



GOVERNING COUNCIL

Regular Meeting of the Albuquerque Aviation Academy Governing Council on
Friday, January 16, 2026

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

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

Jody Meyer and Laura Kohr

ALSO IN ATTENDANCE

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

PUBLIC

none

These minutes were approved on 2/20/2020

By a vote of 4 yes 0 no 1 absent 0 abstained

Larry Kennedy President
Roland Dewing Secretary

I. Call to Order

Larry Kennedy called to order the Regular Meeting of the Governing Council for the Albuquerque Aviation Academy for January 16, 2026 at 2:03 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, and Larry Kennedy.

B. Adoption of the Agenda*

Larry Kennedy requested the following amendments. Moving Student Achievement Update before Ongoing Business Matters. Farrah Nickerson made a motion to approve the amended agenda. 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. Review/Approval of Minutes from December 12, 2025 Special Meeting*

Larry Kennedy asked for a motion to approve the minutes from December 12, 2025 Special 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. Administrative Update

A. Student Achievement Update

Bridget Barrett presented her report. We have just begun the semester so many kids are on track. Reviewed enrollment numbers.

The CSD Site Visit went well. It was positive feedback and good overall. Thank you to those GC members who attended.

Reviewed the Enrollment in Edgenuity, Grade Distribution by Enrollment by grade level and had a discussion about seniors this year. The question was asked how many of the seniors are in aviation. There are 6 seniors in aviation this year.

Discussion regarding PLC and how staff is working to determine how to support individual students. They are brainstorming various ways they can offer support to these students.

Reviewed 1st semester grades that include all courses, not just Edgenuity.

B. CSD Site Visit

The CSD Site Visit went well. It was positive feedback and good overall. Thank you to those GC members who attended.

IV. Ongoing Business Matters

A. Aviation Program Update

Dr. Lauren Chavez presented they have flown zero hours as the planes are getting some work done. Both planes should be up and running within approximately 1 week.

There are six seniors; three are ready pretty quickly after the planes are up and running. 1 junior turns 17 over the summer who already have check ride scheduled for his birthday. Classes are going well and it is encouraging to see the classes growing. Currently, there are approximately 15-20 in each class.

No updates on internships but we did get a request from ATC to provide art for the ABQ Control Center.

Vinyl design for the updates on Hotel Kilo and Addison are ready, just waiting for it to get warmer for installation.

V. New Business Matters

A. Panorama Survey Results

Amanda Catanzaro shared the results of the Panorama Survey that the state requires our students to take. This is the third year for this survey. There is a comparison in each subgroup score to the previous year's results.

B. Aviation Handbook *

Amanda Catanzaro shared the Aviation Handbook that has been worked on for a while now. It was created, sent to Dr. Chavez for revisions and suggestions and then

sent to the attorney for final approval. Alex Carothers 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. Governing Council Bylaws *

Amanda Catanzaro shared that we were hoping to have two different levels of approval for donations but the attorney stated that it is the responsibility of the governing council to approve and all donations to the school. Attorney did suggest revising the wording in Article I, Number 8 so that is the changes shown. Mike Romo made a motion to approve. 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.

D. Acceptance of Donations (Garmin and Acro Aircraft) *

Amanda Catanzaro shared the information for two donations, both for the planes. The Garmin is brand new in the box and has never been used. If approved, the school would pay for installation, and this would be added to the school's fixed assets listing. The second donation is the display plane that we have been discussing. This plane is not air-worthy at any capacity and can only be used as a display. Alex Carothers made a motion to approve and accept the donations. 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.

E. Facility Master Plan Award Letter *

Amanda Catanzaro shared that every few years, the school is required to create a new Facility Master Plan. This award is granted by the PSCOC to help offset some of the cost of the Facility Master Plan and allows us to hire an approved firm to create this plan. Farrah Nickerson made a motion to approve the award. 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.

F. Inventory Disposal List 1/16/2026 *

Amanda Catanzaro shared the disposal list of 1/16/2026. Mike Romo 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 sent the first semester accounting/training report to Larry Kennedy. Four of the five required hours have been completed. Kelly is validating practices at the governing council meetings while focusing on continuous improvement.

The governing council was asked to complete a self-assessment and those results were shared with Kelly Callahan. One of the things to work on is having a better understanding of how the information shared in the monthly meetings is tied to the charter goals and contract. Kelly suggested working on tying everything back to the performance reports. Another area for growth would be understanding how to deal with chronic underperforming board members and/or chronic non-attendance board members. Kelly suggestion that we review the bylaws and revisit the areas that address this specifically. It is about providing accountability to all board members.

Use these self-assessment survey results to focus priorities and establish goals for each year. Kelly also suggests starting to work on a succession plan for the governing council and succession plan for school leaders, especially a Head Administrator Succession Plan. Kelly recommends creating a committee or two (one for governing council and one for Head Administrator) and she will provide tools and work with the committee as part of the coaching contract. Kelly suggests putting this as an item on next months agenda. Kelly and Larry will discuss and make any recommendations for topics for next agenda.

VII. Finance Report

A. Business Office Operations Update

Sean Fry presented that the Finance Committee met prior to the meeting and reviewed the financial statements through December 2025. Albuquerque Aviation Academy is waiting on the final unit value that is due by January 31, 2026. Based on that, we are expecting a decrease due to lack of membership and the recalculation of senior dates because their graduation is a week prior to the last day of school.

Next month, we should expect four or five BARs to be presented for approval due to the draft audit.

Albuquerque Aviation Academy is 50.29% budget to revenue, exactly what you would expect at this time of the school year. We are currently waiting on approximately \$500,000 in reimbursement with one of the largest being lease assistance and that BAR is on today's agenda. Last month, the school had approximately \$180,000 more in revenue than expenses.

B. Voucher Approvals for December 2025 *

Sean Fry presented the December Vouchers and the Finance Committee can support the approval of the December Voucher Approvals.

Larry Kennedy asked for a motion to approve the bank vouchers for December 2025. Mike Romo made a motion to approve. 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.

C. Bank Reconciliation for December 2025 *

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

Larry Kennedy asked for a motion to approve the Bank Reconciliations for December 2025. Mike Romo 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.

D. Budget Adjustment Requests *

Sean Fry shared information regarding BAR 2526-31200-0006-IB, an initial BAR for the lease assistance in the amount of \$258,489.00. Approximately \$20,000 higher than expected and budgeted, which is nice. This will be used to help with approximately 1/3 of the total lease payments throughout a school year.

Larry Kennedy asked for a motion to approve the BAR 2526-31200-0006-IB. 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.

VIII. Announcements

Next regular scheduled governing council meeting is scheduled for 2/20/2026.

IX. Adjournment*

Larry Kennedy called for a motion to adjourn. Mike Romo made a motion to adjourn. 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.

The Regular Meeting of the Governing Council for the Albuquerque Aviation Academy adjourned on January 16, 2026 at 3:09 PM.

