



Raices del Saber Xinachtli Community School

Governance Board Meeting Minutes-APROVED

Date: January 24, 2022

Approved: (date of meeting here when approved)

Raices del Saber Xinachtli Community School, 2211 N. Valley Drive

The Meeting was conducted via the Zoom Meeting Platform

Time: 5:30 PM

Roll Call and Call to Order:

The following Board Members confirmed attendance and stated their full name via Roll Call:

Governance Board Members						
	Name	Office	Present	Absent	Arrived Late	Departed Early
1	Holaya Ponce Acosta	Chair	X			
2	Daniel Ferraro	Vice-Chair	X			
3	Sabrina Zamora	Interim Secretary	X			
4	Ray Reich	Treasurer	X			
5	Patricia Lopez	Director at Large	X			
6	Maria Luisa Gonzalez	Director at Large	X			

Upon determining the presence of a quorum Board Chair, Holaya Ponce Acosta called the meeting to order at 5:36

Others in Attendance: Terrance Hester, Business Manager- SWREC; **Staff:** Julia Rivera-Tapia, Head Administrator; Lucia Carmona, Director of Operations and Community Engagement , Jessica Castro-Buelna;3rd Grade Bilingual Teacher; Anita Lara- OST Coordinator, **Parents:** Maria Realzola, Veronica Lucio , **Student:** Deleana Telles- 1st Grade Student

1. *Conflict of Interest Declaration* – None Declared

2. *Consent Agenda* – includes approval of the following:

- a. Agenda for January 24, 2022 Governance Board Meeting
- b. Minutes of the January 10, 2022 Governance Board Meeting
- c. The Monthly Finance Report to include:
 - i. December 2021 Account Summary of Expenses, (Note the month is always the last

- completed month of financial reports before the month of the actual Board Meeting)
- ii. December 2021 Account Summary of Revenue
 - iii. December 2021 Bank Statement
 - iv. December 2021 Bank Reconciliation Statement
 - v. December 2021 Update in Preparation for the Quarterly Cash Report
 - vi. December 2021 Voucher by Warrant Report
 - vii. December 2021 Finance Committee Meeting Notes from Finance Committee Chair
(The notes are for the actual month of the Meeting)

Motion: Ray Reich moved to approve the consent agenda. Second by Daniel Ferraro. Motion passed unanimously by roll call vote from all present (Acosta, Ferraro, Reich, Gonzalez, Lopez, Zamora).

3. *Finance Committee and Audit Committee Report* by Terrance Hester, SWREC, and GB Treasurer,

- a. Discussion of any GB member questions on the Finance Report.
- b. Discussion and possible action on Budget Adjustment Requests (BARs).
 1. 577-000-2122-0013-IB – \$13,213 (CARES Funding- Rollover Fund)

Motion: Ray Reich moved to approve BAR 577-000-2122-0013-IB. Second by Maria Luisa Gonzalez. Motion passed unanimously by roll call vote from all present (Acosta, Ferraro, Lopez, Reich, Gonzalez, Zamora).

2. 577-000-2122-0014-IB – \$72,850 (DOH COVID Testing)

Motion: Ray Reich moved to approve BAR 577-000-2122-0014-IB. Second by Maria Luisa Gonzalez. Motion passed unanimously by roll call vote from all present (Acosta, Ferraro, Lopez, Reich, Gonzalez, Zamora).

3. 577-000-2122-0015 – IB – (Capital Outlay, SB09 State Match Capital Outlay)

Motion: Ray Reich moved to approve BAR 577-000-2122-0015-IB. Second by Maria Luisa Gonzalez. Motion passed unanimously by roll call vote from all present (Acosta, Ferraro, Lopez, Reich, Gonzalez, Zamora).

