

Coral Community Charter School Governance Council (GC)

4401 Silver Ave SE
Albuquerque, NM 87108
November 12, 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 5:39 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
Allison Hendricks Smith	At large	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:

Guests of the Board: Heather Sickenger, teacher CCCS
Teresa Melendez, parent and candidate for GB.

D. The agenda was reviewed and a motion to approve the agenda with corrections made by Melinda Thompson and seconded by Tim Tokarski. A vote was taken and the motion passed unanimously.

E. A motion to approve the minutes from October 8, 2024, was made by Melinda Thompson and was seconded by Allison Hendricks Smith. 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 October 31, 2024, were discussed. The financial documents were approved unanimously with a motion to accept the financials made by Tim Tokarski and seconded by Melinda Thompson.

Student enrollment is Pre-K 33 (40) and K-5 207 (201). The lottery list is 64.

III. Budget/Finance Committee;

There were no BARs.

IV. Audit Committee;

The Audit Committee did not meet this month. The next meeting is on January 22nd.

V. Academic Committee;

The Annual Academic Plan – There was no committee meeting this month.

VI. ED Support Committee;

There was no committee meeting this month. Ms. Bachman highlighted her ED report.

VII. Governance Committee;

Candidate for GC membership, Teresa Melendez, was present and answered questions from members. A motion was made by Melinda Thompson and seconded by Tim Tokarski to accept Teresa Melendez as a Governance Council member effective immediately. The motion passed unanimously. The quorum will remain at 4 members.

Committee membership was reviewed from last month and some new assignments were made. A motion to approve committee membership was made by Allison Hendricks Smith and seconded by Melinda Thompson. The motion passed unanimously.

IX. New Business;

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

X. Adjournment;

The meeting was adjourned at 6:09 pm.

A handwritten signature in cursive script that reads "Mary E. Merchant". The signature is written in black ink and is positioned below the text "The meeting was adjourned at 6:09 pm."

Date: December 10, 2024.

Minutes taken by Lori Bachman, Executive Director