



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

January 16, 2026

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 December 12, 2025 Special 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
 - B. CSD Site Visit
- V. New Business Matters
 - A. Panaroma Survey Results
 - B. Aviation Handbook (discussion/action) *
 - C. Governing Council Bylaws Update (discussion/action) *
 - D. Acceptance of Donations (Garmin and Acro Aircraft) (discussion/action) *
 - E. Facility Master Plan Award Letter (discussion/action) *
 - F. Inventory Disposal List (discussion/action)*
- VI. Governing Council Development
 - A. 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 2526-31200-006-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 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 January 16, 2026 AAA Governing Council Regular Meeting

The AAA Governing Council Regular Meeting on January 16, 2026 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 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. 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.



GOVERNING COUNCIL

Special Meeting of the Albuquerque Aviation Academy Governing Council on
Friday, December 12, 2025

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

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

Jody Meyer

ALSO IN ATTENDANCE

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

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 Special Meeting of the Governing Council for the Albuquerque Aviation Academy for December 12, 2025 at 2:02 PM on Zoom.us and in person.

A. Roll Call

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

B. Adoption of the Agenda*

Larry Kennedy requested the following amendments. Table Aviation Handbook until January Meeting. Mike Romo made a motion to approve the amended agenda. Alex Carothers seconded the motion. Larry Kennedy called for a voice vote to approve, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

C. Review/Approval of Minutes from November 21, 2025 Regular Meeting*

Larry Kennedy asked for a motion to approve the minutes from November 21, 2025 Regular Meeting. Farrah Nickerson made a motion to approve the minutes. Mike Romo seconded the motion. Larry Kennedy called for a voice vote to approve, all board members present approved. Next, he called for any opposition and upon hearing none, 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. Ongoing Business Matters

A. Aviation Program Update

Dr. Lauren Chavez presented they have flown 27.5 hours in Hotel Kilo and 3.1 hours in Addison since last board report. Focusing on solos and overnight flights currently. Two students have completed all of their required night flights. One student may be ready for their check-ride before the next meeting.

Doc reviewed grades and averages for the classes. The balloon inflated the last two weeks and took students on tethered rides this morning.

The display plane is still being discussed and plans to get it installed upon better weather.

Doc reviewed the expenses for the program.

The question was asked about the foundation for the display plane and if any help is needed regarding an engineer, please let Larry Kennedy know. Larry also has a contact for vinyl if the plans do not work out with current vendor.

IV. Administrative Update

A. Student Achievement Update

Bridget Barrett presented her report. Academics are looking disappointing now but hopefully will have a vast improvement in January as students finish this semester. Enrollment is currently at 310 and 10 students are scheduled to begin when we return in January.

Bridget shared that she attended an AI Conference that the PED put on and then shared the information with the staff last week. The goal is to find team members that are interested in AI and get them on board, rather than forcing its use among all teachers.

Discussed Enrollments by Grade Level Comparison Chart with board as requested. This is also going to be shared with the staff each month so that they can see how students are doing by grade level.

Discussion regarding various AI platforms and how they can be integrated into the school.

V. New Business Matters

A. Aviation Handbook – Tabled *

B. Disposal List 12/12/2025 *

Amanda Catanzaro shared the disposal list dated 12/12/2025. Larry Kennedy asked for a motion to approve the Disposal List 12/12/2025. Farrah Nickerson made a motion to approve. Alex Carothers seconded the motion. Larry Kennedy called for a voice vote to approve; all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

VI. Governing Council Development

Kelly Callahan shared the Governing Council survey with Larry who sent it out to the board. Each board member is asked to complete the survey, if they have not already done so and share it with Bridget who will send the results to Kelly for discussion in next month's meeting.

VII. Finance Report

A. Business Office Operations Update

Amanda Catanzaro presented that the Finance Committee met prior to the meeting and reviewed the financial statements through November 2025. Albuquerque Aviation Academy has received 33.52% of budgeted operational funds and expended 26.35% thru November 2025. We have a reconciled cash balance of just over \$1.5 million and outstanding checks, there are 4, totaled to just over \$20,000. Revenues exceeded expenditures for the month by over \$9,000.

B. Voucher Approvals for November 2025 *

Amanda Catanzaro presented the November Vouchers and the Finance Committee can support the approval of the November Voucher Approvals.

Larry Kennedy asked for a motion to approve the bank vouchers for November 2025. Farrah Nickerson made a motion to approve. Mike Romo seconded the motion. Larry Kennedy called for a voice vote to approve; all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

C. Bank Reconciliation for November 2025 *

The Finance Committee can support the approval of the November Bank Reconciliations.

Larry Kennedy asked for a motion to approve the Bank Reconciliations for October 2025. Farrah Nickerson made a motion to approve. Mike Romo seconded the motion. Larry Kennedy called for a voice vote to approve; all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

D. Budget Adjustment Requests *

Amanda Catanzaro shared information regarding BAR 2526-26107-0005-IB, an initial BAR for the grant received from the PEC in the amount of \$10,000. This will be used to purchase intervention materials to help students increase testing scores.

Larry Kennedy asked for a motion to approve the BAR 2526-20107-0005-IB. Alex Carothers made a motion to approve. Laura Kohr seconded the motion. Larry Kennedy called for a voice vote to approve; all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

VIII. Announcements

Next regular scheduled governing council meeting is scheduled for 1/16/2026.

On 1/13/2026, is the Site Visit from CSD and the Governing Council Focus Group is scheduled for 1:00. Laura Kohr, Alex Carothers, and Roland Dewing will be present for the Focus Room.

Next Friday, 12/19/2025 is the Holiday Party. If you have not already RSVP to Bridget and plan to attend, please let her know.

IX. Adjournment*

Larry Kennedy called for a motion to adjourn. Mike Romo made a motion to adjourn. Farrah Nickerson seconded the motion. Larry Kennedy called for a voice vote to approve; all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

The Special Meeting of the Governing Council for the Albuquerque Aviation Academy adjourned on December 12, 2025 at 2:39 PM.

Monthly Report - January 16, 2026

All figures and outcomes are based on the date of this report - January 13, 2026
(HK hobbs time: 1871.3 ; Addison Hobbs time: 2439.8)

FLIGHT TRAINING:

- **Flights** - We've flown 0 hrs in either aircraft. HK is getting a strut rebuilt and when that is complete it will need it's 100 hr. Inspection. Addison had a couple of repairs (listed below), and is now getting a new audio panel/radio. Once the aircraft are back in service (I estimate ~2 wks,) We'll have three students ready to continue working on checkride requirements. We'll then have 3 more seniors waiting to start and try to finish before graduation. We'll have one junior who should get his pilot's certificate as soon as he turns 17 (this June.)

CLASSES:

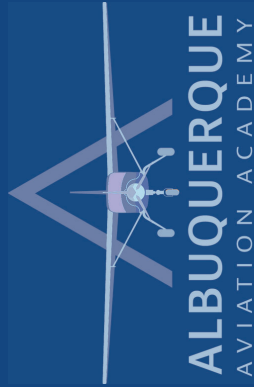
- **Airplane** - Classes are going very well. The smaller classes are allowing more focus and productivity.
- **Drone** - Class is going well. We had one student take and pass her FAA Remote Pilot Exam just before Christmas break, and another who took and passed it over Christmas break. We have a few more students who I expect to take their exam within the next few weeks.
- **Balloons** - Class is going well. This semester I don't have a 2nd ITA class during this time, so it allows me to participate in and monitor this class.

ADDITIONAL:

- **Internships** - None yet scheduled for this semester.
- **Donated airplane for display** - Still moving forward.
- **Vinyl design for HK & Addison** - I met with the vinyl guy over Christmas break. He wants to wait until it's a bit warmer to apply the vinyl, but he has all of the measurements and plan ready to go.

EXPENSES:

- **Fuel:** \$0 (est)
- **Maintenance:**
 - \$936.58 (Addison tire/tube replacement)
 - \$463.54 (Addison's rotating beacon bulb/switch replacement)
 - ~\$2000 (soon) for HK strut damage repair
 - 100 hr (soon) for HK
 - Addison (soon) audio panel/radio, Garmin 175 GPS installed.
- **Hangar Rental:** \$357 per month x 2
- **Insurance:** Annual Premium - \$15,658 (both airplanes)



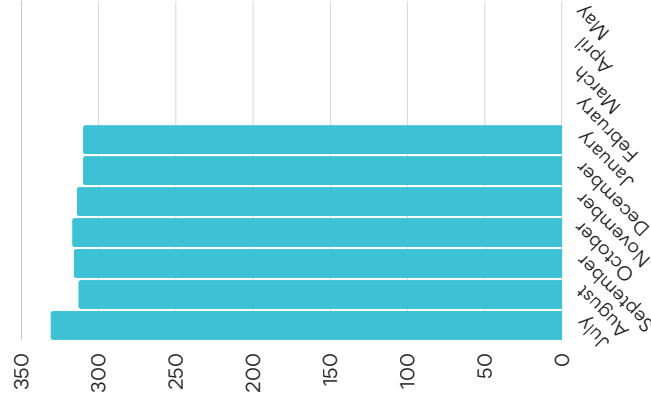
Student Achievement Update **January** 2026 (A+)



Student Enrollment

Student Enrollment Goal

SY 25/26: 320



Academics by Enrollment

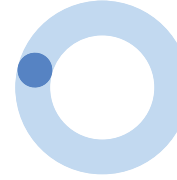
Number of students ahead, behind, failing and passing (overall grade):



On Pace and Passing (52% 12/24)



Behind and Passing (38% 12/24)



On Pace and Failing (1% 12/24)



Behind and Failing (9% 12/24)

Altitude Achievement

Imagine Learning Grade Enrollment Report Fall Semester

A : 26%
B : 22%
C : 13%
D : 11%
F : 28%



Registration Goal

Current Number of Students: 310

Waiting List: 3 Incoming: 10

Goal 320

Met 310

Percent Met: 97%
40 Day Count: 317



CSD Site Visit was great! Staff and students reported feeling happy and safe at our school to CSD. Thank you Laura, Roland and Larry for representing our Governing Council so well!



