

SOUTHWEST AERONAUTICS



MATHEMATICS & SCIENCE ACADEMY

GOVERNANCE COUNCIL

Regular Meeting of SAMS Academy Governing
Council on Tuesday, June 28, 2016

Board Members Present

Roland Dewing, Ted Spitzmiller,
Larry Kennedy

Board Members Absent

None

Also in Attendance

Ronda Joyce,
Joseph Lucero (Vigil Group),

Public in attendance

None

These Minutes were approved on _____
by a vote of ___ yes ___ no ___ Absent ___ abstained.

President

**Submitted by
Tracey Nelson**

Notary Seal and Signature

Call to Order

Larry called the Southwest Aeronautics, Mathematics and Science (SAMS) Academy's regular Governing Council meeting to order on June 28, 2015 at 7:33 am in the Conference Room at SLC located at 10301 Candelaria Rd. NE, Albuquerque, NM 87112

ROLL CALL

Larry asked Tracey Nelson to call roll. Tracey called Roland Dewing, Here; Ted Spitzmiller, Here; Larry Kennedy, Here.

PLEDGE OF ALLEGIANCE

Larry asked everyone to stand and join him in the Pledge of Allegiance.

ADOPTION OF THE AGENDA

Larry asked for a motion to approve today's agenda. Ted made a motion and Roland seconded the motion. Larry called for a voice vote, hearing none as opposed, Motion carried.

REVIEW/ APPROVAL OF MINUTES from May 17, 2016

Larry asked if there were any questions or concerns regarding the May 17th, 2016 Special of SAMS Academy Governing Council meeting. Since there were no comments, Larry asked for a motion to approve the minutes from this meeting.

Ted made a motion, Roland second. Larry called for a voice vote and hearing none as opposed, Motion carried.

REVIEW/APPROVAL OF MINUTES from May 23rd, 2016

Larry asked if there were any questions or concerns regarding the May 23rd, 2016 Special Joint Meeting of SAMS Academy Governing Council. Since there were no comments, Larry asked for a motion to approve the minutes of this meeting.

Roland made a motion and Ted second the motion. Larry called for a voice vote and hearing none as opposed, Motion carried.

REVIEW/APPROVAL OF MINUTES from May 31st, 2016

Larry asked if there were any questions or concerns regarding the May 31st, 2016 Special Joint Meeting of SAMS Academy Governing Council. Since there were no comments, Larry asked for a motion to approve the minutes from this meeting.

Ted made a motion and Roland seconded. Larry called for a voice vote and hearing none opposed, Motion Carried.

CLOSED SESSION

Larry stated that there was not a Closed Session for today and there is no further action needed.

OPEN SESSION

Larry stated that the SAMS Academy Governing Council did not move into Closed Session and remained in Open Session.

ON GOING BUSINESS MATTERS

Larry moved to the first item of business, Governing Council Member Recruitment, Larry stated that he does have a meeting on Thursday June 30th, 2016 with a Lady that is interested in the board but she does have a conflict with the meeting being on Tuesday morning. Larry said they can possibly look at adjusting the time of the meetings. Larry will give us an update at the next meeting.

Ted said he also was looking and specking with the experimental aircraft people to see if anyone is interested in serving time on the board.

Larry said the **Head Administrators Evaluation** will be tabled till they convene the next Joint Meeting in July.

Larry said the committee for the **Attorney Discussion** has received several responses and they will be meeting tomorrow Wednesday June 29, 2016, to go over the responses and make call backs. Ted asked who was on the committee besides Larry. The Attorney search committee consists of **SAMS- Larry Kennedy, SSLC- Vic Fantozzi, SILC- Judy Chapman, SPLC- Amber Romero.**

NEW BUSINESS

Larry moved to the **Governing Councils Calendar for the fall**, Larry noticed that some of the days were wrong year. Also that this calendar is subject to change depending on new council members that may be coming on board. Larry stated that we do not actually need to approve the Fall Dates

because the Open Meeting Resolution states that our meeting are on the fourth Tuesday of every month. Ronda stated that she will wait to post it to the newspaper till the Board decides if it will change. Ted remarked that the December date and the November date are going to be during the school breaks. Larry said that they are typically moved to an earlier date in the month as not to cause a conflict.

Larry moved to **Transportation Contract**, this is the contract with APS to provide bus services to SAMS Academy for the students. The **PED** said that they needed to have the Board President sign the contract. Larry was asked by Kirk and Coreen to sign the contract but Larry stated that he would not sign it until he had Board approval. Ted stated that it is a large amount for the transportation and asked if it was the same amount for last year transportation. Larry stated that it was the same amount that we have been paying but this year is the first year that **PED** request contract. Joseph stated that prior to this year SAMS had their contract with Durum Bus Company. Durum Bus Company was absorbed by the APS Transportation Department so all their contracts were picked up by APS. Ronda stated that this past year SAMS spent approximately \$93,000. on buses. Larry asked Ronda if the \$93,000. Included special buses or just day to day buses. Ronda answer it did not include special trips. Larry asked if for the special activities will we be paying the \$225. Rate or a different one. Ronda said a different rate is different for that. Joseph stated that for a special request bus, that because we are under finical corrective order, we have to do a new purchase request for each and they go through Herrera Bus Company.

