee this happening but we will also mitigate that risk by using more funds from operational rather than other funds that the state cannot sweep.

B. Voucher Approvals for June 2024*

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

C. Voucher Approvals for July 2024*

Sean Fry presented the July Vouchers. Larry Kennedy asked for a motion to approve July 2024 Vouchers. Unusual one time expenses included double rent, paying for July on July 1 and August at the end of July, Edgenuity payment, NMSPIA Risk Insurance, PowerSchool and FinalSite. Laura Kohr made the motion. Mike Romo seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers, Farrah Nickerson, and Larry Kennedy; all voted yes. The motion carried unanimously.

D. Bank Reconciliation for June 2024*

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

E. Bank Reconciliation for July 2024*

Sean Fry presented the July Bank Reconciliation. \$141,602.24 outstanding because accounts payable was run late 7/29 so there was no time for the checks to clear before the end of the month. Bank statement balance was \$1,782,839.03. Farrah Nickerson made the motion. Alex Carothers seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody

Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers, Farrah Nickerson, and Larry Kennedy; all voted yes. The motion carried unanimously.

IV. Ongoing Business MattersA. Aviation Program Update

Dr. Lauren Chavez presented that they have flown approximately 30 hours since last report. Flew far less because plane was down for strut repairs in the past week. Classes have started and are going well. 10 students have passed the Knowledge Exam and are ready to be added to the flight team to start flight training.

RFP for new plane has gone live.

FOA has 2 sessions this year, doubling capacity from last year. 20 students are seeking scholarship for drones. Balloon class has a new instructor and is much more handson. This morning students were each able to get into the basket. Up to 24 students in the class this semester. Goal is for every student to be able to get a balloon flight.

Alex Carothers arrives in person at 2:22 pm.

Internships are still happening. One student just completed a ATC and they had a blast.

Reviewed expenses.

EAA donation of static aircraft may be in jeopardy but Doc is working with them to see if it can still happen.

B. Facility Update

Larry Kennedy stated this would be the last standing report. Amanda Catanzaro will present the board with major issues as the arise.

Amanda Catanzaro presented the August 2024 Facilities report including the completed projects since the last meeting.

Projects that are still in progress include downspouts which should start installation next week, and warranty issue with board of HVAC unit in classroom.

Reviewed list of upcoming projects.

V. Administrative Update

A. Student Achievement Update

Bridget Barrett discussed enrollment goal of 320 students. Currently at 324 and still enrolling. Reviewed Academics by Enrollment data. Still early in the year and we are having teachers focus on the students who are already falling behind. Working with Edgenuity on the Grade Report by Enrollment because it was moved. For the walkthrough goal, have completed 6 in first week and there is some great stuff going on. In What's Happening, there was an assembly on Thursday and a falconer brought a falcon and the kids loved it and asked such great questions. He will be back for Monday's assembly and board is invited to attend.

Alex Carothers shared that he enjoyed his walk-through on Wednesday.

VI. New Business Matters

A. Lease Assistance Application*

Larry Kennedy shared the Lease Assistance Application and requested the board grant him authority to sign. There was a question about the name and the school is still waiting on the IRS for the name change.

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

B. CLA Statement of Work*

Larry Kennedy shared this is a document that allows the auditors to complete our audit and requested the board grant him authority to sign.

Larry Kennedy asked for a motion approving and authorizing Larry Kenndy to sign the CLA Statement of Work. Alex Carothers made a motion to approve. Mike Romo seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers, Farrah Nickerson, and Larry Kennedy; all voted yes. The motion carried unanimously.

C. PF Indicator 3.c. Compliance List for 2024-25*

Amanda Catanzaro shared reviewed the list with the board.

Larry Kennedy asked for a motion approving and authorizing Larry Kenndy to sign the Assurance of Governing Council Review of Performance Framework Indicators 3.c Compliance List for 2024-2025. Mike Romo made a motion to approve. Roland Dewing seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers, Farrah Nickerson, and Larry Kennedy; all voted yes. The motion carried unanimously.

VII. Governing Council Development

A. No Discussion with Kelly Callahan

VIII. Announcements

Next regular Governing Council meeting is scheduled for September 20, 2024. Mike Romo will be out of town that day but may be able to Zoom into meeting.

Alex Carothers suggested that the board get a Title IX training.

IX. 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 to approve the agenda. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers, Farrah Nickerson, and Larry Kennedy; all voted yes. The motion carried unanimously.

The Regular Meeting of the Governing Council for the Albuquerque Aviation Academy adjourned on August 16, 2024 at 2:54 p.m.



Monthly Report - September 20, 2024

All figures and outcomes are based on the date of this report - Sep 17, 2024.

FLIGHT TRAINING:

- Flights We've flown 30 hrs since the last board report.
- Aircraft Status The aircraft was down for a week for its 100 hr inspection, and it also went "down" for another week for avionics inspections.

CLASSES:

- Airplane We've had two new students take and pass their FAA knowledge exam, and we have three more students doing practice exams with us (trying to get 90% so we'll sign them off.)
- **Drone** We've had several students apply for the drone pilot ground school scholarship, and we'll find out in October how many get it.
- **Balloons** The class is going incredibly well. We're also doing ABQ Aloft (w/ Balloons and Burritos.) We've also been invited/gifted Balloon Fiesta (and parking) tickets for our balloon class (with a fun and educational agenda!) We also have an awesome AAA banner for our RC balloon and an extra for our school to use however we'd like.

ADDITIONAL:

- Internships We scheduled another ATC internship, and we still have students working with our A&P.
- **Drone SOCCER** We have some high school aviation students volunteering to help coach/assist with the 8th graders.

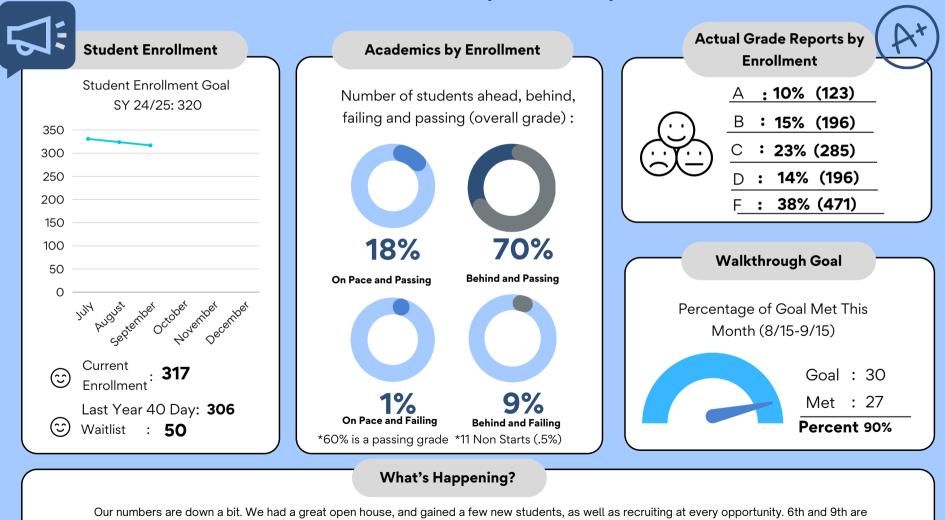
EXPENSES:

- **Fuel:** Please see the finance report (World Fuel). I estimated \$2,250, based on hours flown and average fuel cost.
- Maintenance: \$644 (strut) we don't have an invoice for the 100 hr yet.
- Hangar Rental: \$357 per month
- Insurance: Annual Premium \$9616





Student Achievement Report September 2024



full, but there are openings in the rest of the cohorts.



Memorandum of Understanding-Governing Body Coaching/Mentoring

The parties to this Memorandum of Understanding ("MOU"), dated **August 15, 2024** are the Public Charter Schools of New Mexico ("PCSNM") and *ALBUQUERQUE AVIATION ACADEMY (AAA)*. Pursuant to the terms of this MOU, PCSNM and *AAA* will partner together to implement and launch governing body ("GB") training, "**PCSNM Customized Governing Body (GB) Training- GB Coaching/Mentoring Services."** This MOU establishes the terms and conditions of the partnership between PCSNM and *AAA*.