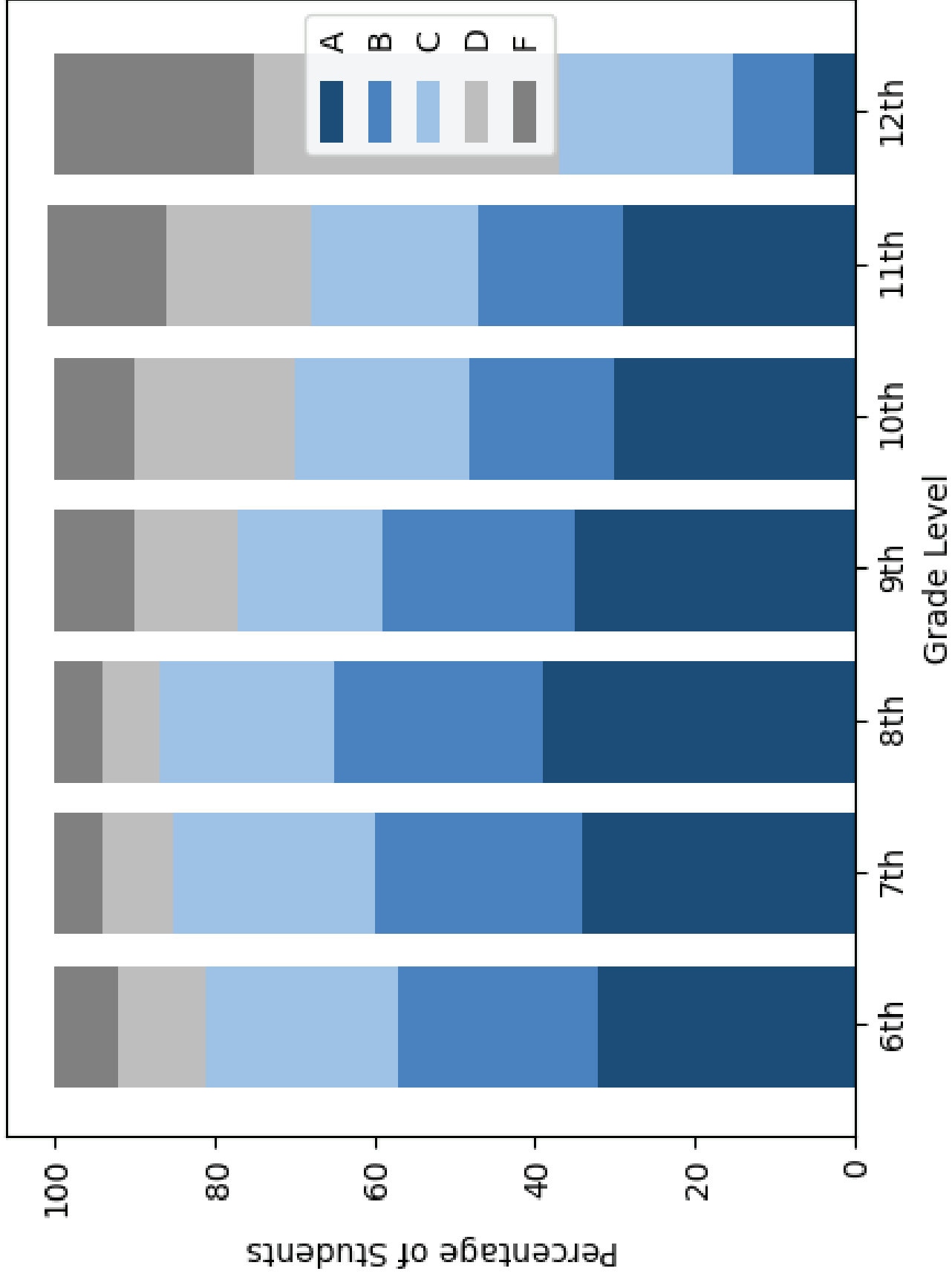
EDGEUNITY ENROLLMENTS BY GRADE LEVEL COMPARISON CHART (SEMESTER 1, FALL 2025)

Grades as of 12/29/2025



Grade Level	A (89.5-100%)	B (79.5-89.4%)	C (69.5-79.4%)	D(59.5-69.4%)	F (59.4% and below)
6th	32%	25%	24%	11%	8%
7th	34%	26%	25%	9%	6%
8th	39%	26%	22%	7%	6%
9th	35%	24%	18%	13%	10%
10th	30%	18%	22%	20%	10%
11th	29%	18%	21%	18%	15%
12th	5%	10%	22%	38%	25%

Grade Distribution by Enrollment

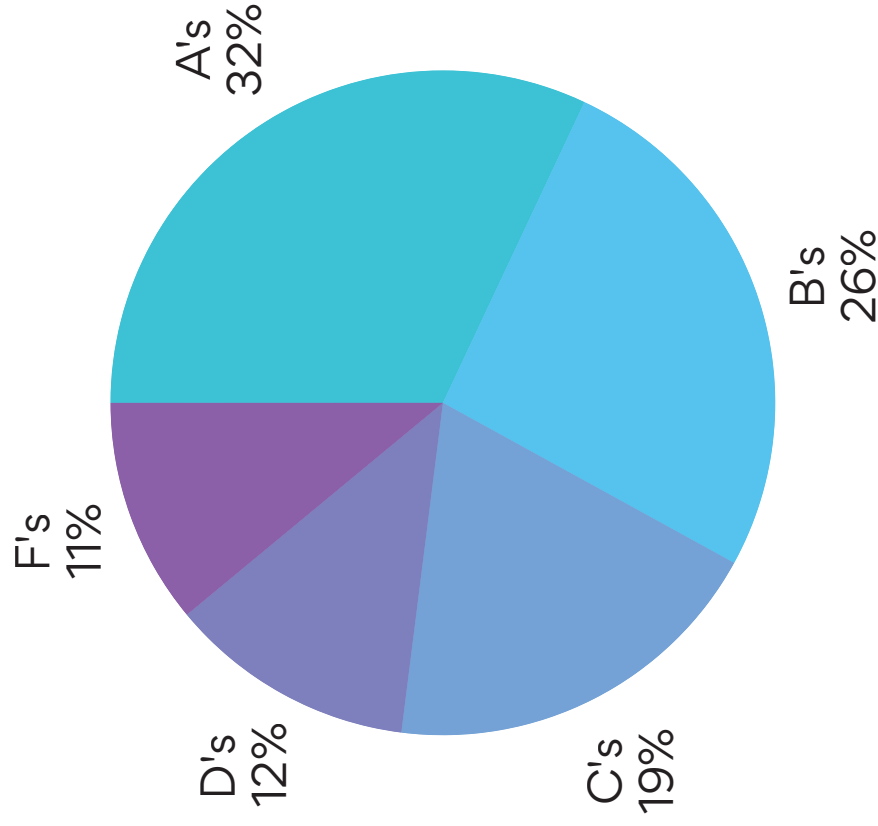


Semester 1 Grades Fall

2024 as reported in

Power School

(includes all electives
and core classes)

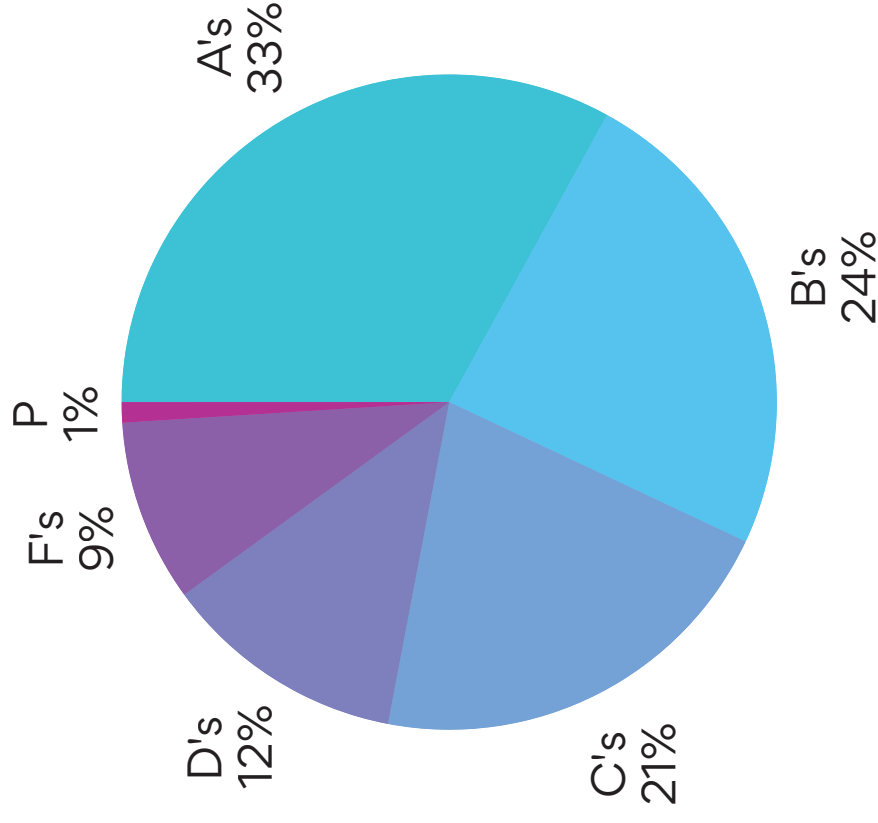


Semester 1 Grades Fall

2025 as reported in

Power School

(includes all electives
and core classes)





ALBUQUERQUE AVIATION ACADEMY

Grades 6-12
Fall 2025



Report created by
Panorama Education



Summary

Topic Description	Results	Comparison
School Climate Perceptions of the overall social and learning climate of the school.	38% ▼ 7 since last survey	40% New Mexico Public Education Department
School Safety Perceptions of student physical and psychological safety at school.	69% ▼ 2 since last survey	55% New Mexico Public Education Department

219 responses



School Climate

Your average

38%

219 responses

Change

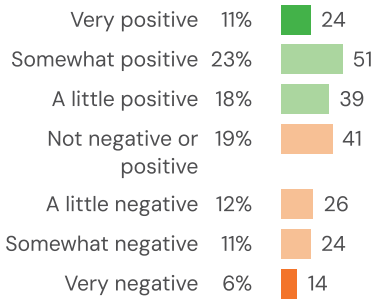
▼ 7

since last survey

State average: **40%** New Mexico Public Education Department

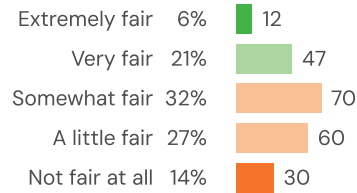
How did people respond?

Q.1: How positive or negative is the mood at your school?



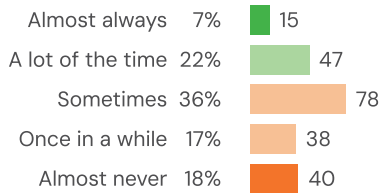
Favorable: **52%**

Q.2: How fair are the rules at this school?



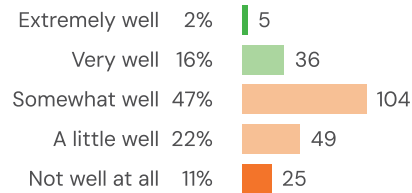
Favorable: **27%**

Q.3: How often do your teachers seem excited to be teaching your classes?



Favorable: **28%**

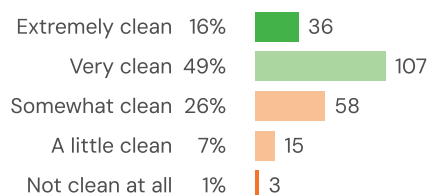
Q.4: How well do students follow the rules of your school?



Favorable: **19%**



Q.5: How clean is the building where you go to school?



Favorable: **65%**



School Safety

Your average

69%

219 responses

Change

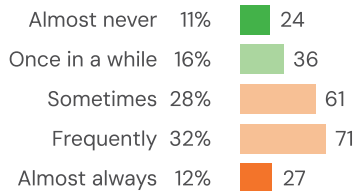
▼ 2

since last survey

State average: **55%** New Mexico Public Education Department

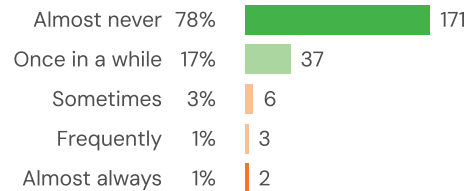
How did people respond?

Q.1: How often are people disrespectful to others at your school?



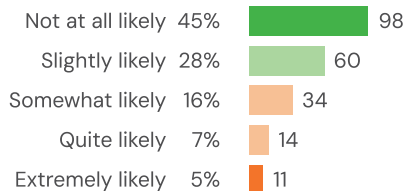
Favorable: **27%**

Q.2: How often do students get into physical fights at your school?



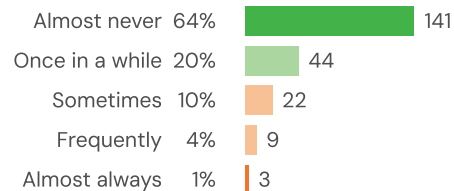
Favorable: **95%**

Q.3: How likely is it that someone from your school will bully you online?



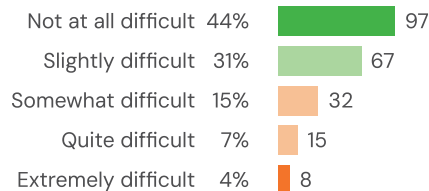
Favorable: **73%**

Q.4: How often do you worry about violence at your school?



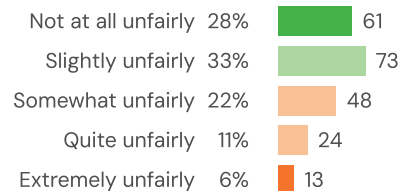
Favorable: **84%**

Q.5: If a student is bullied in school, how difficult is it for him/her to get help from an adult?



