



## New Mexico Public Education Commission (PEC)

### Charter Name Change or Mission Statement Amendment Instructions

#### **Purpose:**

To notify the Public Education Commission (PEC) of a name change, minor grammatical or word choice change in the school's mission statement identified in the charter contract OR

To request significant changes resulting from a name change that implies a change in mission or in the mission statement such as changes or adjustments to the school's educational plan, approaches to learning or assessment systems.

#### **Submission Deadline:**

The form must be approved prior to the change being implemented. Amendments completed 28 days prior to the next PEC meeting will be placed on the next agenda.

#### Minor changes.

- A name change that does not affect the mission or educational plan of the school may be placed on the consent agenda of a regular PEC meeting for possible action by the PEC but may be removed from the consent agenda during the scheduled PEC meeting for full discussion and possible action by the Commission if necessary.
- A mission amendment request with minor changes may be placed on the consent agenda of a regular PEC meeting for possible action by the PEC but may be removed from the consent agenda during the scheduled PEC meeting for full discussion and possible action by the Commission if necessary.

#### Substantive changes.

- A name change that impacts the mission or educational plan of the school will be placed on the regular agenda of a PEC meeting for full discussion and possible action by the Commission.
- A mission amendment request with major changes will be placed on the regular agenda of a PEC meeting for full discussion and possible action by the Commission.

#### **Data provided by CSD:**

CSD will

- provide PEC with performance data (academic, organizational, and financial) for the contract term, including any outstanding compliance or investigations, and
- highlight information relevant to the amendment request.

#### **Data and Information provided by the School:**

Fully completed form

- Approved board minutes or certification of the vote taken by the board
- Rationale for the change.

Contact [charter.schools@ped.nm.gov](mailto:charter.schools@ped.nm.gov) if you have questions about completing or submitting documents.



# New Mexico Public Education Commission (PEC)

## Name Change/Mission Statement Change Amendment Request FORM

Submit this form and all supporting documents to [charter.schools@ped.nm.gov](mailto:charter.schools@ped.nm.gov)

The Charter Contract was entered into by and between the New Mexico Public Education Commission (PEC) and name of charter school, hereafter "the School," effective enter start date of current charter contract.

The governing board proposes to amend the contract as follows:

Select one:

- Minor mission wording change
- Substantial change in mission or wording
- Name change not affecting mission
- Name change affecting mission

The school requests that the PEC approve an amendment to Section, all, page number of the School's contract so that Name of the School and/or Mission Statement reads:

**The school's current name:** Southwest Aeronautics, Mathematics & Science Academy (SAMS Academy)

**The school's proposed new name:** Albuquerque Aviation Academy

**Rationale for the requested change:** Clearly identifies the mission of the school without having to explain what SAMS stands for.

**Effective Date:** 7/1/2023

**The Mission Statement currently reads:** Click or tap here to enter text.

**The proposed Mission Statement reads:** Click or tap here to enter text.

**The school's contract amendment is hereby submitted by:**

Amanda Catanzaro 4/4/2023  
Charter School Representative Date

**School Amendment Approval (electronic signature of governing board chair):**

Larry Kennedy 9/16/2022  
Governing Board Chair/President Date

**School Amendment Approval (electronic signature of School Board Chair):**

Larry Kennedy 9/16/2022  
School Board Chair Date

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**For PEC/CSD use only**

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**PEC Meeting Date:** Click or tap to enter a date.

**Agenda:**

Regular required

**The Contract Amendment was:**

Approved

Denied (see transcript)

**Electronic signature of PEC Chair:**

***PEC Chair***

Click to enter signature

***Date***

Click or tap to enter a date.

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**School Name Change Amendment Form**

The Charter Contract was entered into by and between the New Mexico Public Education Commission and [ Southwest Aeronautics, Mathematics and Science (SAMS) Academy ], hereafter "the School", effective [ 1st ] of [ July ], [ 2019 ]. The school was approved for a [ 5 year ] Charter Contract.

The school requests consideration from the Public Education Commission (PEC) to change the terms of its Contract as follows:

Charter Contract currently states:

**ORIGINAL SCHOOL NAME:**

Southwest Aeronautics, Mathematics and Science (SAMS) Academy

Notifies the Public Education Commission, Section \_\_\_\_\_ of the school's contract shall state beginning on:

**EFFECTIVE DATE OF CHANGE:** 7/1/2023

**CHANGE TO SCHOOL NAME:**

**Albuquerque Aviation Academy**

The School's School Name Change Amendment Request is hereby submitted by [ Amanda Catanzaro ] on [ 9/16/2022 ], and affirms the school meets the following eligibility criteria:

- Amendment must be submitted and approved by the PEC prior to the change being communicated or utilized.
- The school's governing board is in compliance with all reporting requirements.



