



Governing Council

Special Meeting of the SAMS Governing Council on

Wednesday June 20th, 2018

4100 Aerospace Parkway NW

Albuquerque, NM 87120

Board Members Present

Larry Kennedy, Roland Dewing, Ed Smith, Farrah Nickerson,

LyDawn Blount, Tiffany Roth is running late

Also in Attendance

Coreen Carrillo, Ronda Joyce, Michael Vigil, Justine Vigil , Kenneth Lairsey

Public

None

These minutes were approved on _____

By a vote of ___yes___no___absent___abstained

_____ President

_____ Secretary

I. Call to order

Larry called to order the Special Meeting of the Governing Council for the Southwest Aeronautics, Mathematics, and Science Academy on June 20th, 2018 at 8:35AM in the conference room at SAMS Academy, 4100 Aerospace Parkway Northwest, Albuquerque, NM 87120.

- **Roll Call**

Larry Kennedy, Roland Dewing, Ed Smith, Farrah Nickerson, LyDawn Blount, Tiffany Roth is running late

- **Pledge of Allegiance**

No pledge as no flag up today due to summer break.

- **Adoption of Agenda**

Move to do Finance report so that Michael & Justine can go before closed session

Motion to approve Agenda seconded and approved by all.

Vote to have Finance report before Closed session

- **Review/Approval of Minutes from May 10, 2018 Special Meeting**

May 10th Special meeting minutes; motioned Farrah seconded LyDawn, all in favor.

- **Review/Approval of Minutes from May 31, 2018 Special Meeting*May 31st special meeting minutes; motioned Farrah seconded LyDawn, all in favor.**

VII. Finance Report

A. Business Operations Update

The total record balance school is \$44,000. Have not received final allocation for the Title 1 or IDEA-B, we have received a spreadsheet that we are basing our BAR for the IDEA B which is federal Special Ed and we are going to submit that as our backup for BAR There's Rumors that we have been told that there will be a 50% change there going to make a second distribution that they will distribute the remaining cash that they hold a SEG distribution in June.

In the budget go to page 7 and 8, those are check register reports and it has all the checks and receipts that were received for the month if you have questions on any expenditure other than May any check that was issued we have Ronda here who can answer every single one.

Bank reconciliation on page 10 shows no outstanding checks for the month we cleared all the signed checks. Commend you for actions taken since last year.

Motion to approve check register- seconded and approved by all

B. Voucher Approvals

1. BAR 42 M - motioned to approve- seconded and approved by all
2. 43 I – Increase direct funds from educational fees that were received since the last May to recognize all revenue that has come in to the school for audit purposes– Motioned to approve
3. 44-I Increase additional allocation came in late for dual credit instructional 4460 from the state materials budget- motioned to approve seconded and approved by all.
4. 45-IDEA B- federal Special Ed allocation Motion to approve 45 I seconded and approved by all
5. 46-T is an award for additional teacher recruit we did budget it in at the last board meeting but we budgeted it into advertising now we are moving it from advertising to additional compensation basically the state has told us you can use this money to pay a signing bonus. This is a one-time award; we are aligning it to spend on a signing bonus if needed. \$78
Motion to approve 46T seconded and approved by all.
6. Introduction to Justine Vigil business manager Alice is taking leave she will be stepping in and be the business manager for the school full time.

C. Budget Adjustment Requests

D.

II. Closed Session*

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

- Coreen invited to stay and invite Ethan from German and Associates and our school attorney Karen Helms motioned and seconded and approved by all.
- Roll Larry Kennedy, Roland Dewing, Ed Smith, Farrah Nickerson, Lydawn Blount, Tiffany Roth
- Motioned that SAMs Governing council move back to open session.
- All items listed on Agenda were discussed and no action was taken. Motion seconded All board members affirm

III. Open Session *

Action on matters discussed in Closed Session

- There are items we need to take action on that were discussed in closed Session and there are items that we need to take action on..
Motion- Farrah Nickerson- I move that the board have legal counsel move forward on the pending litigation discussed in closed session. Seconded, all in favor, motion carries.
- 2nd Motion- Farrah Nickerson- I move that the governing council looks up the head administrator evaluation as discussed in closed session seconded, all in favor, motion carries.

IV. Ongoing Business Matters

A. Aviation Program Update

Summary of Program as it stands today.

- We have 10 students flying through the summer, that's 10 of the 12 soon to be seniors.
- 2 of the Seniors have not finished the FAA written so therefore they were not allowed to fly this summer not sure what their plans are, if they will continue as you know there is always attrition in the program. The other 10 are regularly flying outside of their vacations.
- Fall Semester- the 12 seniors will be slated to fly only they are done with all of their academics.
- For the Juniors there are currently 20 who potentially will begin the private pilot ground school academics this fall. Again I don't know how many of those 20 will actually enroll but right now I have to assume that all 20 will.
- 9 Sophomores- there is nothing scheduled other than a potential ENMU ground courses and then in the spring the seniors will continue to fly and the Juniors will begin flying and the Sophomores no change there, no activity unless they take an online course.
- There is the potential for up to 32 students to fly in the spring, there will be attrition I know that. I suspect it will be down to 20 maybe less, however 20 students flying that's almost double that of last Spring. The bottom line is that students will not be flying as often as previously.
- Airplane Status- the Cessna 172 is continuing to fly consistently. We are using it for a Syllabus. The DA 40 I began flying it a few weeks ago using it for familiarization and differences training. It's a bit of a different airplane fly's different, slightly more complex etc. so the kids are loving that and it's been good so far.
- July 23 and I am finally in communication with the people at the Denver, so I have an appointment to bring the Diamond in for all the work that needs to be done. That could take a week or two I am not really sure. Unsure of who will be picking it up from Denver. Presumed that successor will do it or possibly Ursula.
- Curriculum I would like to withdraw it from the AOPA Courses for this year. In my opinion we are simply not ready. This year it will be reassessed and will decide how and when to proceed for next year. AOPA courses are all brand new and I felt like it might be a bridge too far, let's make sure we are ready for what we are going to do, I want to make sure that whatever promises we make we fulfill those promises and I just didn't have a good feel for the result.
- Flying – We had intended to do 2 flying sessions a day but it turned out with the heat that the Cessna 172 is so anemic that because of the density altitude and heat after 85 to 90 degrees it just doesn't like to climb very well, it's not a safety issue, it's a practical issue, it's not worth it.
- We elected to 1- flying session in the morning but that's when I decided to start flying the Diamond, so we are flying 2 lessons early in the morning and kids are flying regularly.
- Meeting with CNM people today to discuss what we might do down the road that has been an MOU developed and we need to get in the same room together to talk out some of the misconceptions.
- Staffing- This is my resignation effective July 27th, I am leaving SAMS. I have spoken to 3 potential candidates, the fourth will be in on Monday for an interview. I gave word to

