



GOVERNING COUNCIL

Regular Meeting of the SAMS Academy Governing Council on
Thursday, April 19, 2018

4100 Aerospace Parkway NW
Albuquerque, NM 87120

BOARD MEMBERS PRESENT

Larry Kennedy, LyDawn Blount, Farrah Nickerson, Ed Smith,
Roland Dewing, Tiffany Roth (conference call)

BOARD MEMBERS ABSENT

None

ALSO IN ATTENDANCE

Coreen Carrillo, Ronda Joyce, Paul Burns, Michael Vigil, Alice Chavez

PUBLIC

None

These minutes were approved on 5-10-18

By a vote of 6 yes 0 no 0 absent 0 abstained

Larry Kennedy President

Jill Brame Secretary

I. Call to Order

Larry called to order the Regular Meeting of the Governing Council for the Southwest Aeronautics, Mathematics, and Science Academy on April 19, 2018 at 8:31 AM in the conference room at SAMS Academy, 4100 Aerospace Parkway Northwest, Albuquerque, NM 87120.

A. Roll Call

Larry asked for Jill to call roll. Jill called Larry Kennedy, Roland Dewing, Ed Smith, Tiffany Roth (conference call), Farrah Nickerson, and LyDawn Blount.

B. Pledge of Allegiance

Larry led the Pledge of Allegiance.

C. Adoption of Agenda

Larry asked for a motion to approve the amended agenda where Aviation and Finance Report would come before the closed session. Farrah made a motion to approve the amended agenda. Ed seconded the motion. Larry called for a voice vote to approve the amended agenda, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

D. Review/ Approval of Minutes from the February 15, 2018 Regular Meeting

Larry called for a motion to approve the minutes. Roland made a motion to approve the minutes from the March 15, 2018 and Farrah seconded the motion. Larry called for a voice vote to approve the minutes, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

II. Ongoing Business

A. Aviation Report

Paul reported the following:

- Liam Fuqua earned FAA Private Pilot certificate on April 11th
- Attempting to get one more student her certificate before graduation
- C-172 is flying consistently; 2 instruments were just replaced
- DA-40 is awaiting opening Arapahoe Aero in Denver for repairs
- Revised aviation program contract (FAA medical certificate required)
- Aviation Banquet on April 28th at 5PM.
- Fall 2017 started with 6 flyers and ended with 4
- Spring 2018 started with 15 flyers, ending with 14
- Numbers are growing; potential of 30 flyers in spring 2019

III. Finance Report

A. Business Office Operations Update

Michael Vigil reported that the finances look good.

B. Audit Findings

There were three findings:

1. Controls over Cash Disbursements: 2 out of 25 disbursements tested. The school has made new policies to eliminate this from happening again.
2. Payroll: one contract out of thirty stated a particular number of installments for payment was incorrect, pay was correct for the employee, just a clerical error.
3. Travel and Per Diem: All mileage reimbursements are based on 80% of prior year IRS rate.

C. Salary Schedule FY19*

Ronda reported that the Salary Schedule for FY19 won't be ready until the May meeting. Larry asked for a motion to table the Salary Schedule FY19 until May. Farrah made a motion to table the Salary Schedule FY19 discussion until May. Roland seconded the motion. Larry called for a voice vote to approve the minutes, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

D. Voucher Approvals*

The finance committee met before the board meeting and recommended the check register to be approved. Farrah made a motion to approve the check register. Roland seconded the motion. Larry called for a voice vote to approve the minutes, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

E. Budget Adjustment Requests*

Michael Vigil presented 11 BARS.

1. BAR 22-I: Increase in the 1000 function. Farrah made a motion to approve BAR 0022-I. Ed seconded the motion. Larry called for a voice vote, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.
2. BAR 23-D: to reconcile carryover from prior year. Farrah made a motion to approve BAR 0023-D. Roland seconded the motion. Larry called for a voice vote, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.
3. BAR 24-I – 31-I: regular maintenance to functions to 1000, 2000, and 4000. Farrah made a motion to approve BARS 0024-I – 0031-I. Ed seconded the

motion. Larry called for a voice vote, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

4. BAR 32-I: Final SB-9 State Match. Farrah made a motion to approve BAR 0032-I. Ed seconded the motion. Larry called for a voice vote, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

IV. Closed Session

A. Limited personal matters, head administrator evaluation, head administrator investigation, pursuant to NMSA 1978, Section 10-15-1(H)(2).

Larry made a motion to go into closed session to discuss a Limited Personal Matter, head administrator evaluation, head administrator investigation, pursuant NMSA 1978, Section 10-15-1(H)(2). Farrah seconded the motion. Larry asked Jill to call roll. Jill called Larry Kennedy, Roland Dewing, Ed Smith, Tiffany Roth, Farrah Nickerson, and LyDawn Blount. Coreen Carrillo was asked to stay in the meeting.

The board went into closed session at 9:12 a.m.

