

Coral Community Charter School Governance Council (GC)

4401 Silver Ave SE
Albuquerque, NM 87108
January 14, 2025, 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 5:35 pm by the Chair, Susan Steketee.

B. Roll Call						
Name	Office	Present	Absent	Arrived late	Departed Early	Present electronically
Allison Hendricks-Smith	At large					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, *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 Karin Trujillo and seconded by Melinda Thompson. A vote was taken and the motion passed unanimously.

E. A motion to approve the minutes December 10, 2024 with discussed additions, was made by Melinda Thompson and was seconded by Tim Tokarski. 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 December 31, 2024, were discussed. The financial documents were approved unanimously with a motion to accept the financials made by Allison Hendricks-Smith and seconded by Melinda Thompson.

Student enrollment is Pre-K 35 (40) and K-5 206 (201). The lottery list is 60.

III. Budget/Finance Committee;

There were no budget changes presented this month.

The new CFO Salary Schedule was presented. Motion to accept was made by Karin Trujillo and seconded by Tim Tokarski. The motion carried.

The proposed changes to Internal Controls and Procedures (ICP) were presented, discussed and approved unanimously after a motion by Mary Merchant and a second by Karin Trujillo.

IV. Audit Committee;

The Audit Committee did not meet this month. The next meeting is January 22, 2025.

V. Academic Committee;

The Academic committee did not meet this month. In February 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 will begin working on the GC manual for new members.

VIII. New Business;

The next regular meeting of the GC is on February 11, 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. Melinda Thompson so motioned and the motion was seconded by Tim Tokarski. The motion carried unanimously. The board moved into closed session.

The board returned from closed session. Only matters noticed for closed session on the agenda were discussed and no action was taken during the closed session.

X. Adjournment;

The meeting was adjourned at 6:41 pm.



Date: February 11, 2025.

Minutes taken by Mary Merchant, Secretary