4. *Public Input* –

- a. *Anita Lara* (OST Coordinator, Raices)- Expressed concerns about the community garden. The plan presented is to place portables in the current place of the community garden. The major concern about the garden is the relocation and deadlines. There is no water access where the garden is being relocated. The entire OST primarily relies on the garden. It may take a week or two and we will have to do it before March of this year because of programming. We would have to cease our community garden. It has been something we have been working on for the past 3 years, and is part of our curriculum. There is a need to relocate by the end of February.
 - i. *Board Treasurer, Ray Reich* responded that there will be water access for the garden. He will make it a priority to discuss with Fred to make that happen.

5. *Review of Authorizer Unique Correspondence - "None at this time"*

6. *Principal's Report – By Head Administrator, Julia Rivera-Tapia:*

- a. **See Addendum A** for more information

7. *Concilio de Padres and Community Engagement Reports – By Concilio Co-Chair, Veronica Lucio, and Director of Operations and Community Engagement, Lucia Carmona:*

- a. **See Addendum B** for more information
- b. *Board Member, Maria Luisa Gonzalez, asked the following question: In regards to after school, are we looking for funding or more to be involved? Ms. Anita Lara, OST Coordinator responded that there are a large number of students in afterschool programming that exceed the support team. We are fully supported by AmeriCorps Staff. We should be able to support 51 to 55 students, we are at 64 students. We need more Staff Support that is hired by the school- School Time or Part Time. We are highly reliant on Americorp. The Americorp staff are doing many things that are not really in their scope, such as running activities, multi-pack games. In regards to expanding sustainability- we would benefit from full time staff who can work alongside Lara, and support the field of activities. Secondary- part time- running the support. As we grow in numbers it will be necessary to create sustainability. Currently we use external funds but they are only for a limited time. Need to seek Grants for Extended Day Learning.*

8. *Reports from Committees -*

a. *Academic Performance Committee –*

- i. *Ms. Julia Rivera Tapia stated that we need a Board Member who is willing to serve on this committee. Time commitments include once or twice before the end of the year to review scores and to purchase items for next year.*
- ii. *Maria Luisa Gonzalez volunteered to serve on this committee.*

b. *Governance Board Development Committee – Chair Needed*

- i. *Board Chair, Holoya Ponce Acosta made a recommendation to have this committee be a whole group commitment. Would it be possible for a board member to talk about something. We could create a list- and brief that has to deal with school or anything related to school or mission statement to enhance meetings. Training and guide board members to be in compliance provide PD for 10-15 minutes during the board meetings to further enhance- maybe rotate and take turns with all board members.*
- ii. *We can take action on this idea on the next agenda.*

c. *Facilities Committee - By Committee Chair, Ray Reich*

- i. *Board Treasurer Ray Reich spoke to Fred, while he was at the school. Essentially, we have not submitted a new plan while still working on various things. Part of that is water for garden and power lines and placement- movement of the buildings. Subcontracting on the concrete. Has not been submitted. We have quite a bit of*

months. Will be submitted to the county within the next 10 days. Hopefully, we can address the garden and portables and remove signs and replace them. Access to water. Expect to have permits by next week. Need more time. We need to find out when. County is not going to be pushed. Issues with parents- not going to move things forward. Fire chief was a problem, but has not been a problem lately. Vic has been working closely with Fred. I am not seeing a problem with the County. We will need to do it- and make it happen. We need the garden.

d. *Safe School Committee – Chair Needed*

- i. *Anybody interested- another committee that requires very little time commitment just to review and provide feedback. Review safety school plans that need to be updated. Keep in mind to address the next meeting. Documentation- needs to be written and signed off in the binder showing that this needs to be done. Papers need to be in order. Nobody is there to staff them.*

e. *School Development Committee - This committee is still under development.*

- i. *Is there anybody who might be interested? Requires time and knowing folks in Las Cruces to bring money for school and rent. Doing well because of all the Cares Act some are not going to be renewed. We need to get moving on- sustainability to renew our charter. John Munoz- looking to have a meeting hopefully he can help us. Suggestion to set up a session- dinner- almuerzo- discuss sustainability in the retreat.*

9. *Unfinished Business - (items tabled from last meeting for lack of time, or an item that could not be effectively addressed without further study at the last meeting)*

- a. Discussion and possible approval from the Governing Board to send HB-43 to the State and to adopt into our handbook.
 - i. Received feedback from the Board. Concilio will help review the Handbook to be more precise.

