

Coral Community Charter School Governance Council (GC)

4401 Silver Ave SE
Albuquerque, NM 87108
August 13, 2024, 5:30 pm

MINUTES

I. This open meeting was held at 4401 Silver Ave SE with a virtual link posted on the CCCS web site (coralcharter.com).

A. The meeting was called to order with a quorum at 5:33 pm by the Chair, Susan Steketee.

B. Roll Call						
Name	Office	Present	Absent	Arrived late	Departed Early	Attended electronically
Mary Merchant	Secretary	x				
Susan Steketee	Chair					x
Melinda Thompson	At large		x			
Tim Tokarski	Treasurer	x				
Karin Trujillo	Vice-Chair	x				

C. School Staff: *Lori Bachman*, ED (Executive Director), *Julia Weeks*, Operations Manager, *Katy Sanchez*, CFO (Chief Financial Officer) present electronically, *Dan Hill*, Attorney, present electronically.

Public Guests: none

Guests of the Board: Teresa Melendez

D. The agenda was reviewed and a motion to approve the agenda was made by Karin Trujillo and seconded by Tim Tokarski. A vote was taken, and the motion passed unanimously.

E. A motion to approve the minutes July 9, 2024, was made by Tim Tokarski with corrections and was seconded by Karin Trujillo. A vote was taken, and the motion passed unanimously.

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 July 31, 2024, were discussed. The financial documents were approved unanimously with a motion to accept the financials made by Karin Trujillo and seconded by Tim Tokarski.

Student enrollment is Pre-K 33 (40) and K-5 209 (201). The lottery list is 56.

III. Budget/Finance Committee;

The following BARs were approved as presented by Ms. Sanchez with a motion by Mary Merchant and seconded by Susan Steketee. A vote was taken, and the motion passed unanimously.

BAR 1IB-Public School Kitchen Infrastructure
BAR 2M-English Language Acquisition
BAR 4I -PreK

IV. Audit Committee;

The Audit Committee did not meet this month. The next meeting is September 25th and the audit for 24-25 begins on September 16, 2024.

V. Academic Committee;

Ms. Bachman just received the EOY data from the state and she is reviewing it. The data will be presented at our next board meeting.

VI. ED Support Committee;

There was no committee meeting this month. Ms. Bachman highlighted her ED report. The school is partnering with New Mexico Dance Institute (NDI) and 4th and 5th graders will receive dance classes.

VII. Governance Committee;

The updates in the Employee Handbook were explained by Mr. Hill and discussed and updated by a motion made by Mary Merchant and seconded by Tim Tokarski which passed unanimously.

IX. New Business;

The next regular meeting of the GC is on September 10, 2024, at 5:30 pm at the school.

X. Adjournment;

The meeting was adjourned at 6:13 pm.

Mary E. Merchant

Date: September 10, 2024.

Minutes taken by Mary Merchant, Secretary