Favorable: **75%**

Q.6: At your school, how unfairly do the adults treat the students?



Favorable: **61%**



ALBUQUERQUE AVIATION ACADEMY

Grades 6-12
Fall 2025



Report created by
Panorama Education



Summary

Topic Description	Results	Comparison
<p>Self-Management</p> <p>How well students manage their emotions, thoughts, and behaviors in different situations.</p>	<p>68%</p> <p>▼ 3</p> <p>since last survey</p>	<p>70% New Mexico Public Education Department</p>
<p>Sense of Belonging</p> <p>How much students feel that they are valued members of the school community.</p>	<p>45%</p> <p>▲ 1</p> <p>since last survey</p>	<p>46% New Mexico Public Education Department</p>
<p>Social Awareness</p> <p>How well students consider the perspectives of others and empathize with them.</p>	<p>55%</p>	<p>57% New Mexico Public Education Department</p>

278 responses



Self-Management

Your average

68%

278 responses

Change

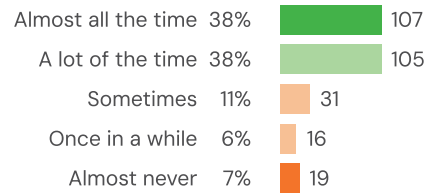
▼ **3**

since last survey

State average: **70%** New Mexico Public Education Department

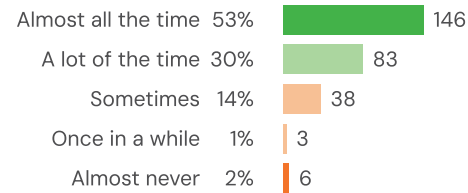
How did people respond?

Q.1: During the past two weeks, how often did you allow others to speak without interrupting them?



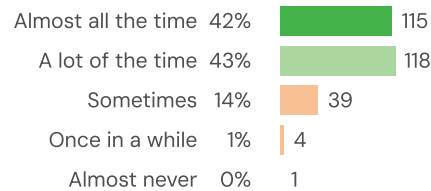
Favorable: **76%**

Q.2: During the past two weeks, how often did you come to class prepared?



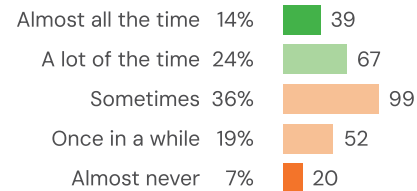
Favorable: **83%**

Q.3: During the past two weeks, how often did you follow directions in class?



Favorable: **84%**

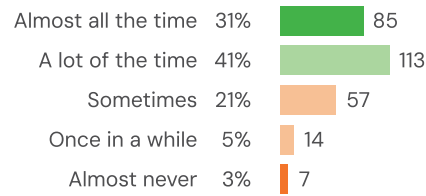
Q.4: During the past two weeks, how often did you get your work done right away, instead of waiting until the last minute?



Favorable: **38%**

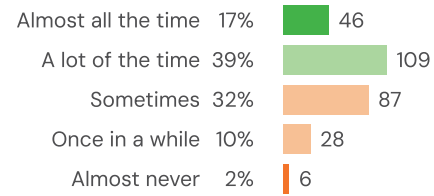


Q.5: During the past two weeks, how often did you pay attention in class?



Favorable: **72%**

Q.6: During the past two weeks, when you were working on your own, how often did you stay focused?



Favorable: **56%**



Sense of Belonging

Your average

45%

278 responses

Change

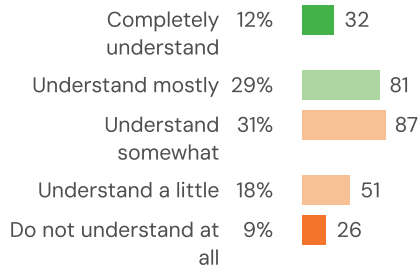
▲ 1

since last survey

State average: **46%** New Mexico Public Education Department

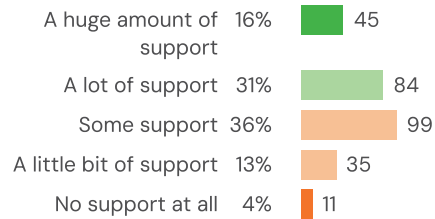
How did people respond?

Q.1: How well do people at your school understand the kind of person you are?



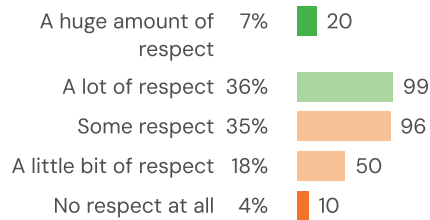
Favorable: **41%**

Q.2: How much support do the adults at your school give you?



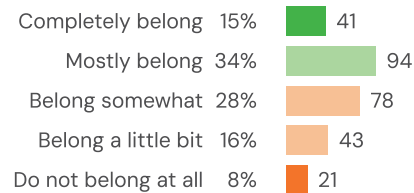
Favorable: **47%**

Q.3: How much respect do students at your school show you?



Favorable: **43%**

Q.4: When you are at school, how much do you feel like you belong?



Favorable: **49%**



Social Awareness

Your average

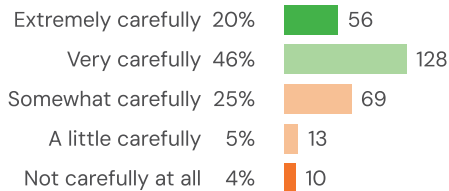
55%

278 responses

State average: **57%** New Mexico Public Education Department

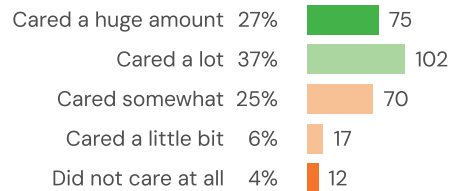
How did people respond?

Q.1: During the past two weeks, how carefully did you listen to other people's opinions?



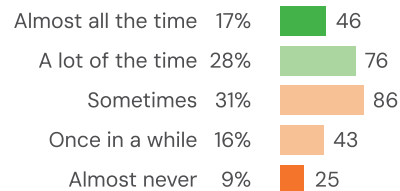
Favorable: **67%**

Q.2: During the past two weeks, how much did you care about other people's feelings?



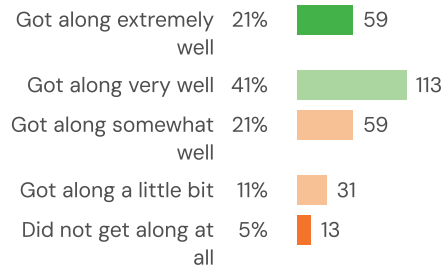
Favorable: **64%**

Q.3: During the past two weeks, how often did you compliment others' accomplishments?



Favorable: **44%**

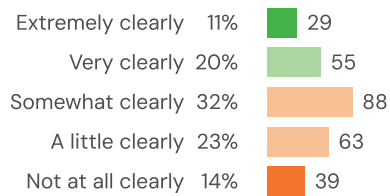
Q.4: During the past two weeks, how well did you get along with students who are different from you?



Favorable: **63%**

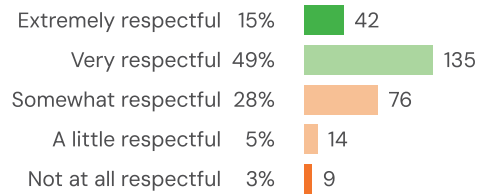


Q.5: During the past two weeks, how clearly were you able to describe your feelings?



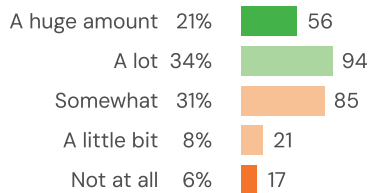
Favorable: **31%**

Q.6: During the past two weeks, when others did not agree with you, how respectful were you of their opinions?



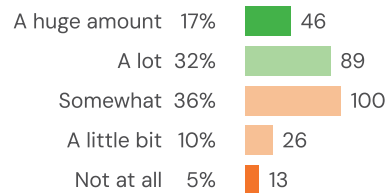
Favorable: **64%**

Q.7: During the past two weeks, how much were you able to stand up for yourself without putting others down?



Favorable: **55%**

Q.8: During the past two weeks, how much were you able to disagree with others without starting an argument?



Favorable: **49%**

ALBUQUERQUE AVIATION
ACADEMY
AVIATION HANDBOOK
2025-2026



ALBUQUERQUE
AVIATION ACADEMY

ALBUQUERQUE AVIATION ACADEMY

AVIATION HANDBOOK

Disclaimer: This Aviation Handbook states guidelines for student rights and responsibilities. It does not create any contractual rights. The Albuquerque Aviation Academy reserves the right to modify, rescind, delete, or add to the provisions of this Handbook at any time without prior notice. Any such modifications, rescissions, additions, or deletions shall apply to all current and future students and Aviation Program participants.

This Handbook supersedes and replaces all previous handbooks, policies, procedures, and practices of the Albuquerque Aviation Academy. In the event of a conflict between the policies contained in the Handbook and any applicable law, regulation, or collective bargaining agreement, the law, regulation, or agreement shall govern.

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Welcome Letter

Dear Students and Families,

Welcome to the Albuquerque Aviation Academy Aviation Program! We are proud to offer a rigorous and career-focused pathway that prepares students for success in the aviation and aerospace industries. Whether your goal is to become a pilot, aviation technician, or pursue engineering, this program will provide foundational knowledge, technical skills, and hands-on experiences that are aligned with industry standards and Federal Aviation Administration (FAA) regulations.

We are committed to your safety, success, and growth as you explore the skies.

Sincerely,

Dr. Lauren Chavez

Director of Aviation

When is the Aviation Handbook in Force?

The provisions of the Aviation Handbook are in force:

- During school hours and/or when on school property.
- At school-sponsored events, field trips, athletic functions, and other school-related activities.
- While representing Albuquerque Aviation Academy in any capacity, whether on or off campus, including but not limited to digital spaces, such as social media platforms.

Albuquerque Aviation Academy Mission Statement

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

Albuquerque Aviation Academy Contact Information

Address:
6441 Ventana Road Northwest
Albuquerque, New Mexico 87114

Website: abqaviation.com
Phone Number: 505-608-6441
Fax Number: 505-212-6180

Albuquerque Aviation Academy Non-Discrimination Statement

Albuquerque Aviation Academy does not discriminate and prohibits discrimination by students, employees, or third parties affiliated to the School on the basis of disability, physical or mental handicap, serious medical condition, race, creed, color, sex, gender identity, sexual orientation, spousal affiliation, national origin, religion, ancestry or need for special education services and shall not allow for the imposition of discipline, discrimination or disparate treatment against a student based on the student's race, religion or culture or because of the student's use of protective hairstyles or cultural or religious headdresses or any other protected characteristic.

Equal Employment Opportunity

Albuquerque Aviation Academy is an equal opportunity employer committed to fostering a diverse and inclusive work environment. The School does not unlawfully discriminate against any individual on the basis of race, color, religion, age, sex, national origin or ancestry, mental or physical disability, medical condition, veteran status, military service, sexual orientation, spousal affiliation, marital status, gender identity, or any other characteristic protected by federal, state, or local law. This policy applies to all programs, services, policies, and procedures of Albuquerque Aviation Academy.

Anti-Harassment and Anti-Discrimination Policy

Albuquerque Aviation Academy is committed to maintaining a School and Aviation Program that is free from unlawful discrimination, harassment, and retaliation. Any and all persons participating in the Aviation Program are expected to treat colleagues, students, families, visitors, and guests professionally, respectfully, and in accordance with applicable federal and New Mexico laws, including Title VII of the Civil Rights Act, the Americans with Disabilities Act (ADA), the Age Discrimination in Employment Act (ADEA), the New Mexico Human Rights Act, the New Mexico Civil Rights Act, and other relevant statutes.

