



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

October 23, 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.

(The Governing Council may take an agenda item out of order to facilitate business at hand.)

- I. Call to Order
 - A. Roll Call
 - B. Adoption of the Agenda*
 - C. Review/Approval of Minutes from September 25, 2026, Regular Meeting*
- II. Public Comment (comments will be limited to two minutes) – see attached Special Procedures for more information.
- III. Ongoing Business Matters
 - A. Aviation Committee Update
 - B. Aviation Program Update
- IV. Administrative Update
 - A. Student Achievement Update
- V. New Business Matters
 - A. Organizational Chart (discussion/action) *
 - B. Updated Leave Policy (discussion/action) *
 - C. Special Education Time and Effort Policy (discussion/action) *
 - D. Special Education Conflict of Interest Policy (discussion/action) *
 - E. Special Education Travel Policy (discussion/action) *
 - F. 2025-2026 Annual Report of Albuquerque Aviation Academy
 - G. New Governing Council Member (discussion/action) *
- VI. Governing Council Development
 - A. Governing Council Training Discussion
- VII. Finance Report
 - A. Finance Committee Report
 - B. Business Office Operations Update



- C. Voucher Approvals (discussion/action) *
- D. Bank Reconciliation (discussion/action) *

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 October 23, 2026, AAA Governing Council Regular Meeting

The AAA Governing Council Regular Meeting on October 23, 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

Regular Meeting of the Albuquerque Aviation Academy Governing Council on
Friday, September 25, 2026

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

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

Mike Romo

ALSO IN ATTENDANCE

Bridget Barrett, Amanda Catanzaro, Sean Fry, 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 Regular Meeting of the Governing Council for the Albuquerque Aviation Academy for September 25, 2026 at 2:00 PM on Zoom.us and in person.

A. Roll Call

Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Alex Carothers, Roland Dewing, Laura Kohr (via Zoom), Farrah Nickerson (via Zoom), and Larry Kennedy.

B. Adoption of the Agenda*

Larry Kennedy asked for a motion to approve the agenda moving the Finance Report up following Public Comment. Farrah Nickerson made a motion to approve the amended agenda. Alex Carothers seconded the motion. Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Alex Carothers, Roland Dewing, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

C. Review/Approval of Minutes from August 28, 2026 Regular Meeting*

Larry Kennedy asked for a motion to approve the minutes from August 28, 2026 Regular Meeting. Farrah Nickerson made a motion to approve the minutes as amended. Alex Carothers seconded the motion. Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Alex Carothers, Roland Dewing, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

II. Public Comment

Larry Kennedy asked Bridget Barrett and Amanda Catanzaro if there was any public comment. No one signed up for public comments.

III. 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 August 2026. Currently, the school has received 16.95% of budgeted funding and spent 9.33%. Revenues exceeded expenditures by \$6992.55 and the business office is in a good groove at this point. AP is being completed approximately three times per month now.

PED Performance Framework now requires a few new reports that will be included in the monthly GC reports from now on. Reviewed each of these new reports.

No abnormal payments last month, but one stop payment charge and reissue of the payment.

B. Voucher Approvals for August 2026 *

Sean Fry presented the August Vouchers and the Finance Committee can support the approval.

Larry Kennedy asked for a motion to approve the August 2026 Voucher Approvals. Roland Dewing made a motion. Laura Kohr seconded the motion. Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Alex Carothers, Roland Dewing, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

C. Bank Reconciliation for August 2026 *

Sean Fry presented the August Bank Reconciliation. There are five outstanding items, the oldest only being 31 days old so none are in danger of going stale. The Finance Committee can support the approval.

Larry Kennedy asked for a motion to approve the August 2026 Bank Reconciliation. Alex Carothers made a motion. Roland Dewing seconded the motion. Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Alex Carothers, Roland Dewing, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

D. Budget Adjustment Requests: BAR 2627-11000-00004-T

Sean Fry presented BAR 2627-11000-00004-T, a transfer BAR moving budget authority within the same fund. Funds will be coming from Other Instructional Materials fund to the 2400 function, 2600 function, and 2700 function. These are due to finalization of FTE allocations after budget, inclusion of a grant writer service to help with some of the grants the school utilizes, and makes all sub functions within operations positive.

Larry Kennedy asked for a motion to approve BAR 2627-11000-00004-T. Alex Carothers made a motion. Farrah Nickerson seconded the motion. Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Alex Carothers, Roland Dewing, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

IV. Ongoing Business Matters

A. Aviation Committee Update

Alex Carothers stated the committee met prior to this meeting and discussed the status of students and the planes.

B. B. Aviation Program Update

Dr. Chavez presented that they have flown 20.2 hours in Hotel Kilo and 16.9 hours in Addison. Weather this week has played a factor and postponed a few scheduled flights.

Classes are going well. In AIA, there are a few students that still have not passed their General Knowledge Exam and will be dropped. Tried to give them some extra time after the summer and they still have not done their part. This will result in four or five students being dropped in early October; one of these students is a senior and therefore will not have time to complete their license prior to graduation. Doc will be in contact with each of their parents.

Exciting news! Three recent graduates have been accepted into the Air Traffic Control (ATC) training programs and one joined the Marines for ATC training.

LEOFI is this weekend and Hotel Kilo and some of our drones will be on display and taking footage of the event.

Reviewed expenses for the month.

Question was asked if we let ATC Tower know about the former students since each of them did an internship with tower while they were students and they have been notified. Question was also asked if the ATC Tower art contest winners have been able to do their tour. Unsure at this time but winners were notified.

V. Administrative Update

A. Student Achievement Update

Bridget Barrett presented that our current enrollment is 323. At this time last year, it was 316 so we are up slightly. There has been a focus at the beginning of this year to really give students an understanding of the ins and outs of Edgenuity and provide them extra support in getting the hang of the program.

Daily Attendance Rate for August was 97.3% and for September so far is 95.3%. Attendance letters have gone out and the Dean of Students is reaching out and working with families.

Overall Grades vs Actual Grades show that the students *can* do the work with quality results, we just have to get them back on track. Teachers are working on creating individualized plans to help students succeed and get back on track.

Lots of activities are going on including sports and E-Sports. We will have a Trunk or Treat event on October 30th. Senior Sunrise breakfast was a couple of weeks ago and went really well and the students had a great time!

Reviewed detailed breakdown of Actual Grades by Grade Level. 8th grade and 11th grade are lagging the most.

VI. New Business Matters

A. 2025-2026 Published Testing Scores

Amanda Catanzaro shared the final scores as published by PED for the annual state testing. Albuquerque Aviation Academy scored a proficiency rate of 64% in ELA, 42% in Math and 59% in Science, almost identical to preliminary scores shared at previous meeting. ELA rate actually was higher at 64% then initial calculation of 63%. Compared to State of New Mexico scores of 43% proficiency in ELA, 26% in Math and 33% in Science.

B. 2025-2026 School Report Card via NM Vistas *

Amanda Catanzaro shared the NM Vistas printout and stated that this is published and available online for all schools. Reviewed and discussed various sections of the report.

Larry Kennedy asked for a motion to accept the 2025-2026 School Report Card as provided in NM Vistas. Alex Carothers made the motion. Laura Kohr seconded the motion. Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Alex Carothers, Roland Dewing, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

C. 2026-2027 BOY Short Cycle Assessment Data

Amanda Catanzaro shared the Beginning of Year Short Cycle Assessment Data. For middle school, we use the iMSSA assessment and for high school we use the STARS Renaissance assessment. We have used this data to create intervention groupings and provide the teachers with information to help them create lessons and assist students that need additional support.

Discussion about the results of the STARS Renaissance assessment not correlating with SAT scores and looking at alternative short cycle assessments that might give us more useful data. One option would be to use the PSAT9, but that would be a snapshot assessment instead of growth over time. Question and discussion that we use the PSAT10 in the fall of 10th grade that makes them eligible for the National Merit Scholarship.

VII. Governing Council Development

Larry stated that there will be none this month. Kelly will be at the meeting in October. The Governing Council chose Option 2. Kelly would like the Governing Council to think about doing a 5 hour retreat to set goals for the year.

VIII. Announcements

Next regular scheduled governing council meeting is scheduled for 10/23/2026 at 2:00 pm.

IX. Adjournment *

Larry Kennedy called for a motion to adjourn. Alex Carothers made a motion to adjourn. Roland Dewing seconded the motion. Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Alex Carothers, Roland Dewing, Laura Kohr, Farrah Nickerson and Larry Kennedy; all voted yes. The motion carried unanimously.

The Regular Meeting of the Governing Council for the Albuquerque Aviation Academy adjourned on September 25, 2026 at 2:49 PM.

Monthly Report - October 23, 2026

All figures and outcomes are based on the date of this report - October 21, 2026
(HK Hobbs time: 2116.2; Addison Hobbs time: 41.0)

FLIGHT TRAINING:

- **Hours:** 10 hrs in HK / 11.4 hrs in Addison. The times are low because of poor weather for 2 of 4 weeks.
- **Training:** One student has her checkride scheduled for 11/4. Her flight stage check went well but her ground knowledge was inadequate. Then her flights became inconsistent. Another student has his pre-solo stage check this Friday morning (day of GC meeting). Another student feel behind in flying because he was very busy crewing before and during balloon fiesta.

CLASSES:

Classes are going well. A few students haven't turned in assignments so we have a few more who are failing, but we will talk to them about getting those assignments turned in.

OTHER:

- LOEFI and Coyote Willow's "meet and greet" went great. Stryker and our students did a great job representing our school and several parents have shown interest in joining our school!
- We're getting two more senior students scheduled for ATC internships before graduation.

