

Coral Community Charter School Governance Council (GC)

4401 Silver Ave NE
Albuquerque, NM 87108

August 3, 2021, 5:30 pm

MINUTES

I. This open meeting was held on “Microsoft Teams” because of the pandemic situation and complied with all information from the Attorney General’s Office.

A. The meeting was called to order with a quorum at 5:45 pm by the Vice Chair, Susan Steketee.

B. Roll Call					
Name	Office	Present	Absent	Arrived late	Departed Early
Keren Fenderson	Chair		x		
Mike Reeves	Treasurer	x			
Mary Merchant	Secretary	x			
Susan Steketee	Vice Chair	x			
Tim Tokarski	at large		x		

C. School Staff: *Lori Bachman*, ED (Executive Director), *Katy Sanchez*, CFO (Chief Financial Officer), *Julia Weeks*, Operation Support Specialist & Food Manager & Health Assistant, *Abby Lewis*, School Attorney.

Public Guests: none

Guests of the Board: none

D. The agenda was reviewed and a motion to approve the agenda as presented was made by Mary Merchant and seconded by Michael Reeves. A

roll call vote was taken: Michael Reeves - Yes, Mary Merchant - Yes, Susan Steketee - Yes.

E. A motion to approve the minutes as presented from July 6, 2021, was made by Mary Merchant and was seconded by Michael Reeves. A roll call vote was taken: Michael Reeves - Yes, Mary Merchant - Yes, Susan Steketee - Yes.

II. Finance Committee;

The financial documents (account summary, bank reconciliation, PO report and the balance sheet) from July 31, 2021, were approved after a motion to accept the financials as presented was made by Michael Reeves and seconded by Mary Merchant. A roll call vote was taken: Michael Reeves - Yes, Mary Merchant - Yes, Susan Steketee - Yes.

III. Budget/ Finance Committee;

The following BARs were approved as presented by Ms. Sanchez with a motion by Mary Merchant and a second by Michael Reeves. A roll call vote was taken: Michael Reeves - Yes, Mary Merchant - Yes, Susan Steketee - Yes.

BAR 4D – SEG

BAR 5M – Food Services

BAR 6M – SEG

BAR 7M – Teacher, Principal Training

BAR 8M – PreK

The FY21 Depreciation Schedule was approved as presented by Ms. Sanchez with a motion by Michael Reeves and seconded by Susan Steketee. A roll call vote was taken: Michael Reeves - Yes, Mary Merchant - Yes, Susan Steketee - Yes.

The Air Quality Grant award was discussed. The application was submitted and tentatively awarded.

Student enrollment is PreK 34, K5 192 students and the lottery list is at 120 students.

IV. Facility Committee;

There was no facility committee meeting held this month. The school is waiting for the new shade structure installation.

V. Audit Committee;

The audit and the Field Work visit will begin on August 16. The committee will meet on August 26, 2021.

VI. Academic Committee;

There was no Academic committee meeting held this month. No year end numbers test as the NM DASH numbers were turning in last Friday. Two of our goals will be Math and Social Emotional improvement.

VII. ED Support Committee;

There was no ED support committee meeting held this month. Mary Merchant will work on the time line and process for the ED's evaluation.

VIII. Governance Committee;

Changes to the updated Student Handbook were discussed. A motion to accept the changes as presented by Abby Lewis was made by Michael Reeves and seconded by Mary Merchant. A roll call vote was taken: Mary Merchant - Yes, Michael Reeves - Yes, Susan Steketee - Yes.

The updated Student Discipline Policy was discussed and the changes were accepted as presented by Abby Lewis by a motion from Mary Merchant and a second by Michael Reeves. A roll call vote was taken: Mary Merchant - Yes, Michael Reeves - Yes, Susan Steketee - Yes.

The changes to the Coronavirus Paid Emergency Sick Leave Policy were presented by Abby Lewis and a motion by Mary Merchant to accept the changes and seconded by Michael Reeves. A roll call vote was taken: Mary Merchant - Yes, Michael Reeves - Yes, Susan Steketee - Yes.

The Updated Return to School Policies was presented by Abby Lewis and accepted by a motion from Michael Reeves with a second from Mary Merchant. A roll call vote was taken: Mary Merchant - Yes, Michael Reeves - Yes, Susan Steketee - Yes.

COVID Safe Policies and Procedures changes were presented by Abby Lewis. Mary Merchant motioned to accept the changes as presented and Michael Reeves seconded. A roll call vote was taken: Mary Merchant - Yes, Michael Reeves - Yes, Susan Steketee - Yes.

IX. New Business;

There was no new business. The next regular meeting of the GC is on September 7, 2021, 5:30 pm. The meeting will be held at CCCS or be completed on Microsoft Teams in accordance with to Open Meeting Act Guidance from the NM Attorney General's office.

X. Adjournment;

The meeting was adjourned at 6:40 pm.



Governance Board Secretary
Signature

September 7, 2021

Date

Minutes taken by Mary Merchant, Secretary