



**GOVERNING COUNCIL**

Regular Meeting of the SAMS Academy Governing Council on  
Thursday, February 15, 2018

4100 Aerospace Parkway NW  
Albuquerque, NM 87120

**BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

Roland Dewing

**ALSO IN ATTENDANCE**

Coreen Carrillo, Ronda Joyce, Sean Fry, Paul Burns

**PUBLIC**

None

These minutes were approved on 3-15-18

By a vote of 5 yes \_\_\_no 1 absent \_\_\_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 February 15, 2018 at 8:33 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, LyDawn Blount, Farrah Nickerson, Tiffany Roth (conference call), and Ed Smith. Roland Dewing was absent.

### **B. Pledge of Allegiance**

Larry led the Pledge of Allegiance.

### **C. Adoption of Agenda**

Larry asked for a motion to approve the agenda. Farrah made a motion to approve the agenda. LyDawn seconded the motion. Larry called for a voice vote to approve the 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 January 18, 2018 Regular Meeting**

Larry called for a motion to approve the minutes. LyDawn made a motion to approve the minutes from the January 18, 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. Closed Session**

**A. Limited personal matters, head administrator contract, head administrator investigation, pursuant to NMSA 1978, Section 10-15-1(H)(2) and matters subject to the attorney-client privilege pertaining to threatened litigation in which the public body is or may become a participant pursuant to NMSA 1978, Section 10-15-1(H)(7).**

Larry called for a motion to go into closed session. Farrah made a motion to go into closed session to discuss a Limited Personal Matter, interim head administrator contract, head administrator investigation, pursuant NMSA 1978, Section 10-15-1(H)(2) and matters subject to attorney-client privilege pertaining to threatened litigation in which the public body is or may become a participant pursuant to NMSA 1978, Section 10-15-1(H)(7). LyDawn seconded the motion. Larry asked Jill to call roll. Jill called Larry Kennedy, Ed Smith, LyDawn Blount, Farrah Nickerson, and Tiffany Roth. The board went into closed session at 8:35 a.m.

### **III. Open Session**

#### **A. Action on matters discussed in Closed Session**

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

The board resumed open session at 9:03 am.

### **IV. Ongoing Business Matters**

#### **A. Aviation Program Update**

Paul reported on the following items:

- Program status: continued progress in overall program structure
- Students: Academic standards are being enforced; no simulators or flight time if behind in Edgenuity.
- Airplanes: C-172 is currently flying consistently; DA-40 is still down for repairs.
- Ground & Flight Courses: students have taken the FAA test; students are flying and using the flight simulator. One to three students may graduate with their private pilot's license.
- CNM: will conduct the next 100 hour inspection
- ENMU-R: continued dialogue; Paul informed the board that he will be visiting the campus on Friday, the 16<sup>th</sup>.
- Aviation and Aerospace Day: Paul, Coreen, and 5 aviation students went to Santa Fe on February 8<sup>th</sup>. Visited with several legislators from both the house and senate; students were well prepared and spoke well.

\* LyDawn left at 9:16am and didn't vote in any of the subsequent actions.

## **V. New Business Matters**

### **A. Facilities Master Plan Award Acceptance\***

SAMS was awarded money to complete the FMP. It required a signature from the board president before this board meeting. Larry called for a motion to affirm that he signed the FMP before the meeting. Farrah made a motion to affirm the signing of the FMP by Larry. 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.

### **B. Accounting Policies and Procedures Manual Update\***

Now that the PED has given the school back financial authority, the Accounting Policy needs to be updated. This does need to be looked at by the lawyers, so this item needs to be tabled until the next meeting.

### **C. Addendum to Check Signing Authority\***

This addendum would change the original Check Signing Authority (2018-01). New Assistant Principal, Kenneth Lairsey, will be added and Sean Fry will be removed. Larry called for a motion to affirm the addendum to the Check Signing Authority. Farrah made a motion to affirm the addendum. Larry 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.

## **VI. Administrative Report**

### **A. Principal's Report**

Coreen reported on the following:

- The Aviation Day in Santa Fe on February 8<sup>th</sup> was a success
- SAMS will have an open house for prospective students on March 1
- The PED will be at SAMS for a Site visit on May 1
- Graduation will be May 17<sup>th</sup> at the Kiva Auditorium

## **VII. Finance Report**

### **A. Business Office Operations Update**

The finance committee met prior to the board meeting. Sean Fry will be leaving the Vigil Group and therefore will no longer be the Business Manager for SAMS. Michael Vigil will be taking over as the Business Manager of Record for the school.

#### **Bank Activity for January:**

- Revenue exceeded Expenditures by \$72,500.18
- Reconciled Cash Balance \$839,751.88
- Outstanding items total \$14,364.75 – oldest 12/15/17

## **B. Voucher Approvals\***

Larry recommended the check register for approval and called for a motion. Farrah made a motion to approve the check register. 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.

## **C. Budget Adjustment Requests\***

Sean told the board that there were two BARS.

1. 0016-I: Received final FY18 allocation and unit value SDF. Farrah made a motion to approve BAR 0016-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. 0017-I: Received notice of final allocation SDF. Farrah made a motion to approve BAR 0015-M. 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.

## **VIII. Public Comment**

No public comment.

## **IX. Announcements**

### **A. Date for next Regular SAMS Academy Governing Council Meeting**

The next Regular SAMS Academy Governing Council meeting will be Thursday, March 15<sup>th</sup> at 8:30 A.M.

## **X. Adjournment**

Larry called for a motion to adjourn. Farrah made a motion to adjourn. 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.

The Regular Meeting of the Governing Council for the Southwest Aeronautics, Mathematics, and Science Academy adjourned on February 15, 2018 in the conference room at SAMS Academy, 4100 Aerospace Parkway Northwest, Albuquerque, NM 87120 at 9:39 A.M.