EXPENSES:

- **Fuel:** \$1198.40 (est)
- **Maintenance:** \$0. Both aircraft will need 100 hr inspections in ≤ 20 hrs, and both aircraft will need oil pan heaters installed (Addison) or repaired (HK).
- **Hangar Rental:** \$357 per month x 2
- **Insurance:** Annual Premium - \$15,658 (both airplanes)

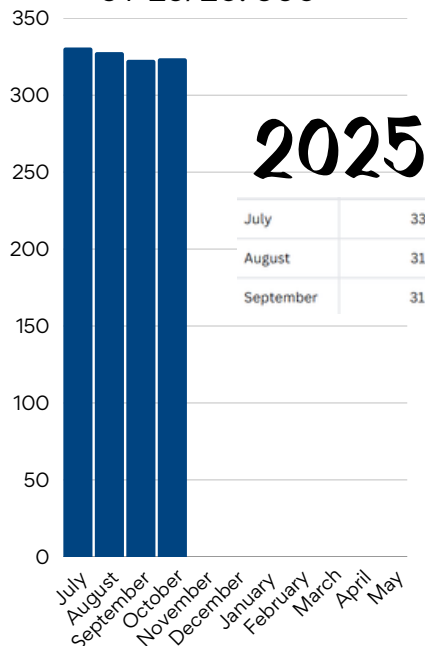


Student Achievement Update *October* 2026



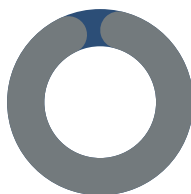
Student Enrollment

Student Enrollment Goal
SY 25/26: 306



Eye on Attendance

Daily Attendance Rate Comparison



95.3%

September



96.4%

October



1st Quarter Perfect Attendance Awards



Imagine Learning Grade Enrollment Report Fall Semester

Student Achievement Snapshot

October 21, 2026 | 1,342 active course enrollments

OVERALL GRADES

Completed work

81%
A-C

8%
F

ACTUAL GRADES

Adjusted for course progress

61%
A-C

21%
F

Students demonstrate the ability. Pacing is lowering Actual Grades. Consistent daily progress and course completion remain the focus.

Registration Goal



Percentage met: : 101%

3 student applications in the queue

Altitude Achievement

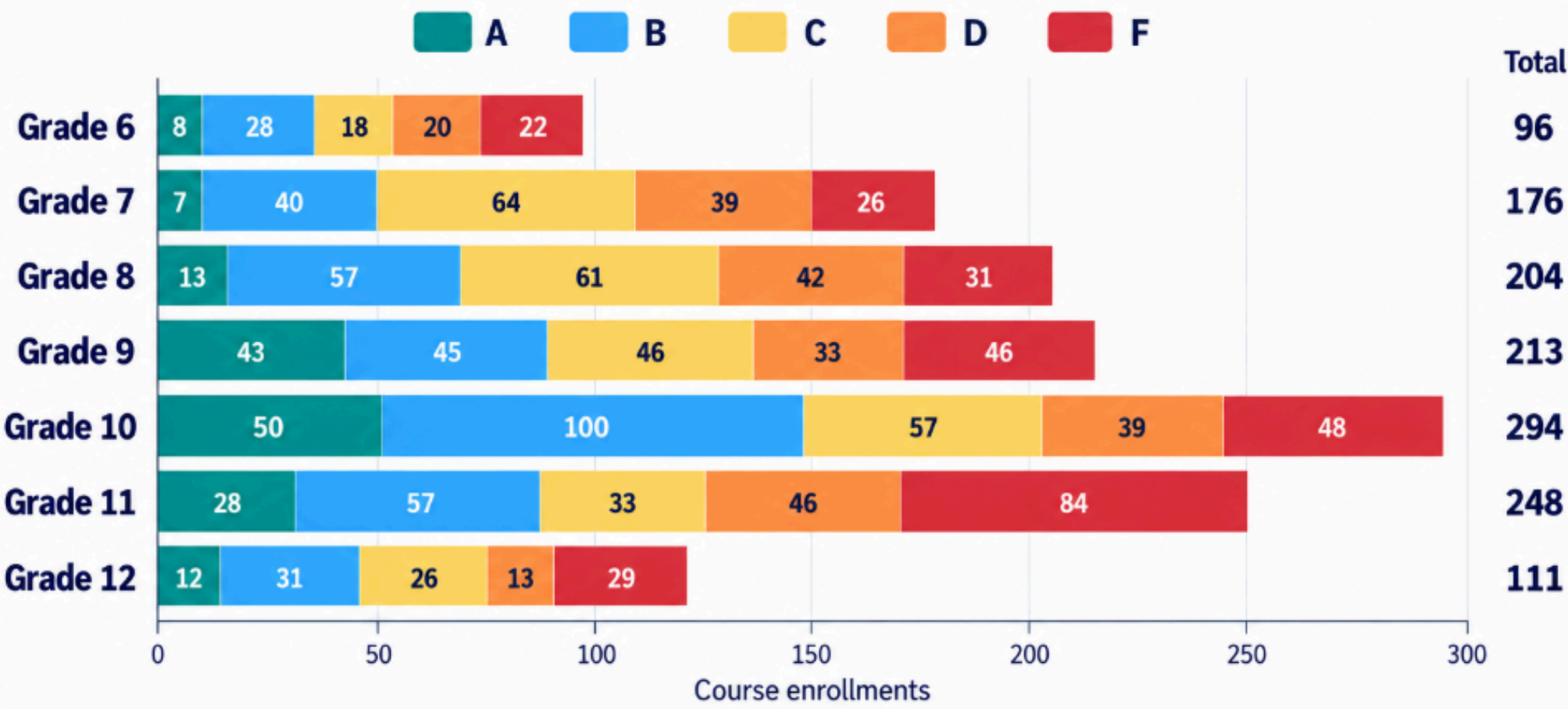


We are so proud of one of our students who jumped into action and used one of our school drones to help staff search for a dog that had been hit by a car. What a wonderful example of putting aviation skills to work while showing kindness and compassion!



Actual Grades by Grade Level

1,342 active course enrollments with reported Actual Grades



Grade 11 has the highest number of failing Actual Grades.

Actual Grade reflects performance adjusted for course progress.

Actual Grades by Grade Level

October 21, 2026 | 1,342 active course enrollments with reported Actual Grades



Grade Level	A	B	C	D	F	Total
6	8	28	18	20	22	96
7	7	40	64	39	26	176
8	13	57	61	42	31	204
9	43	45	46	33	46	213
10	50	100	57	39	48	294
11	28	57	33	46	84	248
12	12	31	26	13	29	111
Total	161	358	305	232	286	1,342



Grade 11 has the highest number of failing Actual Grades.

Actual Grade reflects performance adjusted for course progress.

ORGANIZATIONAL CHART

ADMINISTRATION | ADMINISTRATORS

Bridget Barrett

Head Administrator

Amanda Catanzaro

Director of Operations

LEADERSHIP TEAM

Antoinette Rios

Special Programs
Coordinator

Dominic Tarango

Dean of Students

Sean Fry

Business Manager

Hannah Smiset-Ortiz

Social Worker

LEADERSHIP SUPPORT STAFF

Jenny Himes

Office Manager

Marcus Alarid

Business Office Assistant

Paula Gonzales

Registrar and State
Reporting Coordinator

ALBUQUERQUE AVIATION ACADEMY LEAVE POLICY



ALBUQUERQUE AVIATION ACADEMY LEAVE POLICY

The Governing Board shall annually identify the recognized paid employee holidays which will be shown on the school's annual calendar. The school provides its employees with annual leave and holidays based upon their classification as year-round, non-year-round, full-time, or part-time employees as shown on their individual employment contracts.

Each contract year, all full-time, non-year-round, employees will be granted ten (10) Personal Time Off (PTO) days, with 5.0 days credited at the start of the contract year and 5.0 days credited at the start of the second semester. All part-time employees will receive a prorated amount of leave by category based on their budgeted FTE.

Each contract year, all full-time, year-round, employees will be granted fifteen (15) Personal Time Off (PTO) days, with 10.0 days credited at the start of the contract year and 5.0 days credited at the start of the second semester.

Persons employed for less than a contract year will receive, on the first day of employment, a prorated credit for the number of days remaining in the contract year.

PTO days are credited contingent upon the completion of the entire contract year. Employees serving only a portion of the contract year will be credited with a prorated number of PTO days earned during the contract at the time of termination of employment.

Leave for non-year-round employees is not intended to be nor should it be used as "vacation time." Rather, leave is intended to facilitate the normal needs of its staff, while still meeting the classroom needs of Albuquerque Aviation Academy students during the teaching year.

Except in cases of sickness or emergency, PTO must be approved before leave is taken. No more than ten percent (10%) of the staff or other grouping of employees may take PTO at any one time. Requests shall be acted upon in order of receipt, and the availability of substitutes, if necessary, may limit the number of requests granted at any one (1) time. There is no obligation for the Head Administrator to grant leave for any particular request.

PTO will not be granted during the following periods, unless based on sickness or emergency (this does not apply to year-round employees):

- On the two (2) contracted days immediately preceding or following a holiday or vacation. For purposes of this restriction, only scheduled employee contract/work days are counted; weekends and other non-contract days are not included when determining the two-day period.
- During finals week of school, either semester.
- During the first two (2) weeks of the contract or the last two (2) weeks of the contract. This includes any Professional Development at the beginning or end of the year.

Any leave that is not approved in accordance with this policy, or that is taken during a period in which leave is not permitted unless an application exception has been approved, will be treated as leave without pay and then employee's pay will be reduced accordingly.