Motion: Ray Reich moved to approve to send HB-43 to the State and to adopt into our handbook. Second by Maria Luisa Gonzalez. Motion passed unanimously by roll call vote.

- b. Need to find a new board member, and update on the person who was interested.
 - i. Last meeting- candidate- Ms. Marisol Diaz- had personal issues to prevent her from getting involved fully. We will continue recruiting and looking for members. At this time, she is not available. Do you have anyone in mind? Who could benefit the school?

10. *New Business - (Other business as determined by Governance Board Chairperson, other Board Members, and Principal, Director of Operations and Community Engagement, or Office Manager).*

- a. Discussion and possible action of second GB member on Finance Committee
 - i. There was a request for someone to volunteer- on Tuesdays- once a month- very

short meeting- 20 minutes max.

1. *Board Member, Sabrina Zamora volunteered. Board Member Patsy Lopez* encouraged the board to understand who needs to be on the committee as stated in the by-laws. If we need to amend them, then we can do so accordingly. Amending by-laws, we need to make sure not to change what is required. We would need to review what changes we would like to make and responsibilities and adjust what we need to do. Keeping with what the state requires.
2. According to the current by-laws only the following individuals need to serve on the Finance Committee: Board Chair, Treasurer, Concilio representative and the principal.

b. Discussion and possible action for school mural

- i. There was a grant written to create a new mural- conceptualized by the students. In collaboration with families and community members. Target date: hopefully April 30th and May 1st of this year. Expected Outreach- 200-300 Americorp however pandemic may lower this number. There will be no cost to Raices. Community Artists will be following Xinachtli Curriculum to learn about mural painting and what it brings to our community- design art and how to publicly release their art. Whos' heading project? Anita Lara responded- Mesilla de Arte- Selena Coral. Idea: we could create a children's book to sell and get money. At this time, we don't have the capacity. If we hold on to the content, we create.

Motion: Ray Reich moved to approve to use the wall and garden shed for a school mural. Second by Maria Luisa Gonzalez. Motion passed unanimously by roll call vote.

c. Discussion and appointing of Governing Board member for Academic Committee- repeat from earlier.

- i. Maria Luisa Gonzalez volunteered to join the Academic Committee during committee reports and requests.

d. Discussion and possible action of Governing Board member to be the liaison for the Concilio de Padres

- i. Right now, we need someone to be liaison- communication- to have a board member. *Board Treasurer, Ray Reich* asked when the position will be vacated? *Board Vice Chair, Dan Ferraro* responded that there's a parent representative until the end of school year. However, the liaison is already vacated. This position was filled by Holoya Ponce-Acosta, however when she became chair the liaison position was and still remains vacant. So, in other words there are two positions that need to be filled: the liaison (now) and the Cocilio parent representative (by the end of the school year). Concilio will need to start thinking of someone to replace him as the parent representative. Veronica Lucio talked about it during the Concilio meeting to begin to start the transition. One of the upcoming and see if anyone wants to self-nominate. The goal is to have someone already appointed by May and June.

- ii. *Board Member, Maria Luisa Gonzalez* stated she can serve in the liaison position.
- iii. *Board Treasurer, Ray Reich* stated that it is not an urgency, but to move this item to the next meeting.

11. Agenda items for Next Meeting –

- a. Discussion and possible action regarding By-Laws and Training*
- b. Discussion and possible action on the development of Executive Committee*
- c. Discussion and possible action of Governing Board member to be the liaison for the Concilio de Padres*
- d. Discussion and update on water and availability for Community Garden*
- e. Discussion and possible action on the resignation of Board Vice-Chair, Daniel Ferraro*
- f. Discussion on the review of Provisions of the By-Laws by Board Member Patsy Lopez.*
- g. Discussion and possible action of removing previous Secretary Tonya Hall from the bank.*

12. Date of the Next Governance Board Meeting - Thursday, February 24, 2022 at 6:30 PM

- a. Due to school calendar schedule conflicts, the board discussed a day and time that would work best for the school staff as well as the board members. For the remainder of the school year meetings will take place on the 3rd Thursdays of the month at 6:30pm.