9-16-22

Charter School Representative Signature

Date

The School's School Name Change Amendment was:

Approved

Denied

Chair, Public Education Commission

Date



**GOVERNING COUNCIL**

Special Meeting of the SAMS Academy Governing Council on Friday, September 16, 2022

In Person and via Zoom.us

**BOARD MEMBERS PRESENT**

Larry Kennedy, Farrah Nickerson, Brandy Bond, Alex Carothers (late), Roland Dewing, Laura Kohr,  
Mike Deveraux

**BOARD MEMBERS ABSENT**

Mike Romo

**ALSO IN ATTENDANCE**

Bridget Barrett, Amanda Catanzaro, Sean Fry, Lauren Chavez and Ed Smith (Emeritus Member)

**PUBLIC**

Kelly Callahan, Steve Nakamura via phone

These minutes were approved on 10/21/2022

By a vote of 10 yes 0 no 2 absent 0 abstained

Larry Kennedy President

Robert Deveraux Secretary

**I. Call to Order**

Larry Kennedy called to order the Special Meeting of the Governing Council for the Southwest Aeronautics, Mathematics, and Science Academy on September 16, 2022 at 2:04 p.m. on Zoom.us and in person at SAMS Academy.

**A. Roll Call**

Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Farrah Nickerson, Brandy Bond, Roland Dewing, Laura Kohr, Mike Deveraux, and Larry Kennedy.

**B. Adoption of the Agenda\***

Larry Kennedy asked for a motion to approve the agenda. Farrah Nickerson made a motion to approve the agenda. Brandy Bond seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Farrah Nickerson, Brandy Bond, Roland Dewing, Laura Kohr, Mike Deveraux, and Larry Kennedy; all voted yes. The motion carried unanimously.

**C. Review/Approval of Minutes from August 19, 2022 Special Meeting\***

Larry Kennedy asked for a motion to approve the minutes from the August 19, 2022 Special Meeting. Farrah Nickerson made a motion to approve the minutes from the August 19, 2022 Special Meeting. Brandy Bond seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Farrah Nickerson, Brandy Bond, Roland Dewing, Laura Kohr, Mike Deveraux, and Larry Kennedy; all voted yes. The motion carried unanimously.

**II. Public Comment**

Larry Kennedy asked Bridget Barrett and Amanda Catanzaro if there was any public comment. There were no public comments.

**III. Ongoing Business Matters**

**A. Aviation Program Update**

Dr. Lauren Chavez presented. 13 hours of flight time since last meeting. 2 additional students have passed knowledge exam. At the Young Eagles event the previous weekend, Doc was able to fly 12 SAMS students to get experience in the plane. When there are extra seats, staff members have been invited to fly with students. This has been very successful and gets staff excited about our mission around aviation.

There are currently no maintenance needs on the plane!

A few hours in the SIM this month. A family is donating a virtual reality simulator package to the school for students to use.

6 additional students have received the ground school scholarship for drones.

CAP update. Roland Dewing says we should wait until we get in the new building to get it going.

Air Traffic Control internship program will be starting soon. One student at a time, a week long program of 40 hours with ATC. The first student will begin on October 3, 2022 and will have a chance to work with the Balloon Fiesta as well to see how ATC works with that type of events.

Doc is still in discussion with Luna College regarding dual credit program they are trying to create.

Doc reviewed the expenses of the flight program over the last month.

#### **B. Facility Update**

Alex Carothers enters the meeting via Zoom.

Steve Nakamura spoke to the governing council via phone. Shared that the new building site has all the sheetrock hung and they are starting to tape and texture. The grid ceiling has started to be hung and painting will be starting soon. Tile will begin to be laid in the wet areas such as bathrooms soon. The building has been wrapped in the chicken wire and first layer of stucco will start on 9/26/2022. EB builders did give us some bad news regarding the hanging of the plane in the lobby. Too much of a liability, not because of the structure but the stability of the plane itself. There is a site lunch happening next Thursday that Governing Council members are invited to attend. Larry Kennedy reminded the board that if there is a large group that would like to attend and potential quorum could take place, we must post notice. Governing Council members need to let Amanda know if they are attending to coordinate.

