



Raíces del Saber Xinachtli Community School
Governance Board Meeting Minutes-APPROVED

Date April 8, 2021

Approved: April 22, 2021

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

The Meeting was conducted via the Zoom Meeting Platform

Time: 5:20 PM – 7:40 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	Jane Asche	Chair	X			
2	Holaya Ponce Acosta	Vice-Chair		X		
3	Paul Gutierrez	Treasurer	X			
4	Tonya Hall	Secretary	X			
5	Emma Armendáriz	Director at Large	X			
6	Daniel Ferraro	Director at Large		X		
7	Ray Reich	Director at Large	X			

Upon determining the presence of a quorum Board Chair, Jane Asche called the meeting to order at 5:16 pm.

Others in Attendance: Principal, Angela Stock; Director of Community Engagement, Lucia Carmona; Staff, Elva Varela; Staff, Filo Rigales; Staff, Kayla Martinez; Staff, Issis Inunza; Staff, Juanita Ribail

Motion: Paul Gutierrez moves to approve BAR 577-000-2021-0021-T. Second by Holaya Ponce Acosta. Motion passed unanimously.

1. Conflict of Interest Declaration – None Declared
2. Consent Agenda – includes approval of the following:
 - a. Agenda for April 8, 2021 Special Called Governance Board Meeting

b. Minutes of the March 18, 2021 Governance Board Meeting

Motion: Emma Armendáriz moved to approve the consent agenda. Second by Ray Reich. Motion passed unanimously by roll call vote.

3. Public Input – None Requested

4. Declaration Regarding the Business of the March 23, 2021 Closed Meeting –the Raíces Governance Board met to discuss the resignation of Principal Angela Stock and personnel issues relevant to finding a replacement for the position. The meeting was held in compliance with the Open Meetings Act, NMSA 1978, Chapter 10, Article 15, Section 10-15-1.H(2) and no official votes were taken on any actions discussed.

5. New Business –

- a. Discussion and possible action on the formation of a board sub-committee to develop the plan for the hiring of a new principal.

Discussion: The board notes that the sub-committee will develop a process in order for staff and parent representatives to be involved in the interview process. It was further noted that the interview process has been submitted and approved by the PED and will include advertising, packages for candidates with information about the job and school, telephone interviews, then interviews with staff and board members. The Board Chair noted that the job of hiring the principal is a responsibility of the board, but the board welcomes staff input.

Motion: Emma Armendáriz moved that a principal recruitment team composed of Holaya Ponce Acosta, Jane Asche, Ray Reich, and Emma Armendáriz be formed. Second by Ray Reich. Motion passed unanimously by roll call vote.

- b. Discussion and possible action on the formation of a board sub-committee to review school staff and parent grievance policies and develop a plan to make sure that both board, staff, and parents are fully aware of these policies at the beginning of each school year, along with a chart of the chain of command for both staff and board members.

Motion: Ray Reich moved to form a policy review team composed of Tonya Hall and Jane Asche to a) review all staff, student, and parent grievance policies, b) develop a plan to make sure that both staff and board are educated about these policies at the beginning of each school year, and c) develop a chart of the chain of command for both staff and board members. Second by Paul Gutierrez. Motion passed unanimously by roll call vote.

- c. Discussion and possible action on a plan for conducting the exit interview for the principal and individual interviews with all staff members in advance of principal interview process. Discussion: The board notes that staff interviews (other than the principal) will be on a volunteer basis. No staff member is required to participate, but the board requests participation. These interviews are supported by the state charter school administration.

Motion: Ray Reich moved to conduct an exit interview with the principal and develop a plan for interviewing all staff members before the hiring sub-committee engages in interviews with principal applicants. All exit interviews will be conducted by Holaya Ponce Acosta, who has extensive professional expertise and experience doing such interviews. Second by Emma Armendáriz. Motion passed unanimously by roll call vote.

- d. Discussion and possible action on appointment of a person to serve as an interim principal from May 1 to June 30th, 2021.

Motion: Ray Reich moved that the board appoint a person to serve as interim principal from May 1, 2021 to June 30, 2021. Second by Emma Armendáriz. Motion passed unanimously by roll call vote.

6. Agenda items for Next Meeting –

- a. Discussion and Possible Action on contract for Interim Principal

7. Date of the Next Governance Board Meeting – April 22, 2021 at 5:15 PM via Zoom meeting (unless we find that it is practical to change to regular meeting at the school).

Motion: Ray Reich moved to adjourn at 5:44 pm. Second by Emma Armendáriz. Motion passed unanimously by roll call vote.

Adjournment – Vote to adjourn by roll call voice vote at 5:44 pm.



Signature, Raíces Governance Board Secretary

4/22/2021

Date Approved