

Raices del Saber Xinachtli Community School Governance Board Monthly Virtual Meeting Minutes

August 27, 2025
Approved Minutes

Location: Raices del Saber Xinachtli Community School, 2211 N. Valley Drive
The meeting was open to the public and conducted through the Zoom meeting platform.

Time: 5:08 PM to 9:05 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	Ismael Camacho	Chair	X			
2	Ana Mangino	Vice-Chair		X		
3	Mary Ann Clark	Secretary	X			
4	María Elena Garza	Treasurer	X			
5	Eric Rodriguez	Board Member at Large	X			
5	David Romo	Board Member at Large		X		

This is the monthly regular governance board meeting. The Secretary is acting as minutes taker with the Chair calling the meeting to order and declaring a quorum at -p.m.

1. Conflict of Interest Declaration – None reported

Discussion –

2. Approval of the Agenda for August 27, 2025, Monthly Governance Board Meeting

Discussion: Move item 12a to the first discussion

Motion: by Mary Ann Clark to approve the agenda as written including moving item 12a to the top

Seconded: by Elena Garza

Approved: unanimously by the Board through roll call.

3. Approval Minutes of the previous Governance Board Annual Meeting on June 30, 2025

Discussion: None

Motion: by Mary Ann Clark to approve the July 23, minutes

Seconded: by Elena Garza

Approved: unanimously by the Board through roll call.

4. The Consent Agenda – includes approval of the following:

The Monthly Finance Report is to include the following:

- I. Monthly Account Summary of Expenses
- II. Monthly Account Summary of Revenue
- III. Monthly Bank Statement
- IV. Monthly Bank Reconciliation Statement
- V. Monthly Update in Preparation for the Quarterly Cash Report
- VI. Monthly Voucher by Warrant Report
- VII. Monthly Finance Committee Notes from the Finance Committee Chair (The notes are for the actual month of the Meeting)

Motion by Mary Ann Clark to approve the consent agenda as written

Seconded: by Elena Garza

Approved: Unanimously through roll call

5. Public Input – None

6. Review of Authorizer Unique Correspondence – By Dr. Hector Giron, Head Administrator

Report: None to report.

7. Finance Committee and Audit Committee Report By Vicki K. Chavez, Business Manager

- a. Discussion of any GB member questions on the Finance Report.
- b. Discussion and possible action on Budget Adjustment Requests (BARs).

Report/Discussion: Q: Moving from food to salary, does it require anything else? The Governing Council needs to approve as a Maintenance Bar. Q: Do we need to provide an extra cushion? No, the contract is very thorough; there are not concerns.

Motion by Mary Ann Clark to approve BAR 001-IB, BAR 002-M, BAR 004-IB, and BAR 003-IB

Seconded: by Elena Garza

Approved: Unanimously through roll call

8. Head Administrator's Report - By Dr. Hector Giron, Head Administrator

Discussion

- Current enrollment is at 116. Picked up one student at kindergarten and one at first.
- Accreditation Matrix was reviewed by the Head Administrator. It includes links to the NM PED. Two PED departments have yet responded to queries made by the Head Administrator. This is an on-going process.

- Raices Student Council and the Head Administrator has been asked to participate in a keynote presentation at the Annual Communities School Conference. The presentation is about students having a voice in making school decisions. This year's focus for Student Council will be on biliteracy. Additionally, the council will be working on a community involvement component.
- The Afterschool Program Calendar as well as the Genuine Foods Meal Calendar were shared.

9. *Concillio de Padres and Community Engagement Reports – By Mr. Samuel Hernández, Chair of the Concillo de Padres, and Lucía Carmona, Director of Operations and Community Engagement*

Report: No report at this time. Mr. Rodriguez discussed the fundraiser for the Argentinian Grill. \$4,930 was collected from the fundraiser.

10. *Reports from Committees –*

- Academic Performance Committee – Mary Ann Clark*
- Governance Board Development Committee -By Eric Rodriguez, Chair -*
- Facilities Committee – Volunteer needed*
- Safe School Committee – Ana Mangino*
- School Development Committee – Volunteer Needed; this committee is still under development.*

Reports:

- Academic Performance Committee** – The gifted committee met to begin working on the plan for students to be found and qualified for gifted services. Currently there are no students identified as gifted. At least six to nine percent of students should be identified as gifted.
- Governance Board Development Committee-** Nothing to report.
- Report from the Facilities Action Committee** – Nothing to report
- Safe School Committee** – No report.
- School Development Committee** – Volunteer needed; this committee is still under development.

11. *Unfinished Business*

- Finalize discussion on Governance Board Development training **by Mr. Eric Rodriguez, Chair**

Discussion: The chair will be emailing dates/times to meet for the development training: review of bylaws; Roberts Rules of Order. The Secretary will provide bylaws training. The chair is seeking someone to review Roberts Rules of Order.

12. *New Business –*

- Present and discuss approval to accept [Dr. Juan Pablo Santana](#) as a new Raices Governance Board Member, presented **by Mr. Eric Rodriguez, Chair***

b. *Possible timeline for Head Administrator's Evaluation Process*
By Mr. Eric Rodriguez, Chair

- a. **Discussion** – Mr. Santana introduced himself. He is a current PhD student at UTEP. Mr. Santana briefly went over his resumé and letter of intent. Members commented that his background aligns with what the school does. Q: What is your commitment to join board meetings on time? Mr. Santana has a class on Wednesdays – sometimes on-line, sometimes in person. He will check with the Board Meeting schedule. His commitment is to attend all meetings. Q: Do you have experience serving on Boards? Mr. Santana serves on a board in Mexico for culture and education. He prepares grants for the consulate. Q: Will he be able to serve on the committees and be active with the community. Yes, and would like to share some of his connections. Q: What do you think of the school from what you have seen? The school has a big commitment with the cultural heritage and foundations of knowledge. People are connected to where they come from and their history. A long time ago Rosa Guerrero talked to him about the importance of regional culture. He knows Dr. Romo's book, *Ringside Seat to Revolution*. History helps people feel proud of themselves and to look ahead. He can also contribute in STEM education as well. Mr. Santana expressed interest in serving on the School Development Committee

Motion: by Mary Ann Clark to accept Juan Pablo Santana as a new Raices Governance Board Member

Seconded: by Elena Garza

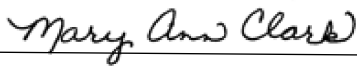
Approved: unanimously by the Board through roll call.

- b. **Discussion** – The Head Administrator supplied a form for review. The Head Administrator stated that this form was recommended by the Head of the PED Charter Schools Division. The Chair reviewed the form. Board members will have a month to review the form and give input.

13. *Agenda items for the Next Meeting* – Head Administrator's evaluation form; visit the possibility of the Vice Chair to submit her resignation due to ability to attend meetings

14. *Date of the Annual Governance Board Meeting* - August 27, 2025, at 6:00 pm, Via Zoom Meeting.

15. *Adjourn 6:15 pm.*



Mary Ann Clark, Board Secretary

APPROVED

September 24, 2025