Project Overview

An experienced, knowledgeable Public Charter Schools of New Mexico (PCSNM) Governing Body (GB) Coach will facilitate **customized**, year-long training that will meet **AAA**'s GB development needs. This program will include effective governing systems, board self-assessment/strategic planning, Performance Contract/Framework oversight, Head Administrator evaluation, and GB practices that **meet all the required PED governing training elements** utilizing the instructional strategy, "learning while doing."

This year, there will be **<u>two</u>** versions of the PCSNM Coach/Mentor program:

1. Full GB Coach/Mentor Training Model (\$4750)

a. The full time coaching/mentoring program will primarily be for schools that have newer boards, CAPs/improvement plans from their authorizers, or require more intensive governing support. This is the model of Coaching/Mentoring that has been in place for the past five years. <u>Schools may also self-select to utilize this program for their training requirements.</u>

A full description of the program appears below. (pp. 1-3)

2. GB Coach/Mentor Training – Consultancy Model [NEW] (\$3750)

The consultancy coach/mentor program is designed for schools who have an experienced board and require minimal direct coaching. This model will allow for the school to fulfill their five training hours with a ½ Day customized training (The training will be integrated and based on your GB/school strategic development needs.) and to have "on-call" technical support by a coach/mentor for the governing body throughout the year. This includes attendance at some of the GB meetings by the coach based on the needs of the school. <u>Schools will self-select to utilize this program for their training requirements</u>. A full description of the program appears below. (pp. 3-4)

Full GB Coach/Mentor Training Model

The PCSNM customized GB coaching services will include attendance by the GB Coach at <u>six meetings</u> to provide training, support, and coaching. In addition, the GB Coach will be available for telephone/video conferencing scheduled by the Board President/Head Administrator. A final GB assessment, review, and planning at the end of the school year will consolidate the year's work into a firm direction for future governing board development.

<u>Please Note:</u> During the six regular GB meetings, training will be embedded throughout the meeting and an item called, "Board Development" will need to be included on the agenda for all meetings. The training may result in an additional amount of time to the regular meeting in order to fulfill PED GB Training Requirements. This schedule is flexible and can be adjusted based on the need of *AAA* GB/administration.



Public Charter Schools of New Mexico Scope of Work, Expectations, and Commitments for <u>Full GB Coach/Mentor Training Model</u>:

The PCSNM GB Facilitator/Coach will meet with the AAA's Governing Board President and Head Administrator to develop the GB's specific and individualized training program needs prior to implementation of the scope of work.

- PCSNM will utilize required training standards [see document "*PCSNM Charter Schools Governance Competencies/Indicators*" (Appendix A)] that will be **integrated** throughout the year to fully complete the **five (5)** GB training hours pursuant to 6.80.5 NMAC ("Charter Schools Governing Body Training Requirements")
- 2. PCSNM will hire or use existing highly qualified staff to provide training, assistance, and guidance to **AAA** in completing the GB Training/Coaching program
- 3. PCSNM will provide custom-built program content for training utilizing actual board documentation and examples **integrated** into GB meetings to achieve a minimum of five (5) training hours in the following categories:
 - Evaluating and improving student achievement, using data to set school goals.
 - The governing board identifies specific outcomes to measure programmatic success based on school goals.
 - Understanding the Academic Framework.
 - Authorizer accountability process with the site visit report and understanding the results.
 - Ensuring equity for the school's academic program.
 - School finance, budgeting, fiduciary responsibilities.
 - The governing board ensures they fulfill their fiduciary responsibilities by understanding and monitoring financial reporting and can appropriately budget financial resources that meet statutory/regulatory requirements with allocation that is prioritized for students and programs.
 - Using the Financial Performance Framework
 - Understanding Financial Monitoring Reports
 - Understanding the GB role in audits
 - Budgets/Revenue/Expenditures with an equity lens
 - Regulations, school personnel, ethics.
 - The governing board adheres to its legal and ethical fiduciary responsibilities.
 - Using the Organizational Performance Framework
 - Bylaws review and assessment
 - Adherence to the legal and ethical duties of loyalty, obedience, and care/oversight with an equity lens
 - Governing board's role in providing a safe learning environment conducive to improving student outcomes.
 - Organizational Framework and Authorizer Site Visit Guidance
 - Policy Review and Recommendations
 - Development of school policy with and equity lens



- Legal concepts for governing boards and charter schools, OMA and IPRA.
 - The governing board operates in full compliance with the Open Meetings Act (OMA), Inspection of Public Records Act (IPRA), and ensures all students receive a high quality free and equitable public education.
 - Review the school's Open Meeting Resolution
 - Review the school's IPRA policy
 - Agenda/Minutes assessment and recommendations
 - OMA posting requirements
- Effective governance practices, supporting and supervising the school leader.
 - Build and maintain a high-functioning and engaged board. The governing board operates based on sound governing principles using an equity lens.
 - Ensure exceptional school leadership-The governing board hires, supports, and evaluates a strong school leader.
 - Head Administrator Contract and Evaluation and succession planning
 - Board Development, strategic planning, and succession planning
- 4. The GB Coach will facilitate the role of the GB in monitoring and oversight of the Performance Contract and Frameworks
- 5. PCSNM will provide a thorough review of *AAA* policies and assessment of completeness with recommendations for remediation and direction for policy development and updates
- 6. The GB Coach will facilitate Head Administrator goal setting and evaluation utilizing the Performance Frameworks which may include:
 - Assisting GB to develop a PDP for Head Administrator
 - Helping design/modify an evaluation tool
 - Facilitating the Head Administrator evaluation process
 - Discussing succession planning
- 7. GB Coach will convene with GB at the beginning of the year for an orientation and self-assessment culminating in a governing board action plan and calendar
- 8. During the six meetings throughout the year, the GB Coach will attend regular GB meetings and provide coaching/support on effective meeting practices as well as incorporating required training elements
- 9. Scheduled and "on call" telephone/video conferencing coaching by the PCSNM Coach will be available to AAA
- 10. PCSNM will be responsible for documenting and reporting to the Public Education Department the successful completion of the required GB training hours and provide the school documentation of training completion for each GB member of *AAA*.

GB Coach/Mentor-Consultancy Training Model

The C/M **will provide a 1/2 day customized work session** in the fall with the GB which will fulfill all five hours of the new training requirements for the year. At the end of the work session, the GB will develop with each of their governing bodies a training plan based on a self-assessment using the PCSNM Governance Competencies and Indicators with examples of what will comprise "evidence/artifacts" that demonstrate mastery of the competencies. Throughout the year, the GB Coach/Mentor will be available



to "consult" with the GB and Head Administrator to address school-specific issues. They will attend **three** *meetings* throughout the year.

Public Charter Schools of New Mexico Scope of Work, Expectations, and Commitments for <u>GB Coach/Mentor-Consultancy Training Model</u>

- 1. The C/M will collaborate with the GB President and the Head Administrator to determine a date for the ¹/₂ day retreat-style training that will complete the five hours of required GB training
- 2. The C/M will work with the GB to help determine areas of development for the GB. The C/M will support the process with a "consultancy/technical support" model. This means they won't attend all of the meetings but will facilitate training and learning on an "as needed" basis. They will be available to support the GB with resources/guidance. The C/M will review archived meeting recordings, agendas, and minutes as well as other documentation to validate GB performance and training. They will participate in **three meetings** throughout the year and be "on call" during the school year.
- 3. PCSNM will provide custom-built, integrated content for the fall training retreat to achieve a minimum of five (5) training hours in the following required categories:
 - a. Evaluating and improving student achievement, using data to set school goals
 - b. School finance, budgeting, fiduciary responsibilities
 - c. Regulations, school personnel, ethics
 - d. Governing board's role in providing a safe learning environment conducive to improving student outcomes
 - e. Legal concepts for governing boards and charter schools, OMA and IPRA
 - f. Effective governance practices, supporting and supervising the school leader
- 4. The PCSNM Coach/Mentor will provide any resources/technical support that the GB will need
- 5. PCSNM will be responsible for documenting and reporting to the Public Education Department the successful completion of the required GB training hours and provide the school documentation of training completion for each GB member of *AAA*

NEW for FY 25 for both training programs: <u>***New Board Member Training</u>: All new board members *MUST COMPLETE THE 10 HOURS OF INTRODUCTORY TRAINING* provided by the <u>PED</u>. This training will comprise an introduction to GB practices through the online training platform "Canvas" and will fulfill the 10 Hours of mandatory New Board Member Training pursuant to *§6.80.5.8 NMAC*.

