

Coral Community Charter School Governance Council (GC)

4401 Silver Ave NE
Albuquerque, NM 87108

November 1, 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 5:32 pm by the Chair, Keren Fenderson.

B. Roll Call					
Name	Office	Present	Absent	Arrived late	Departed Early
Keren Fenderson	Chair	x			
Brandon McFtridge	at large	x			
Mary Merchant	Secretary	x			
Susan Steketee	Vice Chair	x			
Tim Tokarski	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 Sue Steketee and seconded by Tim Tokarski. A roll call vote was taken: Keren Fenderson - Yes, Brandon McFtridge -Yes, Mary Merchant - Yes, Susan Steketee - Yes, Tim Tokarski - Yes.

E. A motion to approve the minutes as corrected from October 6, 2022, was made by Mary Merchant and was seconded by Tim Tokarski. A roll call vote was taken: Keren Fenderson - Yes, Brandon McFatridge - abstained, Mary Merchant - Yes, Susan Steketee - abstained, 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 October 31, 2022 were discussed. Currently our expenditures and revenue match. We are waiting on a reimbursement from Albuquerque Public Schools (APS). The financial documents were approved with a motion to accept the financials made by Tim Tokarski and seconded by Susan Steketee. A roll call vote was taken: Keren Fenderson - Yes, Brandon McFatridge -Yes, Mary Merchant - Yes, Susan Steketee - Yes, Tim Tokarski - Yes.

III. Budget/ Finance Committee;

The following BARs were approved as presented by Ms. Sanchez with a motion by Susan Steketee and seconded by Tim Tokarski. Many of the BARS were due to the new requirements of the Universal Chart of Account from the PED. A roll call vote was taken: Keren Fenderson - Yes, Brandon McFatridge -Yes, Mary Merchant - Yes, Susan Steketee - Yes, Tim Tokarski - Yes.

- BAR 24M – SEG
- BAR 25M – ARP ESSER III
- BAR 26M – HB33
- BAR 27M – SB9 Local
- BAR 28IB - Public School Capital Outlay
- BAR 29I – SEG (Rental Income)
- BAR 30T – SEG
- BAR 31T – SEG
- BAR 32M – PreK
- BAR 33M – PreK
- BAR 34T – PreK

Student enrollment is PreK 38 (38), K5 202 (201) students and 6 students are on the lottery list.

IV. Governance Committee;

There was no governance committee meeting held this month. No existing policies or new policies were discussed.

V. Facility Committee;

There was no facility committee meeting held this month.

VI. Audit Committee;

The audit process is moving forward.

VII. Academic Committee;

There was no academic committee held this month. Ms Bachman is still unable to download the academic plan with goals from the PED.

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.

No committee meeting was held this month.

VIII. Closed Session;

Pursuant to Section 10-15-1(H)(8) NMSA 1978, the Governing Council went go into Closed Session to discuss limited personnel matters. A motion was made by Tim Tokarski and was seconded by Susan Steketee. A roll call vote was taken: Keren Fenderson - Yes, Brandon McFatridge -Yes, Mary Merchant - Yes, Susan Steketee - Yes, Tim Tokarski - Yes.

Ms. Bachman, Ms. Lewis, Ms. Weeks and Ms. Sanchez left the meeting.

We returned to Open Session. No matter other than that noticed on the agenda for Closed Session was discussed and no votes were taken.

After discussion a motion was made by Tim Tokarski and seconded by Susan Steketee to approve the written response presented to the board by Abby Lewis, school attorney. A roll call vote was taken: Keren Fenderson - Yes, Brandon McFatridge -Yes, Mary Merchant - Yes, Susan Steketee - Yes, Tim Tokarski - Yes.

X. New Business;

There was no new business. The next regular meeting of the GC is on December 6, 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.

XI. Adjournment;

The meeting was adjourned at 6:06 pm.



Governance Board Secretary
Signature

December 6, 2022

Date

Minutes taken by Mary Merchant, Secretary