

**MINUTES OF A REGULAR MEETING OF
THE GOVERNANCE COUNCIL
OF CORAL COMMUNITY CHARTER SCHOOL**

4401 Silver SE, Albuquerque, NM 87108

A regular meeting of the Governance Council of Coral Community Charter School was held on **November 29, 2016**.

The following Governance Council Members were present: Karen Fenderson, Michael Reeves, Krista Martinez, Freeman Leeman, and Ashley Sarracino. GC Members not in attendance were Kim Brazell and Tañia Triolo. The following guests were present: Lori Bachman, Donna Eldredge, and Patrick Correa.

The meeting began with the reading of the mission, an introduction of guests, and approval of the consent agenda. The consent agenda included minutes from 10-25-16 and 11-8-16, and account summary, bank reconciliation, PO report and balance sheet for October 2016. Michael Reeves made the motion to move into the consent agenda, second by Ashley Sarracino. The Governance Council approved the motion to move into consent agenda by a 5-0 vote.

The meeting proceeded to a discussion by the Budget & Finance Committee: There were no bars so the council proceeded to the next agenda item, the Budget for October 2016. Mike Reeves mentioned the finance committee reviewed the budget. He also noted the audit is completed but the auditors have not officially released the audit, therefore there would be a conflict of interest if the finance committee passed around the draft audit.

RESOLVED, Krista made the motion to accept the October 2016 Budget, second by Ashley Sarracino; the GC unanimously approved the motion by a 5-0 vote.

The meeting proceeded to following agenda item, Head Administrator's Support, HA Report. Mrs. Eldredge mentioned the report is short because of the renewal application she has been working on; Coral's date to present in Santa Fe for the renewal is Dec. 7th, 2016 and Coral is the second school to present. Mrs. Eldredge noted she is planning to get (2) classes to Santa Fe, there will be a couple of students who are going to make presentations (the presentations will take place in Maybry Hall at the Public Education Department in Santa Fe). She noted Coral will have 15 minutes to present. The address of the PED meeting will be sent out via email by Chairwoman Fenderson. Furthermore, Mrs. Eldredge mentioned Dr. Rojas will have our mid-year data by Dec. 7th. Ms. Sarracino asked about the Coral Charter School renewal report, she asked if the supporting documentation would be uploaded into Dropbox, Mrs. Eldredge told her yes. Ms. Sarracino also asked Mrs. Eldredge what she thought about our renewal being approved. Mrs. Eldredge stated she doesn't know what to expect regarding the renewal. Ms. Bachman noted a likely possibility is the PED could give us a provisional renewal for 2 years. More discussion took place regarding the data analysis conducted by Dr. Rojas, specifically with PARCC, Dibles, and MAP. Finally, Mrs. Eldredge mentioned the goals for the school will be determined after the testing analysis from Dr. Rojas is completed.

The GC moved to the next item on the agenda, the Facility committee update. Ms. Eldredge mentioned there were no updates but she wanted to let the GC know the planning for the golf

tournament is in process and they are ahead of schedule this year. She noted all of the marketing collateral will go out Dec. 16th. The funding raised from the golf tournament will help with building repairs.

There was no additional discussion on the facility committee update so the GC moved to the next item agenda, Governance Committee. Chairwoman Fenderson notified the GC that Ashley Sarracino volunteered to serve in the Vice-Chair position for the Coral GC.

RESOLVED, Mike Reeves made the motion to accept Ashley Sarracino as the Vice-Chair for the Coral Community Charter School Governance Council, second by Freeman Leeman. The GC voted to accept Ms. Sarracino as the Vice-Chair by a 4-0 vote with 1 member abstaining.

The GC proceeded to a discussion about Mr. Correa who is interested in joining the GC. Mr. Correa introduced himself and stated he was interested in filling the parent GC spot (11 months remaining on the 2-year term). Mr. Correa also noted he taught parliamentary procedure.

RESOLVED, Krista made a motion to table the voting of new GC member Correa until his resume is received and reviewed by the GC, second by Mike Reeves. The GC voted unanimously to table the voting 5-0.

The GC proceeded to a discussion about the dashboard. The GC decided they wanted to see three things on the dashboard: 1) Cash balance, 2) Net change from month-to-month, and 3) Budget to actual. Additionally, the GC decided they wanted a little more time to think about the dash board.

RESOLVED, Krista made a motion to table the dashboard until the GC can refine the requirements, second by Mike Reeves. The GC voted to unanimously to table the dashboard 5-0.

The GC proceeded to the following agenda item, a discussion about GC membership recruitment. Mike Reeves asked about the membership goal. Chairwoman Fenderson responded by saying anywhere between 7-13 total members. Ms. Martinez asked if we have documents in Dropbox explaining the roles and responsibilities; she also asked if there's a specific skill set we are looking for. Chairwoman Fenderson noted there's a list of questions to ask people who might be interested in joining the GC. No action was taken and the board moved to a discussion about the Lease Amendment 1 (the wrong lease was signed, it was a typo. The Coral Foundation has signed the Lease Amendment 1 and approved it) and Lease Amendment 2.

RESOLVED, Mike Reeves made a motion to remove the security deposit on Lease Amendment 1 in order to comply with the 2015-16 Audit, Ms. Martinez second the motion. The GC unanimously voted to remove the security deposit by a vote of 5-0.

The GC had a discussion about Lease Amendment 2; the addition of strong language, holding Lessor (Foundation) responsible for building maintenance to comply with Public School Capital Outlay Council's requirements for lease reimbursements. It was noted the GC is

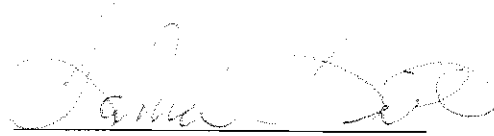
responsible and the amendment has been completed. The foundation will maintain the building for e-occupancy and the day-to-day operation is the school's responsibility.

RESOLVED, Mike Reeves made a motion to add the stronger language holding Lessor (Foundation) responsible for building maintenance to comply with Public School Capital Outlay Council's requirements for lease reimbursements, second by Ms. Martinez. The GC unanimously voted to add the aforementioned language by a 5-0 vote.

There was no academic committee update, so the GC proceeded to the Audit Committee update. Mike Reeves mentioned the audit has been completed but it will not be released until January.

The next GC meeting will take place on *December 13, 2016 @ 5:30pm* at Coral Community Charter School.

RESOLVED, Ms. Martinez made a motion to adjourn the meeting, second by Mike Reeves. The GC unanimously voted to adjourn the meeting by a 5-0 vote.



Notes taken by Ashley Sarracino, GC Member

Approved by Tañia Triolo, Secretary