



## New Mexico Public Education Commission (PEC)

### Governing Body Member Change Notification Instructions

**Purpose:** To notify the Public Education Commission (PEC) of a change in a member or members of the school's Governing Body. The school may report multiple member resignations/removals and designations on the same form.

**Submission Deadline:** Changes to the Governing Body membership do not require prior approval of the PEC; however, notice must be received within 30 calendar days of the change. Vacancies must be filled within 45 days; one 30-day extension may be requested.

Notifications completed 14 days prior to the next PEC meeting will be placed on the next agenda. Notifications of this type are typically placed on the consent agenda; however, any notification may be removed from the consent agenda and moved to the regular agenda for full discussion and possible action by the PEC.

Meeting minutes of the governing board of the school and the PEC will serve as an amendment to, or compliance with, the charter contract regarding this membership change. The documentation will be added to the board of finance documentation on file with CSD.

#### The school must provide:

X Fully completed form

N/A Approved board minutes or certification of the board's vote accepting the new member

X Resignation Letter or board meeting minutes removing the previous member

X Statement of Governing Body Member to Consult with PED

N/A Affidavit of Governing Body Member

N/A Assurances of Governing Body Member

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

**Governing Body Member Change Notification 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 Albuquerque Aviation Academy, hereafter "the school," effective on 7/1/2024.**

**Current Governing Body Members and Positions:** Larry Kennedy, President; Farrah Nickerson, Vice President; Roland Dewing, Secretary; Alex Carothers, Member; Laura Kohr, Member; Mike Romo, Member; Jody Meyer, Member

**Governing Body Member(s) Resigning or Removed:** Mike Deveraux, Member

**New Governing Body Member(s) and Position(s):** N/A

**Contact information for New Governing Body Member(s) (phone, email):** N/A

**Is the school requesting an extension to fill a vacancy:**  yes  no

**If so, provide date of vacancy:** School will not be filling this position

**Number of personnel changes (Head Administrator/Business Manager/Procurement Officer, Governing Board Member), including this change, submitted to PEC in the last 12 months:** 1

**Effective Date:** 10/4/2024

**The school's notification is hereby submitted by:**

**Signature of School Representative:**  **Date:** 10/18/24

**Signature of Governing Board Chair:**  **Date:** 10-18-24

---

**For PEC/CSD use only**

---

**PEC Meeting Date:**

**Agenda:**  Consent (typical)  Regular (unusual circumstance)

**The school's notification was:**  Accepted  Rejected (provide reason)

**Electronic signature of CSD Director:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**STATEMENT OF GOVERNING BODY TO CONSULT WITH PED**

We, the undersigned, make up the governing body of the Albuquerque Aviation Academy, located in Albuquerque, New Mexico.

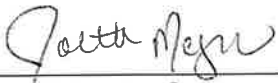
In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

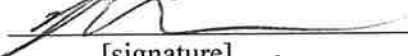
We make this statement as part of [insert name of school]'s application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.

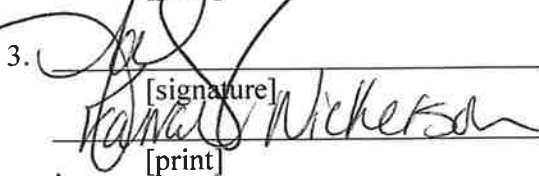
We understand that we must retain or hire a Licensed School Business Manager as soon as financial feasible and, thereafter, notify the New Mexico Public Education Commission within 30 days of hiring and/or changing in a Licensed School Business Manager for the school, and a new, signed "Affidavit of Financial Custodian" must be submitted.


We understand that we must submit an Affidavit of Governing Body Member to the Public Education Commission within 60 days of a change in membership of our governing body.

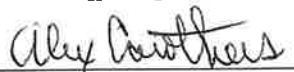
THE FOLLOWING MEMBERS OF THE ALBUQUERQUE AVIATION ACADEMY GIVE THE FOREGOING STATEMENT THIS 18th DAY OF OCTOBER, 2024.

1.   
[signature]  
JOETTE MEYER  
[print]

2.   
[signature]  
Michael A. Rojas  
[print]

3.   
[signature]  
Ronald Nickerson  
[print]

4.   
[signature]  
LARRY KENNEDY  
[print]

5.   
[signature]  
Alex Carothers  
[print]

Attach additional pages if membership exceeds five.

**STATEMENT OF GOVERNING BODY TO CONSULT WITH PED**

We, the undersigned, make up the governing body of the Albuquerque Aviation Academy, located in Albuquerque, New Mexico.

In accordance with 6.80.4.16 NMAC, we agree to consult with the New Mexico Public Education Department on any matter not covered by the manual of accounting and budgeting before taking any action related to funds held as a board of finance.

We make this statement as part of [insert name of school]'s application to the Public Education Commission for status as a board of finance under 6.80.4.16 NMAC.

We understand that we must retain or hire a Licensed School Business Manager as soon as financial feasible and, thereafter, notify the New Mexico Public Education Commission within 30 days of hiring and/or changing in a Licensed School Business Manager for the school, and a new, signed "Affidavit of Financial Custodian" must be submitted.

We understand that we must submit an Affidavit of Governing Body Member to the Public Education Commission within 60 days of a change in membership of our governing body.

THE FOLLOWING MEMBERS OF THE ALBUQUERQUE AVIATION ACADEMY GIVE THE FOREGOING STATEMENT THIS 18th DAY OF OCTOBER, 2024.

1.           *Laura Kohr*            
          [signature]           Laura Kohr            
                          [print]
2.           *Roland Dewing*            
          [signature]           ROLAND DEWING            
                          [print]
3. \_\_\_\_\_  
          [signature]
- \_\_\_\_\_
- [print]
4. \_\_\_\_\_  
          [signature]
- \_\_\_\_\_
- [print]
5. \_\_\_\_\_  
          [signature]
- \_\_\_\_\_
- [print]

Attach additional pages if membership exceeds five.

Michael A. Deveraux  
9175 Wilshire Avenue NE  
Albuquerque, NM 87122  
[mikedeveraux@comcast.net](mailto:mikedeveraux@comcast.net)  
505-280-3791

October 4, 2021

Albuquerque Aviation Academy  
Attn: Larry Kennedy, Board President  
6441 Ventana Rd NW  
Albuquerque, NM 87114

Dear Larry:

It has been my sincere honor and pleasure to have been asked to serve as a member of the Board for Albuquerque Aviation Academy/formerly SAMS Academy.

Due to prior commitments that are now requiring more of my time, I feel that I do not have adequate time to be a productive member of the Board for this School. Therefore, I wish to submit this letter to offer my formal resignation as a Board Member, effective immediately.

Based upon my experience as a test cell operator and jet mechanic in the Marine Corps, and my career with Continental Airlines as a Line Mechanic and Line Maintenance Supervisor, I am very passionate about the opportunity AAA provides to its students. I wish you continued success and would be happy to assist with any aircraft maintenance questions you may have in the future.

Best regards,

*Michael A. Deveraux*

Michael A. Deveraux