

Coral Community Charter School Governance Council (GC)
 4401 Silver Ave NE
 Albuquerque, NM 87108

June 30, 2020, 5:30 PM

MINUTES

Name	Office	Present	Absent	Arrived late	Departed Early
Keren Fenderson	President	x			
Mike Reeves	Treasurer	x			
Mary Merchant	Secretary	x			
Sue Steketee	at large	x			
Tim Torkarski	at large	x			
Corky Baca	at large		x		
Lynette Martinez	at large		x		

Guests of the Board: none

School Staff: *Lori Bachman*, ED (Executive Director), *Katy Sanchez*, Business Manager, *Crystal Wilson*, Director of Academic Innovation & Pre-K Site Coordinator, *Julia Weeks*, Operation Support Specialist & Food Manager & Health Assistant, *Abby Lewis*, School Attorney and *Danette Madrid*, D & E Accounting.

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 5:38 pm by the Chair, Keren Fenderson.

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

A motion to approve the minutes as presented from May 28, 2020 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 , Mike Reeves - Yes

Budget/ Finance Committee;

The financial committee met today and reviewed the current documents. The financial documents (account summary, bank reconciliation, PO report and the balance sheet) from May 31, 2020 were approved after a motion to accept the financials as presented by Mike Reeves and seconded by Sue Steketee. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes, Mike Reeves - Yes

There were no BARS for approval this month.

The salary schedules have been adjusted as the 4% raise has been taken back by the state due to budget shortfalls. A new calendar was presented to the board for approval taking into consideration the hybrid model for opening school. Expenses for the Care Act will be taken out of SEG funds. A new PreK and Cares Act budget was presented. A motion to accept as presented was made by Tim Torkarski and seconded by Sue Steketee. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes , Mike Reeves - Yes

Re-entry Update:

The NM PED Entry Guidance was placed in the shared drive for review. Our re-entry plan is due July 15th. More guidance will be provided in the next two weeks. Remote Learning Plan (LP), extra hours and assurances were discussed. The school server will be upgraded. Ms. Weeks will have more details about lunches with in 2 weeks.

Facility Committee;

There was no facility committee meeting held this month.

Audit Committee;

There was no audit committee meeting held this month. They will meet after the FY20 audit which should happen in July.

Academic Committee;

There was no academic committee meeting held this month.

ED Support Committee;

There was no ED support committee meeting held this month.

Executive Director Report

The ED report was posted in the OneDrive. Lori Bachman emphasized a few of the details of the report. Ms. Bachman has been exploring options to expand our school to other locations. With the hybrid choice of re-entry into school, we will become more experienced in virtual learning therefore expanding our choices of how to expand.

Governance Committee;

There was no governance committee meeting this month. The board training tracker is on the shared drive and training for FY 19-20 due by June 30th, 2020. MS Lewis and Ms. Bachman presented the changes to the Employee/Staff Handbook for 20-21 and the new RIF (Reduction in Force) policy was presented. Sue Steketee motioned to approved Handbook changes and the new RIF policy as presented was seconded by Mary Merchant. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes , Mike Reeves - Yes

Closed Session:

Pursuant to Section 10-15-1(H)(2) NMSA 1978 Mary Merchant motioned to move into a closed board session which was seconded by Sue Steketee. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes , Mike Reeves - Yes

The Board returned to Open Session. No votes were taken while in Closed Session and no matters were discussed other than those noticed for Closed Session on the agenda.

The New Business;

The next meeting of the GC is July 28, 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 7:15 pm.



Governance Board Secretary
Signature

7/28/2020
Date