V. Open Session

A. Action on matters discussed in Closed Session

Larry made a motion that the SAMS Governing Council move back into Open Session and only matters on the closed session agenda were discussed. Farrah seconded the motion. Larry asked Jill to call roll. Jill called Larry Kennedy, Roland Dewing, Ed Smith, Tiffany Roth, Farrah Nickerson, and LyDawn Blount.

The board resumed open session at 9:29 am.

VI. New Business Matters

A. Governing Council Bylaws Update*

Bylaws will be updated to coincide with the policy manual. Article 4 will change to reflect the new vice-president position and the minimum number of board members will change to 5 instead of a range of 5-9. Voting for the Bylaws took place with the changes to the Policy manual.

B. Governing Council Policy Manual Update*

Section A: Foundations and Basic Commitments had several changes. Larry pointed out, because we are no longer working with the Southwest Learning Center schools, the wording in the current A.01 is no longer needed. The mission statement (now A.01) needs to be updated to reflect the most current mission statement. A.02.1 will be removed. A.03 will change to A.02 Nondiscrimination.

Under B.04 Governing Body Membership, a position of Vice-president will be added between the sections of President and Governing Board Member. The last change that was presented was that anywhere the Policy or Bylaws say Governing "Body" it should be changed to "Council".

Larry called for a motion to approve the amendments to the Policy and Bylaws. Farrah made a motion to approve all of the aforementioned changes to the Policy Manual and the Bylaws (section VI.A). Ed seconded the motion. Larry called for a voice vote, all present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

C. 2018-2019 Election of Officers*

Larry told the board this was the meeting to vote for officers of the governing council. He said he would nominate himself and stay the president. Farrah made a motion to keep Larry Kennedy as the President of the Governing Council of SAMS Academy. Ed seconded the motion. Larry called for a voice vote, all present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

With the new changes to the Policy Manual and bylaws, the governing council now needs a vice president. In the event that the president is unable to be at a meeting, the vice-president would reside. Larry asked if there were any volunteers. Ed self-nominated himself. Tiffany nominated Farrah. Larry then called all those in favor of Ed as the Vice-President. Larry, Roland and Ed voted in favor of Ed. Then Larry called all those in favor of Farrah as the Vice-President. LyDawn, Farrah, and Tiffany voted for Farrah. Larry then informed the board, in the event of a tie, the president withdraws his vote and that left the vote 3-2 in favor of Farrah. Farrah Nickerson is the new Vice-President of the SAMS Academy Governing Council.

D. Annual Open Meetings Resolution*

Larry presented the council members with the Annual Open Meetings Resolution. This mainly states that the SAMS Academy Governing Council will meet the third Thursday of every month at 8:30A.M. in the conference room at SAMS Academy, 4100 Aerospace Parkway, Albuquerque, NM 87120. Larry called for a motion to approve the resolution. Farrah made a motion to approve

the Annual Open Meetings Resolution. Roland seconded the motion. Larry called for a voice vote, all present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

VII. Administrative Update

A. Schedule of site visit

Schedules for the May 1st PED site visit were given to the board members. There is no scheduled time for Governing Council members; however, members are invited to the exit interview from 4:00 – 5:00PM.

B. NMASBO

Coreen said that she and Ronda attended the NMASBO conference. She reported that the unit value for each student is increasing \$75.

C. Renewal Training Update

Coreen said that she recently attended a Renewal Training put on by the PED. Kenneth Lairsey and Larry attended with her as well.

D. PARCC Testing April 16 – May 2

PARCC testing is happening right now and will continue until May 2. Students are doing well. The schedule is different this year, and it does not affect the main lab schedule.

E. Aviation Banquet, Saturday, April 28

The annual Aviation Banquet will be on Saturday, April 28 at 5P at the school. All board members are invited.

F. Field Day, May 10

A field day for the students will be on May 10th from 11 – 1:30. Some students will present in the Talent Show afterwards at 1:30PM.

G. Senior Picnic, May 11

A senior picnic will be at the Volcano picnic grounds on May 11th.

H. Last Day of School, May 16

The last day for students is May 16th. Staff members last day is May 18th.

VIII. Public Comment

No public comment.

IX. Announcements

A. Date for next Regular SAMS Academy Governing Council Meeting

Because of graduation on Thursday, May 17th, the third Thursday of the month, the governing council meeting will be a special meeting on Thursday, May 10th at 8:30 AM.

B. Graduation May 17, 2018 at 10:30 AM, Kiva Auditorium, Convention Center

X. Adjournment

Larry called for a motion to adjourn. Farrah made a motion to adjourn. Roland seconded the motion. Larry called for a voice vote, 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 Southwest Aeronautics, Mathematics, and Science Academy adjourned on April 19, 2018 in the conference room at SAMS Academy, 4100 Aerospace Parkway Northwest, Albuquerque, NM 87120 at 10:01 A.M.