

# Coral Community Charter School Governance Council (GC)

4401 Silver Ave NE  
Albuquerque, NM 87108

October 4, 2022, 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 5:35 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>Brandon McFatridge</b>	at large		x		
<b>Mary Merchant</b>	Secretary	x			
<b>Michael Reeves</b>	at large	x			
<b>Susan Stekete</b>	Vice Chair		x		
<b>Tim Tokarski</b>	Treasures	x			

**C. School Staff:** *Lori Bachman*, ED (Executive Director), *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 Michael Reeves and seconded by Tim Tokarski. A

roll call vote was taken: Keren Fenderson - Yes, Mary Merchant - Yes, Mike Reeves - Yes, Tim Tokarski - Yes.

**E.** A motion to approve the minutes as presented from September 12, 2022, was made by Michael Reeves and was seconded by Tim Tokarski. A roll call vote was taken: Keren Fenderson - Yes, Mary Merchant - Yes, Mike Reeves - Yes, Tim Tokarski - Yes.

## **II. Finance Committee;**

The financial documents provided in the monthly folder per the CCCS Finance Committee Checklist (account summary, bank reconciliation, PO report, balance sheet, disbursements, etc.) from September 30, 2022 were approved after discussion with a motion to accept the financials made by Tim Tokarski and seconded by Michael Reeves. A roll call vote was taken: Keren Fenderson - Yes, Mary Merchant - Yes, Mike Reeves - Yes, Tim Tokarski - Yes.

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

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

- BAR 20M – ARP ESSER III
- BAR 21T – ARP ESSER III
- BAR 22M – SB-9 Local
- BAR 23D – Special Capital Outlay – State

Student enrollment for 22-23 is PreK 37 (38), K5 198 (201) students and no students are on the lottery list as Ms. Weeks contacts any interested families ASAP.

## **IV. Governance Committee;**

There was no governance committee meeting held this month.

The updated Employee Handbook policy was presented by Ms. Lewis. After discussion, Michael Reeves made a motion to accept the policies which was seconded by Tim Tokarski. A roll call vote was taken: Keren Fenderson - Yes, Mary Merchant - Yes, Mike Reeves - Yes, Tim Tokarski - Yes.

## **V. Facility Committee;**

There was no facility committee meeting held this month. A block wall will be built around the playground area

**VI. Audit Committee;**

There was no audit committee meeting held this month. The first step of the annual audit has taken place. A meeting will be held in two weeks as the process precedes.

**VII. Academic Committee;**

There was no academic committee held this month.

**VIII. ED Support Committee;**

Ms. Bachman highlighted her ED Report. Ms. Bachman's goals are reflected on her ED report. These are the goals on which we will evaluate her performance for the school year 22-23.

**IX. New Business;**

There was no new business. The next regular meeting of the GC is on November 1, 2022 at 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 6:06 pm.

  
Governance Board Secretary  
Signature

November 1, 2022

Date

Minutes taken by Mary Merchant, Secretary