Coreen as early as possible and delayed my departure as late as possible to make sure there is a transition so you don't have to relive what happened last year. I will do my best to leave you in good hands.

IV. New Business Matters

A. IDEA-B Application (discussion/approval)*

- **IDEA-B** application this is an application that had to be in by a certain date that was before this date I did sign the application it does not commit the school to any funds other than receiving funds, it is federal money that we get from IDEA-B. This is an application that we do every year they always send it in an untimely fashion for when it needs to be returned.
 - Motion to approve the IDEA-B application, Farrah motions, LyDawn seconds, all in favor.

B. Aviation Instructor Salary Schedule (discussion/approval)*

We've come up with a plan so that they have to be a level one teacher through the State of New Mexico, they have to fill out the paperwork and they become a Level 1. On the Level one pay scale we'll start with that and then from there we will add a \$15,000 yearly stipend for their special required aviation certification & credentials. Another \$10,000 yearly for the Director position that we are hoping to aim to start the Aviation Director in the \$60,000 range, probably the upper 60's. We want to make it inviting and not overpaid, also not drain the budget for aviation.

If we need to can do a hard to staff stipend in addition which is \$800, is the exception to the rule.

- a. Motion to approve Aviation Salary Schedule- Farrah motions, Tiffany seconds-all in favor, motion carries.

C. CES-Edgenuity Contract FY19 (discussion/approval)*

- a. Edgenuity Contract-Over \$60,000 so it has been brought to your approval process.
- b. Motion to approve Edgenuity contract fiscal year 2019 for \$ 110,381.25 Farrah motions to approve, LyDawn seconds, all in favor motion carries.

D. Capital Outlay Lone Mountain Contract (discussion/approval)*

- a. Capital improvements put a curb around the track. We asked our lobbyist to request legislative funds for us to put a track in. We were unprepared and had a bid of \$52,000 and we asked for that and we were awarded what we asked for and then we got bids for the track because what we asked for was a cross country road, what we actually wanted was a track. I requested three bids. Two people showed up and one actually gave us a bid. It's the first stage of putting in a track and that is clearing the area and putting up the curbs with an option of putting a fence around it and adding team aluminum benches. We would like to ask our lobbyists to finish the request this year during the legislative session so that we can finish the track. Asking for your approval to use the funds that were awarded to us for Lone Mountain Construction to do this step of the track.
- b. Tiffany motions to approve Lone Mountain contract in the amount of \$52,631.04 and LyDawn seconds the motion, all approve motion carries.
- c.

E. Ronda Joyce as Title I, Title II and IDEA-B Application/Grant Coordinator(discussion/approval)*

- a. for board to approve Ronda Joyce as our Application/Grant Coordinator.
- b. Motion to Approve Larry, Ed Seconds, all approve, motion carries.

F. Floreecer Therapies Ancillary Contract (discussion/approval)*

- a. The majority of our Ancillary services for the year and it comes to \$131,066.70 is why we are bringing it to your attention. Most of it is for the counselor that we are contracting. She is a clinical as well as guidance counselor.
- b. Motion to approve the Floraceer Therapies ancillary contract in the amount of \$131,066.70 Ed seconds, all in favor, motion carries.

G. Cuddy & McCarthy Contract for FY19 (discussion/approval)

- a. We went through the RFP process. Cuddy and McCarthy were approved by this board. There is not a dollar amount because we did the RFP process, there is only hourly amounts on there this is in order for us to open a PO with them in July. \$190 an hour is a discount.
- b. Motion to approve Cuddy and McCarthy Contract for FY19- Farrah motions, Ed seconds, all in favor, motion carries.

VI. Administrative Update

A. PARCC Scores

- a. Discussed by Kenneth Lairsey & Coreen Carrillo. Data presented shows that changes need to be made. PARCC scores and Course Completion are not where they need to be. Implementing changes for Intervention to help with Student/Teacher connection and Academic Absences to help with lack of progress. Also implementing student conferences to address issues before it gets really bad. More accountability for Teachers, Students, and Parents are being put in place.

B. Enrollment Data

- a. Holding at 300 students.

C. Approved and Signed Charter Contract from PEC

- a. PEC signed Charter Contact earlier this month

I. Public Comment

- A. None

II. Announcements

- A. Date for next Regular SAMS Academy Governing Council Meeting
 - July 19th,2018 at 8:30am

III. Adjournment*

- A. Lydawn motions to adjourn Farrah seconded and all approve.