

# Coral Community Charter School Governance Council (GC)

4401 Silver Ave NE  
Albuquerque, NM 87108

January 26, 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 5:39 pm by the Chair, Keren Fenderson.

<b>B. Roll Call</b>					
<b>Name</b>	<b>Office</b>	<b>Present</b>	<b>Absent</b>	<b>Arrived late</b>	<b>Departed Early</b>
<b>Keren Fenderson</b>	Chair	x			
<b>Mike Reeves</b>	Treasurer	x			
<b>Mary Merchant</b>	Secretary	x			
<b>Sue Steketee</b>	Vice Chair	x			
<b>Tim Tokarski</b>	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, *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 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, Mike Reeves - Yes.

E. Minutes from January 12, 2021 were tabled.

## **II. Finance Committee;**

The Finance/ Budget committee met today to review the current documents. The financial documents (account summary, bank reconciliation, PO report and the balance sheet) from December 31, 2020 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, Mike Reeves - Yes.

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

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

48D-CARES

491-SEG

50I-Food Services

51I-Medicaid

52I-HB33

53I-SB9 Local

54IB-Instructional Materials

57IB-Cares Act/Geer Grants

The Cares & Geer grant fund, 55IB BAR, for the HVAC were presented and discussed. A motion to accept the funds was made by Michael Reeves and seconded by Mary Merchant. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes, Mike Reeves - Yes.

The School calendar for 2021-2022 was presented, reviewed and a motion was made by Mary Merchant to approve the calendar as presented. The motion was seconded by Michael Reeves. A roll call vote was taken: Mary Mer-

chant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes, Mike Reeves - Yes.

Student enrollment is PreK 38, K5 204 students and the lottery list is at 180 students.

#### **IV. Facility Committee;**

There was no facility committee meeting held this month.

#### **V. Audit Committee;**

The CCCS audit findings for 2019-2020 were published. Ms. Sanchez presented and the board discussed the findings. Mossman Adams is the new auditor.

#### **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. Ms. Bachman presented the ED Report with highlights.

#### **VIII. Governace Committee;**

The Open Meeting Resolution (OMR) was presented by Ms. Lewis and discussed by the GC. A motion was made to accept the resolution as presented 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, Mike Reeves - Yes.

The second policy presented by Ms. Lewis was the ED Evaluation policy. The GC discussed the policy and a motion was made by Michael Reeves to accept the policy as presented with a second from Tim Tokarski. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes, Mike Reeves - Yes.

High Risks Persons policy was presented by Ms. Lewis and discussed. A motion was made by Michael Reeves and seconded by Tim Tokarski. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes, Mike Reeves - Yes

The final policy presented was the Return to School Policy. The policy was again presented by Ms. Lewis and discussed. A motion from Mary Merchant to accept this policy as present was seconded by Sue Stekete. A roll call vote was taken: Mary Merchant - Yes, Tim Tokarski - Yes, Susan Stekete - Yes, Keren Fenderson - Yes, Mike Reeves - Yes.

**IX. New Business;**

There was no new business.

The next meeting of the GC is on February 2, 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.

**X. Adjournment;**

The meeting was adjourned at 6:34 pm.

  
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Governance Board Secretary  
Signature

1/26/2021  
Date

Minutes taken by Mary Merchant, Secretary