



**GOVERNING COUNCIL**

Special Meeting of the SAMS Academy Governing Council on  
Thursday, October 26, 2017

**BOARD MEMBERS PRESENT**

Larry Kennedy, Roland Dewing, Farrah Nickerson,  
LyDawn Blount, and Ed Smith

**BOARD MEMBERS ABSENT**

Tiffany Roth

**ALSO IN ATTENDANCE**

Coreen Carrillo, Ronda Joyce, Sean Fry, Paul Burns, Ursula Durrer

**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 October 26, 2017 at 8:33 AM in the conference room at SAMS Academy, 4100 Aerospace Parkway NW, Albuquerque, NM 87120.

### **A. Roll Call**

Larry asked for Jill to call roll. Jill called Larry Kennedy, Roland Dewing, Farrah Nickerson, Ed Smith. Tiffany Roth is absent. LyDawn Blount is absent during roll call, but comes during the closed session at 8:40AM.

### **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. Roland 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 August 28, 2017 Special Meeting**

Larry called for a motion to approve the minutes. Roland made a motion to approve the minutes from the August 28, 2017 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.

### **E. Review/ Approval of Minutes from the September 21, 2017 Special Meeting**

Larry called for a motion to approve the minutes. Roland made a motion to approve the minutes from the September 21, 2017 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, interim 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 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). Larry asks Coreen to stay for a portion of the closed session. Farrah seconded the motion. Larry asked Jill to call roll. Jill called Larry Kennedy, Roland Dewing, Farrah Nickerson, and Ed Smith.

The board went into closed session at 8:36AM.

### **III. Open Session**

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

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

The board resumed open session at 9:09 AM.

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

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

Paul shared the mission for the SAMS Academy Aviation Program. He would like the program to be a Nationally recognized, multi-faceted, 4-year program. He would like to bring back the idea of building a hangar to the east of the school. The school currently spends \$7800/year to rent space.

Ursula Durrer, CFI, was recently hired and introduced. Waiting for licensure to come through from the state before she begins flying with the students.

Currently 7 of 8 seniors have flown this semester. 18 flights totally about 20 flights.

Paul teaches ground school on Monday and Tuesday. In December, all 14 students, Juniors, in pilot ground school will take FAA written exam. And then after passing will begin flying in January.

C-172 currently down for maintenance and inspection. Back to flying the week of October 30<sup>th</sup>. DA-40 currently down for engine crack mount. Back in late October.

Maintenance work is back to Bode Aviation. They cost a little more, but are available 24/7 and more reliable.

Paul talked about AOPA and the high school aviation STEM curriculum. This is a 4-year aviation study. He will be attending the AOPA symposium November 6-7 to visit with a representative for this Aviation study program.

Paul is evaluating the ENMU-R relationship. Adopting the AOPA curriculum may not be compatible with the ENMU-R program.

Paul is talking with CNM about the aviation maintenance program. They would like to work on the SAMS planes. They are also interested in an extension of their operations at our facility, with a potential partnership to build the hangar. SAMS would use it to house our planes and CNM would use the hangar for their classes.

Paul is taking the students on a field trip to CNM on October 30.

American Airlines sponsored a contest for \$25,000. The students made a video to show our program/ school. We haven't heard any results.

Larry mentioned that there is an internship with the Air Force Research Lab for high school students. Paul is looking for other internships within the community for the students.

Overall, the program is doing very well.

## **V. New Business Matters**

### **A. NMCCS Annual Conference, December 8-9, 2017**

Larry reminded everyone that the NMCCS annual conference is coming up. Larry, Farrah, and Roland would like to attend. LyDawn will be going on Friday. Coreen will also attend. This will cover the 8 hours of training that the board members will need.

