

Coral Community Charter School Governance Council (GC)

4401 Silver Ave SE
Albuquerque, NM 87108
December 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 5:32 pm by the Chair, Susan Steketee.

| B. Roll Call | | | | | | |
|--------------------------------|---------------|----------------|---------------|---------------------|-----------------------|-------------------------------|
| Name | Office | Present | Absent | Arrived late | Departed Early | Present electronically |
| Allison Hendricks-Smith | | | | | | X |
| Mary Merchant | Secretary | X | | | | |
| Susan Steketee | Chair | X | | | | |
| Melinda Thompson | At large | X | | | | |
| Tim Tokarski | Treasurer | X | | | | |
| Karin Trujillo | Vice-Chair | X | | | | |
| Teresa Melendez | 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: none

Guests of the Board: none

D. The agenda was reviewed and a motion to approve the agenda was 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 November 12, 2024, was made by Melinda Thompson 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 November 30, 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 34 (40) and K-5 209 (201). The lottery list is 61.

III. Budget/Finance Committee;

The following BAR was approved as presented by Ms. Sanchez with a motion by Melinda Thompson and seconded by Karin Trujillo. A vote was taken and the motion passed unanimously.

- BAR 9IB – Public School Capital Outlay

IV. Audit Committee;

The Audit Committee did not meet this month. The next meeting is January 22, 2024.

V. Academic Committee;

The Academic committee did not meet this month. In January the MOY data will be available.

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.

VII. Governance Committee;

Melinda Thompson brought up ^{MM} on the topic of a handbook, mentorship and needing a list of items to put in it.

VIII. New Business;

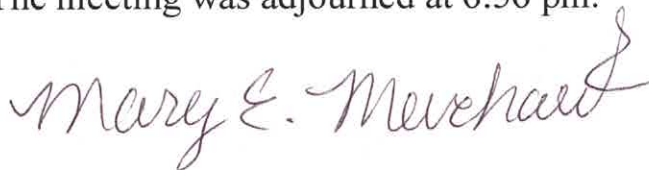
The next regular meeting of the GC is on January 14, 2025 at 5:30 pm at the School.

IX. Closed Session;

Pursuant to Section 10-15-1(H)(2) NMSA 1978, the Board voted to meet in closed session to discuss subject of the attorney-client privilege matter pertaining to threatened or pending litigation in which the governing council is or may become a participant. Karin Trujillo so motioned and the motion was seconded by Tim Tokarski. The motion carried unanimously. The board moved into closed session.

X. Adjournment;

The meeting was adjourned at 6:56 pm.

A handwritten signature in cursive script that reads "Mary E. Merchant". The signature is written in dark ink and is positioned below the text "The meeting was adjourned at 6:56 pm."

Date: January 14, 2025.

Minutes taken by Mary Merchant, Secretary