



**GOVERNING COUNCIL**

Special Meeting of the SAMS Academy Governing Council on  
Thursday, May 10, 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, Laura Castille

**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 May 10, 2018 at 8:39 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. Roland made a motion to approve the amended agenda. LyDawn 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 April 19, 2018 Regular Meeting**

Larry called for a motion to approve the minutes. Farrah made a motion to approve the minutes from the April 19, 2018 and LyDawn 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:

- Senior, Madison Thompson, will be taking her private pilot exam on Saturday, May 12<sup>th</sup>.
- Christian Orehek had his first solo on May 8
- C-172 is flying consistently; 287 hours and 189 flights since August
- DA-40 – no change; awaiting opening at Arapahoe Aero in Denver
- Beginning summer flying schedule – 2 sessions/day- morning and evening
- The aviation banquet was a success – 60+ attendees

### **III. Finance Report**

#### **A. Salary Schedule FY19\***

The state recommended an average of a 2.5% raise throughout the school. Michael and Ronda were able to get every staff member a 2.5% raise. There are new state-mandated Level 1, 2, 3 starting salaries. Ronda proposed adding four things to the bottom of the salary schedule:

- \* Any level 2 or 3 teacher who has more than 30 years of experience will receive an annual \$100 raise unless PED requires a certain percentages increase.

- \* Current school year salary schedules are not to be used for projections of future earnings.

- \* This salary schedule is adopted by the SAMS Academy Governing Council as part of annual budget approval and as budget permits.

- \* A National Board Certified Teacher will be contracted at Master's level III with a stipend equal to 1.5 the current student unit value.

Larry called for a motion to approve the FY19 Salary Schedule. Farrah made a motion to approve the FY19 Salary Schedule. 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.

#### **B. FY19 Budget\***

Michael discussed the FY19 budget and showed the comparison between the current FY18 and proposed Fy19 budgets. Larry called for a motion to approve the FY19 Proposed Budget. Farrah made a motion to approve the proposed FY19 budget. LyDawn 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. Business Office Operations Update**

Michael reported that the budget for the current school year looks good.

- Revenues are 80.71% of budget.

- Expenditures are 65% of budget.

- No negative funds.

#### **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 9 BARS.

1. BAR 33-IB: Budget FY18 Award. Farrah made a motion to approve BAR 0033-IB. 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 34-M: Regular maintenance on 1000 function. Farrah made a motion to approve BAR 0034-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.
3. BAR 35-M: regular maintenance to the 2000 function. Farrah made a motion to approve BAR 0035-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.
4. BAR 36-I: Increase due to revenue received for activities. Farrah made a motion to approve BAR 0036-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.
5. BAR 37-I: Increase due to revenue received for activities. Farrah made a motion to approve BAR 0037-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.
6. BAR 38-M: regular maintenance to the 4000 function. Farrah made a motion to approve BAR 0038-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.
7. BAR 39-M: regular maintenance to the 4000 function. Farrah made a motion to approve BAR 0039-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.
8. BAR 40-M: regular maintenance to the 4000 function. Farrah made a motion to approve BAR 0040-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.
9. BAR ??-I/M: the school is waiting for award money from the state. This will be maintenance or an increase and it is due June 1<sup>st</sup>, before the next meeting. The board will vote on them at the June 21<sup>st</sup> meeting. This vote is to approve accepting them before the June 1<sup>st</sup> deadline. Ed made a motion to approve BAR 00??-I/M. Farrah 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, 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).**

Larry made a motion to go into closed session to discuss a Limited Personal Matter, head administrator evaluation, pursuant 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). 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 and Laura Castille, Lawyer, were asked to stay in the meeting.

The board went into closed session at 9:19 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 9:44 am.

Farrah made a motion that the board approves the President to draft a letter to the PED stating that our Head Administrator will be evaluated at the June 21<sup>st</sup> meeting. 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.

## **VI. New Business Matters**

- A. Application for Broadband Deficiencies Correction Program \***

Larry signed the E-Rate application to get reimbursements on April 19<sup>th</sup>. This approve Larry pre-signing the acceptance letter. Roland made a motion to accept Larry's signature. 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. Governing Council Policy Manual Update\***

Larry pointed out that there are several sections in the Policy Manual that refer to working with Southwest Learning Centers. He proposed that any mention of SLC be removed.

Under G.11, Ronda pointed out that the Duty Day for staff members needs to be changed from not exceeding 7 hours to not exceeding 8 hours. This will be in-line with the Employee Handbook.

Voting for the Governing Council Bylaws Update took place with the changes to the Employee Handbook Update.

**C. Employee Handbook Update\***

Ronda requested to change some wording in Section 12 Duty Day of the Employee Handbook: the hours for an instructional staff member will change from 37.5 to 37.25. This is to mirror the change requested in section 13 Compensation and Wages, the day for instructional staff will change from 7:45 – 3:45 TO 7:45 – 3:30.

Larry called for a motion to approve the changes to both the Governing Council Handbook and the Employee Handbook. Farrah made a motion to approve changes to both handbooks. LyDawn 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. PED Site Visit Report**

Coreen reported that the Site visit from the PED on May 1<sup>st</sup> was great. They commented on how quickly the staff got them things they were looking for. They called one teacher a “gem”.

**VIII. Public Comment**

No public comment.

**IX. Announcements**

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

The next regular meeting for the SAMS Academy Governing Council will be on Thursday, June 21<sup>st</sup> at 8:30AM in the Conference room at SAMS Academy.

**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. 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 Special Meeting of the Governing Council for the Southwest Aeronautics, Mathematics, and Science Academy adjourned on May 10, 2018 in the conference room at SAMS Academy, 4100 Aerospace Parkway Northwest, Albuquerque, NM 87120 at 10:00 A.M.