

Coral Community Charter School Governance Council (GC)

4401 Silver Ave SE
Albuquerque, NM 87108
February 11, 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		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, present electronically and *Dan Hill*, Attorney, present electronically.

Public Guests: none

Guests of the Board: Heather Sickenger, CCCS Teacher

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

E. A motion to approve the minutes January 14, 2025 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 December 31, 2024, were discussed. The financial documents were approved unanimously with a motion to accept the financials made by Mary Merchant and seconded by Melinda Thompson.

Student enrollment is Pre-K 35 (40) and K-5 204 (201). The lottery list is 39 and 60 for the 25-26 school year.

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 18M - Title I

BAR 19I – SEG

BAR 20I - Food Services

BAR 21D - Universal Free Lunch (State Funded)

BAR 22I - Title XIX Medicaid

BAR 23I - HB33

BAR 24I - SB-9 Local

BAR 25I - SB-9 State Match

BAR 26M - SB-9 Local

BAR 27I – SEG

BAR 28I - SEG

The proposed changes to Internal Controls and Procedures (ICP) were presented, discussed and approved unanimously after a motion by Tim Tokarski and a second by Melinda Thompson.

The GC had a short discussion regarding our Federal Funds led by Dan Hill. We will await and monitor what is “happening”. Most of our Federal Funds for this fiscal year have been spent out.

An update on the NMPED rule requirement for 180 days of school per year has been ruled to be illegal and we will be using the previous rules for 25-26 FY calendar.

IV. Audit Committee;

The exit interview was held and the next meeting will be in April 2025. Discussion about the completed audit by Moss-Adams was held. There was one low level finding. The corrective action plan was presented and discussed.

V. Academic Committee;

Ms. Bachman presented the MOY data with charts, graphs, mission specific goals and a discussion of performance challenges.

VI. ED Support Committee;

There was no committee meeting this month.

VII. Governance Committee;

Melinda Thompson presented an outline of the proposed GC handbook. The GC considers this a necessity.

VIII. New Business;

The next regular meeting of the GC is on March 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 open 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 6:57 pm.

Mary E. Merchant

Date: March 11, 2025.

Minutes taken by Mary Merchant, Secretary