

# Coral Community Charter School Governance Council (GC)

4401 Silver Ave NE  
Albuquerque, NM 87108

September 7, 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>					
Name	Office	Present	Absent	Arrived late	Departed Early
Keren Fenderson	Chair	x			
Mike Reeves	Treasurer		x		
Mary Merchant	Secretary	x			
Susan Steketee	Vice Chair			x 5:47 pm	
Tim Tokarski	at large	x			

**C. School Staff:** *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 Tim Tokarski and seconded by Mary Merchant. A roll call vote was taken: Tim Tokarski - Yes, Mary Merchant - Yes, Keren Fenderson - Yes.

**E.** A motion to approve the minutes as presented from August 3, 2021, was made by Mary Merchant and was seconded by Tim Tokarski. A roll call vote was taken: Tim Tokarski - Yes, Mary Merchant - Yes, Keren Fenderson - Yes.

## **II. Finance Committee;**

The financial documents (account summary, bank reconciliation, PO report and the balance sheet) from August 30, 2021 were tabled as the committee did not meet. A motion to approve tabling the documents was made by Susan Stekete and a second by Keren Fenderson. A roll call vote was taken: Tim Tokarski - Yes, Mary Merchant - Yes, Keren Fenderson - Yes.

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

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

- BAR 9M – CRRSA ESSER II
- BAR 10M – SB9 Local
- BAR 11M – HB33
- BAR 12M – Teacher-Principal Training & Recruiting
- BAR 13M – SEG
- BAR 14M – SEG
- BAR 15M – SEG
- BAR 16M – SEG

Student enrollment is PreK 32, K5 197 students and the lottery list is at 94 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;**

The audit and the Field Work visit began on August 16. The committee met briefly on August 26, 2021. There will be a scheduled meeting in October to close out the 20-21 audit with Moss Adams.

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

There was no Academic committee meeting held this month.

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

There was no ED support committee meeting held this month. Mary Merchant gave an overview of the process for the Executive Director's annual review with a timeline. Ms. Bachman submitted her goals which were shared with the GC.

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

Ms. Lewis presented two new updates to The Return to School Policy and The Coronavirus Paid Sick Leave Policy. These policies were updated with the newest information from the PED (Public Education Department). A motion from Susan Steketeo to accept the changes was seconded by Keren Fenderson. A roll call vote was taken: Tim Tokarski - Yes, Mary Merchant - Yes, Keren Fenderson - Yes, Susan Steketeo - Yes.

#### **IX. New Business;**

There was no new business. The next regular meeting of the GC is on October 5, 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.

#### **X. Adjournment;**

The meeting was adjourned at 6:11 pm.

October 5, 2021  
Date

Minutes taken by Mary Merchant, Secretary

DRAFT