Adjournment – Vote to adjourn by roll call voice vote at 7:47 PM

Motion: Maria Luisa Gonzalez moved to adjourn. Second by Ray Reich. Motion passed unanimously by roll call vote.

Signature, Raíces Governance Board Secretary Date Approved

Raíces Del Saber Xinachtli
January 24, 2022 Principal Report
[Julia Rivera-Tapia](#)

Academic Performance

1. A new toolkit was released- January 1st- we are adjusting our quarantine requirements per PED and DOH guidelines
2. We continue to Covid test every Friday
3. A vaccination clinic has been scheduled for students and parents
4. Staff went to Lucero canyon. Diego took them there and shared how it was a river which was diverted to make Elephant Butte.
5. Staff is learning Xinachtli on a monthly basis on Friday and Once a month, Carlos is modeling in classes or giving feedback to each teacher
6. Strategic Groups are meeting on a weekly basis. Forward progress.
7. Partnering with all charter schools to host an outreach downtown Las Cruces
8. Julia attended a statewide virtual charter School Fair to promote our school and recruit teachers
9. Formal evaluations are occurring during January and should be done next week
 - a. Xinachtli elements are included within the formal evaluations
10. New special education teacher will be hired haltime at the end of January
11. Curriculum and assessment- Able to get some subs -
 - a. Subs will come in on Wednesday AM so that teachers for K and 1 will do some planning and collaboration. Wednesday PM will be 2nd and 3rd.
 - b. If this goes well, this will happen 2 times per month
 - c. I-station scores will be analyzed and we will work on ways to increase academic scores

Addendum B: Concilio de Padres and Community Engagement Reports

Lucia Carmona and

Concilio de Padres

Report

I. Concilio's Executive Committee Meeting

AGENDA - NOTES

Date/Fecha: January 20, 2022

Time: 6:30 pm

Location: Via Zoom Meeting

- a) **Call to Order/Chair Mrs. Verónica Lucio / In her absence, Mrs. Karen Chavez, Vice-Chair conducted the meeting.**
- **Welcome and remarks, objectives and agreements**
 - **Adoption of previous meeting notes from December 20, 2021**
 - **Public Comment: This is an opportunity for parents to address the Concilio Executive Committee (CEC) for up to two minutes with comments or issues, whether or not they are posted on the agenda. The maximum total time to be spent on this item is not to exceed 3 minutes. The CEC cannot take action nor have any discussions or deliberation on any presentation made to it concerning an item not listed on the agenda. Any item presented may be noticed on a future agenda for deliberation or action**
- b) **Participants (a list will be taken by Lucia during the arrival to the session in silence)**
- **Parents and guardians/Padres de familia y tutores(as): India Hernandez(1st), Karen Chavez(2nd), April Marquez(1st), Daniel Aguilera(1st), Georgina Badonie(3rd), Jennifer Craig(2nd), Katie Hernandez(1st & 2nd), Roberto Moctezuma(K), Norma Orrantia(1st), Veronica Lucio(1st), Yadira Soriano(2nd)**
 - **School Staff, faculty member/Miembros del Personal: Julia Rivera-Tapia, Anita Lara, Elva Varela, Lucia Carmona**
 - **Governance Board Liaison member or any other Board Member present/representante de la mesa directiva como enlace entre el CEC:**
 - **Parent Board member who represents the Concilio at the GB/ Padre de familia representando al Concilio de Padres en La Mesa Directiva, Dr. Daniel J. Ferraro**
 - **Other community member/otros miembros de la comunidad**
- c) **Discussion item 1. Input on the new layout of the Portables and a solid structure in the building after the renew of the charter for another five years (see attachment), by Ms. Tapia.**
- **Portables: changes to the original layout; original plan was to place them parallel to the existing, but they were turned 90 degrees, closer to the ditch, will provide more space for students to play, trees will be moved, garden will be moved, these portables have been promised since last year, once the water line is running sprinklers can be put in, possible workday (invite parents, etc. to help move garden) coming up, charter renewal is every 5 years (rdxcs is in 3rd year), discussions have started regarding permanent structures on campus, maybe a big garage door type building?, parent (Karen Chavez) asked about playgrounds (will the new K playground replace existing? No, campus will have playgrounds for different age groups), shade structure will happen once construction is done, looked at site plan which includes classrooms/garden/playground/parking**
- d) **Discussion item 2. Review of the Black Education Act - HB 43 to be adopted by Raices, by Ms.**