This policy applies to all employees, contract workers, volunteers, consultants, vendors, students, parents, guardians, visitors, and anyone conducting business with or on behalf of Albuquerque Aviation Academy. It applies on school property, at all school-sponsored events, and in any work-related setting, including off-site activities and online platforms, such as social media.

Discrimination And Harassment Policy

Discrimination or harassment includes any unwelcome conduct—verbal, physical, or visual—directed at an individual because of a protected characteristic, including but not limited to: race, color, religion, sex, gender identity, sexual orientation, national origin, ancestry, age, disability, medical condition, veteran status, marital status, or any other status protected under federal or New Mexico law. Such conduct can interfere with an

individual's ability to perform their job and is never tolerated, especially given the example it sets for our students and community.

This policy applies to all employees, contract workers, volunteers, consultants, vendors, students, parents, guardians, visitors, and anyone conducting business with or on behalf of Albuquerque Aviation Academy. It applies on school property, at all school-sponsored events, and in any work-related setting, including off-site activities and online platforms, such as social media.

Sexual Harassment¹

Sexual harassment is a form of unlawful harassment and includes, but is not limited to:

- Requests for sexual favors or sexual advances;
- Persistent or unwelcome flirting or dating requests after a clear objection;
- Sexually motivated conduct such as leering, gestures, touching, blocking movements, or other inappropriate physical behavior;
- Displaying sexually suggestive objects, images, or materials;
- Conditioning employment decisions, benefits, or opportunities on submission to sexual requests;
- Hostile or degrading comments or conduct based on sex, including comments about an individual's appearance, dress, or body.

Students with Disabilities/ Accommodations

The policy of the AAA is to guide and support institutional compliance with Section 504 of the Rehabilitation Act of 1973 and Title III of the Americans with Disabilities Act in order to ensure equal access for students with disabilities. In accordance with the Americans with Disabilities Act (ADA), Albuquerque Aviation Academy does not discriminate against any students with disabilities.

Program Overview

The Aviation Program offers a variety of opportunities in the field of aviation. Students explore subjects such as the principles of aviation, flight simulation, drone operations, maintenance technology, and FAA ground school. Through this program, students gain a strong STEM foundation, professional skills, and practical experience that support postsecondary education and career readiness in aviation-related fields.

¹ Sexual harassment may occur between individuals of the same or different sexes.

² Every student enrolled at Albuquerque Aviation Academy has the opportunity to be part of the School's Aviation Program and may progress through the Pilot Progression Path (PPP). For more information, visit: <https://www.abqaviation.com/academics/aviation-clone>

Classes include Introduction to Aviation (“ITA”), Foundations of Aviation (“FOA”), Advancement in Aviation (“AIA”), Drones, Hot Air Ballooning, and a variety of aviation related internship opportunities.

Eligibility Requirements for Student Pilots

To be eligible for a student pilot certificate, an applicant must:

- (a) Be at least 16 years of age for other than the operation of a glider or balloon.
- (b) Be at least 14 years of age for the operation of a glider or balloon.
- (c) Be able to read, speak, write, and understand the English language. If the applicant is unable to meet one of these requirements due to medical reasons, then the Administrator may place such operating limitations on that applicant's pilot certificate as are necessary for the safe operation of the aircraft.

General Limitations

A student pilot may not act as pilot in command of an aircraft:

- (1) That is carrying a passenger;
- (2) That is carrying property for compensation or hire;
- (3) For compensation or hire;
- (4) In furtherance of a business;
- (5) On an international flight, except that a student pilot may make solo training flights from Haines, Gustavus, or Juneau, Alaska, to White Horse, Yukon, Canada, and return over the province of British Columbia;
- (6) With a flight or surface visibility of less than 3 statute miles during daylight hours or 5 statute miles at night;
- (7) When the flight cannot be made with visual reference to the surface; or
- (8) In a manner contrary to any limitations placed in the pilot's logbook by an authorized instructor.

A student pilot may not act as a required pilot flight crewmember on any aircraft for which more than one pilot is required by the type certificate of the aircraft or regulations under which the flight is conducted, except when receiving flight training from an authorized instructor on board an airship, and no person other than a required flight crewmember is carried on the aircraft.

A student pilot seeking a sport pilot certificate must comply with the provisions of paragraphs (a) and (b) of this section and may not act as pilot in command—

- (1) Of an aircraft other than an aircraft meeting the performance limits and design requirements of § 61.316;
- (2) At night;
- (3) At an altitude of more than 10,000 feet MSL or 2,000 feet AGL, whichever is higher;
- (4) In Class B, C, and D airspace, at an airport located in Class B, C, or D airspace, and to, from, through, or on an airport having an operational control tower without having received the ground and flight training specified in § 61.94 and an endorsement from an authorized instructor;

(5) Of an aircraft without having received the applicable ground training, flight training, and instructor endorsements specified in § 61.327.

The holder of a student pilot certificate may act as pilot in command of an aircraft without holding a medical certificate issued under part 67 of this chapter provided the student pilot holds a valid U.S. driver's license, meets the requirements of § 61.23(c)(3), and the operation is conducted consistent with the requirements of paragraphs (a) and (b) of this section and the conditions of § 61.113(i). Where the requirements of paragraphs (a) and (b) of this section conflict with § 61.113(i), a student pilot must comply with paragraphs (a) and (b) of this section.

Aviation Curriculum

Each year of the program builds upon the previous year, gradually deepening students' understanding of the field and their ability to apply technical knowledge. The curriculum includes science, technology, engineering, and math (STEM) integration, FAA-aligned coursework, project-based learning, and opportunities for real-world experiences. Students are assessed through a combination of participation, technical mastery, practical evaluations, and professional conduct in the classroom and laboratory settings.

Attendance & Academic Expectations

Because the Aviation Program involves technical training, hands-on learning, and teamwork, consistent attendance is essential. Students are expected to earn at least a B in ITA to move to FOA, and must pass FAA written exam to move into AIA. All required coursework and assessments must be completed on time. To be included in the Flight Team, students must be earning passing grades in ALL courses AND be on track (blue or green) in their Edgenuity courses. Failure to meet these expectations may result in failing of the course and removal from the program the following semester.

Safety Procedures & Protocols

The Federal Aviation Administration (“FAA”) creates strict guidelines for flight training programs across the United States. Our School operates under compliance of federal regulations and follows all FAA safety protocols.

Safety is a core principle of the aviation industry and is equally vital in our school-based training. All students must follow established safety procedures at all times. This includes wearing designated safety equipment, following instructions from instructors and lab supervisors, and immediately reporting any potential hazards. Violations of safety protocols may result in suspension from laboratory or flight-related activities and could lead to dismissal from the program depending on the severity of the incident. All incidents or concerns, regardless of severity, must be reported immediately.

Weather-Related Safety

For all aviation activities:

1. Weather conditions will be monitored continuously;
2. Activities will be modified or canceled when conditions warrant;
3. Lightning in the vicinity will result in immediate cessation of outdoor aviation activities;
4. Wind limitations will be strictly enforced for flight operations; and
5. Students must dress appropriately for weather conditions.

Code of Conduct

Students enrolled in the Aviation Program are held to high standards of personal and professional behavior. They are expected to demonstrate honesty, integrity, responsibility, and respect in all classroom, laboratory, and field environments. Respect for school property, aviation tools and technology, and fellow students and staff is required. Inappropriate behavior or violations of school and program policies may result in disciplinary action or removal from the program.

Uniform & Equipment Guidelines

Aviation students are required to wear the program uniform on designated days, including closed-toe shoes. Students who arrive without appropriate clothing or gear may be excluded from that day's hands-on activities or assessments.

Random Drug Testing Policy

In alignment with industry expectations and FAA standards, all students enrolled in the Aviation Program will be subject to random drug testing throughout the school year. This policy is intended to promote safety, accountability, and readiness for careers where drug-free behavior is essential. Testing will be overseen by medical personnel. Substances tested may include marijuana, opioids, amphetamines, cocaine, and others. Students may be selected for testing at any time during the academic year.

If a student tests positive on the first offense, the student will be referred to support services and suspended from flight or equipment-related activities and is subject to school disciplinary consequences. Refusal to participate in testing will be treated as a positive result.

Students who test positive and wish to challenge the validity of the test have the option to do so at their own expense. They must undergo a retest at a certified drug testing center within 24 hours of the original test results. The official documentation of the retest must be submitted directly to the Aviation Director for review and consideration. Failure to complete the retest within the specified time frame will result in the original test results being considered final.

FAA Compliance & Certification Standards

Students pursuing FAA certifications such as Remote Pilot or Private Pilot Ground School must maintain good academic and behavioral standing throughout the program. In addition, they must meet FAA age and citizenship requirements, adhere to all school and federal drug-free standards, and complete all required training hours. Compliance with FAA standards is non-negotiable and students must demonstrate professionalism in preparation for credentialing.

Field Trips, Simulations & Flight Hours

Students will engage in a variety of experiential learning activities, including airport visits, up to and including flight hours. Participation in these events requires completed waiver forms and adherence to safety guidelines. These activities are considered integral parts of the curriculum and contribute to students' hands-on training experience.

Parent/Guardian Involvement

Parental support is essential to student success in the aviation program. Parents and guardians are encouraged to attend aviation program information sessions, monitor their student's academic progress, and help reinforce positive behavior and professionalism. The school and program will provide regular communication via newsletters, emails, or meetings to keep families informed.

Acknowledgement Form

All students and their parents or guardians must read and sign the Aviation Program Handbook Acknowledgement Form. This form confirms that they understand and agree to comply with the policies and procedures outlined in this handbook. The signed form must be returned during the first week of the school year to confirm enrollment and participation in the program.

Aviation Program Student Handbook Acknowledgement Form



2025–2026 School Year

By signing below, I acknowledge that I have read and understand the contents of Albuquerque Aviation Academy's Aviation Program Student Handbook. I agree to comply with the expectations, policies, and procedures outlined, including but not limited to attendance, behavior, safety, dress code, and random drug testing. I understand that failure to comply with these policies may result in disciplinary action or removal from the Aviation Program.

I understand that the Aviation Program prepares students for future careers in the aviation and aerospace industries and that this preparation includes meeting high standards for professionalism, safety, and personal conduct.

Student Information

Student Name (Printed): _____ Grade Level: _____

Student Signature: _____ Date: _____

Parent(s) Signature: _____ Date: _____



BYLAWS
OF
THE GOVERNING COUNCIL OF THE
Albuquerque Aviation Academy

Articles

ARTICLE 1: Governing Council Powers and Responsibilities

The powers and duties of the Governing Council prescribed by the School and the New Mexico Public School Code (including those prescribed in NMSA 1978 §22-8B-4) and all applicable laws and regulations. Complete and final control of all matters pertaining to the school's educational system shall be vested in the Governing Council. The Governing Council of School shall have the following powers and duties:

1. Those powers as set forth in the School charter that are not inconsistent with federal or state laws or constitutions, or as otherwise set forth in the Charter Schools Act, NMSA 1978 §§22-8B-1, et seq.
2. Employ the Head Administrator of School.
3. Delegate administrative and supervisory functions of the Head Administrator of School when appropriate.

4. Approval of the annual budget of anticipated income and expenditures, and direct the preparation of the annual financial audit report in connection with the authorizer's annual audit.
5. Have the capacity to sue or be sued.
6. Contract for services facility leases with any school district, a university or college or any third party for the use of a facility, its operation and maintenance and the provision of any service or activity that School is required to perform in order to carry out the educational program described in its charter.
7. Acquire and dispose of property provided that at the termination of the charter, all assets of the charter shall revert to the authorizer that authorized the charter, unless otherwise amended by law.
8. **Accept or reject any charitable gift, grant, device, or bequest not otherwise contrary to law or the terms of the charter. Approved fundraising activities, including raffles, are not donations and do not require GC approval.**
9. Contract for provision of financial management, food services, education related services or other services.

