

Coral Community Charter School Governance Council (GC)

4401 Silver Ave NE
Albuquerque, NM 87108

December 15, 2020, 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. Meeting was called to order with a quorum at 5:33 pm by the Chair, Keren Fenderson.

B. Roll Call					
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			

C. 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

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

E. A motion to approve the minutes, as presented, from November 24, 2020 was made by Mary Merchant and was seconded by Sue Steketee. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes.

II. Closed Session;

A motion was made by Mary Merchant. Pursuant to Section 10-15-1(H)(8) NMSA 1978, the Governing Council will go into Closed Session to discuss issues regarding the purchase of real property by the public body. It was seconded by Tim Tokarski. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes.

Ms. Bachman, Ms. Sanchez, Ms Wilson and Julia Weeks left the meeting and the recording of the meeting was stopped at 5:37 pm.

We returned to Open Session. No matter other than that noticed on the agenda for Closed Session was discussed and no votes were taken. Ms. Bachman, Ms. Sanchez, Ms Wilson, and Julia Weeks returned to the meeting. Attorney Abby Lewis left the meeting (5:46 pm).

III. 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 November 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.

IV. Budget/ Finance Committee;

The following 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.

BAR 36M – SEG

BAR 37M – SEG

BAR 38M – HB33

BAR 41T – SEG

BAR 42M – Teacher/Principal Training

BAR 43M – CARES

BAR 44M – Medicaid BAR 45M – PreK

BAR 46M – Public School Capital Outlay

BAR 47M – HB33

The school calendar for 21-22 was presented and discussed. Ms. Sanchez brought up the idea to change the GC set meeting dates. By having the meeting earlier in the month, the accounting deadlines could be more easily met. Ms. Bachman will discuss availability for an earlier Tuesday in the month with Abby Lewis. Mary Merchant made a motion to accept the calendar as presented. The motion was seconded by Tim Tokarski. 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 135 students. The limit of students is 213. Most students are PreK on the lottery list and the students eligible for K5 have asked to wait on the list until next fall. Marketing possibilities are being discussed.

V. Facility Committee;

There was no facility committee meeting held this month.

VI. Audit Committee;

There was no audit committee meeting held this month.

VII. Academic Committee;

There was no academic committee meeting held this month.

VIII. ED Support Committee;

There was no ED support committee meeting held this month.

Executive Director Report;

The ED report was posted in the OneDrive. Ms. Bachman reported the HVC proposal is still waiting for PED approval. We will use Hepa filters. Work continues on the safe school procedures. The fall site visit was positive. The timeline for spring instruction is pending information from the PED.

IX. Governance Committee;

There was no governance committee meeting held this month.

Unfinished Business:

There was no unfinished business.

X. New Business;

There was no new business.

The next meeting of the GC is special meeting on January 12, 2021 and the regular GC meeting will be held January 26, 2021, 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.

XI. Adjournment;

The meeting was adjourned at 6:22 pm.



Governance Board Secretary
Signature

12/15/2020

Date

Minutes taken by Mary Merchant, Secretary