



**GOVERNING COUNCIL**

Regular Meeting of the Albuquerque Aviation Academy Governing Council on  
Friday, February 21, 2025

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

**BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

none

**ALSO IN ATTENDANCE**

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

**PUBLIC**

none

These minutes were approved on 3/28/2025

By a vote of 10 yes 0 no 0 absent 0 abstained

[Signature] President  
[Signature] Secretary

**I. Call to Order**

Larry Kennedy called to order the Regular Meeting of the Governing Council for the Albuquerque Aviation Academy for February 21, 2025 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, Alex Carothers, Laura Kohr, Farrah Nickerson (via Zoom), and Larry Kennedy.

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

Larry Kennedy requested that the board move the Finance Report to number III following Public Comment. Larry Kennedy asked for a motion to approve the amended agenda. Alex Carothers made a motion to approve the amended agenda. Mike Romo seconded the motion. Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Alex Carothers, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

**C. Review/Approval of Minutes from January 24, 2025 Special Meeting\***

Larry Kennedy asked for a motion to approve the minutes from the January 24, 2025 Special Meeting. Mike Romo made a motion to approve the minutes. Alex Carothers seconded the motion. Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Alex Carothers, Laura Kohr, 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 appreciates the Governing Council moving the Finance Report earlier in the meeting. The Finance Committee met prior to this meeting and the overall fund balance continues to grow. The current fund balance is \$1,784,760.19.

There was a large distribution again this month, the previous was in December, from Bernalillo County Property Distributions in the amount of \$163,674.84.

#### **B. Voucher Approvals for January 2025\***

Sean Fry presented the January Vouchers and the Finance Committee can support the approval of the January Voucher Approvals. Abnormal expenses were a \$6,198.00 expense to Imagine Learning for the tutoring program, and the \$17,000.00 fraudulent check that the bank has since covered and returned the funds to the account. Next month, the discussion and vote around switching bank accounts and closing the compromised account will be on the agenda.

Larry Kennedy asked for a motion to approve the Bank Vouchers for January 2025. Mike Romo made the motion. Laura Kohr seconded the motion. Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Alex Carothers, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

#### **C. Bank Reconciliation for January 2025\***

Sean Fry presented the January Bank Reconciliation and the Finance Committee can support the approval of the January 2025 Bank Reconciliation. Larry Kennedy asked for a motion to approve. Mike Romo made the motion. Farrah Nickerson seconded the motion. Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Alex Carothers, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

#### **D. AAA FY25 PCT-01\***

Sean Fry shared information regarding a Permanent Cash Transfer from fund 25233 regarding rural location at 4100 Aerospace to Operational in the amount of \$28,160.00. Larry Kennedy asked for a motion to approve. Alex Carothers made the motion. Mike Romo seconded the motion. Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Alex Carothers, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

#### **E. Budget Adjustment Requests\***

Sean Fry presented BAR 2425-11000-0015-I, an increase of \$454,649.00 for adjustment budget to actual cash. BAR 2425-23000-0016-I, an increase of \$3,966.00 for adjustment budget to actual cash to be used for general supplies and materials. BAR 2425-31701-0018-I, an increase of \$35,254.00 for adjustment budget to actual cash in capital outlay to be used for buildings purchase. BAR 2425-31600-0019-I, an increase of \$11,785.00 for capital outlay adjustment budget to actual cash to be used

for lease to purchase. BAR 2425-27109-0020-I, an increase of \$3,935.00 for instruction adjustment budget to actual cash to be used on instructional materials. BAR 2425-31703-0022-I, an increase of \$ 10,604.18 in capital outlay adjustment budget to actual cash to be used on the lease to purchase. BAR 2425-26107-0023-IB, an initial budget of \$10,000.00, a new award from the PEC to be used on pre-authorized attendance incentives.

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

#### **IV. Ongoing Business Matters**

##### **A. Aviation Program Update**

Dr. Lauren Chavez presented that they have not flown since the last board report and continue discussions with the Aviation Committee.

FOA classes are competing against each other to see who can get the most students to pass the FAA exam. AIA students continue to get check-ride ready. In drones, a couple of new drone pilots this year, and several students are planning to take the exam over Spring Break.

Doc provided an update on internships that are going well overall.

