

# **Coral Community Charter School Governance Council**

4401 Silver Ave NE  
Albuquerque, NM 87108

May 26, 2020, 5:30 PM

## **MINUTES**

**Attending GC Members:** Mary Merchant (Secretary), Tim Torkarski, Susan Steketee, Keren Fenderson (Chair),

**Guests:** Lori Bachman (ED), Abby Lewis (school attorney), Elizabeth Romero (School Business Manager), Katy Sanchez, Julia Weeks, Crystal Wilson

**Absent members:** Corkey Baca, Lynette Martinez, Mike Reeves (Treasurer)

Meeting was called to order with a quorum at 5:38 pm by the Chair, Keren Fenderson.

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

The agenda was reviewed and a motion to approve the agenda with the removal of the “closed session” was made by Sue Steketee and seconded by Tim Torkarski. **A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes**

A motion to approve the minutes from April 28, 2020 with grammar corrections was made by Mary Merchant and was seconded by Sue Steketee. **A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes**

### **Budget/ Finance Committee;**

The financial committee reviewed the documents individually. The financial documents (account summary, bank reconciliation, PO report and the balance sheet) from April 30, 2020 were approved after a motion to accept the financials by Sue Steketee and seconded by Tim Torkarski and unanimously approved. The new presentation of the documents to the board is helpful in understanding the finances.

Elizabeth Romero presented BARS information. Sue Steketee made a motion to approve the BARS as they were presented which was seconded by Mary Merchant. **A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes**

44I SB9  
52M SEG  
53T SEG  
54M SEG  
55M SEG  
56M IDEA-B  
57M PREK  
58I HB-33

### **Facility Committee;**

There was no facility committee meeting held this month.

### **Audit Committee;**

There was no audit committee meeting held this month.

### **Academic Committee;**

There was no academic committee meeting held this month.

### **ED Support Committee;**

The ED committee will have a meeting on Friday, May 29th with Ms. Bachman to review and discuss her annual review. Ms Bachman has a 3 year contract with CCCS. It will expire next June.

***Executive Director Report***

The ED report was posted in the OneDrive. Lori Bachman emphasized a few of the details of the report. **Ms Sanchez has completed all requirements and was promoted to Business Manager. Ms Weeks was promoted to Operations Manager.** Ms Wilson reported that we have been able to contact 100% of students, have received feed back on the CLP, have lent out 6 chrome books and mailed 14 education packets per week to families.

After the 18th, if needed due to the pandemic, we will have to have a new Continuous Learning Plan (CLP).

**Governance Committee;**

The governance committee reminded us our training for the school year 19-20 is due at the end of June.

**New Business;**

The next meeting of the GC is June 30, 2020 at 5:30 PM.

**Adjournment;**

The meeting was adjourned at 6:15 pm.

  
\_\_\_\_\_  
Governance Board Secretary  
Signature

  
\_\_\_\_\_  
Date