An employee requesting PTO without prior approval or during the foregoing time periods for sickness or emergency may be required to furnish a medical doctor's excuse to the supervisor. For purposes of this policy, leave that does not have prior approval due to sickness is only for the purpose of recuperative activities, e.g., obtaining medical care or treatment, procuring medications or other prescribed materials, convalescing at home or at a medical facility, or other therapy or activity prescribed by the employee's physician or health practitioner (with verification required if requested by the Head Administrator), and may be used for sickness of the employee, the employee's spouse, domestic partner, children, parents, grandparents, grandchildren, siblings or like relations created by marriage (e.g. stepchild, father-in-law, etc.). The school may, at school expense, require the employee to submit to medical or psychiatric examination by a physician or psychiatrist selected by the school to determine 1) whether or not the continued use of sick leave is appropriate or 2) whether return to duty is appropriate.

PTO can only be taken in quarter (1/4) day increments that best align with the school's daily sessions. Instructional employees may take up to 5 consecutive days during the school year with prior approval from the Head Administrator and subject to the terms of this policy.

Any employee who can be shown to have willfully violated or misused the school's leave policy or misrepresented any statement or condition will be subject to discipline, up to and including termination or discharge.

NOTIFICATION

Except in cases of illness or emergency, employees must request leave three (3) days in advance in order to obtain prior approval from the Head Administrator or designee, to the greatest extent possible through the Apta Fund leave portal.

Unplanned, emergency, or short notice leave shall follow the procedures set forth by the Head Administrator. Reporting an unplanned absence should be made as early as possible.

It is the responsibility of each employee to provide lesson plans and guidance for a substitute teacher during PTO and other paid leave.

The Head Administrator may not sign their own leave slip, but must get the Board President's or their designee to approve, unless related to illness or emergency.

EXTENDED LEAVE

An extended leave of absence, without pay, may be granted to an employee for reasons including, but not limited to, the following:

- Serious health condition;
- Childcare as describes under the FMLA;
- Childbirth;

- Qualifying exigency related to Employee's spouse, son, daughter, or parent's military status;
- Caring of a spouse, domestic partner, parent or dependent child, and
- Educational pursuits.

Such leaves require approval of the Head Administrator, which may be granted by the Head Administrator in her or his sole discretion. There is no obligation to grant such leave. Employees requesting such leave are to provide the Head Administrator with appropriate justification for their request including a physician's statement when the request relates to personal health, childbirth, or other healthcare reasons. Such leave shall not exceed one (1) work year.

Employees granted an extended leave of absence for a portion of the school/work year must notify the Head Administrator in writing of his/her desire to return to active employment at least thirty (30) days prior to the date of return. Employees granted an extended leave of absence for an entire school/work year must notify the Head Administrator of his/her desire to return to active employment by March 15th of the school/work year in which the leave was granted. Employees granted an extended leave of absence for a **serious health condition** shall be required to submit to the Head Administrator prior to their return to work, **certification of fitness from the employee's health care provider** releasing the employee to assume their full duties.

All paid and unpaid leave requests, except those related to medical and other bona fide emergency reasons, shall require advanced written approval. Leave requests shall be submitted to the Head Administrator, or their designee, on a form provided by the school accompanied by any necessary support documentation. The employee's daily rate of pay will be deducted from the employee's salary for any unauthorized absence or absence which does not meet the criteria set forth in this policy. Abuse of leave may be grounds for disciplinary action against an employee including termination or discharge.

Because of the small number of employees at Albuquerque Aviation Academy, employees may not be eligible for Family Medical Act Leave (FMLA). Please contact the Business Office to inquire about FMLA leave or similar leave of absence.

UNUSED PTO LEAVE

Any unused PTO leave days remaining at the end of the year can be, at the discretion of the employee, **used for** one of the following:

Eligibility to sell back unused PTO is conditioned upon the employee having no leave-without-pay days during the applicable school year. An employee who takes any leave without pay for any reason during the school year forfeits eligibility to sell back any unused PTO for that school year.

An employee who separates from employment at the end of the school year and is not eligible to sell back unused PTO under this policy forfeits any remaining unused PTO balance, unless otherwise required by applicable law or a written employment agreement.

Non-Year Round Employees (less than 220 day contracts):

1. Roll over up to five (5) unused leave days to the following year.
2. Sell back up to five (5) days of unused leave at the employee's daily rate, budget permitting, as determined by the Head Administrator in her or his discretion. Employees must request this with the Head Administrator or designee no later than June 25th of that year. Unused PTO leave will be paid in a

separate check.

Non-Year-Round Employees may have no more than leave accrued in one year's term, plus up to the five (5) unused leave days if it is rolled over to the next year at any given period of time.

Year-Round Employees (220 day contracts):

1. Roll over up to ten (10) unused leave days to the following year.
2. Sell back up to ten (10) days of unused leave at the employee's daily rate, budget permitting, as determined by the Head Administrator in her or his discretion. Employees must request this with the Head Administrator or designee no later than June 25th of that year. Unused PTO leave will be paid in a separate check.

Year-Round Employees may have no more than leave accrued in one year's term, plus up to the ten (10) unused leave days if it is rolled over to the next year at any given period of time.

BENEFITS DURING LEAVE

During paid leave, all other benefits will remain in force, and PTO leave will continue to be granted as normal. During unpaid leave the employee is responsible for maintaining health insurance coverage through the New Mexico Public Schools Insurance Authority Eligibility Administrator (NMPSIA), unless the leave is covered under the FMLA. An employee taking leave under the FMLA is entitled to continued maintenance of health benefits on the same terms and conditions as if the employee had remained actively employed. If the employee was responsible for paying a portion or all of the health insurance premiums before taking leave, the employee must continue to make those payments during the leave period. An employer may recover its share of the premiums paid during the employee's leave only if the employee fails to return to work for reason other than the employee's own serious health condition, a serious health condition of a covered family member, a qualifying serious injury or illness of a covered servicemember, or circumstances beyond the employee's control.

MILITARY LEAVE

As provided in NMSA Section 20-4-7 (1978), employees who are members of organized units of the army or air national guard or army, air force, navy, marine or coast guard reserves shall be given not to exceed fifteen working days' military leave with pay per federal fiscal year when they are ordered to duty for training, such leave to be in addition to other leave or vacation time with pay to which such employees are otherwise entitled. See also, Extended Leave Section.

The Uniformed Services Employment and Reemployment Rights Act states: A military leave of absence will be granted if an employee is absent in order to serve in Uniformed Services of the United States for a period of up to five years (not including certain involuntary extensions of service). An employee who performs and returns from service in the Armed Forces, the Military Reserves, the National Guard, or certain public health service positions will retain certain rights with respect to reinstatement, seniority, lay-offs, compensation, length of service promotions and length of service pay increases, as required by applicable federal or state law. Other benefits, such as health insurance, do not continue while out on active service.

BEREAVEMENT LEAVE

Up to five (5) additional **consecutive** days absence total per year may be granted; up to three (3) days absence total when there is a death in an employee's immediate family in town and up five (5) days absence total per year may be granted for a death out of town. Immediate family for this purpose includes spouse/partner, children, parent, grandparent, mother-in-law, father-in-law, brother, sister, son-in-law, or daughter-in-law.

JURY DUTY

Employees are encouraged to serve as jurors when summoned to do so but should advise the Head Administrator of the date of such service immediately upon receipt of notice. Employees will receive their normal compensation and shall be permitted to retain any travel reimbursement received from the court and any per diem received for services rendered **by** the court before or after the employee's regular workday. Any additional compensation will be signed over to the School.

PROFESSIONAL LEAVE

Employees are encouraged to attend professional development activities such as conferences, meetings, seminars, etc. since attendance is considered beneficial to the Albuquerque Aviation Academy's educational program. All professional leave must be pre-approved by the Head Administrator. As long as the employee is acting on behalf of the school, the employee will not lose pay during his/her absence and may have all, or a portion of, the expenses for attending such activity paid or reimbursed pursuant to a duly authorized Purchase Order and available budget.

NO LEAVE ALL STAFF PROFESSIONAL DEVELOPMENT DAYS

Employees will not be granted leave from Professional Development Days except in the case of an emergency or sickness or approved by the Head Administrator.

EXPECTATIONS

It is expected that all employees will report to work and be prepared to work at their scheduled reporting times. Failure to maintain an attendance pattern within acceptable standards may lead to disciplinary actions, up to and including termination or discharge. Absences for appropriate reasons, such as those for which the school grants approved leaves of absences are, of course, acceptable; however, frequent or excessive absences for any reason may require corrective action. Chronic or excessive absences and tardiness is a disruptive influence to the school.

Unexcused absences are defined as an employee's failure to properly notify the school of absence prior to the scheduled work time or an employee's absence without authorized leave. Any number or occurrences of unexcused absence, depending upon the circumstances, may be considered unsatisfactory and subject to possible disciplinary action.

LEAVE WITHOUT PAY

Leave taken in excess of available leave can only be taken in full-day increments and will need to be docked from the employee's pay, **unless the employee qualifies under the FMLA**. Employees must exhaust all paid leave before going to an unpaid status. Any use of leave without pay within one school year that is not covered under Extended Family Leave Policy, or following the use of qualified Extended Family Leave

Policy will result in discipline, up to and including termination or discharge.

Any employee who uses leave, whether paid or unpaid, for any portion of a scheduled workday is not eligible to receive or apply any administrative release time, compensatory leave, early dismissal, delayed reporting time, or similar special accommodation that Administration may grant to employees for that same day. Leave charged for that day will not be reduced, credited back, or otherwise adjusted because of such an administrative accommodation. For example, an employee who has taken leave on a day when Administration permits staff to leave early will remain charged for the leave as originally taken; likewise, an employee who takes leave on a day when the school operated on a two-hour delay will not receive a credit or restoration of leave for the delayed reporting period.