Training Topics:

- **o** 2 Hours Laws, Regulations, School Personnel, Ethics
- o 2 Hours Public School Finance, Budgeting, Fiduciary Responsibilities
- o 2 Hours Legal Concepts for GB and Charter Schools, OMA and IPRA
- 2 Hours Effective Governance Practices, Supporting and Supervising School Leader
- 2 Hours Student Achievement and Student Support Services

Schools must request this training from the PED. (See the PED/CSD website)



AAA [SCHOOL] Expectations and Commitments for both GB training models:

- 1. **AAA** will provide information, documents, and assistance to PCSNM regarding the implementation and launch of the GB Training/Coaching program in an agreed upon timeline.
- 2. PCSNM will need access to **AAA** personnel to assist with procuring documents and/or working with the GB to train on school-specific procedures.
 - Documents *AAA* will have available for access by the C/M:
 - List and contact information for GB Members
 - Performance Contract and Performance Framework
 - GB Bylaws
 - Current GB Meeting Resolution and/or Calendar of Meetings
 - (If Available) List of AAA Policies
 - Current Head Administrator Evaluation Process
- 3. AAA will work in good faith with PCSNM planning all aspects of the GB Training/Coaching program
- 4. **AAA** GB members/Head Administrator/staff will fully participate in all training/coaching activities to receive credit for all GB training hours
- 5. **AAA** -designated staff will participate in all meetings and telephone calls as scheduled with PCSNM and will offer prompt and thorough feedback as necessary to support the GB Training/Coaching program
- 6. For GB members who miss session(s) of training during the regular *AAA* Board meetings, PCSNM will provide make-up with PED-approved Zoom/webinar/online training sessions <u>free-of-charge</u> that the GB member must complete to receive full training credit for the area(s) of training missed. PCSNM will provide the topics and online schedule/content. *AAA* is responsible for ensuring that GB members complete the make-up training.

Term of this MOU:

The term of this MOU between PCSNM and *AAA* will begin from the time of signature between parties on this MOU until **June 30, 2025**.



Program Selection and Payment Process:

Please select the GB Coach/Mentor program you wish to utilize for FY 25 in the yellow blank next to the program title and then, select your payment process:

Full GB Coach/Mentor Model	GB Coach/Mentor Consultancy Model					
\$4750 Payment Process	\$3750 Payment Process					
 Divided into two parts: \$2375 Payable in December \$2375 Payable in May 	 1 Divided into two parts: \$1875 Payable in December \$1875 Payable in May 					
OR	OR					
 Pay the entire amount of \$4750 in one payment 	2. Pay the entire amount of \$3750 in one payment					

The fee requested by *AAA* for the PCSNM GB Customized Coaching/Mentoring Training will be payable to PCSNM for the scope of work outlined in this MOU plus <u>any applicable expenses outside of the scope of work; including but not limited to, travel outside of the Albuquerque metropolitan area.</u>

PCSNM will invoice **AAA** for the appropriate fee amount(s) and date(s). Any other expenses outside of registration/fee will be invoiced separately.

PCSNM Representative

Date

AAA Representative

Date



September 20, 2024

To: NM Dept. Workforce Solutions Re: PPWA

To whom it may concern,

The Southwest Aeronautics Mathematics and Science Academy, known as The Albuquerque Aviation Academy, under FEIN: 45-3321862 and BTIN: 03-233084-00-7 has an account currently with the Public Project Works and Apprenticeship. This account was created years ago by an employee who is no longer with the organization. We no longer have access to this account and are requesting that the account be deleted so that a new registration can be created.

Thank you,

Larry Kennedy Governing Council President

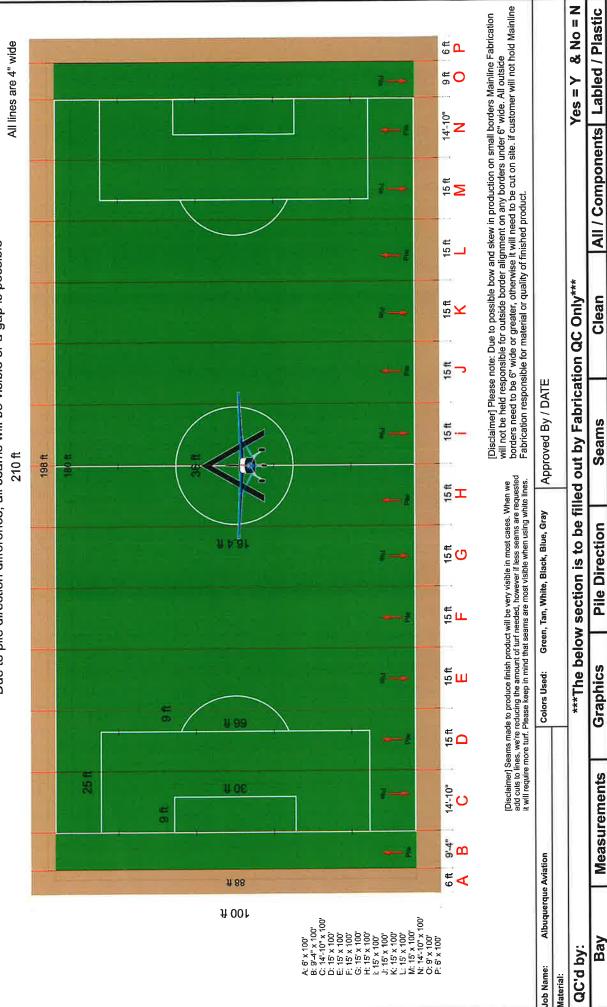
ARTWORK APPROVAL TURF

7/31/2024

Tuffing Lay Direction

Each Measurement That Has Been Supplied On Art Proof Must Be Approved Prior To Production Due to pile direction difference, all seams will be visible or a gap is possible

Logo Pile direction all going down



SYNLAWN®

Plant-Based Artificial Grass

PRODUCT SPECIFICATIONS





SPECIFICATIONS SUBJECT TO CHANGE

02 27 2024

SYNLAWN°

The Greenest Turf on Earth"

SYNSPORT

Primary Yarn Polymer	Nylon + PE		
Yarn Cross Section	Legend	Primary Backing	13PP/18PET 2pt
Standard Color	Field/Olive/Apple	Coating Type	22 oz. EnviroLoc+
Fabric Construction	Tufted	PE Yarn Denier / Ends	9,900/9
Second Yarn Polymer Thatch	Polyethylene	Texturized Thatch Denier / Ends	5,000/8
Secondary Yarn Color	Field Green/Beige	Warranty Period	Limited Lifetime
,			

FINISH FABRIC	ENGLISH	SYSTEM	ASTM TEST	
Nominal Specification	Value	Units	Method	
Pile Height (Nominal)	1	inches	D-5823	
Face Weight	58	oz/yd²	D-5848	
Total Fabric Weight	86	oz/yd²	D-5848	
Primary Backing Weight	6	oz/yd²	D-5848	
Secondary Coating Weight	22	oz/yd²	D-5848	
Tuft Bind	> 8	lbs.	D-1335	
Grab Tear Strength (Average)	> 200	lbs.	D-5034	
Total Yarn Linear Density	15,800	Denier	D-1577	
Elongation to Break	> 30	%	D-2256	
Yarn Breaking Strength	> 20	lbs.	D-5793	
Machine Gauge	3/8	inches	D-5793	
Flammability	Passed	<i>a</i> 4	D-2859	
Water Permeability	> 1,000	in/hr	D-1551	
Fabric Width	15	ft		



THEOREENEST FURFONDARTH C

MasterSpec[®]