Doc is working with Matt Dixon and the team on getting the display plane ready to bring to the school. Last update was that the engineer was working on the mounting system that will be used. The plane has been painted, and we are hoping for a falcon design for the tail of the plane.

Doc reviewed expenses. Discussion around options available to get students in the air.

Alex Carothers asked what the total enrollment is in AIA. Doc stated that AIA and ICA have approximately 25 students in total.

#### **V. Administrative Update**

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

Bridget Barrett presented that enrollment numbers are down. Reviewed Academics by Enrollment for Edgenuity courses. Greg Leonard continues to work with students doing interventions and the Aviation Academy Challenge will be taking the students who earned the highest tier of a field trip to Main Event in early March. Reviewed Actual Grade Report. Ms. Barrett met the walk-through goal for the month.

Students continue to use the Edgenuity tutoring program which came with a learning curve for students to appropriately interact with live tutors. Roland Dewing asked if there was a report for record of how often the tutoring is being used by students. Ms. Barrett said there was not a report but would check with Edgenuity to see if something is available. Shared that it is used a lot in math. Board discussed wanting to be able to use data for Return on Investment. Ms. Barrett shared that overall students are doing better and using their notes, mini-lessons from teachers, and targeted instruction to improve student success. Discussion regarding Edgenuity moving towards Edge X and the positives that comes from that.

Ms. Barrett shared that Renaissance testing is complete for MOY for 9<sup>th</sup>-11<sup>th</sup> grades and ELL Access Testing is happening right now.

## **VI. New Business Matters**

### **A. Resolution Authorizing the Purchase of an Airplane\***

Larry Kennedy asked about the name of the proposed resolution and changing the name to Albuquerque Aviation Academy Resolution Authorizing the Purchase of an Airplane. Discussion regarding needing something like this in place because Doc will find a plane and it will get undersold while waiting for the process to take place and waiting for GC approval. This resolution allows the school to proceed when they can find an airplane worthy to fit our needs.

Larry Kennedy asked for a motion to approve the Resolution Number 2025 02 21 with the updated name. Alex Carothers made the motion. Mike Romo seconded the motion. Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Alex Carothers, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

### **B. Aircraft Use Agreement\***

Discussion regarding Aircraft Use Agreement for Cessna Cutlass 172RG and Ercoupe 415-C. Noted number change in Ercoupe agreement.

Larry Kennedy asked for a motion to approve the Aircraft Use Agreement for Cessna Cutlass 172RG and Ercoupe 415-C with the updated numbers. Alex Carothers made the motion. Mike Romo seconded the motion. Larry Kennedy asked Bridget Barrett to call roll. Bridget Barrett called Jody Meyer, Mike Romo, Roland Dewing, Alex Carothers, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

### **C. Acceptable Use Policy\***

Discussion regarding Acceptable Use Policy updates.

Larry Kennedy asked for a motion to approve the Acceptable Use Policy amending the original Acceptable Use Agreement having the third sentence of the first paragraph under Albuquerque Aviation Academy Cell Phone/Electronic Device Use read as follows, "Students may use cell phones/electronic devices BEFORE and AFTER school." Farrah Nickerson made the motion. Laura Kohr seconded the motion. Larry Kennedy asked Bridget Barrett to call roll. Bridget Barrett called Jody Meyer, Mike Romo, Roland Dewing, Alex Carothers, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

#### **D. Background Check Policy\***

Discussion regarding Background Check Policy. Kelly Callahan suggested that a piece regarding Duty to Report be added to the policy or be its own policy. Governing Council would like administration to create a Duty to Report policy.

Larry Kennedy asked for a motion to approve the Background Check Policy. Mike Romo made the motion. Farrah Nickerson seconded the motion. Larry Kennedy asked Bridget Barrett to call roll. Bridget Barrett called Jody Meyer, Mike Romo, Roland Dewing, Alex Carothers, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

#### **E. Conflict of Interest and Nepotism Policy\***

Discussion regarding Conflict of Interest and Nepotism Policy.

Larry Kennedy asked for a motion to table the Conflict of Interest and Nepotism Policy. Farrah Nickerson made the motion. Mike Romo seconded the motion. Larry Kennedy asked Bridget Barrett to call roll. Bridget Barrett called Jody Meyer, Mike Romo, Roland Dewing, Alex Carothers, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

#### **F. Drone Activities Policy and Procedures\***

Discussion regarding Drone Activities Policy and Procedures. Discussion about separating policy and procedures into two documents. Purpose, Scope, Policy Statement, and Legal Compliance sections will be the policy and the rest will fall into procedures. Table so document can be modified and brought back to Governing Council.

