

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. The meeting was called to order with a quorum at 5:38 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), *Julia Weeks*, Operation Support Specialist & Food Manager & Health Assistant

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 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 April 6, 2021 was made by Mary Merchant and was seconded by Tim Tokarski. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes.

A motion to approve the Special Meeting minutes from April 27, 2021 as presented 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. Finance Committee;

Keren Fenderson reviewed the current documents. The financial documents (account summary, bank reconciliation, PO report and the balance sheet) from April 30, 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 BAR was approved as presented by Ms. Sanchez with a motion by Mary Merchant and a second by Sue Steketee. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes.

BAR 80I Pre K Grant Award

Discussion and action on the ICPs was completed at the meeting on April 27, 2021.

Discussion and action were taken on the Staffing Cost Multiplier policy. A motion to accept the policy was made by Sue Steketee and seconded by Mary Merchant. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes.

Student enrollment is PreK 35, K5 197 students and the lottery list is at 185 Students. Charter Schools are having difficulties recruiting students due to the uncertainty of the pandemic. Century 21 (Middle School Charter School) is expanding its students served to include 1st-5th grades. We are a feeder school for Century 21.

VI. Facility Committee;

There was no facility committee meeting held this month.

VII. Audit Committee;

There was no audit committee meeting held this month.

VIII. Academic Committee;

There was no academic committee meeting held this month.

IX. ED Support Committee;

There was no ED support committee meeting held this month. ED evaluation is still in process.

X. Governance Committee;

The Background Check policy was presented and approved. A motion was made to accept the policy as presented by Ms. Lewis 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.

The Lottery, Admission, Enrollment policy was presented and discussed. A motion to accept the policy as amended in section II E to have family response time changed to 1 day was made by Sue Steketee and seconded by Mary Merchant. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes.

XI. New Business;

There was no new business. The next regular meeting of the GC is on June 1, 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 6:26 pm.


Governance Board Secretary
Signature

May 6, 2021

Date

Minutes taken by Mary Merchant, Secretary