The Head Administrator, or their designee, shall have final approval for all leave types and lengths of leave on a case-by-case basis. The Head Administrator shall develop procedures for the systematic administration of this policy.



**DRAFT 2025-26 Annual Report for
Albuquerque Aviation Academy**

Prepared for the Public Education Commission (PEC)
by the Charter Schools Division (CSD) of the New Mexico Public Education Department (PED)
Revised: October 7, 2026

Albuquerque Aviation Academy (AAA) in **Albuquerque** is authorized by the PEC to serve up to **500** students in **Grades 6-12** for the contract term **2024-2029** under a contract incorporating **Option 1** of the **2024 PEC Performance Framework**.¹

Performance Framework Ratings

Possible ratings are **Meets Standard**, **Working to Meet (WTM) Standard**, **Does Not Meet (DNM) Standard**, and for some academic indicators, **Exceeds Standard**. Ratings of WTM and DNM are explained in the pages that follow.

Albuquerque Aviation Academy			
Indicator		2024-25	2025-26
Academic	1.A.1. Performance on state accountability system	Exceeds	Exceeds
	1.B.1. Growth for student groups on state accountability system	Meets	WTM
	1.C. Participation ≥ 95% in state-mandated assessments	Exceeds	Exceeds
	2.A.1. Outcomes on school-selected mission goal	Exceeds	Exceeds
	2.B. Implementation of education program as outlined in contract	Meets	Meets
	2.C. Learning culture: re-enrolls ≥ 80% of eligible students	WTM	WTM
Organizational	3.A.1. Governing body membership within range designated in bylaws	Meets	Meets
	3.A.2. Governing body members complete all training hours	Meets	Meets
	3.A.3. Governing body meeting transparency requirements	Meets	Meets
	3.B. Equitable enrollment and lottery policies	Meets	Meets
	3.C. In compliance with annually approved list of requirements	Meets	Meets
Financial	4.A. Cash balance ≥ 60 days or ≥ 30 days with increase from prior FY	Meets	Meets
	4.B. Audit: unmodified opinion, no going concern or serious findings	Meets	Meets
	4.C. Financial reporting and public posting	Meets	Meets
	4.D. Fiscal oversight by governing body, fiscal staff	Meets	Meets
	4.E. Enrollment ≥ 95% of number projected	Meets	Meets

Likely renewal outcome: On Track for Renewal with Conditions or Possible Non-Renewal

¹ Frameworks and business rules with detailed indicator criteria are posted on the [PEC Performance Framework](#) web page.

Criteria for Overall Evaluation and Likely Renewal Outcome ²	
On Track for Expedited Renewal	Meets or Exceeds on all indicators
On Track for Renewal	Meets or Exceeds on all academic indicators; Meets or WTM on all other indicators
On Track for Renewal with Conditions or Possible Non-Renewal	WTM in one or more academic indicators but does not meet criteria for Not on Track for Renewal
Not on Track for Renewal	DNM on 1.A or 1.B. or on ≥ 3 academic indicators or ≥ 8 DNM ratings total
Not Applicable	First year of operation; data displayed for informational purposes only

Renewal condition(s): None.

Intervention ladder: No actions under the intervention ladder.

PEC Notices of Performance³

School Year	Overall Performance	Unsatisfactory Performance	Uncorrected Unsatisfactory Performance	Corrected in Subsequent Year
2024-25	Exemplary	None	None	N/A

Academic Performance: Performance Framework Option 1

Because its contract contains **Option 1** of the Performance Framework, **Indicator 1.A.1.** is rated **Exceeds Standard** because the school ranks above the 75th percentile on the state accountability system. The school's percentile rank is 89.8.

Indicator 1.B.1 is rated **Working to Meet Standard** because in reading and math, not all student groups have a median Student Growth Percentile SGP of ≥ 45 on the state assessment (the target for Meets Standard), but at least half of student groups have a median SGP of ≥ 35 .

Student Group	Math N	Math $N \geq 20$	Math Median SGP	Math SGP ≥ 45 (Meets)	Math SGP ≥ 35 (WTM)	Reading N	Reading $N \geq 20$	Median SGP in Reading	Reading SGP ≥ 45 (Meets)	Reading SGP ≥ 35 (WTM)
Female	31	Y	40	N	Y	31	Y	56	Y	Y
Male	88	Y	45	Y	Y	88	Y	42	N	Y
Asian	1	N				1	N			
Black	4	N				4	N			
Caucasian	98	Y	42.5	N	Y	98	Y	53	Y	Y
Hispanic	78	Y	44	N	Y	78	Y	56	Y	Y
Native	3	N				3	N			
English Learners	4	N				4	N			
Low-income students	41	Y	37	N	Y	41	Y	56	Y	Y
Students with Disabilities	21	Y	44	N	Y	21	Y	59	Y	Y

² See Performance Framework, p. 7. Likely renewal outcomes are an acknowledgment of positive performance or a warning to improve performance. Actual non-renewal is a determination made by PEC based on a school's record of performance across the contract term.

³ Per [6.2.9.12 NMAC](#); after voting to accept this report, the PEC will issue a Notice of Performance for 2025-26.

In both content areas, six groups met the threshold of ≥ 20 students. Of those groups, five met the target of $\text{SGP} \geq 45$ in reading, but only one met the target of $\text{SGP} \geq 45$ in math. All six groups had $\text{SGP} \geq 35$ in both content areas, well above the Working to Meet requirement that at least half of the groups have $\text{SGP} \geq 35$.

Groups with fewer than 20 students were not included for accountability purposes, but only groups with fewer than 10 students are masked in the chart above. If the 2026-27 business rules using $N \geq 10$ were used, the school would still have had more than half of the groups ≥ 35 SGP, so the rating would not change.

The New Mexico State Accountability System ([NM Vistas](#)) reports **proficiency** for reading and math (grades 3-8 and 11) and science (grades 5, 8 and 11); **growth** for reading and math (grades 4-8⁴), **English learner progress** (every year until proficient) and **graduation** (4-year, 5-year and 6-year rates for high schools only). These metrics feed into an overall score by which schools are ranked⁵ and given one of the following designations:

NM Vistas Designations	
Spotlight	Top 25% of schools; no other designation
Traditional	Good standing; no other designation
Targeted Support and Improvement (TSI)	Consistently underperforming student groups
Additional Targeted Support and Improvement (ATSI)	In need of support with lowest performing group(s)
Comprehensive Support and Improvement (CSI)	Lowest 5% or 3 years ATSI or 4-year graduation rate $< 67\%$
More Rigorous Interventions (MRI)	Not exiting CSI status after 3 years

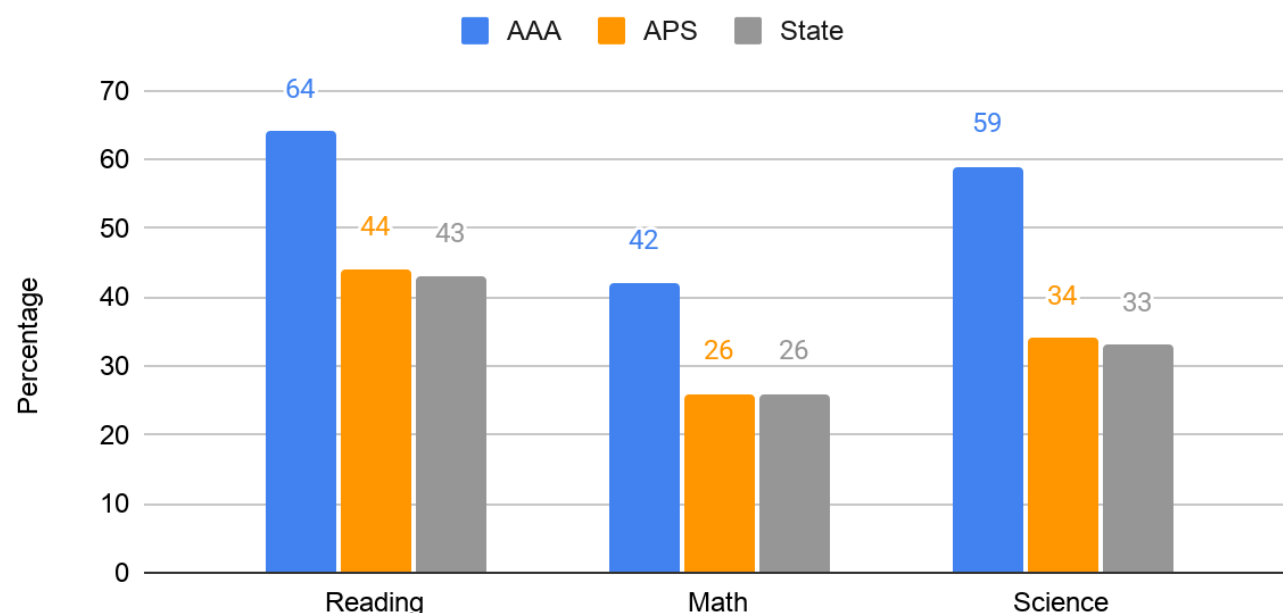
NM Vistas Score	Percentile Rank	Designation
75.5	89.8	Spotlight

Proficiency

⁴ Growth on state assessments requires a score for current and prior year on the same assessment. Schools whose grade spans include any grades from 4 to 8 will have a Student Growth Percentile (SGP) based on scores for students in those grades only compared to peers with similar scores on previous tests. Percentile ranges from 34-66 represent about a year's growth typical for the academic peer group.