Larry Kennedy asked for a motion to table the Drone Activities Policy. Farrah Nickerson made the motion. Alex Carothers seconded the motion. Larry Kennedy asked Bridget Barrett to call roll. Bridget Barrett called Jody Meyer, Mike Romo,

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

#### **G. Foster Care Enrollment Policy\***

Waiting on feedback from attorney regarding this policy. Suggest tabling until next month.

Larry Kennedy asked for a motion to table the Foster Care Enrollment Policy. Alex Carothers made the motion. Laura Kohr seconded the motion. Larry Kennedy asked Bridget Barrett to call roll. Bridget Barrett called Jody Meyer, Mike Romo, Roland Dewing, Alex Carothers, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

#### **H. Fundraising Policy and Procedures\***

Discussion regarding Fundraising Policy and Procedures. Discussion about separating policy and procedures into two documents. Purpose, Policy Statement, Handling of Funds and Consequences for Non-Compliance sections will be the policy and the rest will go into procedures.

Larry Kennedy asked for a motion to table the Fundraising Policy. Mike Romo made the motion. Roland Dewing seconded the motion. Larry Kennedy asked Bridget Barrett to call roll. Bridget Barrett called Jody Meyer, Mike Romo, Roland Dewing, Alex Carothers, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

#### **I. Governing Council Bylaws\***

This was shared at January's Governing Council meeting. Correction of numbers and wording to Article 5.2: Provisions for Resignation of All Governing Council Members.

Larry Kennedy asked for a motion to approve with number and word changes as discussed. Mike Romo made the motion. Alex Carothers seconded the motion. Larry Kennedy asked Bridget Barrett to call roll. Bridget Barrett called Jody Meyer, Mike Romo, Roland Dewing, Alex Carothers, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

#### **J. Lottery Admissions and Enrollment Policy\***

Discussion regarding having pieces of this policy on website and in multiple locations in handbooks but not one comprehensive policy.

Larry Kennedy asked for a motion to approve the Lottery Admissions and Enrollment Policy. Alex Carothers made the motion. Mike Romo seconded the motion. Larry Kennedy asked Bridget Barrett to call roll. Bridget Barrett called Jody Meyer, Mike

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

**K. Parent and Family Engagement Policy\***

Discussion regarding Parent and Family Engagement Policy.

Larry Kennedy asked for a motion to approve the Parent and Family Engagement Policy. Farrah Nickerson made the motion. Mike Romo seconded the motion. Larry Kennedy asked Bridget Barrett to call roll. Bridget Barrett called Jody Meyer, Mike Romo, Roland Dewing, Alex Carothers, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

**L. Parent School Compact\***

Discussion that this is not policy and does not require Governing Council approval.

**M. 2029 Cohort Graduation Requirements\***

Discussion comparing 2022-2028 Cohort Graduation to the proposed 2029 Cohort Graduation Requirements. Social Studies credits have gone from 3.5 to 4.0 and Electives changes and the Local Requirements.

Larry Kennedy asked for a motion to approve the 2029 Cohort Graduation Requirements. Mike Romo made the motion. Jody Meyer seconded the motion. Larry Kennedy asked Bridget Barrett to call roll. Bridget Barrett called Jody Meyer, Mike Romo, Roland Dewing, Alex Carothers, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

**N. Panorama Survey Student Results**

Amanda Catanzaro presented the Fall 2024 Results from the Panorama Survey regarding School Climate, School Safety, Self-Efficacy, Self-Management, and Sense of Belonging. This survey compares results from Fall 2023.

**VII. Governing Council Development**

**A. Discussion with Kelly Callahan**

Kelly Callahan shared the Governing Council continues to use best practices.

**VIII. Announcements**

Next regular Governing Council meeting is scheduled for March 28, 2025 due to Spring Break.

**IX. Adjournment\***

Larry Kennedy called for a motion to adjourn. Mike Romo made a motion to adjourn. Laura Kohr seconded the motion. Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Alex Carothers, Laura Kohr, 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 February 21, 2025 at 4:03 p.m.