Tapia.

- Black Education Act Policy (how will rdsxcs combat racism?): GB is working with Julia to send to state (required), online training OR professional development for staff/GB/concilio members, Julia found free online trainings (vs very expensive ones), shared possible policy language for school handbook, will share document (via email) with all parents and gather feedback, but it will be submitted soon ****several people commented in support of the training, many agreed it should be offered to the general public****

e) **Discussion item 3. Brief discussion about the need to re-structure the Equity Council by, Ms. Carmona.**

- The need to restructure the Equity Council: councils were started right before the COVID shut down, put on hold, are now back up and running (group of community members discussing important items—reps for sped, lgbtq, natives, bilingual, etc); will be involved with funding/equity/racial healing, more information to come, parents will be invited to participate (meetings would be as needed, info reported back to state), Lucia is preparing info packets for those that are involved, no training required to join.

f) **Discussion item 4. Discuss the next steps about the possibility to wear uniforms or establish a dress-code. Last meeting we discussed about two options: either 1) pick one or two colors of a T-shirt for all school and have jeans or caqui pants; or 2) establish a dress-code, by Ms. Tapia.**

- Uniforms/dress code: if you had to choose today: t-shirts OR collared shirt? (answers given through chat), one parent asked for possible prices and/or visual, bottoms would not have to be a specific color/style, (one parent suggested students bring a smock/large shirt for art class), one parent asked if this is a done deal, Miss Julia referred to the discussion that was had at the last meeting and pointed out several benefits to uniforms (mainly the fact that the focus will be on learning and not appearance & that uniforms eliminate the distinction between clothes/class), did parents receive a questionnaire?, ****this is for next school year****, Karen Chavez and Mr. Moctezuma will work with Julia/Lucia on a survey to send to families, Mr. Moctezuma suggested having a fundraiser to help with the cost of uniforms, Ms. Julia will add fundraising to the agenda for the next meeting, but money & schools = regulations + approval + bank s+ by the book...; one parent objected to the language that spaghetti straps are unsafe, one staff member suggested that students be included in this decision.

g) **Discussion item 5. Field Trips, we are asking parents to become a volunteer at school, some hours during the week and also join us during field trips, for that purpose there is a requirement for background check by Ms. Carmona.**

- field trips: chaperones must have a background check in place, clearances are good for one year, parent asked if substitute background check would be allowed (yes)

h) **Discussion item 6. Updates on new toolkit for COVID-19, by Ms. Tapia.**

- Updates on new COVID toolkit: 10 day quarantine has been reduced to 5 (neg test not required to come back after quarantine period), test-to-stay is in place (only applies if exposure was at school), Ms. Julia loves reading the updated versions of the toolkit, one parent asked a question about testing at Raices, fully vaccinated people do not have to get tested if exposed (also don't have to show a neg test to return), one parent asked via chat if at-home tests are accepted, the answer was no. One parent asked if we're thinking about going online, Ms. Julia said we are ready to do that if we have to. One parent asked if tests from other schools will be allowed/accepted, Ms. Julia said yes but please share the info because the 'system' isn't always functioning. One parent asked: if a student tests positive who notifies the parent?, Ms. Julia said it depends (if tested at school, immediate response; side-note: family will face penalties if child is knowingly sent to school with positive test, (this is under the law by NMPED))