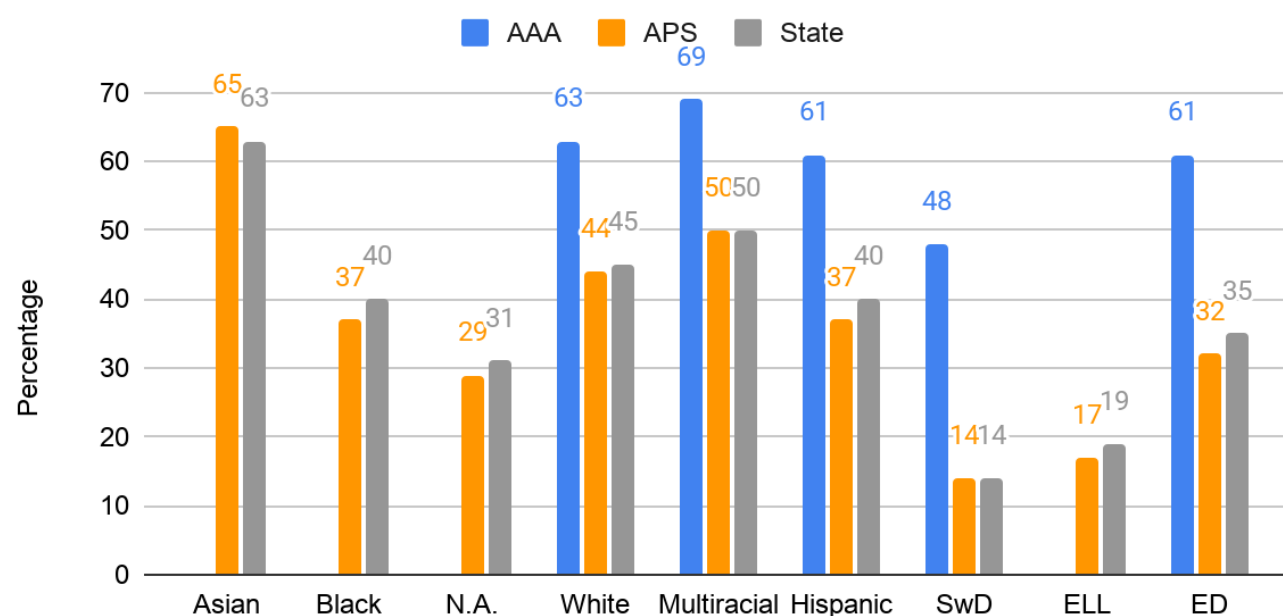
⁵ High schools are ranked separately from elementary/middle schools because their scores are calculated differently.

Percent of Students Proficient in Core Subjects 2025-26



Source: nmvistas.org

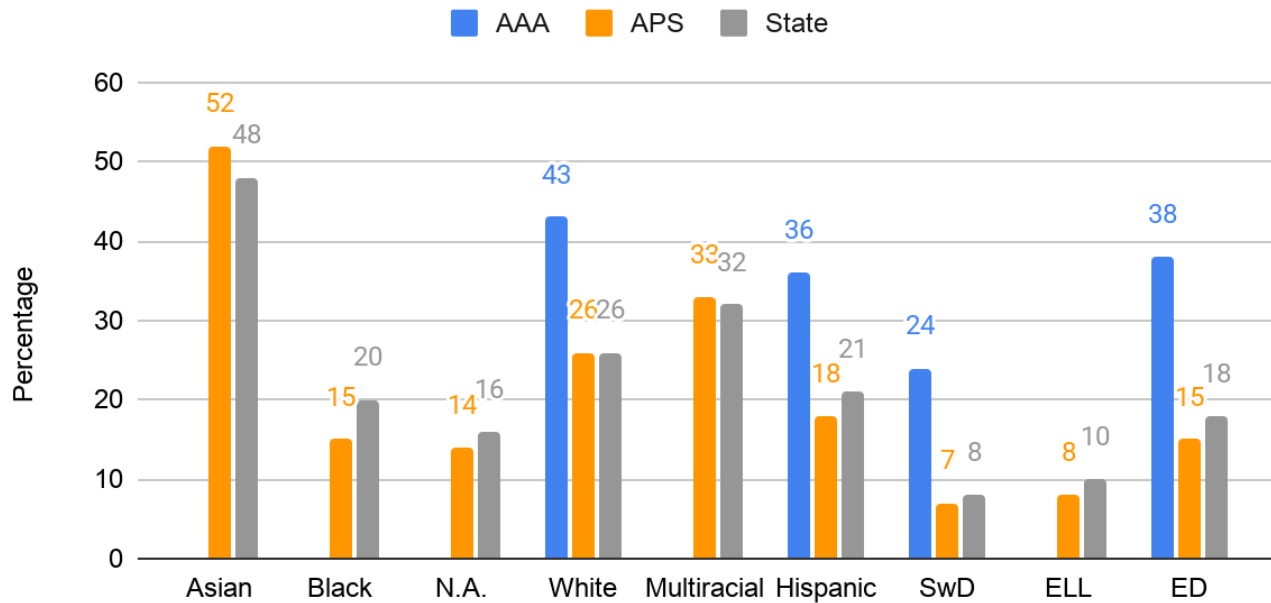
Percent Proficient in Reading by Subgroup 2025-26



Source: nmvistas.org

Note: Some subgroups are masked due to population size, and/or some groups are not represented in the school.

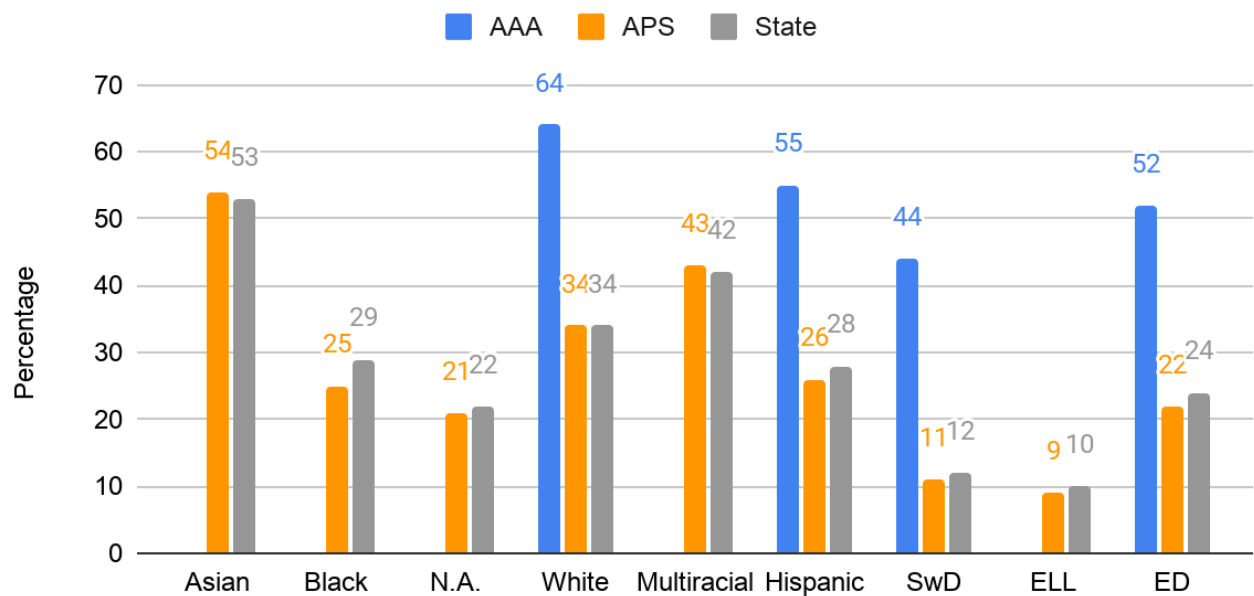
Percent Proficient in Math by Subgroup 2025-26



Source: nmvistas.org

Note: Some subgroups are masked due to population size, and/or some groups are not represented in the school.

Percent Proficient in Science by Subgroup 2025-26

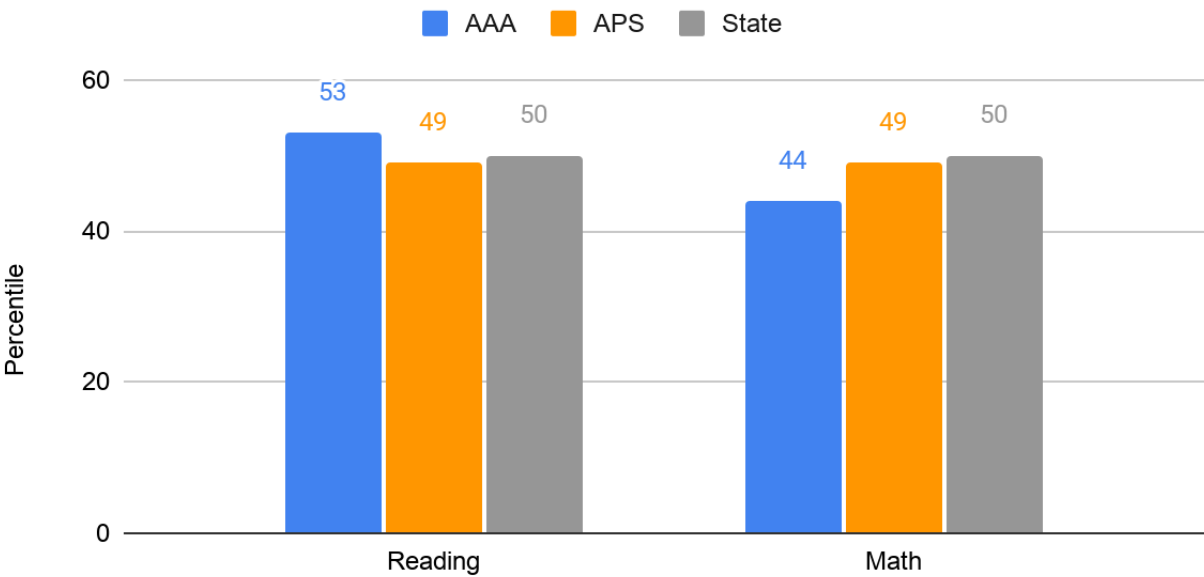


Source: nmvistas.org

Note: Some subgroups are masked due to population size, and/or some groups are not represented in the school.