### **B. PSCOC Facility Master Plan Assistance Program**

This application had to be turned in before August 13<sup>th</sup>. Larry had to sign, so he is asking for permission to sign- after the fact. It was an application to receive to funds for the facility training master plan. Larry asked for a motion that it was ok for him to sign the PSCOC Facility Master Plan. Farrah makes a motion that it was ok for Larry to sign this paperwork. Roland seconded the motion. Larry called for a voice vote to approve the motion, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

### **C. Signature Designee for emergencies in the absence of Principal/ Interim Head Administrator**

This was on the last agenda and it was tabled to do some research and think about who might be the designee. Sean Fry said that most schools would have a person with a 3B license or a member of the board. Larry recommended and made a motion that Farrah be the designee to sign in case of the absence of Principal/ Head Administrator. Ed Smith seconded the motion. Larry called for a voice vote to approve the motion, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

### **D. Broadband Deficiencies Correction Program**

Carol helped solidify the application last year to continue to get E-Rate funding. This is the closeout certification for last year's proposal. We have received the monies and the money has been deposited. The project was completed and needs Larry's signature. Larry called for a motion to sign the Broadband Deficiencies Correction Program Closeout Certification. Farrah made a motion to allow Larry to sign the Broadband Deficiencies Corrections Program Closeout Certification. Roland seconded the motion. Larry called for a voice vote to approve the motion, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

### **E. Student Handbook Policy Revision**

Coreen talked about making SAMS Academy a closed campus during lunch. This would make the students stay on campus during lunch and not come back. With our location, it is hard to leave campus and get back on time. This item will be tabled until another meeting. Larry would like to talk with Carol Helms about this. We will also table a second revision about allowing expelled students to attend our school. Carol will review this as well. Parents will be notified that we are going to discuss these items at the next meeting if they would like to attend and give input.

## **F. Authorization and Plan for RFP for Legal Services**

Ronda wants to get this paperwork started for the end of the year. We want to have everything lined up to request legal services. Larry asked if there is a motion for him to sign the RFP for Legal services. Roland made a motion to authorize Larry to sign the play for RFP for Legal services. LyDawn seconded the motion. Larry called for a voice vote to approve the motion, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

## **G. Annual Governing Body Position Report to PED**

Larry tells the board that because we had 5 members on the Annual Governing Body Report, we were supposed to end the year with 5 members. Because we added a 6<sup>th</sup> member, we need to amend the report and PED has graciously allowed us a one-time change. If someone leaves this school year, we will need to fill the spot within the 45 days. Larry asked for a motion to have him sign the Governing Body Position Report to PED. Farrah made a motion for Larry to sign the amended Governing Body Position Report. LyDawn seconded the motion. Larry called for a voice vote to approve the motion, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

# **VI. Administrative Report**

## **A. Data Team Report**

Attached in the packet is the short-term assessment results, STAR testing, for reading and math. Students did well on these tests, but we are helping the students that are behind in their course work.

# **VII. Finance Report**

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

Finance committee met before the board meeting and went through the finances with Sean and Ronda. The committee recommended approval of finances.

Sean is a manager at the Vigil Group and will now be the main contact for finances with SAMS Academy. Ronda will continue to work with the Vigil Group instead of creating a school business office.

Bank Activity:

- Expenditures exceed revenue by \$138,980.88
- Reconciled Cash Balance \$634,494.18
- Outstanding Items total \$83,578.91 – Oldest September 1, 2017

## **B. Voucher Approvals**

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

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

Bar 544-001-1718-0005-I: Received award for 2016 legislative session allocation SDF. Must be spent by June 30, 2020. The award was \$3,042 to be used on the library and audio visual. Roland made a motion to approve BAR 544-001-1718-0005-I. Farrah seconded the motion. Larry called for a voice vote to approve the motion, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

Bar 544-001-1718-0006-IB: Received FY18 initial allocation award letter SDP. The award is in the amount of \$4,279 to be used on Dual-Credit materials. This represent 85% of the awarded money, however the school is only allowed to budget the 85%. Farrah made a motion to approve BAR 544-001-1718-0006-IB. Ed seconded the motion. Larry called for a voice vote to approve the motion, all board members present approved. Next, he called for any opposition and upon hearing none, the motion carried unanimously.

Bar 544001-1718-0007-IB: Received FY18 award letter SDF in the amount of \$195,106 for lease assistance. This is capital outlay money that matched 100% to last year, about \$736 per student. Farrah made a motion to approve BAR 544-001-1718-0007-IB. Roland seconded the motion. Larry called for a voice vote to approve the motion, 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 meeting will be November 16, 2017 at 8:30AM.

## **X. Adjournment**

Larry called for a motion to adjourn. Roland 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 October 26, 2017 in the conference room at SAMS Academy, 4100 Aerospace Parkway Northwest, Albuquerque, NM 87120 at 10:18AM.