CADDETAILS.COM

aprojr

02.27.202



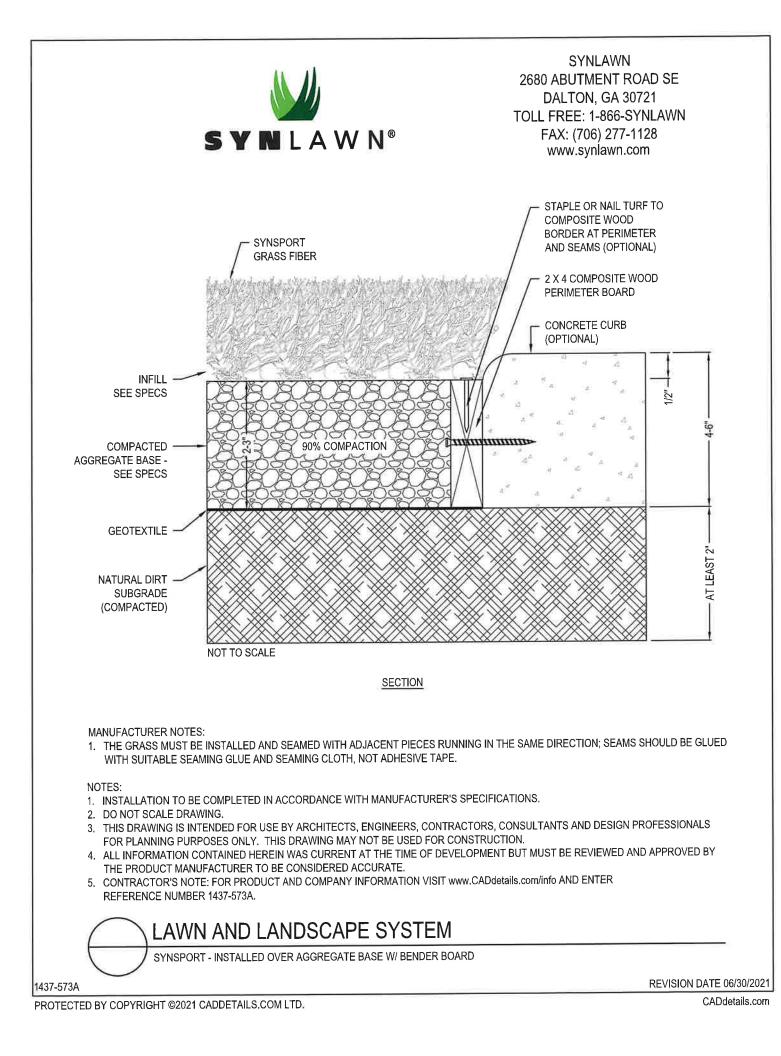


Proposal:		Soccer Field				Date	e:	August	26, 2024
Name/Owner:	Albugu	erque Avaition Academy	E	mail:					
- Phone:	505.608.					Cell	(2):		
Address:	6441	Ventana Rd.	City:	Albu	querque	State: _	NM	Zip:	87114
<u>SYNLAWN TUR</u> 16,590	SQ. FT. of SYI	N Sport Greer	'n	@\$	3.89	/SQ. FT.		\$	64,535.10
3,456	SQ. FT. of SYI				3.89	/SQ. FT.		\$	13,443.84
375	SQ. FT. of SYI			\$	3.89	_/SQ. FT.		\$	1,458.75
INSTALLATION	<u>vi:</u> (base mate	erials, sand infill, seam, glue,	labor, etc.)						
20,421	SQ. FT.	Turf Installation		@\$	4.51	/SQ. FT.		\$	9 2,098. 71
	SQ. FT.	Turf Installation		@\$	0.00	/SQ. FT.		\$	0.00
		Turf R	equired Sul	b-Total:	20,42	1/SQ. F1	. [\$	171,536.40
OTHER LANDS	CAPING:								
				@\$	0.00	/SQ. FT.		\$	0.00
				@\$	0.00	/SQ. FT.		\$	0.00
				\$	0.00	/Block		\$	0.00
	SQ. FT. of		Gravel # '	1 @\$_	0.00	/SQ. FT.		\$	0.00
	SQ. FT. of		Gravel # 2	2@\$_	0.00	/SQ. FT.		\$	0.00
	SQ. FT. of		Gravel # 3	3@\$_	0.00	/SQ. FT.		\$	0.00
620	Lin. FT. of	Composite Nailer	Edging #	1@\$_	11.17	_/Lin. FT.		\$	6,925.40
620	Lin. FT. of	6" Concrete Curb	Edging #	2 @\$_	40.32	/Lin. FT.		\$	24,998.40
Drip Irrigation:								\$	
Custom Logo:		Instali Albuquerque	Aviation C	Custom Lo	ogo Mid- F	ield		\$	14,632.00
Demo / Site Prep		Remove all Ex	isting Grav	el & Plac	e On Site			\$	5,000.00
Goals:	1	Supply & Ins	tall two 24':	x8' Socce	r Goals			\$	6,286.78
Bonding:	-	Perform	nance / Pay	ment Bor	d			\$	8,028.26
								\$	
								\$	
								\$	
Prices are valid f	or 30 days fron	n date of Proposal.			F	stimated Sub-	Total:	\$	237,407.24
		e of Contract Signing & for	r Schedulin	g.	-		Tax:	\$	18,102.30
					Estim	ated Tot	al:	\$	255,509.54
					Sales A	ssociate:		Chris	Baca

TurfScapes of New Mexico, LLC

8001 Edith Boulevard NE Albuquerque, NM 87113

Phone: 505.890.8889 Fax: 505.890.8990



COMMERCIAL STATEMENT OF WARRANTY TERMS AND CONDITIONS

WARRANTY SCOPE

UV DEGREDATION

- REFLECTIVE LIGHT
- BACKING INTEGRITY

YARNS

TUFTBIND

PRORATION

COMME	RCIAL
YEAR 1-8	100%
YEAR 9-10	50%
YEAR 11 +	15%

GOLF TEE LINES BOCCE

Less one tenth (1/10) per annum from date of installation

TRAMPLE ZONES

YEAR 1-15 100%

AGILITY TRACKS

YEAR 1-5	100%
YEAR 6-9	25%

This Exclusive Limited Lifetime Warranty ("Warranty") is provided by SYNLawn ("Manufacturer") to the Purchaser ("Purchaser") of the SYNLawn synthetic turf product(s) identified below ("Product(s)"). By accepting the Product(s), Purchaser agrees to be bound by and accept these Warranty terms and conditions.

Effective: 1/01/2022

SECTION 1. PRODUCTS

As used in this Warranty, the terms "Product" or "Products" means the SYNLawn products listed in Exhibit A.

SECTION 2. EXCLUSIVE LIMITED LIFETIME WARRANTY

Manufacturer warrants to Purchaser that the Product(s) will substantially maintain their UV stability and tensile strength under normal conditions during the applicable warranty period set forth in Exhibit A ("Warranty Period"). For purposes of this Warranty, a Product shall be deemed to have maintained its UV stability and tensile strength if the original tensile strength and pile height of the Product does not decrease by more than fifty percent as a result of ultraviolet degradation within the applicable Warranty Period, beginning from the date of installation of the Product. This Warranty is not transferrable and is subject to the limitations, conditions, exceptions, and exclusions set forth herein.

SECTION 3. EXCLUSIVE REMEDY & PRORATED COST

Purchaser's sole and exclusive remedy and Manufacturer's sole liability for any Product that fails to perform as warranted hereunder shall be limited to the repair or replacement of that portion of the Product that failed to perform as warranted on the cost and other terms set forth herein. Within a reasonable time after receipt of the required Warranty claim notice, Manufacturer will determine, based on its experience and knowledge, the type and extent of repair or replacement reasonably necessary to return the affected portion of the Product to its original or reasonably equivalent condition. Product(s) supplied for the repair or replacement shall be warranted only for the remainder of the original Warranty Period. If Manufacturer is unable to provide a replacement or repair is not commercially practicable, or if Purchaser otherwise accepts, Manufacturer may refund the prorated purchase price of the affected portion of the Product based on the unexpired portion of the Warranty Period. Other than this exclusive remedy. Manufacturer shall have no other obligations or liabilities with respect to the Product.

