

Raices del Saber Xinachtli Community School

Governance Board Organizational Meeting

Thursday, October 4, 2018

NMSU, College of Education

O'Donnell Hall, Ground Floor-Snack Math Room

6:00 pm to 8:00 pm

Call in # (605) 472-5314 – Access Code: 273462

AGENDA

1. Roll Call*
2. Approval of Agenda*
3. Discussion - What are the structures and responsibilities of the Raíces Governance Board? The discussion included the following items:
 - a) Structure:
 - b) Current Board Responsibility
 - i. **Governance Board Development Committee -**
 - ii. **Finance and Audit Committee –**
 - iii. **Taskforce and Ad Hoc Committees –**
 1. Principal Hiring Committee
 2. Facilities Committee –
 3. Policy Committee –
4. Brief discussion of Board Norms focused on “How will we accomplish our work?:
 - a. Meetings Schedule set in advance / Agenda set in advance / Minutes kept (once a board of finance all of these become public)
 - b. Raíces Google Calendar for keeping track of all-important school and board meetings dates. A link was supplied.
 - c. Google Drive for Agenda, Board Materials, Minutes (consider Gmail accounts for the school, e.g., mariaRDSX@gmail.com)
 - d. Information from Implementation Year Training will be presented briefly & all handouts kept in the google drive

Next Meeting: October 30, 2018, at 5:00 PM at O'Donnell Hall, NMSU Campus.

. Agenda Items for October 30 Meeting Carried over from October 4 Meeting

- Decide on a regular monthly meeting day, time and location.
- Determine the principal hiring team
- Determine the two volunteers who will serve on the Audit Committee
- Formalize the Facilities Team

Goals for Board for Fall Semester of 2018 Implementation Year

Outcome	How? And Who?	When complete?
Qualify as Board of Finance	Submit Application by Nov 5 (Note: each board member needs notarized form by the next meeting, Vigil Group will sign)	Approved at PEC November 16 mgt
Recruit Principal	Hiring committee completes “Detailed Staffing Plan” required in Implementation Year Checklist, building on application plan) to include: refine job description, post ad, hold interviews & make an offer to the principal	Detailed staff in the plan in October Negotiations w Principal in Nov/December for start date in January
Pass Board Policies in the Implementation Checklist	Ensure drafts are reviewed & voted for approval	Due to PED November 15
Develop a plan to secure a facility	Establish a committee to work w Lucia & Daniel	Facilities Plan in place by Nov 1