#### **C. SAMS Wellness Committee Update**

Brandy Bond presented that the committee has met and we will be voting on new name of school later in the agenda. Discussion regarding exit survey for families if they are leaving SAMS Academy. A family check in survey, similar to the survey sent to families last Spring is being worked on and will be sent out October 14, 2022. Shared the idea of the new URL because Albuquerque is misspelled so often. Current idea is [yourkidcanfly.com](http://yourkidcanfly.com). Wellness Committee has also started working on the vision and mission statements. So far, vision statement of Above and Beyond is liked. Wellness Committee will be meeting on the Tuesday prior to the Governing Council meetings each month.

#### **IV. Administrative Update**

Bridget Barrett presented her Administrative Report which included an academic update on student progress in Edgenuity. Shared what has been happening including short cycle assessments were started this week, discussion on lifting restrictions on the Chromebooks, and sponsor communications. Ms. Barrett gave an update on



current enrollment numbers. Jolene Herring, the social worker, will be attending training on Equity Council in the next few weeks. Update on COVID policy information and shared a quote from a teacher who went up in the plane for mission minute.

Roland Dewing asked about the results of the short cycle assessments. Those will be shared at the next Governing Council meeting.

**V. New Business Matters**

**A. 2022 Open Meetings Resolution Revisions\***

Larry Kennedy presented the 2022 Open Meetings Resolution Revisions moving monthly regular meetings to 3<sup>rd</sup> Friday at 2:00 PM and asked for a motion to approve the 2022 Open Meetings Resolution Revisions. Farrah Nickerson made a motion to approve the 2022 Open Meetings Resolution Revisions. Alex Carothers seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Farrah Nickerson, Brandy Bond, Alex Carothers, Roland Dewing, Laura Kohr, Mike Deveraux, and Larry Kennedy; all voted yes. The motion carried unanimously.

**B. Workers Compensation Policy\***

Bridget Barrett presented the Worker Compensation Policy with POMS as the choice of coverage. Worker's would get to decide which doctor to see initially in the event of a workplace injury. After 30 days, the school could request a change of doctors per the new policy. Staff is able to use their leave to cover absences while on workers compensation. Farrah Nickerson made the motion to approve the Workers Compensation Policy. Brandy Bond seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Farrah Nickerson, Brandy Bond, Alex Carothers, Roland Dewing, Laura Kohr, Mike Deveraux, and Larry Kennedy; all voted yes. The motion carried unanimously.

**C. School Relocation or Additional Square Footage Amendment Form\***

Amanda Catanzaro shared the form and supporting documentation that will be submitted to PEC so that SAMS Academy can be put on the October PEC meeting agenda for approval to move into the new building. Alex Carothers made the motion to approve the School Relocation or Additional Square Footage Amendment Form and supporting documentation. Farrah Nickerson seconded the motion. Larry Kennedy called for a roll call vote. Amanda Catanzaro called Farrah Nickerson, Brandy Bond, Alex Carothers, Roland Dewing, Laura Kohr, Mike Deveraux, and Larry Kennedy; all voted yes. The motion carried unanimously.

**D. School Name Change\***

Brandy Bond shared that the Wellness Committee has decided on Albuquerque Aviation Academy as the new name for the school. The new name change can take effect in July 2023 after PEC and PED approval. Farrah Nickerson motioned to approve the name change to Albuquerque Aviation Academy. Alex Carothers seconded the motion. Larry Kennedy called for a roll call vote. Amanda Catanzaro called Farrah Nickerson, Brandy Bond, Alex Carothers, Roland Dewing, Laura Kohr, Mike Deveraux, and Larry Kennedy; all voted yes. The motion carried unanimously.

**E. School Name Change Amendment Form\***

Amanda Catanzaro shared that since the Governing Council has now approved the changing of the school name to Albuquerque Aviation Academy, the school must submit the School Name Change Amendment Form to the PEC to add to the February PEC meeting. Roland Dewing made a motion to approve the School name Change Amendment Form. Brandy Bond seconded the motion. Larry Kennedy called for a roll call vote. Amanda Catanzaro called Farrah Nickerson, Brandy Bond, Alex Carothers, Roland Dewing, Laura Kohr, Mike Deveraux, and Larry Kennedy; all voted yes. The motion carried unanimously.