SECTION 4. CONDITIONS TO WARRANTY COVERAGE

- a. Manufacturer will have no obligation under this Warranty until receipt of full payment for the Product(s) or a signed purchase agreement is received.
- b. Register the Product with the SYNLawn Certification numbers and accept the terms of this Warranty at: [https://www.synlawn.com/register-your-synlawn-warranty/].
- c. The Product must be installed in accordance to SYNLawn Installation Guidelines.
- d. The Product must be installed on a compacted, crushed-stone or other approved base that is adequate to support the Product and does not adversely affect the Product's performance.
- e. Purchaser must inspect the Product for defects, damage, or non-conformities within five (5) days of final installation and before any use.
- f. The Product must be used only for the applications stated in the Product's spec sheet,

866-796-5296 • www.synlawn.com

a sportgroup company

COMMERCIAL STATEMENT OF WARRANTY TERMS AND CONDITIONS - PAGE 2

SECTION 5. EXCEPTIONS AND EXCLUSIONS

This Warranty excludes claims or damage directly or indirectly caused by or relating to any of the following:

- a. Alteration, modification, repair attempts not approved by Manufacturer, misuse, abuse, negligence, neglect, accidents, or vandalism;
- b. Pre-existing site conditions or project design, installation services, or materials provided by others;
- c. The use or installation of the Product(s) with materials, components, or accessories other than those expressly approved by Manufacturer;
- d. The use of improper cleaning agents, exposure to chemicals containing elements from the halogen group (such as chlorine, fluorine, bromine, or
- iodine), herbicides, pesticides, or other inappropriate chemicals, or chemical exposure from run-off from neighboring properties. e. Any type of unreasonable use or failure to provide reasonable and necessary care and maintenance as stated in SYNLawn Care & Maintenance
- document [https://www.synlawn.com/do-it-yourself/care-and-maintenance/]; f. Smoke, fire, explosion, flood, storm, water escape, natural disaster, or other acts of God;
- g. Any event, cause, or act not within the control of Manufacturer;
- h. The improper installation of the Product(s);
- i. Any abnormal physical or thermal stress, abnormal environmental conditions, conditions beyond the polyethylene Product(s) specified tolerances, or continued exposure to reflective light from windows and/or other objects; and/or
- j. Mineral deposit build-up from exposure to hard water.
- k. Invasive species (i.e. gophers, moles, crab/nut grass, etc.) cannot be warranted or guaranteed that they will not return as Mother Nature cannot be warranted or guaranteed. Purchaser should install weed barrier only in an attempt to abate this issue. Should weeds develop please refer to the respective product care and maintenance instructions for guidance.
- I. SYNPro Bocce cannot be warranted for any distortion in the fiber due to the perforation pattern applied

In addition, normal wear and tear, matting, and routine service issues are not covered by this Warranty. Purchaser should carefully read product information materials and literature for information about optimizing the performance and life of the Product covered by this Warranty.

SECTION 6. 30-DAY CLAIM NOTICE REQUIREMENT

To make a claim under this Warranty, contact your local SYNLawn Dealer. As a precondition to this Warranty, all claims must be submitted within thirty (30) calendar days of discovery of the Product nonconformity and within the Warranty Period, If the Claim is not submitted within this thirty (30) calendar day period, Manufacturer has no obligations under this Warranty.

SECTION 7. REFLECTIVE LIGHT

Manufacturer warrants its 100% nylon face fiber Products (SYNRye 200, Precision Putt, Classic Pitch, Tee Strike, SYNPro Bocce) against burns caused by reflective ultra-violet light.

SECTION 8. LIABILITY LIMITATION

Purchaser's exclusive remedy and Manufacturer's sole liability for any and all claims or damages relating to the Product(s) is the exclusive remedy set forth herein. MANFUACTURER SHALL HAVE NO LIABILITY RELATING TO THE PRODUCT(S) FOR INDIRECT, INCIDENTIAL, OR CONSEQUENTIAL DAMAGES, personal injuries or death, or damages for inconvenience, lost use, lost revenue or profits, business interruption, loss of goodwill, commercial damages, third-party or user claims, or special, punitive, exemplary, or statutory damages, regardless of whether such liability arises from or is based on contract, express or implied warranty, misrepresentation, tort, strict liability, negligence, equity, or any statutory or regulatory obligation. In no event shall Manufacturer's liability exceed in any one case or in total the original price of the Product(s) and installation

SECTION 9. NO OTHER WARRANTIES, DISCLAIMER

Except as expressly set forth in this Warranty, Manufacturer makes no representations or warranties of any kind, nature, or description with respect to any of the Products. ALL IMPLIED WARRANTIES, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR USE, ARE EXCLUDED AND DISCLAIMED.

COMMERCIAL STATEMENT OF WARRANTY TERMS AND CONDITIONS - PAGE 3

SECTION 10. MODIFICATIONS

This Warranty can only be modified in writing by an authorized officer of Manufacturer. No other modification, oral or in writing, may be made. This Warranty, Manufacturer's invoice with terms and conditions, and the parties' mutually executed written contract, if any, constitute the complete, final, and exclusive agreement and understanding between Manufacturer and Purchaser with respect to the terms of sale for the Product(s) and supersedes all prior oral or written communications, statements, representations, agreements, understandings, and assurances between the parties.

SECTION 11. GOVERNING LAW AND VENUE

Interpretation and enforcement of these terms and conditions shall be governed by the laws of the State of Georgia. Purchaser agrees that exclusive venue and jurisdiction for all actions and proceedings arising out of or relating to this Warranty or the Product(s) shall be brought in the state or federal courts located in the State of Georgia and the parties hereby consent to jurisdiction and venue in the state and federal courts of Georgia.

SECTION 12. SEVERABILITY

If any provision or portion of any provision of this Warranty is held to be illegal, invalid, or unenforceable by a court of competent jurisdiction, the remaining provisions or portions of this Warranty shall constitute the parties' agreement with respect to the subject matter hereof, and all such remaining provisions or portions shall remain in full force and effect.

*SYNLawn's Liability for returning the original purchase price shall be based on the number of months remaining in the unexpired portion of the Warranty Period divided by the total number of months in the Warranty Period and multiplied by the purchase price of the affected area.

EXHIBIT A. PRODUCTS

Classic Pitch Pet Platinum Pet Premium Play Platinum Play Premium Precision Putt Roofdeck Platinum **Roofdeck Premium** SpeedTurf SYNAugustine 347 SYNAugustine 547 SYNAugustine 847 SYNAugustine X47 SYNBlue 949 SYNFescue 343 SYNPlay 48 (no pad) SYNPlay 48 (+ pad) SYNPlay 60 (+ pad)

SYNPro 60 SYNPro 70 SYNPro 80 SYNPro 100 SYNPro Bocce SYNPro Pet SYNPro Play SYNRange Pro SYNRye 200 SYNSport SYNTipede 243 SYNTipede 321 SYNTipede 343 SYNTipede X43 Tee Strike TrackTurf

**Made to order (MTO) products produced by Manufacturer may be covered under this warranty.







Solutions Proposal

Prepared For:

Albuquerque Aviation Academy Amanda Catanzaro

Operations Director

Prepared By:

Aaron Orsak, Office and Classroom Technology 3901 Singer Blvd NE. Suite C, Albuquerque, NM 87109 (505) 217-4142 <u>Aaron.Orsak@sharpusa.com</u>



1x 75in AQUOS Interactive display wall mount, soundbar/camera and PC

ltem	Description	Qty.	Price	Ext. Price
	Next generation 4K Ultra-HD 75" class (74 - 1/2" diagonal) AQUOS BOARD interactive display			
	system with 20-point PrecisionTouch screen, built-in SoC controller, wireless connectivity, and			
	OPS Expansion slot. PN-SPCi5W10C8GB PC and PN-ZCMS1 AV Soundbar sold separately. 5			
PN-LC752	Year limited warranty.	1	\$ 3,115.00	\$ 3,115.00
	11th Gen Intel® CoreTM i7 OPS PC with Windows 11 Pro for PN-LC series and PN-L2B series			
OPS-SNI7WP	AQUOS BOARDS with OPS slot.	1	\$ 1,901.25	\$ 1,901.25
920-004536	Logitech - MK270 Wireless Keyboard and Mouse - Black	1	\$ 25.49	\$ 25.49
	AV Soundbar with 4K resolution, 8 watts, and 6 Element microphone array for use with			
PN-ZCMS1	AQUOS Board PN-L2B series interactive displays	1	\$ 1,161.75	\$ 1,161.75
ST670	Peerless Universal Tilt Wall Mount 46" - 90"	1	\$ 202.50	\$ 202.50
SSG-BASIC-80	Basic Wall Mount and cart Installation Only 75' to 90'	1	\$ 674.25	\$ 674.25
			Total:	\$ 7,080.24