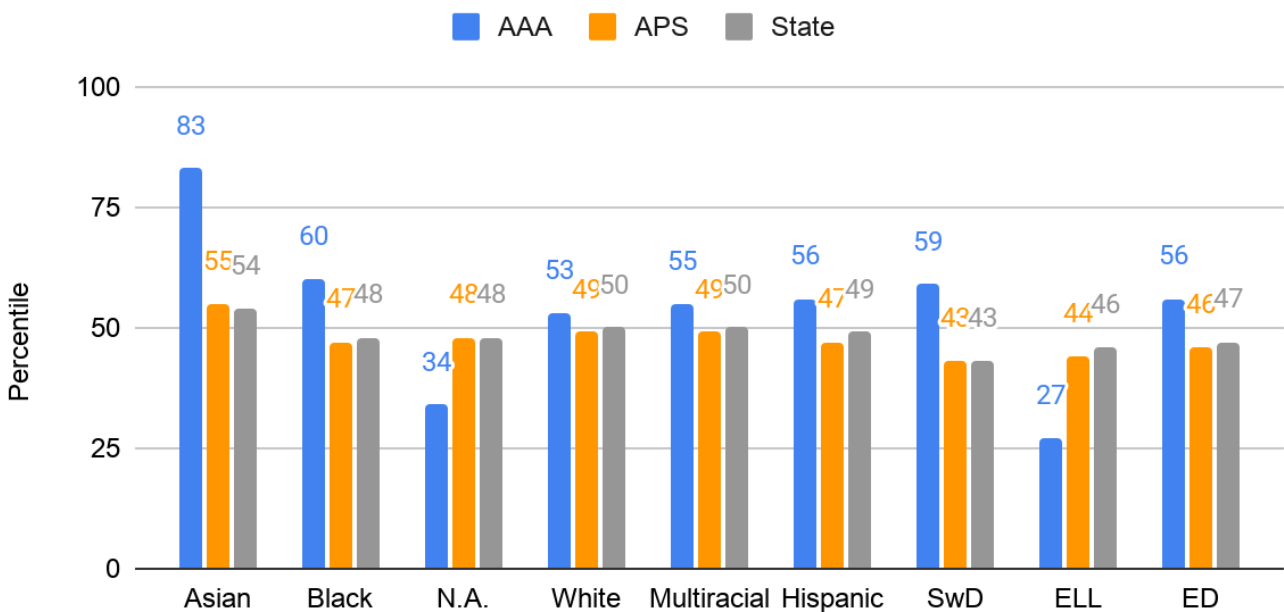
Growth

Growth Percentile for All Students (2025-26)



Source: nmvistas.org

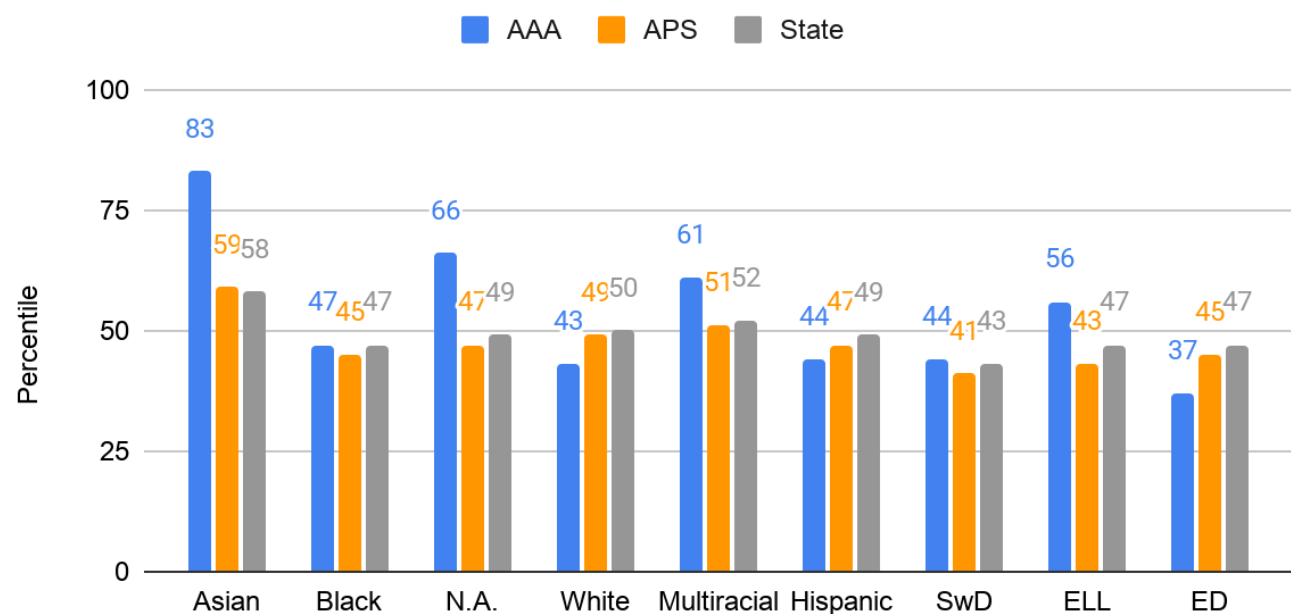
Reading Growth Percentile by Subgroup (2025-26)



Source: nmvistas.org

Note: Some subgroups are masked due to population size, and/or some groups are not represented in the school.

Math Growth Percentile by Subgroup (2025-26)



Source: nmvistas.org

Note: Some subgroups are masked due to population size, and/or some groups are not represented in the school.

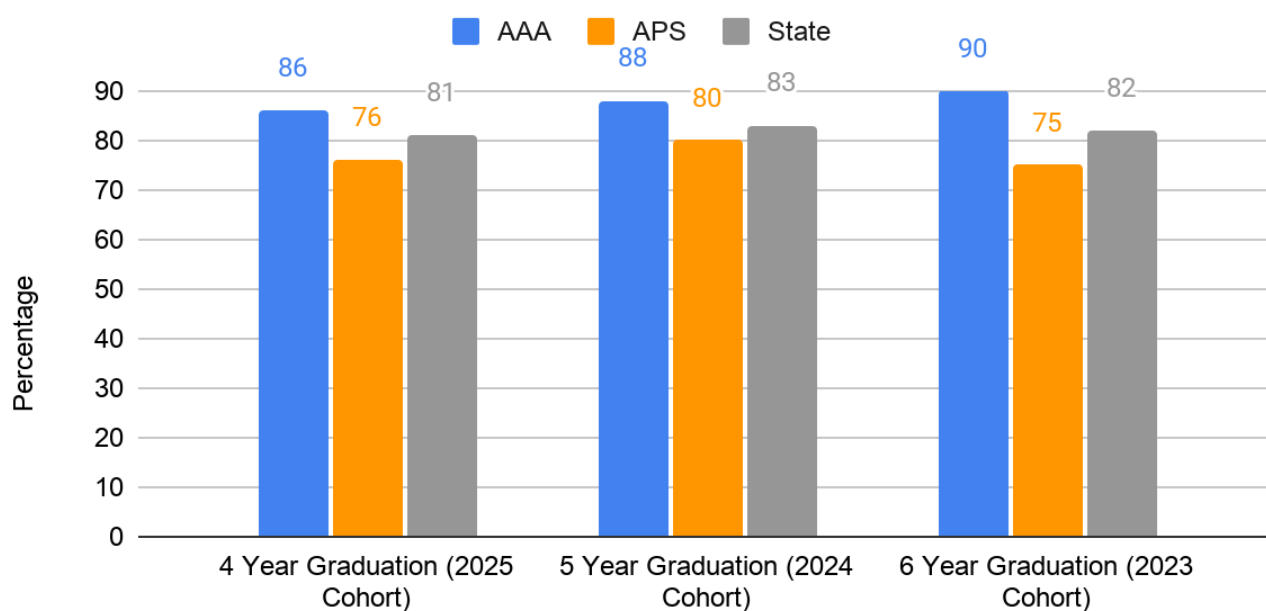
English Learner Progress (ELP)

English Learner Progress measures the percentage of students currently identified for EL services who are on track to achieve English language proficiency (an ACCESS score of 4.7 or higher) within five years as measured by the ACCESS English language development assessment. ([NMVistas.org](https://nmvistas.org)). Due to the student population, English Learner (EL) progress data for the 2025–26 academic year was masked.