ARTICLE 2: Governing Council Member Authority

1. **General.** The Governing Council is the governing body of the charter school and is responsible for ensuring the fair and uniform application of all federal, state, and local laws in the operation of the school as well as the school's charter and policies. The school will be operated for the educational benefit of its students. The Governing Council is the policy-making body for the school. The School Governing Council will exercise leadership primarily through the formulation and adoption of policies.
2. **Delegation to the Head Administrator.** The Governing Council shall concern itself primarily with broad questions of policy and with the appraisal of results rather than with administrative detail. The application of policies is an administrative task to be performed by the Head Administrator and designated staff, and they shall be held responsible for the effective implementation of Governing Council policies. The Head Administrator shall be held responsible for keeping the Governing Council informed of all matters within its purview so that the Governing Council can fulfill the above described functions of a governing body. The Head Administrator will have primary responsibility for all aspects of the school's operations and programs, including the day-to-day management and implementation of the school's charter and Governing Council policies. The teachers and staff of School will report to the Head Administrator.
3. **Individual Member's Authority.** A member of the Governing Council is a public officer but has no power or authority individually. The charter vests power in the Governing Council, and not in the members, either individually or otherwise and these powers must be exercised by the Governing Council at a public meeting in regular or special called

meetings, with action duly recorded in its minutes. Direction for the head administrator and staff must come from the Council as a whole. The Council President may communicate with the head administrator as outlined in Article 4.

4. **Binding Authority.** The Governing Council shall not be bound in any way by any action or statement on the part of any individual Governing Council member except when such a statement or action is in pursuance of specific instructions from the Governing Council. Any such exception shall be recorded as an action item of the Governing Council and recorded in the minutes.
5. **Advanced Notice.** The Governing Council recognizes the importance of timely communication among its members and between the Governing Council and the Head Administrator. The Head Administrator or his/her designee will strive to ensure that the Governing Council is given prior notice of matters submitted by members for deliberation at meetings.

ARTICLE 3: Suspending or Revoking Policies and Directives

Any policies of the Governing Council, not specifically prescribed by statute, may be suspended or revoked by a majority vote of the Governing Council.

The Head Administrator of the school may, in the case of emergency, suspend any parts of policies and directives as they pertain to the administration of the school; provided, that the Head Administrator report the facts and reasons for such suspension at the next meeting of the Governing Council and provided that the suspension shall expire at the time of said report unless continued in effect by the Governing Council.

ARTICLE 4: Governing Council Membership/Manner of Action

The Governing Council Members are voluntary and voted on by the current Governing Council. The Albuquerque Aviation Academy Governing Council shall consist of 5 - 9 Members. The quorum is determined as the majority of Governing Council Members on record for this school. In the case of a tie vote, either consensus discussion will be used to determine the outcome or the Governing Council President or presiding Member will remove his or her vote to determine the outcome.

No action of the Governing Council shall be valid unless taken at a meeting at which a quorum as defined herein is present and which has been properly noticed pursuant to the New Mexico Open Meeting Act NMSA (1978) §§10-15-1 et seq.

Governing Council President:

1. Is elected as set forth in Section ARTICLE 8.

2. Is a Member of the Governing Council.
3. Works in close collaboration with the Head Administrator in achieving the school's mission.
4. Provides leadership to the Governing Council.
5. Chairs meetings of the Governing Council after developing the agenda with the Head Administrator.
6. Designates a Governing Council Member to preside over meetings in the Governing Council President's absence.
7. Encourages the Governing Council role in strategic planning.
8. Helps guide and mediate Governing Council actions with respect to the school's priorities and governance concerns.
9. Reviews with Head Administrator any issues of concern to the Governing Council.
10. Monitors financial planning, financial reports, and academic performance.
11. Plays a lead in formally evaluating the Head Administrator.
12. Participates annually in the required Governing Council training.
13. Performs other responsibilities as assigned by the Governing Council.
14. Serves as the school's ambassador to the community.

Governing Council Vice-President

1. Is elected as set forth in Article 8.
2. Performs duties of Governing Council President if the President is absent.
3. Monitors financial planning, financial reports, and academic performance.
4. Volunteers and willingly accepts assignments and complete them on time.
5. Prepares well for meetings, reviews and comments on minutes and committee reports.
6. Works in good faith to build effective working relationships with other Governing Council members, the Albuquerque Aviation Academy administration and the Albuquerque Aviation Academy Staff.
7. Plays a role in formally evaluating the Head Administrator.
8. Participates annually in required Governing Council training.
9. Performs other responsibilities as assigned by the Governing Council President.
10. Serves as a school ambassador to the community.

Governing Council Secretary

1. Is elected as set forth in Article 8.
2. Keeps the minutes of the Governing Council meetings.
3. Subject to the direction of the President, assures that all notices are given in accordance with the OMA and the Charter.
4. Keep all Governing Council policies as required by law.
5. Countersign, when required, all authorized bonds, contracts, deeds, leases, or other legal instruments.
6. Performs other responsibilities as assigned by the Governing Council President.
7. Works in good faith to build effective working relationships with other Governing Council members, the Albuquerque Aviation Academy administration and the Albuquerque Aviation Academy Staff.
8. Serves as a school ambassador to the community.

The Council may appoint a designee to assist with the responsibilities of the Secretary as described herein, including recording and transcribing the minutes of the meetings, posting notices and agendas, and preparing packets for the Governing Council's review.

Governing Council Member

1. Is an active participant in the Governing Council, by contributing needed hours per month toward Governing Council service. "Active participation" may include, but is not limited to, the following:
 - a. Attending a monthly Governing Council meeting.
 - b. Participating on a Governing Council committee (or committees).
 - c. Reading school- or Governing Council-related material and preparing for meetings.
 - d. Attending events at Albuquerque Aviation Academy, related legislative sessions or events and other tasks as required.
 - e. Attending Governing Council-related training to support more effective governance of the school's operation.
 - f. Monitors financial planning, financial reports, and academic performance.
 - g. Works in good faith to build effective working relationships with other Governing Council Members, the Albuquerque Aviation Academy administration and the Albuquerque Aviation Academy staff.
 - h. Plays a role in formally evaluating the Head Administrator.

i. Serves as the school's ambassador to the community.

2. **Board Training Continuing Governing Council Members.** New Mexico Administrative Code § 6.80.5.9 requires specific hourly training requirements as described below for each Governing Council member continuing to serve on the Governing Council beyond the end of their first fiscal year. Training shall be annually completed a governing body training course that consists of, at a minimum, **five (5) hours of training.**

Annual training must meet specific hour requirements:

- a. Laws and department policies and procedures affecting governing bodies or charter schools, including ethics and school personnel
- b. Public school finance, budgeting and fiduciary responsibilities of governing bodies and performance-based budgeting
- c. A governing bodies role in evaluating and improving student academic achievement and using data to set individual school goals for student academic achievement in charter schools
- d. A governing bodies role in providing a safe learning environment conducive to improving student outcomes
- e. Legal concepts pertaining to governing bodies and charter schools, including the Open Meetings Act and the Inspection of Public Records Act
- f. Effective governance practices and effective methods of supporting and supervising a charter school leader
- g. Other matters deemed relevant by the department

Training courses cannot be repeated in consecutive years.

Board members should select and attend training courses based on specific areas of growth within each training area identified above for individual governing bodies or governing body members.

Albuquerque Aviation Academy Governing Council shall comply with all applicable training requirements as mandated by state law. In the event of any changes or amendments to the training requirements set forth in the statute, the Governing Council will adhere to and implement the new rules as prescribes, ensuring that all council members meet the updated training obligations within the required timeframes.

3. **Removal and Resignations:** Each Governing Council Member understands that if three meetings are missed in-person within any consecutive twelve-month period, her or his seat may be vacated by a vote of 50% or greater of Governing Council Members present at the meeting following the third absence, unless it is difficult or impossible for

the Governing Council Member to attend. Absences may be accommodated by Governing Council Member participation via teleconference or similar communication equipment under the Open Meetings Act, specifically NMSA 1978, § 10-15-I(C). Furthermore, "difficult or impossible" shall be defined as medical or family emergencies or other similar, unforeseeable instances.

If a Governing Council Member believes that her/his duties can no longer be fulfilled to Albuquerque Aviation Academy and its specific Governing Council, it shall be that Member's responsibility to submit a written resignation as a Member of the Governing Council to the Governing Council President. In the event of a motion to discharge a Governing Council Member from the Governing Council for non-performance of duties, any specific performance issues shall be discussed in closed session as permitted under the Open Meetings Act, NMSA 1978 Section 10-15-I(H). Action on any performance-related issues discussed in closed session shall be conducted in open session.

ARTICLE 5: Governing Council Vacancies

The Albuquerque Aviation Academy Governing Council may appoint a committee to solicit nominations to fill Governing Council vacancies. The committee shall have at least one Member from the Governing Council who shall serve as chair. If the number of Governing Council Members selected to serve on the committee constitute a quorum of the Governing Council, committee meetings must be held in accordance with the Open Meetings Act. The Head Administrator may not serve on the committee.

The Governing Council shall select Governing Council Members for vacant positions by a majority vote. Upon notification of a vacancy, the Governing Council shall obtain nominations by notifying community, business, and/or education leaders, and school families of vacancies on the Governing Council along with a description of the responsibilities of serving as a Member. The notice of vacancy shall be posted on the school's website, bulletin board, and through email to the parents of students.

Interested individuals will be asked to submit their name, qualifications, and reasons for wanting to serve on the Governing Council or to submit the names of other individuals who they believe would be an asset to the Governing Council to the President of the Governing Council. Once candidates have been identified, notice shall be posted on the school's website, bulletin board, and through email to the parents of students, and provided to the candidates, the date and time of the Governing Council meeting at which the position(s) will be voted on by the Governing Council and Candidates will be required to attend the meeting at which an election is held and will be interviewed by the Governing Council in a public session. Only individuals who have no real or apparent conflicts of interests will be eligible to serve. Nominations must be given to the President or designee of the Governing Council prior to the regular or special Governing Council Meeting at which the vote of the Governing Council shall be made.

ARTICLE 5.1: Provisions for Governing Council Membership Below Minimum

Minimum Membership Requirement The Governing Council (GC) shall maintain a minimum of five (5) members as required by law and the school’s charter. If the GC falls below the minimum membership:

A. Immediate Actions

1. The President, or in the President’s absence, the Vice-President, shall notify the Head Administrator and the school’s legal counsel within five (5) business days.
2. The GC shall designate a Recruitment Committee composed of at least two (2) current members to oversee the replacement process.

B. Recruitment Process

1. The Recruitment Committee will:
 - o Advertise the vacancy publicly on the school’s website, newsletters, and other appropriate platforms within ten (10) business days of the membership falling below five (5).
 - o Solicit letters of interest from qualified candidates, including a resume and a statement of commitment.
 - o Screen applicants and recommend qualified candidates to the GC.
2. A special meeting will be held within thirty (30) days of the membership falling below five (5) to appoint new members. The remaining GC members shall vote to appoint replacements, ensuring compliance with applicable bylaws and policies.

ARTICLE 5.2: Provisions for Resignation of All Governing Council Members

Interim Governance If all members of the GC resign simultaneously, the following procedures will apply:

A. Head Administrator Responsibility

1. The Head Administrator will assume responsibility for appointing an interim quorum within five (5) business days of the resignations. The interim quorum shall consist of no fewer than three (3) members who meet the eligibility criteria outlined in these bylaws.

B. Interim Quorum Duties

1. The interim quorum will:
 - o Convene an emergency meeting within ten (10) business days of their appointment to:
 - a. Review and adopt temporary operating procedures.
 - b. Begin the process of recruiting permanent GC members.
 - o Follow the approved process for advertising vacancies and soliciting letters of interest from qualified candidates.
 - o Evaluate applicants and appoint new members as per the procedures outlined in Article 5.

C. Transition to Permanent Governance

1. Interim members may:
 - Remain on the GC if approved by a quorum vote once the GC has reached the minimum membership requirement of five (5).
 - Step down upon the successful appointment of permanent members and re-establishment of the full GC.

Section 2. Transparency and Documentation

1. All interim and permanent appointments shall be documented in the meeting minutes and shared publicly to ensure transparency.
2. The Head Administrator and interim quorum shall collaborate with legal counsel to ensure compliance with all state and charter requirements.

