

Coral Community Charter School Governance Council (GC)

4401 Silver Ave SE
Albuquerque, NM 87108
September 10, 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 5:34 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: Heather Sickenger, teacher CCCS

Allison Hendricks-Smith, parent and candidate
for GB.

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

E. A motion to approve the minutes August 13, 2024, was made by Tim Tokarski and was seconded by Susan Steketee. 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 August 31, 2024, were discussed. The financial documents were approved unanimously with a motion to accept the financials made by Melinda Thompson and seconded by Karin Trujillo.

Student enrollment is Pre-K 33 (40) and K-5 208 (201). The lottery list is 62.

III. Budget/Finance Committee;

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

- BAR 5D – Universal Free Lunch
- BAR 6I – SEG
- BAR 7T – IDEA-B
- BAR 8I – Food Services

IV. Audit Committee;

The Audit Committee did not meet this month. The next meeting is September 25th.

V. Academic Committee;

The end of the year data for Academic Performance and 2024 Goal progress was presented by Ms. Bachman. Action plan for Fall 2024 was discussed. At our next meeting, the Annual Academic Plan - NM DASH will be presented for 24-25.

VI. ED Support Committee;

There was no committee meeting this month. Ms. Bachman highlighted her ED report. Good progress is being made on her goals.

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VII. Governance Committee;

Susan Steketee explained it was time to elect officers for the GB. All officers are amenable to remaining in office. A motion was made by Mary Merchant to have the officers remain in current positions. It was seconded by Karin Trujillo and passed unanimously.

A new individual was introduced who would like to be on the GB: Allison Hendricks-Smith. The board reviewed her resume and discussed her qualification for being on the board. She is the past president of the CCCS PTA and therefore a parent. After discussion a motion was made by Susan Steketee to add Allison to the board. It was seconded by Tim Tokarski. The vote was unanimous. Our quorum is now 4.

IX. New Business;

The next regular meeting of the GC is on October 8, 2024, at 5:30 pm at the School.

X. Adjournment;

The meeting was adjourned at 6:32 pm.

Mary E. Merchant

Date: ~~October 8th, 2024.~~ *12/10/2024*

Minutes taken by Mary Merchant, Secretary