High School Graduation

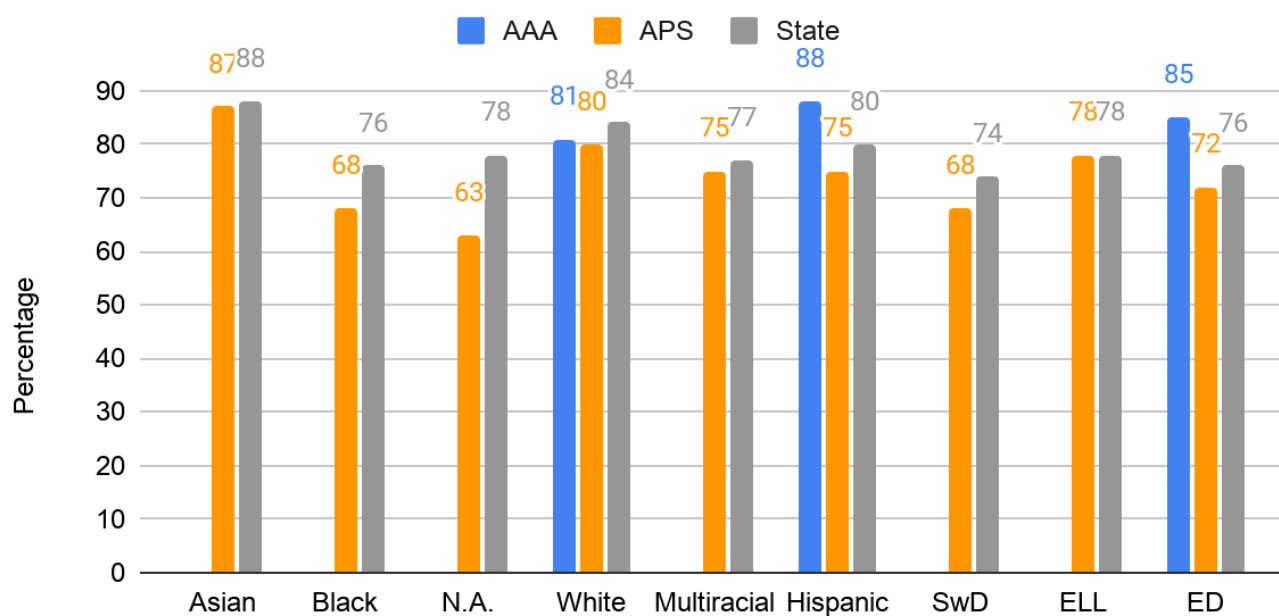
Data refer to prior-year cohorts, with the most recent 4-year graduation data available for the 2025 graduation cohort, 5-year data for the 2024 cohort, and 6-year data for the 2023 cohort. The 4-year, 5-year, and 6-year graduation rates for these years are provided with comparative data for the state and district. The 4-year rate is then disaggregated by ethnicity and student group.

High School Graduation



Source: nmvistas.org

4-Year Graduation by Subgroup



Source: nmvistas.org

Note: Some subgroups are masked due to population size, and/or some groups are not represented in the school.

Mission-Specific Goal

Goal: Albuquerque Aviation Academy students in grades 6-12, enrolled on the 40th and 120th day of the school year, will successfully complete one or more Aviation or STEAM-related courses and/or internships (40 contract hours) according to our education program specifications as reported on student transcripts.

Performance Level	Target
Exceeds	80%-100% of Albuquerque Aviation Academy electives completed by FAY students will have been scored at "B" or better in Aviation and/or STEAM-related electives or a passing grade for internships (40 contract hours).
Meets	60%-100% of Albuquerque Aviation Academy electives completed by FAY students will have been scored a "C" or better in Aviation and/or STEAM-related electives or a passing grade for internships (40 contract hours).
Working to Meet	50%-59% of Albuquerque Aviation Academy electives completed by FAY students will have scored a "C" or better in Aviation and/or STEAM-related electives or a passing grade for internships (40 contract hours).
Does Not Meet	49% or less of Albuquerque Aviation Academy electives completed by FAY students will have been scored a "C" or better in Aviation and/or STEAM-related electives or a passing grade for internships (40 contract hours).

Rating: 88% attainment. Exceeds Standard.

Indicator 2.C. Conducive Learning Culture is rated as Working to Meet Standard because the percentage of eligible students re-enrolled was 72%. The target for Meets is 80%.

Organizational Performance

Governing Board Training

Board Members	FY23	FY24	FY25	FY26
Larry Kennedy	9.5	8.5	5	5
Roland Dewing	9.5	8.5	5	5
Farrah Nickerson	9.5	8.5	5	5
Mike Rome	9.5	8.5	5	5
Alex Carothers	9.5	8.5	5	5
Brandy Bond	9.5			
Mike Deveraux	9.5	8.5	0 R	
Laura Kohr	9.5	8.5	5	5
Jody Meyer		10	5	5

Financial Performance

Audit Findings

Fiscal Year	Total Findings	Repeat Findings	Material Weakness	Significant Deficiency	Disclaimed Audit
FY23	1	0	1	0	No
FY24	0	0	0	0	No
FY25	0	0	0	0	No

Site Visit Attendees

January 13, 2026

CSD Team: Greg Butz (lead), Robert Gallegos, Teresa Flowers, and Kristen LaVolpa

School Leadership: Bridget Barrett (Head Administrator) and Amanda Catanzaro (Director of Operations)

Governing Board: Roland Dewey (Secretary), Larry Kennedy (President), and Laura Court

School Information

School Address: 6441 Ventana Rd NW, Albuquerque, NM 87114

Head Administrator: Bridget Barrett

Governing Board Chair: Larry Kennedy

Business Manager: Sean Fry

Waivers: Driver Education, Teacher Evaluation (Elevate), Individual Class Load, Length of School Day, Purchase of Instructional Materials, Staffing Patterns (licensure requirements must satisfy statute and rule and therefore do not fall under the staffing pattern non-discretionary waiver allowance), Subject Areas, Teaching Load, Administrator (other than head administrator) Evaluation (Excel).

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.

Educational Program:

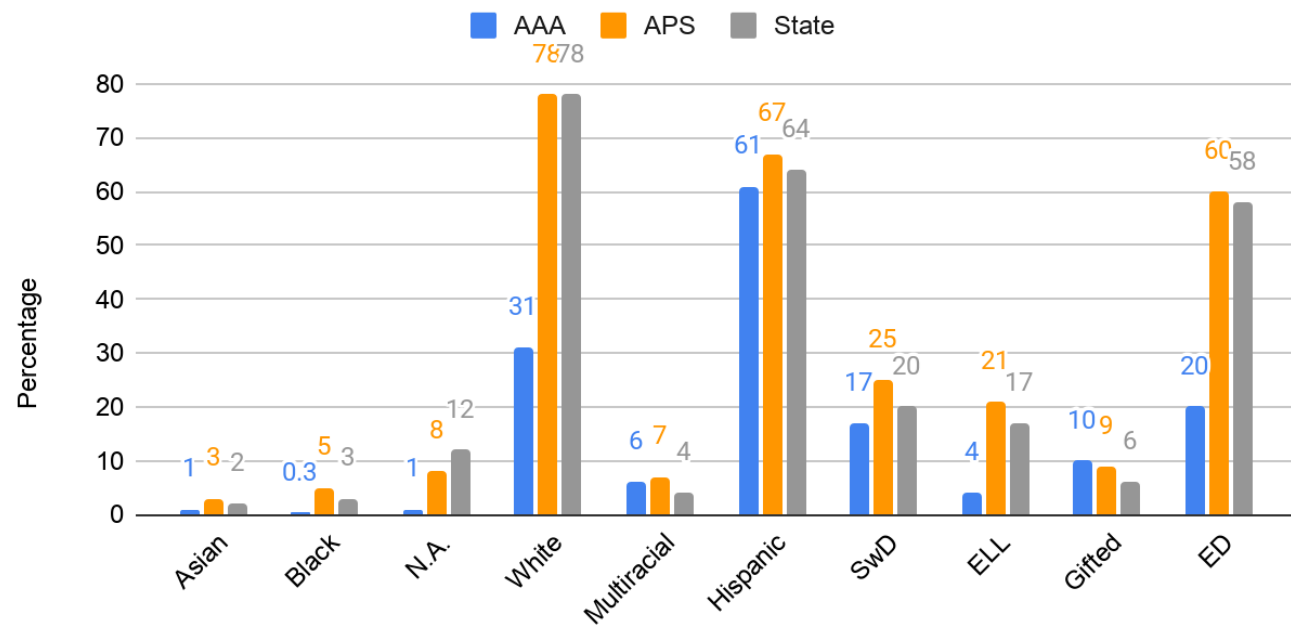
A. Students in middle school complete their core curriculum using traditional in-person, teacher-directed classes, adding Edgenuity core curriculum as students move from 6th-8th grades, as evidenced by one or more of the following: classroom observations and Edgenuity Student Progress Reports

- B. Students in high school complete their core curriculum using Edgenuity, with teacher support and direct mini-lessons as evidenced by one or more of the following: Edgenuity Student Progress Reports and classroom observations.
- C. The school will offer intervention and support classes for students who request assistance in reading and math, as evidenced by one or more of the following: Friday elective classes, sample lesson plans, and teacher, student, and parent focus groups.
- D. The school offers SMART Lab where students perform collaborative, hands-on group work in science, math, art, engineering, and technology (grades 6-9), as evidenced by one or more of the following: classroom rosters, classroom observations, and teacher, student, and parent focus groups.
- E. The school offers an Aviation program (grades 9-12), as evidenced by one or more of the following: classroom rosters, classroom observations, and FAA licenses earned.
- F. The school offers Dual Enrollment courses, as evidenced by CNM enrollment spreadsheets.
- G. The school uses mixed grade or mixed age education as part of its model. Classes are sorted by grade level; however, many electives are multiple grades

2025-26 120-Day Enrollment: 311

Demographics as reported in Nova 2025-26 (120-Day)

Enrollment by Subgroup (120D) 2025-26



Source: Nova Enrollment Subgroup Percentages with Averages

FY 27 PCSNM Charter School Governance Training Competencies/Indicators

Competency 1:

Evaluating and improving student achievement, using data to set school goals.