i) **Lucia's Updates.** -

- School for Parents are ready to start registrations. 1) English classes; 2) Spanish Classes; 3) Computer Literacy classes; 4) 1st Teacher at Home
- Charter Schools Fair, January 29, from 9:00 am to 12:00 pm - at La Plaza of Las Cruces
- Organizing the "Xinachtli Spring Summit" April 23, 2022 from 9:00 am to 1:00 pm (more details to come)

j) **OST Updates.** -

- Registration for new after-school classes is underway, these new classes start next week, waiting list will be necessary, 64 students currently enrolled, upcoming garden work day (mentioned above) cannot happen until water access is there, but hoping to get the garden moved by end of febrero??

k) **Dialogue/Diálogo/Tlahtocan / Positive and Constructive Reflections.**

- Ms. Julia- Thank everyone for being here, thanking for your time.

- **special announcement: Dr. Ferraro is resigning from the Board effective end of this school year, will help with transition, suggests another parent steps up, top requirement is to represent all parents while serving on the Board, acts as liaison between Board and Concilio, new member will get trained.

Announcements/: JANUARY EVENTS/Anuncios-Eventos para Diciembre

January:

20 Concilio de Padres meeting at 6:30 on Zoom

24 Governing Board meeting at 5:30 on Zoom

29 Charter Schools Fair, from 9:00 am to 12:00 pm at La Plaza of Las Cruces

**Adjournment and Current Meeting Schedule Reminder- /Next Meeting-Próxima Reunión:
February 17, 2022.**

II. Community School Coordinator, administrative, and community engagement activities:

- o The Community School Strategy final report is finalized. Action Teams are advancing their Action Plans
 1. Awareness & Outreach-Action Plan
 2. Sustainable Operations Practices-Action Plan
 3. Community Engagement-Action Plan
 4. Replicability of Model-Action Plan
 5. Stakeholder Involvement-Action Plan
 6. Improve Student Outcomes-Action Plan
- o The 80D CS Implementation Plan report was submitted
- o As part of the Awareness & Outreach Action Plan, Raices is taking the lead to organize the first annual Charter Schools Fair - "Charter Schools - Unique Options in Education". March 29, 2022 at the Plaza of Las Cruces (Downtown Mall area) from 9:00 am to 12:00 pm
- o Organized an interview at KRWG – Puentes de la Comunidad, radio program by Emily Guerra. Julia Rivera-Tapia our principal, and Sylvy Galvan, La Academia Dolores Huerta's principal (click [here](https://www.krwg.org/post/las-cruces-charter-schools-fair-excellence-education) to hear the interview) <https://www.krwg.org/post/las-cruces-charter-schools-fair-excellence-education>
- o Submitted a snapshot to promote the event at the Sun News appearing in the "Community" section on Sunday, January 23, 2022 (see attached article)
- o **Working with our evaluators** who will evaluate our Community School Implementation

Strategy activities and outcomes. Dr Elaine Hampton and Dr. Susan Brown will be contracted utilizing CS Grant funds to pay them. They will be observing at the school our daily activities making notes, will interview at some point staff, board members, parents, and students. By the end of the current school year will present a report.

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- Organizing the “Annual Xinachtli Spring Summit” – *Caminando y Creciendo con mi Hijo(a)* (**Walking and Growing with my Child**) April 23, 2022 from 9:00 am to 1:00 pm (more details to come)

III. Coordination with OST-IEC program, Indigenous Educators Corps and FoodCorps member

- New registration form for the 21st Century 2nd semester classes was sent it home last week, we need asap to fill it out and send it back.
- There is a waiting list for new students that want to be registered to the After school program. Currently, we have 64 students in the program.
- The Community Garden will have to be moved from it is now because of the new portables layout, and will need to call the community and board members to join us in a garden day activity (information of day and time will be send it soon)

IV. Operations and internal school administrative items:

- **Website maintenance-updated**
- **Supporting with daily basis school activities as CPO, and McKinney Vento Liaison**

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