ARTICLE 5.3: Orientation of New Governing Council Members

The Governing Council President, or designee, will provide orientation to new Governing Council Members prior to the next regular scheduled Governing Council meeting after the new Governing Council Member has been elected to serve on the Governing Council.

1. Board Training New Governing Council Members. Effective July 1, 2024, within the first fiscal year of service, each new governing body member shall complete a governing body training course that consists of, at a minimum, 10 hours of governing body training that comply with the regulations set forth by PED.

The new governing body training shall include:

- (1) at least two (2) hours covering laws and department policies and procedures affecting governing bodies or charter schools, including ethics and school personnel
 - (2) at least two (2) hours covering public school finance, budgeting and fiduciary responsibilities of governing bodies
 - (3) at least two (2) hours covering legal concepts pertaining to governing bodies and charter schools, including the Open Meetings Act and the Inspection of Public Records Act
 - (4) at least two (2) hours covering effective governance practices and effective methods of supporting and supervising a charter school leader
 - (5) at least two (2) hours covering student achievement and student support services
2. The mandatory governing body training course(s) shall be completed in one or multiple sessions during the fiscal year.

3. Annually, the Governing Council training in each of the areas identified above shall be related to specific areas of growth within each area for individual governing bodies or governing body members based on the annual governing body evaluation.
4. It is the responsibility of each Governing Council member to complete the training within the fiscal year.

Albuquerque Aviation Academy Governing Council shall comply with all applicable training requirements as mandated by state law. In the event of any changes or amendments to the training requirements set forth in the statute, the Governing Council will adhere to and implement the new rules as prescribes, ensuring that all council members meet the updated training obligations within the required timeframes.

ARTICLE 6: Governing Council Selection of the Head Administrator

In the event of a vacancy, the Governing Council of Albuquerque Aviation Academy will advertise the position of Head Administrator until a reasonable pool of qualified applicants is obtained. The Governing Council will determine the process for interviewing and selecting a head administrator.

The partial list of selection criteria for the position of Head Administrator are as follows:

1. Advanced degree in education with emphasis on alternative education.
2. Licensure as a New Mexico licensed school administrator or eligibility for such licensure.
3. Successful prior headship or senior administrative experience in charter, private, or public school.
4. A demonstrated understanding of charter school education through his/her own experience as a teacher and/or administrator.
5. A belief in charter school philosophy and core values, and the ability to effectively and compellingly communicate the school's mission both internally and externally.
6. Demonstrated leadership of a successful marketing and enrollment campaign.
7. Demonstrated skills and ability to develop and retain an outstanding teaching and administrative staff.
8. Demonstrated skills and ability to develop and maintain academic performance of students.
9. Demonstrated success with budget management and oversight.
10. Impeccable communication and interpersonal skills.

ARTICLE 7: Governing Council Member Conflict of Interest

A Governing Council Member cannot use her or his status as a Governing Council Member, or information obtained in that capacity, for personal gain, but must act in the best interest of the school. Governing Council Members will make known their connections with suppliers or groups doing business with the school.

Governing Council Members are not permitted to act in any way that is inconsistent with the school's vision and mission. Any Member of the Governing Council with an actual or potential conflict of interest shall not be involved in decision-making affecting issues as to which the Member has an actual or potential conflict.

ARTICLE 8: Governing Council Organizational Meeting

The Governing Council shall hold its annual organizational meeting during the first regularly scheduled Governing Council meeting in March or April, unless no incumbent officers remain on the Governing Council at the time a new Governing Council takes office. In this instance, the Governing Council will hold its organizational meeting during the first meeting after the new Governing Council assumes office. Governing Council Members present at the meeting shall elect a President of the Governing Council.

Committee membership is determined in the organizational meeting or during regularly scheduled Governing Council meetings during the year.

ARTICLE 9: Governing Council Committees

The Albuquerque Aviation Academy Governing Council shall establish a Finance Committee and an Audit Committee. The Finance Committee and Audit Committees are sub-committees of the Governing Council and will consist of two Governing Council Members and two

Members of the public. The Audit Committee will consist of two Governing Council Members, one volunteer member with accounting and finance experience, one volunteer parent, the Head Administrator, and CFO. Members of the Finance

Committee may also serve as Members of the Audit Committee. Any Governing Council Member may attend any committee meeting; however, a quorum of the Governing Council is prohibited at all committee meetings unless such meeting is held in accordance with the Open Meetings Act.

The purpose of the Finance Committee is to review monthly with the CFO the financial transactions of the school. The Finance Committee reports monthly regarding this meeting to the Governing Council. The Finance Committee is subject to the provisions of the Open Meetings Act if a quorum is present.

The purpose of the Audit Committee is to ensure that the school's public accountability is maintained. The Audit Committee meets at times required by its function and is subject to the provisions of the Open Meetings Act if a quorum is present.

The Albuquerque Aviation Academy Governing Council may adopt other committees as deemed necessary for the effective operation of the Governing Council and achievement of the charter. Ad hoc committees may be formed as needed to fulfill specific requirements.

The function of the standing committees will be fact-finding, deliberative, and advisory, rather than legislative or administrative. Committee recommendations will be made to the whole Governing Council, which alone may take action by the committee or by the administration.

ARTICLE 10: Governing Council Meetings

Regular meetings of the Governing Council will be held at a time and place designated by the Governing Council and published on the school website, www.abqaviation.com, and broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have provided a written request for notice of the meetings. Regular meetings of the Governing Council will be held at a time and place designated by the Governing Council's current Open Meetings Act Resolution. The date of a regular meeting may be changed by action of the Governing Council as provided by law, provided that every Governing Council Member and the public are notified.

ARTICLE 11: Governing Council Meeting Agenda

The agenda for any Governing Council meeting shall be approved by the Governing Council President and the Head Administrator. The Governing Council reserves the right to add or delete items at the meeting that are from persons other than Governing Council Members, subject to the limits of the Open Meetings Act, NMSA 1978, §§ 10- 151 et seq. A written request that an item be included on the Governing Council agenda must be filed in the office of the Head Administrator at least seven (7) calendar days prior to the publication of the agenda. Such requests must include in writing, all statements and materials the person anticipates presenting. This does not limit any person's right to speak during the public comment portion of each meeting. Standing agenda items shall also include:

- Student Achievement Report
- Finance Report
- Aviation Program Report

The agenda will be posted 72 hours prior to the meeting pursuant to the Open Meetings Act NMSA 1978 §§10-15-1 et seq.

ARTICLE 12: Addressing the Governing Council

Any person may formally address the Governing Council during the "public comment" session of a regularly scheduled Governing Council meeting, provided "public comment" is included on the Governing Council agenda. The Governing Council President reserves the right to amend the public comment session. The process to request to address the Council in "public comment" is outlined on each public agenda pursuant to Council policy.

ARTICLE 13: Governing Council Minutes

A record of all actions of the Governing Council will be set forth in the official minutes of the Governing Council. The minutes shall be kept on file at the school and published on the Albuquerque Aviation Academy website. Recordings of the Governing Council meetings shall be posted on the school's website within one week of the meeting's conclusion and publicly available.

ARTICLE 14: Policy Adoption

Adoption of new policies or the revision or repeal of existing policies is solely the responsibility of the Governing Council. Staff members, students, civic groups, or individual citizens may request that the Head Administrator propose a policy provided the request is submitted pursuant to Article 11 above.

ARTICLE 15: Parliamentary Authority

Roberts' Rules of Order will govern the Governing Council, except where otherwise required by law. Although most items are handled by appropriate motion procedures, consensus action is also used. Actual procedures will be left to the discretion of the Governing Council President or Committee chairs.

ARTICLE 16: Complaint Procedure

See Albuquerque Aviation Academy Conflict Resolution Policy

ARTICLE 17: Governing Council Self-Assessment

The Albuquerque Aviation Academy Governing Council will annually assess its governance actions and output to determine strategic goals for the Council.

Garmin GPS 175

★★★★★ (2) ⋮

Details

Reviews

Stores



~ Typically \$5,525–
\$5,575 ~

Best price

 Gul... **\$5,420.00**

Usually \$5,525

Garmin GPS 175 WAAS GPS ⋮

In stock online

★ 4.8/5 · Free delivery
between Jan 12–14 · 30-day
returns

 Airc... **\$5,575.00**

Garmin GPS 175 Nav With... ⋮

In stock online

★ 4.8/5 · Free delivery
between Thu - Mon · 30-day
returns

 Pac... **\$5,420.00**

Usually \$5,525

Garmin GPS 175 Kit ⋮

In stock online

T



Aircraft Technologies Acro 1 is an American aerobatic homebuilt aircraft that was designed by Fred Meyer and produced by Aircraft Technologies of Lilburn, Georgia

The aircraft is made from graphite and fiberglass composites. Its 20.00 ft (6.1 m) span wing has a wing area of 75.00 sq ft (6.968 m²) and has no flaps.

Designed as a high-speed, long-range cross country and aerobatic aircraft, the Acro 1 features a cantilever low-wing, a single-seat enclosed cockpit under a bubble canopy, fixed conventional landing gear and a single engine in tractor configuration. The aircraft is stressed to +/-15g.[1]



4100 Aerospace Pkwy. NW
Albuquerque, NM 87120-8792
MAIN (505) 338-8601
FAX (505) 923-3091

Statement of Tax Exemption

Federal Tax ID (FEIN): 45-3321862
Designation: Other Government
Tax Deductible: Yes

Address:
4100 Aerospace Pkwy. NW
Albuquerque, NM 87120-8792
Phone: 505-338-8601

Thank you for your donation of _____

Aircraft Technologies Acro 1 American aerobatic homebuilt aircraft. See attached description. VALUE: ~~\$9,000.00.~~ \$ 4,500

The Southwest Aeronautics, Mathematics, and Science Academy is a Public Charter School, authorized by the State of New Mexico Public Education Department, operating in the State of New Mexico.
As a governmental component unit, the organization is not subject to federal income tax. Any donations made to the Southwest Aeronautics, Mathematics, and Science Academy are tax-deductible per IRS Publication 526.

Thank you,

Sean Fry, MBA, SFO, CPO
Business Manager
Southwest Aeronautics, Mathematics, and Science Academy

State of New Mexico
Public School Capital Outlay Council

PSCOC Chair

Joe Guillen, *NMSBA*

PSCOC Members

Charles Sallee, *LFC*
Stewart Ingham, *PEC*
Mariana Padilla, *PED*
Ashley Leach, *DFA*
Clay Bailey, *CID*
Elizabeth Groginsky, *GO*
John Sena, *LESC*
Shawna Casebier, *LCS*



Public School Facilities Authority

Marcos Trujillo | Executive Director
Sean Murray | Deputy Director of Capital Operations

1312 Basehart SE, Suite 200
Albuquerque, NM 87106

(505) 843-6272

<https://www.nmpsfa.org/>

December 22, 2025

Ms. Bridget Barrett, Head Administrator/Principal
Albuquerque Aviation Academy
6441 Ventana Rd. NW
Albuquerque, NM 87114

Dear Ms. Barrett:

We are pleased to inform you that the Public School Capital Outlay Council (PSCOC) has approved an award of **up to** \$12,965.54 to your school to assist in developing a five-year facilities master plan (FMP). Together with the required school's matching funds, the total FMP cost breaks down as:

State Share: \$12,965.54
School Share: \$22,076.46
Total Not-to-Exceed Cost: \$35,042.00

Per Section 22-24-5 NMSA 1978, a five-year plan is a requirement for potential Public School Capital Outlay awards for standards-based, systems-based, and security-based projects, should the school apply for state assistance during the life of the FMP.

Prior to the expenditure of any state awarded funds, the PSFA Facilities Master Planner and Regional Projects Manager will assist you through the procurement process and selection of a FMP vendor. All projects shall utilize standard PSFA contracts and must follow the most recent FMP Checklist. This document is available from the PSFA website along with the "PSFA Components and Guidelines" which will provide further details on the process. The PSFA will pay the state share and will require withholding at least 20% of the total contract amount until the completed FMP is reviewed and approved.

