



NOTICE AND AGENDA  
SPECIAL MEETING OF THE GOVERNING COUNCIL OF  
ALBUQUERQUE AVIATION ACADEMY

December 12, 2025

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 6<sup>th</sup>-12<sup>th</sup> 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 November 21, 2025 Regular Meeting\*
- II. Public Comment (comments will be limited to two minutes) – see attached Special Procedures for more information.
- III. Ongoing Business Matters
  - A. Aviation Program/Committee Update
- IV. Administrative Update
  - A. Student Achievement Update
- V. New Business Matters
  - A. Aviation Handbook (discussion/action) \*
  - B. Disposal List 12/12/2025 (discussion/action) \*
- VI. Governing Council Development
  - A. Discussion with Kelly Callahan
  - B. GC Self Evaluation Survey
- 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 2526-26107-0005-IB



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 needs 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@abqaviation.com](mailto:acatanzaro@abqaviation.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 December 12, 2025 AAA Governing Council Regular Meeting

The AAA Governing Council Regular Meeting on December 12, 2025 at 2:00 pm will be held at Albuquerque Aviation Academy boardroom 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:

<https://us04web.zoom.us/j/5383341131?pwd=UWpFVWNQejFoRDRYMct3OXlEdkxhUT09>

OR

**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 [acatanzaro@abqaviation.com](mailto:acatanzaro@abqaviation.com) 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 [acatanzaro@abqaviation.com](mailto:acatanzaro@abqaviation.com). 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 505-608-6441.

These procedures are subject to revision given changing circumstances. Please check the AAA website for any updates to these procedures.