



GOVERNING COUNCIL

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

4100 Aerospace Parkway NW
Albuquerque, NM 87120
Conference Room

BOARD MEMBERS PRESENT

Larry Kennedy, Roland Dewing, Ed Smith, Farrah Nickerson, LyDawn Blount (arrived 8:35)

BOARD MEMBERS ABSENT

Tiffany Roth

ALSO IN ATTENDANCE

Ronda Joyce, Justine Vigil

PUBLIC

None

These minutes were approved on 8-16-18

By a vote of 5 yes 0 no 1 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 July 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 Jill to call roll. Jill called Larry Kennedy, Roland Dewing, Ed Smith, Farrah Nickerson. LyDawn Blount was running late. Tiffany Roth was absent.

B. Pledge of Allegiance

Larry led the Pledge of Allegiance.

C. Adoption of the Agenda*

Larry asked for a motion to approve the agenda. Farrah made a motion to approve the agenda. Roland seconded the motion. Larry called for a voice vote to approve the agenda, all board members present approved, LyDawn not present. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

D. Review/Approval of Minutes from June 20, 2018*

Farrah pointed out that in the section under closed section, Carol Helms name as listed as Karen and pointed out that should be fixed. Larry called for a motion to approve the amended minutes. Farrah made a motion to approve the amended minutes. Roland seconded the motion. Larry called for a voice vote to approve the amended minutes from the June 20 meeting, all board members present approved, LyDawn not present. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

II. Closed Session

A. Limited personnel matters, employee discharge, 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, 10-15-1(H)(7).

Larry said there was no need for a closed session.

III. Open Session

A. Action on matters discussed in Closed Session

No Closed session

IV. Ongoing Business Matters

A. Aviation Program Update

Paul was unable to be at the board meeting. Jill and Ronda gave brief updates:

- A new Flight instructor/ director was hired – Nathan Hardin.
- Paul has been showing Nathan the planes and introducing him to students, staff, and CNM personnel.

* LyDawn arrived at 8:35 and is included in the preceding votes.

V. New Business Matters

A. Governing Council Policy Manual Update – Instructional Materials*

An instructional materials annual report is due August 1 of every year. When preparing the report, Ronda noticed the Governing Council Policy, I.04, was not sufficient as per the requirements. The amended section will meet state requirement. Larry called for a motion to accept revisions in I.04. Roland made a motion to accept the revision to the Governing Council Policy. Farrah seconded the motion. Larry called for a voice vote to approve the amendment to the Governing Council Policy, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

B. Fixed Asset Policy Update*

Currently, according to the Fixed Asset Policy, the school must inventory all items over \$100. This makes it much to big of a job to inventory and then we have to hire an outside firm to do this. The state requires that all assets over \$5,000 be inventoried. Ronda is suggesting that SAMS Academy change the requirement to inventory anything over \$1,000 or anything that is high theft or electronics with memory. Larry called for a motion. Farrah made a motion to accept new Fixed Assets policy. Ed seconded the motion. Larry called for a voice vote to approve the Fixed Asset Policy, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

C. Attendance Policy Revision*

The current attendance policy only accounts for physical attendance. Students are getting behind in their course work and so we are proposing that “academic absences” will now be counted. Academic absences is students getting behind in their course work. The two will be counted together toward total absences. Jill informed the board that Taos Academy is using this format. The lawyer is looking this new policy over. Larry called

for a motion. Farrah made a motion to approve the new Attendance Policy. Roland seconded the motion. Larry called for a voice vote to approve the Attendance Policy Revision, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

VI. Administrative Update

Because Coreen was absent today, Jill and Ronda made these few announcements.

A. First Day of School, August 13, 2018

Students will be at school Monday, August 13.

B. Staff Returns July 30, 2018

Staff will return for in-service Monday, July 30. Registration with students begins on Wednesday, August 1. Jill reminded the board they are welcome to set up a table of information for the Governing Council. Larry asked Jill to set up a table for parents with information and applications for the council.

C. Open Invitation for Governing Council to observe Internal Controls

Ronda reminded the board that they are invited to come any time to the school and observe Internal Controls.

D. Welcome Back Potluck at Dave Yellott's House August 11, 2018

VII. Finance Report

A. Business Office Operation Update

FY 2018 just ended. There is carryover from FY18 to FY19. The Budget has no negative functions. The audit will begin on August 15.

B. Voucher Approvals*

The finance committee met before the council meeting and suggests the Voucher/ Check register be approved. Larry called for a motion to approve the vouchers. Farrah made a motion to approve the vouchers. Ed seconded the motion. Larry called for a voice vote to approve the vouchers, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

C. Budget Adjustment Requests*

1. BAR 17-18-0047-I:

Larry called for a motion to approve BAR 0047-I. Farrah made a motion to approve BAR 0047-I. Ed seconded the motion. Larry called for a voice vote to

approve BAR 0047: I, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

2. BAR 18-19 0001: IB for ancillary Services

Larry called for a motion to approve BAR 0001: I. Farrah made a motion to approve BAR 0001-IB. LyDawn seconded the motion. Larry called for a voice vote to approve BAR 0001: IB, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

3. BAR 18-19 0002: I for Ancillary Services

Larry called for a motion to approve BAR 0001: I. Farrah made a motion to approve BAR 0001-IB. LyDawn seconded the motion. Larry called for a voice vote to approve BAR 0001: IB, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

VIII. Public Comment

None.

IX. Announcements

A. Date for next Regular SAMS Academy Governing Council Meeting

The next regular meeting will be August 16, 2018 at 8:30AM in the conference room.

The personnel hearing will be on August 26 at 9:0AM.

X. Adjournment*

Larry called for a motion to adjourn. Farrah made a motion to adjourn. LyDawn 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 July 19, 2018 in the conference room at SAMS Academy, 4100 Aerospace Parkway Northwest, Albuquerque, NM 87120 at 9:20AM.