6x 65in AQUOS Interactive display wall mount, soundbar/camera and PC

Item	Description	Qty.	Price	Ext. Price
	Next generation 4K Ultra-HD 65" class (64 - 1/2" diagonal) AQUOS BOARD interactive display			
	system with 20-point PrecisionTouch screen, built-in SoC controller, wireless connectivity, and			
	OPS Expansion slot. PN-SPCi5W10C8GB PC and PN-ZCMS1 AV Soundbar sold separately. 5			
PN-LC652	Year limited warranty.	6	\$ 2,345.00	\$ 14,070.00
	11th Gen Intel® CoreTM i5 OPS PC with Windows 11 Pro for PN-LC series and PN-L2B series			
OPS-SNI5WP	AQUOS BOARDS with OPS slot.	6	\$ 1,387.50	\$ 8,325.00
920-004536	Logitech - MK270 Wireless Keyboard and Mouse - Black	6	\$ 25.49	\$ 152.94
	AV Soundbar with 4K resolution, 8 watts, and 6 Element microphone array for use with			
PN-ZCMS1	AQUOS Board PN-L2B series interactive displays	6	\$ 1,161.75	\$ 6,970.50
ST670	Peerless Universal Tilt Wall Mount 46" - 90"	6	\$ 202.50	\$ 1,215.00
SSG-BASIC-60-70	BASIC (Limited) Aquods Board Installation 60" or 70"	6	\$ 449.25	\$ 2,695.50
			Total:	\$ 33,428.94

Removal/Remount of existing displays

Item	Description	Qty.	Price	Ext. Price
SSG-BASIC-60-70	Basic Discplay removal/configuration	3	\$ 449.25	\$ 1,347.75
SSG-BASIC-60-70	BASIC (Limited) Aquods Board Installation 70in existing display	1	\$ 449.25	\$ 449.25
ST121HDBT20S	Open Market - StarTech.com HDMI Over CAT6 Extender - 4K 60Hz Up to 35m / 115 ft	1	\$ 340.00	\$ 340.00
			Total:	\$ 2,137.00

Total: \$42,646.18

Pricing based off on CES contract# 2024-19-C113-ALL

*All digital display boards include training for life of the product. Pricing does not include applicable taxes Quote Valid for 30 days







AA Academy received 17.63% of budgeted Operational revenue & expended 15.37% of thru August 2024.







•								on Academy
					Bank Acco	ount R	ec	onciliations
							Α	ugust 2024
ALBUQUER AVIATION ACA								
	Bank Reconciliation	+ Outstanding		Expected GL	- A	Actual GL	1	Differenc
Beginning Balance	\$1,782,839.03 -	+ (\$141,602.24)	=	\$1,641,236.79	- \$1,64	41,236.79	=	\$0.0
Deposits/Debits	\$407,998.89 -	+ \$0.00	=	\$407,998.89	- \$40	07,998.89	=	\$0.0
Withdrawals/Credits	(\$573,128.64) -	+ \$91,948.04	=	(\$481,180.60)	- (\$48	1,180.60)	=	\$0.0
Sub Total	\$1,617,709.28	(\$49,654.20)		\$1,568,055.08	\$1,50	68,055.08		\$0.0
Outstanding Checks								
Date	Item Number			Description				Withdrawal
6/25/2024	6469	CNM Bookstore, Stor						\$541.5
8/3/2024	6490	First Financial Group	of /	America				\$1,054.1
8/14/2024	6488	CrewConcept Inc.						\$16,200.0
8/23/2024		Herrera Coaches, Inc						\$31,368.6
8/23/2024	6492	Albuquerque Charter	Scł	nool League				\$250.0
8/23/2024	6496	NM Edge						\$150.0
8/29/2024	6499	NM Child Support Ent	forc	ement Division				\$90.0
								\$49,654.2
	Bank Reconciliation	-		Expected GL		Actual GL		Differenc
Beginning Balance	\$12,289.30 -			\$12,289.30		12,289.30		\$0.0
Deposits/Debits	\$5.72 -			\$5.72		\$5.72		\$0.0
Withdrawals/Credits	\$0.00 -		_	\$0.00		\$0.00		\$0.0
Sub Total	\$12,295.02	\$0.00		\$12,295.02	\$*	12,295.02		\$0.0

T	\wedge				_		Albuquerque Aviation Acader Bank Register Activ
	2						August 20
LBUQ	UERQUE				-		
VIATIOI nk	ACADEMY						
erating Date	#7515 Number						
8/1/2024	00025877	Payee/From July 2024 Bank Fee		Deposi	\$	Withdrawal 110.00	Bank Fees
8/1/2024 8/1/2024	00025878 CR08-01	BANKCARD MTHLY FEES240731 FY25 Lab Fees	s	840.00	\$	96.62	Bank Credit Card Fees
8/2/2024	CR08-02	FY25 Lab Fees	\$	720.00)		
8/2/2024 8/3/2024	CR08-03	FY25 Lab Fees New Mexico Retiree Health Care Authority	\$	1,080.00) S	1.443.74	July Retiree Health Care
8/3/2024		New Mexico Taxation & Revenue Department			\$	4,370.21	July State Taxes
8/3/2024 8/3/2024	6490	NM Educational Retirement Board First Financial Group of America			S	13,883.98	July ERB July FFGA
8/3/2024	CR08-04	FY25 Lab Fees	\$	40.00)	.,	July FrGA
8/5/2024 8/5/2024	CR08-05 CR08-06	Title I FY25 Lab Fee	\$	22,477.36			
8/5/2024	CR08-07	FY25 Lab Fee	\$	40.00			
8/5/2024 8/6/2024	CR08-08	FY25 Lab Fee NM Public Schools Insurance Authority	\$	400.00) \$	22,825.48	July NMPSIA
8/6/2024	00026232	Record receivable for Incorrect amount paid to NMRHCA PVM25- 0007.			s	2.926.47	RHC
8/6/2024	CR08-09	FY25 Lab Fee	\$	200.00			
8/7/2024 8/7/2024	CR08-10 CR08-11	FY25 Lab Fee FY25 Lab Fee	\$	40.00			
8/8/2024	CR08-12	FY25 Lab Fee	\$	40.00)		
8/8/2024 8/9/2024	CR08-13 CR08-14	FY25 Lab Fee AUG SEG	\$	40.00			
8/9/2024	CR08-15	Chromebook	\$	100.00)		
8/12/2024 8/12/2024	CR08-16 CR08-17	FY25 Lab Fee FY25 Lab Fee	\$	40.00			
8/13/2024	Citoben	Internal Revenue Service	*	00.00	s	18,424.57	Federal Taxes FY25 PP03
8/13/2024	0000.00	NUSENDA FCU			\$	51,852.66	Payroll FY25 PP03
8/13/2024 8/13/2024	CR08-18 CR08-19	Transportation JULY Transportation Aug.	\$	28,517.00			
8/14/2024		ABCWUA	Ĺ		s		Water and waste at 6441 Ventana Rd
8/14/2024 8/14/2024		Amazon Capital Services EM3 Networks			\$ \$		Supplies
8/14/2024		EM3 Networks New Mexico Gas Company			\$	36.21	Internet ssevices at 6441 Ventana Rd Gas services at 6441 Ventana RD
8/14/2024	6485	Public Service Company of New Mexico			s	2,864.88	Electricty at 6441 Ventana Rd
8/14/2024 8/14/2024	6485 6486	ACES Association of Charter Schools Education Services Brady Industries of New Mexico LLC			\$ \$	4,058.74 268.51	ACES(JMP Services)(Yellowston Landscaping) Janitoral Supplies
8/14/2024	6487	Clearly Clean Janitorial Services LLC.			\$	5,325.29	Janitoral Services
8/14/2024 8/14/2024	6488 6489	CrewConcept Inc. Robertson Aircraft Inc.			\$ \$	16,200.00 422.50	Drone Soccer Supplies Plane 50hr oll change
8/14/2024	CR08-20	FY25 Lab Fee	\$	80.00		422.00	Plane SUNF OII change
8/16/2024 8/19/2024	CR08-22 CR08-21AB	FY25 Lab Fee/ Charger Replacement	\$	55.00 33.86			
8/19/2024	CR08-23	Sandoval County Property Tax Charger replacement	\$	15.00			
8/20/2024	CR08-24	Bernalillo County Property Tax Dist.	\$	2,527.2			
8/20/2024 8/21/2024	CR08-25	Restitution Check First Financial Group of America	\$	43.75	5	1.054.10	FFGA Services
8/21/2024	00026145	Lost Check Fee. Check #6472 FFGA.			\$	25.00	lost FFGA Check
8/21/2024 8/21/2024	00026149 CR08-26	Lost check #6472 FFGA. Paid via ACH. FY25 Lab Fee	\$	1,054.10			
8/22/2024	CR08-27	FY25 Lab Fee	\$	40.00			
8/23/2024 8/23/2024		Amazon Capital Services Herrera Coaches, Inc.			S S	931.68	Supplies
8/23/2024		PowerSchool Group LLC			\$	2,852.00	Student Bus Services School Messager program
8/23/2024		RM SAMS LLC			\$	61,605.88	6441 Ventana LPA Payment - September 2024
8/23/2024 8/23/2024	6491	World Fuel Services, Inc. ACES Association of Charter Schools Education Services			\$ \$		Fuel for the Plane ACES Landscaping, LDD tech services, SLP Services, and JMP Service
8/23/2024	6492	Albuquerque Charter School League			\$	250.00	Chater school league dues
8/23/2024	6493 6494	Amanda Catanzaro Brady Industries of New Mexico LLC			S	465.92	Reimbursment bilding suppplies Janitoral supplies
8/23/2024	6495	Bridget Barrett			S	279.90	Annual Zoom Subcription and Annual Docusign subscription
8/23/2024 8/23/2024	6496 6497	NM Edge Staples Business Advantage			S	150.00	Bridget CPO certification Office supplies
8/23/2024	6498	Valcom Salt Lake City LC			s	101,776.57	security cameras
8/27/2024 8/27/2024		Internal Revenue Service NUSENDA FCU			S	16,099.08	Federal Taxes FY25 PP04
8/27/2024	00026146	BANKCARD PCI NON COMPLY082624			S	52.95	Payroll FY25 PP04 Bank Credit Card Fees
8/27/2024 8/28/2024	CR08-28	Lab Fee NM Educational Retirement Board	\$	40.00			
8/28/2024	CR08-29	FY25 Lab Fee	\$	80.00	\$)	44,457.24	ERB Aug Payment
8/29/2024		First Financial Group of America			s	884.84	Aug FFGA services
8/29/2024 8/29/2024		New Mexico Retiree Health Care Authority New Mexico Taxation & Revenue Department			S	4,622.92	Aug RHC payment Aug State taxes
8/29/2024	6499	NM Child Support Enforcement Division			s	90.00	Employee Deduction
8/31/2024	CR08-30	Dividend Income - Operating	\$	863.66	5		
ub Total			_	407,998.89		\$481,180.60	
aa i Jildi			\$		-	++01,10U.60	
ank	Account Number						
usenda Saving Date	s 37627515 Number	Payee/From	-	Deposi	t	Withdrawal	
8/31/2024	CR08-31	Dividend Income - Savings		\$5.72	2		
ub Total rand Total			s	\$5.72 408,004.6		\$0.00 \$481,180.60	
						. ,. 20.00	
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Must submit backup for all BARs, except transfers of funds for SEG or direct grants

