

# Coral Community Charter School Governance Council (GC)

4401 Silver Ave NE  
Albuquerque, NM 87108

October 5, 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 5:37 pm by the Chair, Keren Fenderson.

<b>B. Roll Call</b>					
<b>Name</b>	<b>Office</b>	<b>Present</b>	<b>Absent</b>	<b>Arrived late</b>	<b>Departed Early</b>
<b>Keren Fenderson</b>	Chair	x			
<b>Mike Reeves</b>	Treasurer	x			
<b>Mary Merchant</b>	Secretary	x			
<b>Susan Steketee</b>	Vice Chair	x			
<b>Tim Tokarski</b>	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 Susan Steketee and seconded by Tim Tokarski. A roll

call vote was taken: Tim Tokarski - Yes, Mary Merchant - Yes, Keren Fenderson - Yes, Michael Reeves - Yes, Susan Steketee - Yes.

**E.** A motion to approve the minutes as amended from September 7, 2021, was made by Susan Steketee and was seconded by Mary Merchant. A roll call vote was taken: Tim Tokarski - Yes, Mary Merchant - Yes, Keren Fenderson - Yes, Michael Reeves - abstained, Susan Steketee - Yes.

## **II. Finance Committee;**

The financial documents (account summary, bank reconciliation, PO report and the balance sheet) from August 31, 2021 and September 30, 2021 were approved after a motion to accept the financials was made by Michael Reeves and seconded by Tim Tokarski. A roll call vote was taken: Tim Tokarski - Yes, Mary Merchant - Yes, Keren Fenderson - Yes, Michael Reeves - Yes, Susan Steketee - Yes.

## **III. Budget/ Finance Committee;**

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

- BAR 17I – Title One
- BAR19IB – PSFA
- BAR 20M – Title One
- BAR 21T – Title One
- BAR 22M – HB33
- BAR 24T – CARES II

A motion to accept the Cash Reconciliation as presented by Ms. Sanchez was made by Michael Reeves with a second by Susan Steketee. A roll call vote was taken: Tim Tokarski - Yes, Mary Merchant - Yes, Keren Fenderson - Yes, Michael Reeves - Yes, Susan Steketee - Yes.

Student enrollment is PreK 32, K5 195 students and the lottery list is at 80 students.

#### **IV. Facility Committee;**

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

#### **V. Audit Committee;**

There was no Audit Committee meeting held this month. Progress is being made on the audit. There will be a scheduled meeting in October to close out the 20-21 audit with Moss Adams.

#### **VI. Academic Committee;**

The Academic Committee met October 4, 2021 at 1:00 pm. Ms. Bachman presented the Academic Plan for 21-22. NM Dash 90 day Plan Fall 2021 was reviewed and discussed.

#### **VII. ED Support Committee;**

The ED Support Committee met September 30, 2021 at 1:00 pm. The committee discussed the procedure for evaluation of the ED and the documents being created.

#### **VIII. Governance Committee;**

There was no governance committee meeting held this month.

#### **IX. Closed Session;**

Pursuant to Section 10-15-1(H)(8) NMSA 1978, the Governing Council will go into Closed Session to discuss the evaluation process and goals of the ED. A motion was made by Keren Henderson and was seconded by Mary Merchant. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes, Mike Reeves - Yes.

Ms. Lewis, Ms. Weeks and Ms. Sanchez left the meeting.

We returned to Open Session. No matter other than that noticed on the agenda for Closed Session was discussed and no votes were taken.

#### **X. New Business;**

There was no new business. The next regular meeting of the GC is on November 2, 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.

**XI. Adjournment;**

A motion to adjourn the meeting was made by Michael Reeves and seconded by Susan Steketee. A roll call vote was taken: Tim Tokarski - Yes, Mary Merchant - Yes, Keren Fenderson - Yes, Michael Reeves - Yes, Susan Steketee - Yes. The meeting was adjourned at 6:45 pm

  
Governance Board Secretary  
Signature

November 2, 2021

Date

Minutes taken by Mary Merchant, Secretary