

Coral Community Charter School Governance Council (GC)

4401 Silver Ave NE
Albuquerque, NM 87108

October 27, 2020, 5:30 pm

MINUTES

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

Meeting was called to order with a quorum at 5:40 pm by the Chair, Keren Fenderson.

Name	Office	Present	Absent	Arrived late	Departed Early
Keren Fenderson	Chair	x			
Mike Reeves	Treasurer		x		
Mary Merchant	Secretary	x			
Sue Steketee	Vice Chair	x			
Tim Tokarski	at large	x			
Corky Baca	at large		x		

School Staff: *Lori Bachman*, ED (Executive Director), *Katy Sanchez*, CFO (Chief Financial Officer), *Cristal Wilson*, Director of Academic Innovation & Pre-K Site Coordinator, *Julia Weeks*, Operation Support Specialist & Food Manager & Health Assistant, *Abby Lewis*, School Attorney.

Public Guests: none

Guests of the Board: none

The agenda was reviewed and a motion to approve the agenda as presented was made by Mary Merchant and seconded by Sue Steketee. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes.

A motion to approve the minutes, as presented, from September 29, 2020 was made by Mary Merchant and was seconded by Tim Tokarski. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes.

Budget/ Finance Committee:

The Finance/ Budget committee met today to review the current documents. The financial documents (account summary, bank reconciliation, PO report and the balance sheet) from September 30, 2020 were approved after a motion to accept the financials as presented was made by Susan Steketee and seconded by Tim Tokarski. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes.

The BARS were approved as presented with a motion by Sue Steketee and a second by Tim Tokarski. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes.

The Public School Facilities Authority (PSFA) award letter and MOU were discussed. The award will give us money for our technology projects. A motion was made by Mary Merchant to accept the award and the motion was seconded by Susan Steketee. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes.

Student enrollment is PreK 38, K5 208 students and the lottery list is at 145 students.

Facility Committee:

There was no facility committee meeting held this month. The Lease Purchase has been approved by PED (Public Education Department) and the paperwork is with the building owner.

Governing Council Membership:

An issue with one of our Board members has come up. The member's absence from the Board meetings, lack of required board training and not responding to calls from the chair regarding his interest indicates this member is no longer interested or unable to serve. Keren Fenderson made a motion pursuant to the "CCCS Governing Body By Laws" to cancel Corky Baca's membership to the Council for excessive unexcused absences. The motion was seconded by Mary Merchant. A roll call vote was taken. Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson.

Audit Committee:

The Audit has a meeting scheduled for October 29, 2020 at 6:30 pm. The audit is ongoing.

Academic Committee:

There was no Academic Committee meeting held this month.

ED Support Committee:

There was no ED support committee meeting held this month. The Committee and the Board need to begin working on Ms. Bachman's annual progress report.

Executive Director Report

The ED report was posted in the OneDrive. Ms. Bachman worked with the staff to review the PED documents for HVAC requirements and submitted the HVAC assessment worksheet to PED.

Governance Committee:

There was no governance committee meeting held this month.

The Board reviewed and discussed the return to school policy. A motion to accept the "Return to School Policy" was approved. A motion to accept the policy as presented was made by Susan Steketee and seconded by Tim Takarski. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes.

Unfinished Business:

There was no unfinished business.

New Business:

There was no new business.

The next meeting of the GC is November 17, 2020 at 5:30 PM at CCCS or to be completed on Microsoft Teams in accordance with to Open Meeting Act Guidance from the NM Attorney General's Office.

Adjournment:

The meeting was adjourned at 6:40 pm.


Governance Board Secretary
Signature

10/27/2020

Date

Minutes taken by Mary Merchant, Secretary