The governing board identifies specific outcomes to measure programmatic success based on school goals.

The board understands its duty of oversight by evaluating academic data and school outcomes

Indicators

- The board is actively engaged in its oversight role on issues that affect the school's success.
- The board understands how student achievement is measured at the school.
- The board ensures the goals support the school's mission and vision through effective monitoring.
 - The Performance Frameworks negotiated between the authorizer and governing board under the Amended Charter School Act are used as an outline of an effective monitoring program. (NMSA 22-8B-9.1.)
 - The board and administrator have a clear understanding of the manner in which the school will provide information annually to the authorizer to show compliance with the contract and the annual Performance Indicators negotiated between the authorizer and governing board.
- The board understands the authorizer's performance framework, knows how the school is performing on the framework, and is able to plan improved performance under the framework.
- The board understands how student achievement is measured at the school.
- Board members can speak knowledgeably about school goals and performance outcomes.
- The board governs to fulfill the mission and vision of the school
- Board members ensure that all school programs and services are aligned with the mission and vision.

Competency 2:

School finance, budgeting, fiduciary responsibilities.

The governing board ensures they fulfill their fiduciary responsibilities by understanding and monitoring financial reporting and can appropriately budget financial resources that meet statutory/regulatory requirements with allocation that is prioritized for students and programs.

The charter school operates using the fiscal requirements pursuant to the Public School Finance Act, NMSA 1978 §22-8-1 et seq.

Indicators

- The board understands its fiduciary responsibility to oversee the finances of the school to ensure that the school is in a sound financial position.
- The board understands school finances and participates in regular training with school business officials.
- The board reviews financial reports regularly and with fidelity.
- The board makes sound financial decisions that protect the school's short and long-term sustainability.
- The board approves a budget that allocates resources strategically and aligns to the student performance goals of the school.
- The board follows all state and federal laws and practices financial oversight by evaluating the Generally Accepted Accounting Procedures (GAAP) of the school.
- Comply with New Mexico Procurement Code and evaluate purchasing practices.
- The board understands and plans to improve performance under the authorizer's financial framework.
- The board understands annual external financial audit requirements and the audit committee's role.
- Board members understand financial "red flags" may be indicators of potential waste, fraud, and abuse.

FY 27 PCSNM Charter School Governance Training Competencies/Indicators

Competency 3:

Laws and PED policies and procedures affecting governing boards or charter schools, including ethics and school personnel.

The governing board adheres to its legal and ethical fiduciary responsibilities and fulfills statutory and regulatory requirements regarding school and student safety.

Policies are current and developed with an assurance of equity and ethical standards

Indicators

- The governing board makes its decisions based on all laws, regulations, and policies keeping the educational welfare of the students at the forefront of all decision making.
- The board adheres faithfully to the legal and ethical duties of loyalty, obedience, and care/oversight.
- The board understands and acts to guard the public trust.
- Board members understand and adhere to the Government Conduct Act.
- Conflict of interest and nepotism policies are in board policy and monitored regularly.
- Understand the requirements of the School Personnel Act and the responsibilities of the governing board's role in personnel hearing processes.
- Policy Development-The governing board establishes policies and supports practices that ensure a safe learning environment for the school conducive to improving student outcomes.
- The board holds the head administrator accountable for execution and enforcement of policies.
- The board solicits and reviews school safety feedback from all school stakeholders about school climate and culture.
- The school Safety Plan is reviewed and approved by the board.
- The school Wellness Plan is reviewed and approved by the board.
 - Aligned to the school's mission, vision, and goals; and
 - Clear criteria for evaluation are based on quantitative and qualitative data from a variety of sources (observations, surveys, school data reports, administrator self-assessment, etc.).
- Ensure compliance with the Black Education Act, Indian Education Act, and Hispanic Education Act.

Competency 4

Legal concepts for governing boards and charter schools, OMA, FERPA, and IPRA.

The governing board operates in full compliance of the Open Meetings Act (OMA), Inspection of Public Records Act (IPRA), Federal Education Rights and Privacy Act (FERPA), and ensures all students receive a high quality free public education.

The board maintains the highest standards of transparency to ensure students receive the highest quality free public education.

Indicators

- Approve the annual **Open Meetings Act Resolution**.
- All board meetings meet the requirements for live webcasting and archive recordings for three years.
- The board complies with the Open Meetings Act, Inspection of Public Records Act, Federal Education Rights and Privacy Act as it applies to charter school governing boards.
- The board operates in accordance with the board's by-laws and reviews them annually.
- The board protects the rights of students to receive high quality free public education by ensuring school operations fulfill all legal standards.

FY 27 PCSNM Charter School Governance Training Competencies/Indicators

Competency 5

Effective governance practices, supporting and supervising the school leader

Build and maintain a high-functioning and engaged board. The governing board operates based on sound governing principles.

Ensure Exceptional School Leadership-The governing board hires, supports and evaluates a strong school leader.

The board operates using highly effective governing practices

Indicators

- Board Responsibility- The governing board **operates responsibly and functions effectively and understands its responsibilities.**
 - The board has a clear understanding of what is "board work" and what is "administrator work."
 - The board has established the required committees and utilizes a well-functioning committee structure, as appropriate.
 - Recruit and maintain a full board with excellent credentials, experience, and diverse perspectives.
 - Remove ineffective/disengaged board members.
 - Provide orientation and ongoing training for all board members.
 - Hold effective and productive board meetings.
 - Notify the authorizer when there are board vacancies/new members.
 - Conduct an annual Board Self-Evaluation with focused priorities
- The board develops a **Board Strategic Plan**, based on the Board's focused priorities and attainable goals. The strategic plan is approved by the governing board; reviewed regularly and updated annually.
- The board knows and understands the Performance Contract and Frameworks.
- The board clearly **defines the roles and responsibilities of the school administrator.**
 - The board and the school administrator have open communication.
 - The board has developed an evaluation in collaboration with the school administrator that is fair and meaningful.
 - i) Sets forth clear expectations
 - ii) Aligned to the school's mission, vision, and goals
 - iii) Clear criteria for evaluation are based on quantitative and qualitative data from a variety of sources (observations, surveys, school data reports, administrator self-assessment, etc.).
- The board maintains an up-to-date school head administrator and board succession plans.
- The board understands Equity Council requirements and related items to meet the terms of the Martinez-Yazzie settlement.

Option 2: Coach/Mentor Consultancy Program

Your program

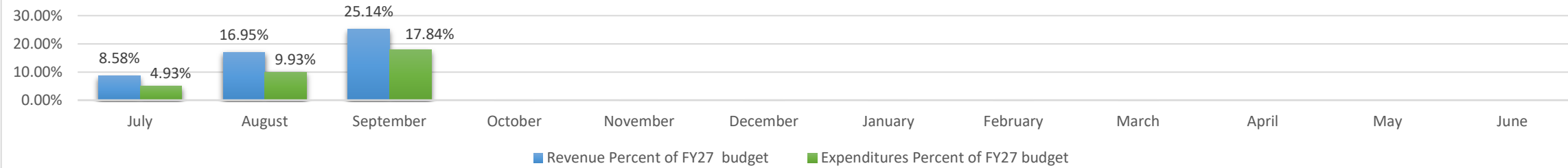
includes:

- One customized half-day governing body training retreat
- Coach/mentor available throughout the school year
- On-call technical assistance and governance consultation
- Attendance at selected governing body meetings based on the needs of your board
- Regular check-ins with the Board/Council President and Head Administrator
- Support with governance questions, problem-solving, resources, and best practices
- External review of meeting recordings and governance documentation, as requested
- Completion of your governing body's annual training requirement



Finance Summary as of September 30, 2026

Operational Revenue vs. Expenditures



AA Academy has received 16.95% of budgeted Operational revenue & expended 9.93% of budget through the end of the month.

Bank Reconciliation:

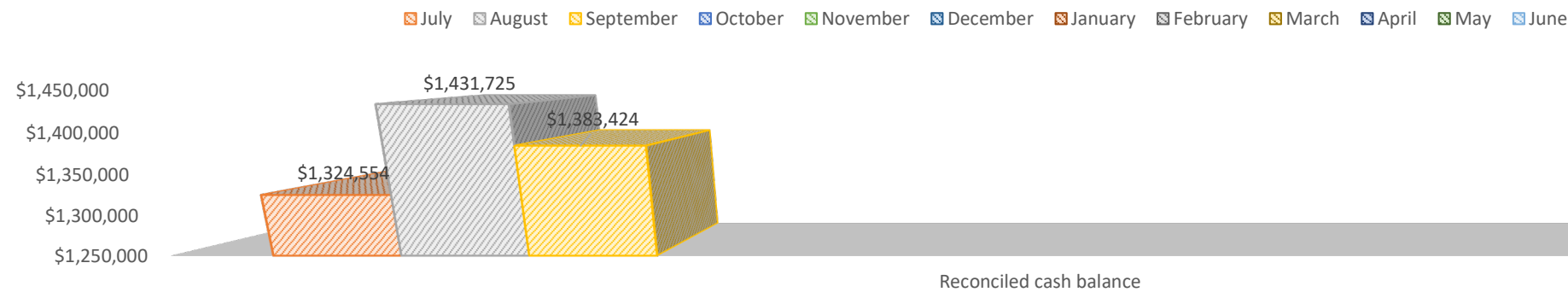
➤ September 2026

- o Reconciled cash balance at month end was \$2,390,641.98
- o Outstanding items total \$138,514.87
- o Revenues exceeded Expenditures by \$6,992.55 for the month.

BARS for Approval:

None

FY27 OPERATIONAL CASH BALANCE



HISTORICAL OPERATIONAL FUND BALANCE