Larry asked if there are any more questions, discussion started with are all the buses the same size, do we need the big buses or can we use smaller ones and are the buses full? Joseph said he believed the buses are full. Ronda stated that we have one bus that is making double trips to the bus stops and bringing them to SAMS then going out and picking up his next stop because they are to full. Ronda was surprised to see the bus contract less this year than last year. Roland asked if we can request another bus to go out and help pick up the kids on the route that is too big for one bus. Ronda stated that would be getting another bus contracted out to us and we already have 3 in the contract now, so that would mean more money.

Larry asked for a motion to approve the APS Bus Contract for \$91,481.40 for SAMS Academy daily buses. Ted made a motion to accept the APS bus contract, Roland second the motion. Larry called for a voice vote having heard none opposed, Motion Carries.

Larry moved to the next item on the agenda is the **July Finance Meeting with NMPED** for the Presidents of each Board. PED requested this on July 12th, Larry stated that he did not know what this meeting will be about. Joseph says that this gentleman was hired about 3 months ago to work for Paul Aguilar, Deputy Secretary of the PED. Due to some of the recent purchases and the software renewals for the I.T. department, it is now policy for the PED to review and sign all contracts. David Craig now want to sit down and discuss Board procedures regarding this.

FINANCE REPORT

Larry turned the meeting over to Joseph to present the finance report. Joseph stated the Kirk Hartom and Coreen Carrillo were out of town for at the National Conference for Charter Schools in Nashville, himself, Ronda and Larry met last night June 27th 2016 for the finance meeting.

Joseph stated that through the month of May the revenue came in at 82.84% of what was budgeted. The expenditures came in at 86.64% of what was budgeted. Joseph stated that going through 9/10th of the year this is on par. Due to the influx of some of the purchased that were mentioned above, there are now 3 functions in operational that are in the negative but after closing the FY16 purchase orders Joseph will need to run the numbers to see where everything lies. However BAR #32 is to clean up any negatives lines you see on the reports. So everything will end positive at the end of this month.

Joseph explained it was the same for the activities fund, there were some expenditures higher than the revenue that we anticipated, so we will add the general entry \$3633.37 back into operational.

Bank activity you expenditures exceeded your revenues by \$246,369.29.

Roland asked since we spent more than we had planned do we have the money to cover that?

Joseph said yes we do. SAMS is in a very healthy position right now, but what you are seeing are the Business office expense of building, Aviation and the I.T. department. That's the nature of running a school such as SAMS.

Larry stated that at the meeting that Joseph, Kirk, Coreen and Ronda attended with PED that SAMS budget was not an issues for them.

There was some discussion about how the report looks and if it can be changed to make it easier to read. Joseph said that he could do that and will work on it for the next meeting.

VOUCHER APPROVALS/CHECK REGISTER

Larry said next is to go through the check register, on the 2nd page for the month of May 2016, the CES, the company that we go through for contractors for building. One was the new security system and computers for upgrade to main lab.

Larry asked for a motion to approve the check register. Ted made a motion to approve the check register, Roland second. Larry called for a voice vote, having heard none opposed, Motion carried.

Budget Adjustment Request

First one BAR #31-I is an increase to your activities fund

Larry asked if there were any concerns or questions: there were none, Larry asked for a motion to approve BAR #31-I

Ted made the motion to approve and Roland second. Larry called for a voice vote and hearing none opposed Motion is carried.

BAR #32-M is an operational maintenance bar this bar trues up all negative lines.

Roland made a motion to approve the BAR #32-M, Ted second. Larry called for a voice vote, hearing none opposed: Motion carried

Joseph informed us about the Technical review with Paul Aguilar, Vince Vigil and Deputy Director of Finance David Craig. Meeting was at 1pm on June 22, 2016, discussed each schools budget. For SAMS there were no questions raise except the stipend for one employee. It was cleared up showing that it was a typo error.

Roland asked if a stipend was a payment for an employee for doing something out of their job classification. Joseph answered yes.

Larry moved to next item on the agenda **DATE for the NEXT GOVERNING COUNCIL MEETING, which will be July 26, 2016**, pending on changes.

Next JOINT GOVERNING COUNCIL MEETING there will be one in July but Larry does not have a date yet.

Larry asked for a motion to adjourn, Ted made a motion; Roland 2nd. Larry asked for a voice vote and hearing none opposed, Motion carried

Meeting Adjourned at 8:10 AM.