**F. Business Manager or Procurement Officer Amendment Form\***

Amanda Catanzaro shared that the Chief Procurement Officer has changed for the school and this form must be submitted to the PEC. Amanda Catanzaro is the new CPO for SAMS Academy. Brandy Bond made a motion to approve the Business Manager or Procurement Officer Amendment Form. Laura Kohr seconded the motion. Larry Kennedy called for a roll call vote. Amanda Catanzaro called Farrah Nickerson, Brandy Bond, Alex Carothers, Roland Dewing, Laura Kohr, Mike Deveraux, and Larry Kennedy; all voted yes. The motion carried unanimously.

Larry Kennedy leaves the meeting. Farrah Nickerson takes over leading the Governing Council meeting.

**G. Updated COVID Policy\***

Bridget Barrett presents the new COVID policy that has been submitted to the attorney but final version has not yet been sent back. This is due to the PED by 9/30/2022 and must be on our website. Alex Carothers made a motion to approve the Updated COVID Policy pending any non-substantive revisions or edits by the attorney. Roland Dewing seconded the motion. Farrah Nickerson called for a roll call vote. Amanda Catanzaro called Brandy Bond, Alex Carothers, Roland Dewing, Laura Kohr, Mike Deveraux, and Farrah Nickerson; all voted yes. The motion carried unanimously.

**VI. Governing Council Development**

**A. Discussion with Kelly Callahan**

Kelly Callahan discussed with the board about this year's training hour requirements. Mike Deveraux and Laura Kohr completed the new board training last year so they have the same training hour requirements as the other members of the board.

**B. Strategic Planning Discussion**

Kelly Callahan shared that the Governing Council is doing a fabulous job, especially with Wellness Committee taking the lead on the goals set during the Strategic Planning. Kelly Callahan stated that "our school is best practice for other schools," praising that the Governing Council is incorporating the Strategic Planning into the monthly meeting agendas. Kelly Callahan asked if there was anything specifically the Governing Council would like training to focus on this year? Kelly Callahan shared that she will be providing technical support as well.

**1. New Facility Construction**

Discussed previously in meeting

**2. Mission Statement Revision**

Discussion previously in meeting

**3. Aerospace Curriculum Implementation to Align with New Mission Statement**

No specific discussion

**VII. Finance Report**

**A. Business Office Operations Update**

Sean Fry presented that the Finance Committee met prior to this meeting.

**B. Voucher Approvals\***

After reviewing the vouchers and finance packet, Sean Fry asked for consideration for approval of the voucher report for the month of August. Farrah Nickerson called for a motion to approve the vouchers. Brandy Bond made a motion to approve the August vouchers. Mike Deveraux seconded the motion. Farrah Nickerson called for a roll call vote. Amanda Catanzaro called Brandy Bond, Alex Carothers, Roland Dewing, Laura Kohr, Mike Deveraux, and Farrah Nickerson; all voted yes. The motion carried unanimously.

Sean Fry said that the Governing Council should add action item of Bank Reconciliations Approval each month.

**C. Budget Adjustment Requests\***

Sean Fry presented BAR 22232-001-IB which is an Initial Budget for COVID testing in the amount of \$77,830.00. SAMS Academy is using the funds to help cover a part-time (less than 12 hours a week) Health Assistant for COVID testing, and

medical waste disposal by Stericycle. SAMS Academy only has this year to spend these funds. Farrah Nickerson called for a motion to approve BAR 22232-001-IB. Roland Dewing made a motion to approve BAR 22232-001-IB. Mike Deveraux seconded the motion. Farrah Nickerson called for a roll call vote. Amanda Catanzaro called Brandy Bond, Alex Carothers, Roland Dewing, Laura Kohr, Mike Deveraux, and Farrah Nickerson; all voted yes. The motion carried unanimously.

**VIII. Announcements**

The next meeting of the governing council is scheduled for October 21, 2022 at 2:00 p.m.

**IX. Adjournment**

Farrah Nickerson called for a motion to adjourn. Mike Deveraux made a motion to adjourn. Brandy Bond seconded the motion. Farrah Nickerson called for a roll call vote to approve the agenda. Amanda Catanzaro called Brandy Bond, Alex Carothers, Roland Dewing, Laura Kohr, Mike Deveraux, and Farrah Nickerson; all voted yes. The motion carried unanimously.

The regular meeting of the Governing Council for the Southwest Aeronautics, Mathematics and Science Academy adjourned on September 16, 2022 on zoom.us at 3:27 p.m.

