

Coral Community Charter School Governance Council (GC)

4401 Silver Ave NE
Albuquerque, NM 87108

May 4, 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. Meeting was called to order with a quorum at 5:35 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, *Abby Lewis*, School Counsel.

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 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.

E. A motion to approve the minutes as presented from March 3, 2021 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 - abstained.

II. Finance Committee;

Keren Fenderson reviewed the current documents. The financial documents (account summary, bank reconciliation, PO report and the balance sheet) from March 31, 2021 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.

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: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes.

BAR 73M – Charter Schools

BAR 74M – SEG

BAR 75M – SEG

BAR 76I – SEG

Student enrollment is PreK 37, K5 197 students and the lottery list is at 254 students. The lottery list is continuing to increase.

IV. Property Disposal;

Disposal list and resolution were presented by Ms. Sanchez. A motion was made by Mary Merchant to accept the resolution as presented by Ms. Sanchez. 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.

V. SY22 School Calendar;

The Y22 Calendar packet was presented by Ms. Bachman and the ELT K5 Analysis by Ms. Sanchez found in the O drive. A motion to accept the Y22 calendar was made by Tim Tokarski and seconded by Sue Steketee. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes.

VI. Facility Committee;

There was no facility committee meeting held this month. Ms. Lewis explained to the Governance Council that the property tax proposal to be exempt from property taxes has been submitted.

VII. Audit Committee;

There was no audit committee meeting held this month. The next meeting will be on April 29th, 2021 to review the Corrective Action Plan.

VIII. Academic Committee;

Ms. Bachman reviewed the MOY student data assessment found in the O drive. No action was taken.

IX. ED Support Committee;

There was no ED support committee meeting held this month. Ms. Bachman highlighted her ED report. Special thanks were given to Julia Weeks for her handling of the EOY grant purchases.

X. Governance Committee;

Two new policies were presented. The updated High Risk Persons Policy was first. A motion to accept the policy 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, Mike Reeves - Yes.

The second policy was the COI (Conflict of Interest and Nepotism policy). The policy is located in the O drive and was presented by staff. A motion to accept the policy as presented was made by Sue Steketee and seconded by Tim Tokarski. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Mike Reeves - Yes.

XI. New Business;

There will be a Special Governance Board meeting on April 27, 2021 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 to approve the budget due April 30, 2021.

The next regular meeting of the GC is on May 4, 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.

XII. Adjournment;

The meeting was adjourned at 6:49 pm.



Governance Board Secretary
Signature

May 4, 2021
Date

Minutes taken by Mary Merchant, Secretary