STATE OF NEW MEXICO

PUBLIC EDUCATION DEPARTMENT

300 Don Gaspar Santa Fe, NM 87501-2786

Budget Adjustment Request

Fiscal Year: 2024-2025

Doc. ID: 544-000-2425-0001-I

Fund Type: General Fund / Capital Outlay / Debt Service

Adjustment Type: Increase

Entity Name: SW Aeronautics Mathematics & Science Contact: Sean Fry, Business Manager

Adjustment Changes Intent/Scope of Program Yes or No?: No Total Approved Budget (Flowthrough):

Phone: 505-242-6640 x2501 Email: sean.fry@abgca.org

FLOWTHROUGH ONLY

Budget Period: 2024-07-01

2025-06-30

To:

A. Approved Carryover:

B. Total Current Year Allocation: D. Total Funding Available:

Revenue 11000.0000.41921 \$20,000.00

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operation al	1000 Instruction	57331 Fixed Assets (more than \$5,000)	3000 Vocational and Technical Programs	544001 SW Aeronautics Mathematics & Science-Admin Office	0000 No Job Class	\$100,000.00	\$20,000.00	\$120,000.00	
						Sub Total	\$20,000.00		
						Indirect Cost			
						DOC. TOTAL	\$20,000.00		

Justification:

To Record PCSNM grant from Daniels for drone soccer.

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

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

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

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

STATE OF NEW MEXICO

PUBLIC EDUCATION DEPARTMENT

300 Don Gaspar Santa Fe, NM 87501-2786

Budget Adjustment Request

Fiscal Year: 2024-2025

Doc. ID: 544-000-2425-0002-I

Fund Type: General Fund / Capital Outlay / Debt Service

Adjustment Type: Increase

Entity Name: SW Aeronautics Mathematics & Science Contact: Sean Fry, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-242-6640 x2501 Email: sean.fry@abqca.org

FLOWTHROUGH ONLY

Budget Period: 2024-07-01

2025-06-30

To:

A. Approved Carryover:

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

B. Total Current Year Allocation: D. Total Funding Available:

Revenue 23000.0000.41920 \$5,000.00

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
23000 Non- Instructio nal Support	1000 Instruction	56118 General Supplies and Materials	1010 Regular Education (PreK-12) Programs	544001 SW Aeronautics Mathematics & Science-Admin Office	0000 No Job Class	\$1,000.00	\$5,000.00	\$6,000.00	
						Sub Total	\$5,000.00		
						Indirect Cost			
						DOC. TOTAL	\$5,000.00		

Justification:

Record facility use fees for Student activities. SDF.

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

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

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

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

FLOWTHROUGH ONLY

STATE OF NEW MEXICO

Budget Adjustment Request

To:

PUBLIC EDUCATION DEPARTMENT

Doc. ID: 544-000-2425-0003-I Fund Type: Flowthrough

Adjustment Type: Increase

Entity Name: SW Aeronautics Mathematics & Science Contact: Sean Fry, Business Manager Phone: 505-242-6640 x2501

06/30/2025

Adjustment Changes Intent/Scope of Program Yes or No?: No Total Approved Budget (Flowthrough):

A. Approved Carryover:

Email: sean.fry@abqca.org

Revenu	e 24330.0000.445	00 \$5,550.96	3						
Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FT
24330 ARP ESSER III	1000 Instruction	51300 Additional Compensation	1010 Regular Education (PreK-12) Programs	544001 SW Aeronautics Mathematics & Science-Admin Office	1411 Teachers- Grades 1-12		\$55.00	\$55.00	
24330 ARP ESSER III	2100 Support Services-Students	51300 Additional Compensation	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1211 Coordinator/Su bject Matter Specialist		\$1,005.59	\$1,005.59	
24330 ARP ESSER III	2100 Support Services-Students	51300 Additional Compensation	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1217 Secretarial/Cler ical/Technical Assistants		\$1,010.00	\$1,010.00	
24330 ARP ESSER III	2300 Support Services-General Administration	51300 Additional Compensation	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1111 Superintendent		\$1,002.45	\$1,002.45	
24330 ARP ESSER III	2400 Support Services-School Administration	51300 Additional Compensation	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1211 Coordinator/Su bject Matter Specialist		\$1,000.00	\$1,000.00	
24330 ARP ESSER III	2500 Central Services	51300 Additional Compensation	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1115 Assoc. SuptFin./Bus. Mgr.		\$480.00	\$480.00	
24330 ARP ESSER III	2500 Central Services	51300 Additional Compensation	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1220 Business Office Support		\$997.92	\$997.92	
						Sub Total	\$5,550.96		
						Indirect Cost			
						DOC. TOTAL	\$5,550.96		

Justification:

Align budget with remaining grant balance. Additional compensation for retention stipends provided to all returning staff based only on FTE. SDF.

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

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

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

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

6

Fiscal Year: 2024-2025

Budget Period: 07/01/2024

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

STATE OF NEW MEXICO

PUBLIC EDUCATION DEPARTMENT

Doc. ID: 544-000-2425-0005-IB Fund Type: Flowthrough

Adjustment Type: Initial Budget

300 Don Gaspar Santa Fe, NM 87501-2786 Budget Adjustment Request

Fiscal Year: 2024-2025 Adjustment Changes Intent/Scope of Program Yes or No?: No Total Approved Budget (Flowthrough):

Entity Name: SW Aeronautics Mathematics & Science Contact: Sean Fry, Business Manager Phone: 505-242-6640 x2501 Email: sean.fry@abqca.org

FLOWTHROU	IGH ONLY				
		Budget Period: (07/01/2024	To:	06/30/2025
	A. Appro	ved Carryover:			
	B. Total Current	Year Allocation:			
	D. Total Fu	nding Available:			
Revenue	24106.0000.44500	\$72,398.00			

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
	Services-Students	55915 Other Contract Services	2000 Special Programs	544001 SW Aeronautics Mathematics & Science-Admin Office	0000 No Job Class		\$72,398.00	\$72,398.00	
	-		-			Sub Total	\$72,398.00		
						Indirect Cost			
						DOC. TOTAL	\$72,398.00		

Justification:

Budget per FY25 allocation and FY24 carryover table. SDF.