Please signify acceptance of this award by emailing this letter with signatures of both the Board of Education President and the Superintendent to: Mr. John Valdez, Facilities Master Planner at jvaldez@nmpsfa.org.

Deadline for acceptance of this grant is February 27, 2026

The school should have its contract signed and local share funds encumbered by April 30, 2026 or funds will revert.

All districts and charter schools are required to complete their FMP and expend the awarded funds within one year of the effective date of the agreement between the PSCOC and Albuquerque Aviation Academy Charter School. If you have questions concerning the award, please contact John Valdez at (505) 677-3254.

Once more, we would like to extend our congratulations. We look forward to working with you in our common purpose of providing better school facilities for the children of New Mexico.

Sincerely,

Joe Guillen

Digitally signed by Joe Guillen
Date: 2025.12.22 17:37:24 -07'00'

Joe Guillen, Chair
Public School Capital Outlay Council

cc: Marcos Trujillo, Executive Director, PSFA
Greg Esquibel, PSFA Regional Projects Manager

DECLARATION OF AWARD ACCEPTANCE

The undersigned below hereby certify that the FY 25 Facilities Master Plan Assistance Award to the Albuquerque Aviation Academy Charter School is: (check one)

- Accepted
- Rejected

by the school per PSCOC approval at the meeting on December 11, 2025. The awarded funds will be expended only for the stated uses and all PSFA requirements will be met, as defined by the FMP agreement.

BY:

Larry Kennedy, Governing Council President
Albuquerque Aviation Academy Charter School

DATE: _____

Bridget Barrett, Head Administrator
Albuquerque Aviation Academy Charter School

DATE: _____

c: Next Step Instructions



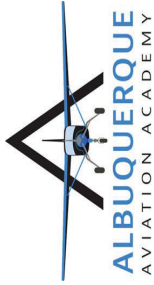
ALBUQUERQUE AVIATION ACADEMY

Serial Number	Inventory Number	Item	Broken Discription	Notes
	2131	Monitor	Obsolete	Disposal
	2159	Monitor	Obsolete	Disposal
	2146	Monitor	Obsolete	Disposal
No Number		Monitor	Obsolete	Disposal
	165	Monitor	Obsolete	Disposal
	1621	Monitor	Obsolete	Disposal
	2120	Monitor	Obsolete	Disposal
	6161	Monitor	Obsolete	Disposal
	2174	Monitor	Obsolete	Disposal
	395	Monitor	Obsolete	Disposal
	320	Label Maker	Obsolete	Disposal
	321	Label Maker	Obsolete	Disposal
No Number		Tower	Obsolete	Disposal
	2064	Tower	Obsolete	Disposal
	2824	Tower	Obsolete	Disposal
No Number		Tower	Obsolete	Disposal
	2065	Tower	Obsolete	Disposal
	907	Keyboard Controlling	Obsolete	Disposal
No Number		Tech Tower Controller	Obsolete	Disposal
	2059	Tech Tower Controller	Obsolete	Disposal
	285	Cisco	Obsolete	Disposal
	286	Cisco	Obsolete	Disposal
	1009	Cisco	Obsolete	Disposal
	287	Cisco	Obsolete	Disposal
No Number		Cisco	Obsolete	Disposal
	1012	Cisco	Obsolete	Disposal
	2058	Cisco	Obsolete	Disposal
	964	Cisco	Obsolete	Disposal
No Number		Receipt Printer	Obsolete	Disposal
	1135	Cisco	Obsolete	Disposal
	2061	Cable housing	Obsolete	Disposal
No Number		3 Dell Controllers	Obsolete	Disposal
	974	Teleco System	Obsolete	Disposal
	78	Intercom	Obsolete	Disposal
	173	Blueray Player	Obsolete	Disposal
No Number		98 Keyboards	Obsolete	Disposal
	1166	Plastic Organzer	Obsolete	Disposal
No Number		3 Cisco	Obsolete	Disposal
	2185	Dell Controller	Obsolete	Disposal
	2179	Dell Controller	Obsolete	Disposal
	2186	Dell Controller	Obsolete	Disposal
	2057	APC Controllers	Obsolete	Disposal
	2063	APC Controllers	Obsolete	Disposal
No Number		Forensic Curriculum	Obsolete	Disposal
No Number		APC Controllers	Obsolete	Disposal
No Number		APC Controllers	Obsolete	Disposal
No Number		APC Controllers	Obsolete	Disposal
	1302	Monitor	Obsolete	Disposal
	159	Monitor	Obsolete	Disposal
	634	Monitor	Obsolete	Disposal
No Number		Monitor	Obsolete	Disposal
	4285	Monitor	Obsolete	Disposal
	538	Monitor	Obsolete	Disposal
	535	Monitor	Obsolete	Disposal
	7	Misc Ink Cartridges	Obsolete	Disposal
	650	Monitor	Obsolete	Disposal
	589	Monitor	Obsolete	Disposal
	361	Monitor	Obsolete	Disposal
	2157	Monitor	Obsolete	Disposal
	2152	Monitor	Obsolete	Disposal
	2043	Computer Tower	Obsolete	Disposal
	1	Computer Tower	Obsolete	Disposal
	218	Computer Tower	Obsolete	Disposal
	2050	Computer Tower	Obsolete	Disposal
	2056	Computer Tower	Obsolete	Disposal
	39	Computer Tower	Obsolete	Disposal
	35	Computer Tower	Obsolete	Disposal

	52 Computer Tower	Obsolete	Disposal
	24 Computer Tower	Obsolete	Disposal
	2024 Computer Tower	Obsolete	Disposal
	51 Computer Tower	Obsolete	Disposal
	257 Audio Sound Bar	Obsolete	Disposal
	2030 Computer Tower	Obsolete	Disposal
	2023 Computer Tower	Obsolete	Disposal
	2054 Computer Tower	Obsolete	Disposal
No Number	Structured Texture Instrument	Obsolete	Disposal
No Number	Structured Texture Instrument	Obsolete	Disposal
	2151 Monitor	Obsolete	Disposal
	2156 Monitor	Obsolete	Disposal
	2164 Monitor	Obsolete	Disposal
	637 Monitor	Obsolete	Disposal
	157 Monitor	Obsolete	Disposal
	2155 Monitor	Obsolete	Disposal
	1632 Monitor	Obsolete	Disposal
	1171 Monitor	Obsolete	Disposal
	399 Monitor	Obsolete	Disposal
	2166 Monitor	Obsolete	Disposal
	433 Monitor	Obsolete	Disposal
	402 Monitor	Obsolete	Disposal
	643 Monitor	Obsolete	Disposal
No Number	Monitor	Obsolete	Disposal
	594 Monitor	Obsolete	Disposal
	391 Monitor	Obsolete	Disposal
	1326 Monitor	Obsolete	Disposal
No Number	Monitor	Obsolete	Disposal
No Number	Monitor	Obsolete	Disposal
No Number	Chromebook	Obsolete	Disposal
No Number	12 Mouses	Obsolete	Disposal
No Number	3 Monitor Holders	Obsolete	Disposal
No Number	22 AV Cords	Obsolete	Disposal
No Number	12 Keyboards	Obsolete	Disposal
No Number	3 Remote Controlers	Obsolete	Disposal
No Number	5 DI Boxes	Obsolete	Disposal
	25 Mini Computers	Obsolete	Disposal
	922 Mini Computers	Obsolete	Disposal
	717 Mini Computers	Obsolete	Disposal
	329 Mini Computers	Obsolete	Disposal
	344 Mini Computers	Obsolete	Disposal
	924 Mini Computers	Obsolete	Disposal
	165 Mini Computers	Obsolete	Disposal
	751 Mini Computers	Obsolete	Disposal
	722 Mini Computers	Obsolete	Disposal
	778 Mini Computers	Obsolete	Disposal
	734 Mini Computers	Obsolete	Disposal
	336 Mini Computers	Obsolete	Disposal
	1102 Mini Computers	Obsolete	Disposal
	197 Mini Computers	Obsolete	Disposal
	7448 Mini Computers	Obsolete	Disposal
	362 Mini Computers	Obsolete	Disposal
	389 Mini Computers	Obsolete	Disposal
	364 Mini Computers	Obsolete	Disposal
	355 Mini Computers	Obsolete	Disposal
	59 Mini Computers	Obsolete	Disposal
	1183 Mini Computers	Obsolete	Disposal
	351 Mini Computers	Obsolete	Disposal
	752 Mini Computers	Obsolete	Disposal
	751 Mini Computers	Obsolete	Disposal
	163 Mini Computers	Obsolete	Disposal
	365 Mini Computers	Obsolete	Disposal
	328 Mini Computers	Obsolete	Disposal
	759 Mini Computers	Obsolete	Disposal
	603 Mini Computers	Obsolete	Disposal
	749 Mini Computers	Obsolete	Disposal
	1173 Mini Computers	Obsolete	Disposal
	774 Mini Computers	Obsolete	Disposal
	358 Mini Computers	Obsolete	Disposal
	366 Mini Computers	Obsolete	Disposal
	755 Mini Computers	Obsolete	Disposal
	544 Mini Computers	Obsolete	Disposal
	164 Mini Computers	Obsolete	Disposal

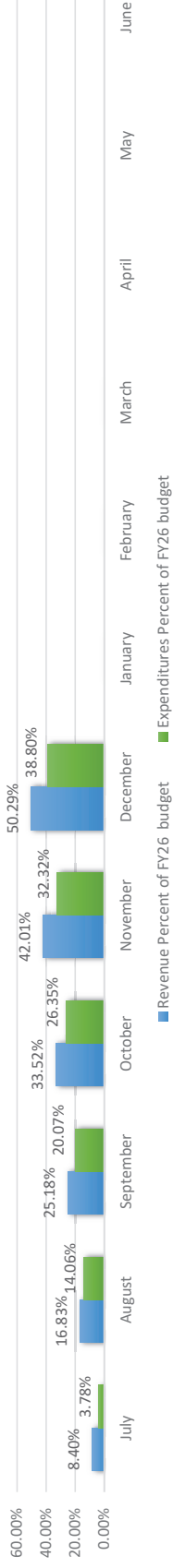
	921 Mini Computers	Obsolete	Disposal
	851 Mini Computers	Obsolete	Disposal
	345 Mini Computers	Obsolete	Disposal
	357 Mini Computers	Obsolete	Disposal
	915 Mini Computers	Obsolete	Disposal
	560 Mini Computers	Obsolete	Disposal
	342 Mini Computers	Obsolete	Disposal
	367 Mini Computers	Obsolete	Disposal
	604 Mini Computers	Obsolete	Disposal
	758 Mini Computers	Obsolete	Disposal
	606 Mini Computers	Obsolete	Disposal
	911 Mini Computers	Obsolete	Disposal
	363 Mini Computers	Obsolete	Disposal
	335 Mini Computers	Obsolete	Disposal
	361 Mini Computers	Obsolete	Disposal
	738 Mini Computers	Obsolete	Disposal
	721 Mini Computers	Obsolete	Disposal
	780 Mini Computers	Obsolete	Disposal
	761 Mini Computers	Obsolete	Disposal
	772 Mini Computers	Obsolete	Disposal
	7335 Mini Computers	Obsolete	Disposal
	6926 Mini Computers	Obsolete	Disposal
	767 Mini Computers	Obsolete	Disposal
	602 Mini Computers	Obsolete	Disposal
	756 Mini Computers	Obsolete	Disposal
	340 Mini Computers	Obsolete	Disposal
	716 Mini Computers	Obsolete	Disposal
	719 Mini Computers	Obsolete	Disposal
	1180 Mini Computers	Obsolete	Disposal
	349 Mini Computers	Obsolete	Disposal
	769 Mini Computers	Obsolete	Disposal
	917 Mini Computers	Obsolete	Disposal
	913 Mini Computers	Obsolete	Disposal
	766 Mini Computers	Obsolete	Disposal
	346 Mini Computers	Obsolete	Disposal
	723 Mini Computers	Obsolete	Disposal
	766 Mini Computers	Obsolete	Disposal
	352 Mini Computers	Obsolete	Disposal
	777 Mini Computers	Obsolete	Disposal
	748 Mini Computers	Obsolete	Disposal
	911 Mini Computers	Obsolete	Disposal
	353 Mini Computers	Obsolete	Disposal
	918 Mini Computers	Obsolete	Disposal
	343 Mini Computers	Obsolete	Disposal
No Number	12 Mini Computers	Obsolete	Disposal
	919 Mini Computers	Obsolete	Disposal
	341 Mini Computers	Obsolete	Disposal
	199 Mini Computers	Obsolete	Disposal
	327 Mini Computers	Obsolete	Disposal
	347 Mini Computers	Obsolete	Disposal
	916 Mini Computers	Obsolete	Disposal
No Number	UNIFI WIFI System	Obsolete	Disposal
	1955 Large File Cabinet	Obsolete	Disposal
	1954 Large File Cabinet	Obsolete	Disposal
	102 Printer	Obsolete	Disposal
	603 Keyboard Piano	Obsolete	Disposal
	14 Keyboard Piano	Obsolete	Disposal
	1497 Printer	Obsolete	Disposal
	1254 Printer	Obsolete	Disposal
	1254 Rolling Projector Suitcase	Obsolete	Disposal
	1001 Monitor	Obsolete	Disposal
	1535 Light Board	Obsolete	Disposal
No Number	Light Board Pen	Obsolete	Disposal
	1517 Lazer Printer	Obsolete	Disposal
No Number	24 Keyboards	Obsolete	Disposal
No Number	Keyboard Piano	Obsolete	Disposal
	1062 Amplifer	Obsolete	Disposal
	1061 Amplifer	Obsolete	Disposal
	1063 Amplifer	Obsolete	Disposal
	DVD Player	Obsolete	Disposal
	Sound System	Obsolete	Disposal
	Sound Proof	Obsolete	Disposal
	VR System	Obsolete	Disposal