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

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

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

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

STATE OF NEW MEXICO

300 Don Gaspar Santa Fe, NM 87501-2786

Budget Adjustment Request

PUBLIC EDUCATION DEPARTMENT

Doc. ID: 544-000-2425-0007-T Fund Type: Flowthrough

Adjustment Type: Transfer

Fiscal Year: 2024-2025 Adjustment Changes Intent/Scope of Program Yes or No?: No Total Approved Budget (Flowthrough): Entity Name: SW Aeronautics Mathematics & Science Contact: Sean Fry, Business Manager Phone: 505-242-6640 x2501 Email: sean.fry@abqca.org

FLOWTHROUGH ONLY

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Budget Period: 07/01/2024

06/30/2025

To:

A. Approved Carryover:

B. Total Current Year Allocation:

D. Total Funding Available:

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24154 Teacher/ Principal Training & Recruiting		53330 Professional Development	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	0000 No Job Class	\$12,000.00	(\$7,385.91)	\$4,614.09	
24154 Teacher/ Principal Training & Recruiting		53330 Professional Development	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	0000 No Job Class	\$8,011.84	(\$4,000.00)	\$4,011.84	
24154 Teacher/ Principal Training & Recruiting		51300 Additional Compensation	1010 Regular Education (PreK-12) Programs	544001 SW Aeronautics Mathematics & Science-Admin Office	1411 Teachers- Grades 1-12		\$8,928.00	\$8,928.00	
24154 Teacher/ Principal Training & Recruiting		52111 Educational Retirement	1010 Regular Education (PreK-12) Programs	544001 SW Aeronautics Mathematics & Science-Admin Office	1411 Teachers- Grades 1-12		\$1,621.00	\$1,621.00	
24154 Teacher/ Principal Training & Recruiting		52112 ERA - Retiree Health	1010 Regular Education (PreK-12) Programs	544001 SW Aeronautics Mathematics & Science-Admin Office	1411 Teachers- Grades 1-12		\$179.00	\$179.00	
24154 Teacher/ Principal Training & Recruiting		52210 FICA Payments	1010 Regular Education (PreK-12) Programs	544001 SW Aeronautics Mathematics & Science-Admin Office	1411 Teachers- Grades 1-12		\$528.00	\$528.00	
24154 Teacher/ Principal Training & Recruiting		52220 Medicare Payments	1010 Regular Education (PreK-12) Programs	544001 SW Aeronautics Mathematics & Science-Admin Office	1411 Teachers- Grades 1-12		\$129.91	\$129.91	
						Sub Total	\$0.00		
						Indirect Cost			
						DOC. TOTAL	\$0.00		

Justification:

Move budget authority from support to instruction for allowable stipends for PD days prior to contract. SDF.

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

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

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

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

STATE OF NEW MEXICO

PUBLIC EDUCATION DEPARTMENT

300 Don Gaspar Santa Fe, NM 87501-2786

Budget Adjustment Request

Fiscal Year: 2024-2025

Fund Type: General Fund / Capital Outlay / Debt Service

Adjustment Type: Increase

Entity Name: SW Aeronautics Mathematics & Science Contact: Sean Fry, Business Manager

Adjustment Changes Intent/Scope of Program Yes or No?: No **Total Approved Budget (Flowthrough):**

Phone: 505-242-6640 x2501 Email: sean.fry@abqca.org

FLOWTHROUGH ONLY

Budget Period: 2024-07-01

2025-06-30

To:

A. Approved Carryover:

B. Total Current Year Allocation: D. Total Funding Available:

Revenue 11000.0000.43101 \$66,959.08

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
	4000 Capital Outlay	54640 Rental - Lease To Purchase	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	0000 No Job Class	\$205,735.56	\$66,959.08	\$272,694.64	
	-			-	-	Sub Total	\$66,959.08		
						Indirect Cost			
						DOC. TOTAL	\$66,959.08		

Justification:

Increase based on revised initial unit value. SDF.

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

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

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

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

STATE OF NEW MEXICO

PUBLIC EDUCATION DEPARTMENT

300 Don Gaspar Santa Fe, NM 87501-2786

Budget Adjustment Request

Doc. ID: 544-000-2425-0009-T

Fund Type: General Fund / Capital Outlay / Debt Service

Adjustment Type: Transfer

Entity Name: SW Aeronautics Mathematics & Science Contact: Sean Fry, Business Manager

Phone: 505-242-6640 x2501

Email: sean.fry@abqca.org

FLOWTHROUGH ONLY

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Fiscal Year: 2024-2025

To: 2025-06-30

A. Approved Carryover:

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

Total Approved Budget (Flowthrough):

Budget Period: 2024-07-01

B. Total Current Year Allocation:

D. Total Funding Available:

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operation al	1000 Instruction	56112 Other Instructional Materials	1010 Regular Education (PreK-12) Programs	544001 SW Aeronautics Mathematics & Science-Admin Office	0000 No Job Class	\$929,386.35	(\$90,000.00)	\$839,386.35	
11000 Operation al	2400 Support Services-School Administration	51100 Salaries Expense	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1211 Coordinator/Su bject Matter Specialist	\$71,070.00	\$31,644.00	\$102,714.00	
11000 Operation al	2400 Support Services-School Administration	52111 Educational Retirement	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1211 Coordinator/Su bject Matter Specialist	\$12,900.00	\$5,374.00	\$18,274.00	
11000 Operation al	2400 Support Services-School Administration	52112 ERA - Retiree Health	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1211 Coordinator/Su bject Matter Specialist	\$1,422.00	\$592.00	\$2,014.00	
11000 Operation al	2400 Support Services-School Administration	52210 FICA Payments	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1211 Coordinator/Su bject Matter Specialist	\$4,407.00	\$1,318.00	\$5,725.00	
11000 Operation al	2400 Support Services-School Administration	52220 Medicare Payments	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1211 Coordinator/Su bject Matter Specialist	\$1,031.00	\$308.00	\$1,339.00	
11000 Operation al	2400 Support Services-School Administration	52311 Health and Medical Premiums	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1217 Secretarial/Cler ical/Technical Assistants		\$12,000.00	\$12,000.00	
11000 Operation al	2400 Support Services-School Administration	52311 Health and Medical Premiums	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1211 Coordinator/Su bject Matter Specialist	\$9,778.00	\$5,246.00	\$15,024.00	
11000 Operation al	2700 Student Transportation	51100 Salaries Expense	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1113 Administrative Associates		\$17,767.50	\$17,767.50	0.15
11000 Operation al	2700 Student Transportation	52111 Educational Retirement	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1113 Administrative Associates		\$3,225.00	\$3,225.00	
11000 Operation al	2700 Student Transportation	52112 ERA - Retiree Health	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1113 Administrative Associates		\$356.00	\$356.00	

11000 Operation al	2700 Student Transportation	52210 FICA Payments	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1113 Administrative Associates		\$1,010.00	\$1,010.00	
11000 Operation al	2700 Student Transportation	52220 Medicare Payments	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1113 Administrative Associates		\$237.00	\$237.00	
11000 Operation al	2700 Student Transportation	52311 Health and Medical Premiums	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	1113 Administrative Associates		\$5,922.50	\$5,922.50	
11000 Operation al	2700 Student Transportation	55200 Property/Liability Insurance	0000 No Program	544001 SW Aeronautics Mathematics & Science-Admin Office	0000 No Job Class		\$5,000.00	\$5,000.00	
		•		-	2	Sub Total	\$0.00		0.15
						Indirect Cost			
						DOC. TOTAL	\$0.00		

Justification:

Move authority to account for final FY25 salaries for Dir. Ops and final transportation budget. SDF.

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

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

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