	Fan	Obsolete	Disposal
	1083 Chromebook Carts	Obsolete	Disposal
	1084 Chromebook Carts	Obsolete	Disposal
	1633 Microscope	Obsolete	Disposal
	373 Fax Machine	Obsolete	Disposal
	687 Monitor	Obsolete	Disposal
	630 Monitor	Obsolete	Disposal
	200 Monitor	Obsolete	Disposal
	622 Monitor	Obsolete	Disposal
	4516 3D Printer	Obsolete	Disposal
	Auray Sound Proof	Obsolete	Disposal
	Fax Machine	Obsolete	Disposal
	Pro Jet 3D Printer	Obsolete	Disposal
	Microphone	Obsolete	Disposal
	Microphone	Obsolete	Disposal
	1047 Elliptical Machine		Offer to Another Charter School
	1043 Hoist Lower Back Machine		Offer to Another Charter School
	1044 Hoist Lower Back Abs Machine		Offer to Another Charter School
No Number	2 Large Crash Pads		Offer to Another Charter School
No Number	Misc Blue Wall Mats		Offer to Another Charter School



Finance Summary as of December 31, 2025

Operational Revenue vs. Expenditures



AA Academy received 50.29% of budgeted Operational revenue & expended 38.80% of budget thru December 2025.

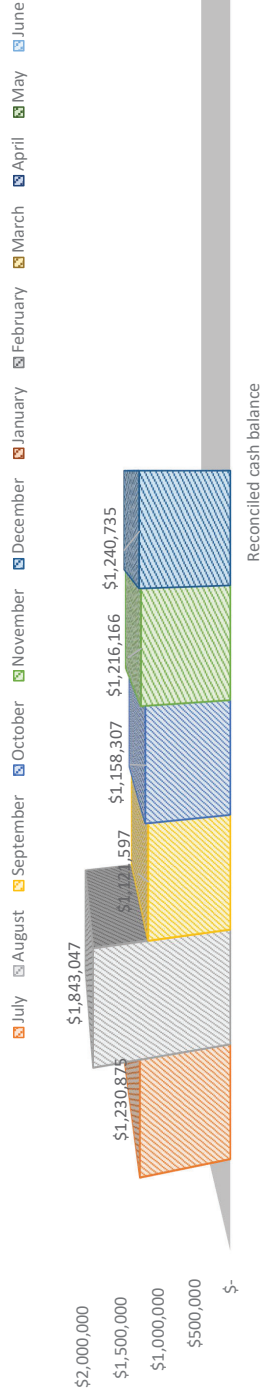
Bank Reconciliation:

- December 2025
 - o Reconciled cash balance at month end was \$1,686,077.97
 - o Outstanding items total \$3,061.24
 - o Revenues exceeded Expenditures by \$180,001.17 for the month.

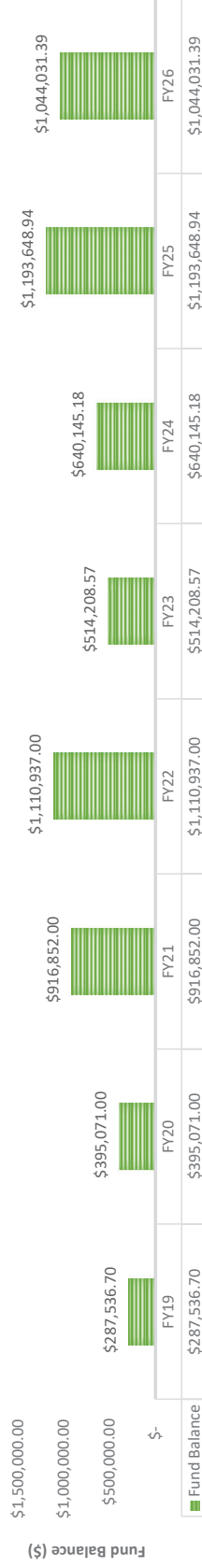
BARS for Approval:

2526-31200-0006-IB

FY26 OPERATIONAL CASH BALANCE



HISTORICAL OPERATIONAL FUND BALANCE





Bank		Account Number			
Bank		Account Number			
Nusenda	0075938112				Description
Date	Number	Payee/From	Deposit	Withdrawal	
12/1/2025		Beginning Balance			
12/1/2025		NM Public Schools Insurance Authority		\$ 24,991.38	NMPSIA
12/1/2025	00028604	Payment of EFTPS PENALTY F2025 Q3 FY25 PP25-26		\$ 2,938.07	EFTPS penalty
12/1/2025	00028625	BANKCARD MTHLY FEES251130		\$ 237.11	Bank Card Fees
12/2/2025	CR12-01	Chromebook/ Kona Ice Fundraiser	\$ 360.00		
12/3/2025	CR12-02	Basketball Game	\$ 50.00		
12/4/2025	CR12-03	Title I	\$ 5,433.24		
12/5/2025		ABCWUA		\$ 976.35	
12/5/2025		Amazon Capital Services		\$ 22.99	Water, Waste & Recycle at 6441 Ventana Rd
12/5/2025		Capcon Networks LLC		\$ 742.06	Supplies
12/5/2025		Clear channel Outdoor Holdings Inc		\$ 3,451.09	Internet Service
12/5/2025		Herrera Coaches, Inc.		\$ 29,744.70	Advertising
12/5/2025		Stericycle, Inc.		\$ 315.85	Bus Services
12/5/2025	6769	ACES Association of Charter Schools Education Services		\$ 4,508.14	Medical Waste
12/5/2025	6770	Albuquerque Charter School League		\$ 1,820.00	JMP Landscaping, and Long-term Sub
12/5/2025	6771	Amanda Catanzaro		\$ 20.00	Sports Fee's
12/5/2025	6772	Bode Aero Services, Inc		\$ 714.00	Dumpster rental
12/5/2025	6773	Cooperative Educational Services		\$ 8,274.78	Hangers for planes
12/5/2025	6774	Clearly Clean Janitorial Services LLC.		\$ 5,649.59	Ancillary services
12/5/2025	6775	Timothy Allen Manville		\$ 219.56	Janitorial Services
12/5/2025	6776	The Social Institute		\$ 7,805.00	Locksmith
12/5/2025	6777	The Stepping Stones Group		\$ 4,407.24	program for teachers
12/5/2025	6778	Vircom Inc		\$ 717.75	social worker
12/5/2025	CR12-04	Title IV	\$ 10,000.00		Firewall
12/8/2025	6779	Action Security Iron Inc		\$ 215.25	Gate cards
12/9/2025	CR12-05	SEG Dec 2025	\$ 342,450.01		
12/9/2025	CR12-06	IDEA-B	\$ 4,409.52		
12/9/2025	CR12-07	Senior Yearbook page	\$ 50.00		
12/10/2025	CR12-08	CTE(Career Tech)	\$ 4,992.62		
12/12/2025		Internal Revenue Service		\$ 18,639.52	EFTPS PP11
12/12/2025		New Mexico Taxation & Revenue Department		\$ 124.80	Workmans comp
12/12/2025		NUSENDA FCU		\$ 51,122.31	Payroll FY26 PP11
12/12/2025	CR12-09	KRL Vending Commission	\$ 19.12		
12/12/2025	CR12-10	Chromebook	\$ 50.00		
12/12/2025	CR12-11	Bingo Night fundraiser / Student Council Fundraiser	\$ 1,126.00		
12/15/2025	CR12-13	Restitution Check	\$ 43.75		
12/17/2025	CR12-12AB	Sandoval County Property Tax	\$ 2,319.89		
12/18/2025		First Financial Group of America		\$ 1,832.26	FFGA Monthly Payment
12/18/2025		Internal Revenue Service		\$ 23,271.52	EFTPS PP12
12/18/2025		New Mexico Retiree Health Care Authority		\$ 5,357.97	RHC Monthly Payment
12/18/2025		New Mexico Taxation & Revenue Department		\$ 4,964.96	State Taxes
12/18/2025		NM Department of Workforce Solutions		\$ 320.29	unemployment
12/18/2025		NM Educational Retirement Board		\$ 51,526.31	ERB Monthly payment
12/18/2025		NUSENDA FCU		\$ 59,270.05	Payroll FY26 PP12
12/18/2025	6787	NM Child Support Enforcement Division		\$ 180.00	Employee deductions
12/19/2025	CR12-14	Basketball Game/ Charger replacement	\$ 323.00		
12/22/2025	CR12-15	Bernalillo County Property Tax Dist.	\$ 94,889.47		
12/22/2025	CR12-16	Transportation NOV	\$ 27,041.00		
12/31/2025	CR12-17	Dividend Income - Operating	\$ 818.20		
12/31/2025		Ending Balance			
Sub Total			\$ 494,375.82	\$ 314,380.90	
Bank		Account Number			
Nusenda Savings		37627515			
Date	Number	Payee/From	Deposit	Withdrawal	
12/31/2025	CR12-18	Dividend Income - Savings	\$ 6.25		
Sub Total			\$ 6.25	\$ -	
GRAND TOTAL			\$ 494,382.07	\$ 314,380.90	

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: 544-000-2526-0006-IB
Fund Type: General Fund / Capital Outlay / Debt Service
Adjustment Type: Initial Budget

Fiscal Year: 2025-2026

Entity Name: Albuquerque Aviation Academy

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

Contact: Sean Fry, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-242-6640 x2501

Email: sean.fry@abqca.org

FLOWTHROUGH ONLY	Budget Period: 2025-07-01	To: 2026-06-30
A. Approved Carryover:		
B. Total Current Year Allocation:		
D. Total Funding Available:		

Revenue 31200.0000.43209 \$258,489.00

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
31200 Public School Capital Outlay	4000 Capital Outlay	54640 Rental - Lease To Purchase	0000 No Program	544001 Albuquerque Aviation Academy	0000 No Job Class		\$258,489.00	\$258,489.00	
Sub Total							\$258,489.00		
Indirect Cost									
DOC. TOTAL							\$258,489.00		

Justification:

Received FY2026 PSCOC award letter. 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.