



Raíces del Saber Xinachtli Community School Governance Board Meeting

September 27, 2021

2211 N. Valley Drive, Las Cruces, NM 88007

This Meeting will be Conducted Via Zoom

Please contact Lucia Carmona at

lcarmona@raicesdelsaber.org for the zoom link or call 575-571-2177

Time: 5:30 PM

Mission Statement of the Raíces Governance Board

To collaborate with staff to promote school financial sustainability, student academic success, and the development of healthy communities and successful life-long learners in support of the school mission.

Mission of Raíces del Saber Xinachtli Community School

Raíces del Saber Xinachtli Community School implements a developmentally appropriate rigorous academic program through an interdisciplinary curriculum that is experiential, participatory, biliterate, child-centered, and culturally responsive. Our students learn Spanish and English, achieving academic proficiency in all subjects in both languages as they develop critical and creative thinking skills.

Raíces creates an environment where students and parents are valued as participants in the construction of knowledge and the creation of a learning community that promotes high academic performance, positive identity formation, and the reclaiming of cultural heritage.

Governance Board Officers:

Holaya Ponce Acosta, Chair
Daniel Ferraro, Vice-Chair
Ray Reich, Treasurer
Tonya Hall, Secretary

Board Members at Large:

Emma J. Armendariz
Jane Asche
Malú-Maria Luisa González
Patsy-Patricia López
Sabrina Zamora

AGENDA

Roll Call and Call to Order

1. *Conflict of Interest Declaration* –
2. *Consent Agenda* – includes approval of the following:
 - a. Agenda for September 27, 2021, Governance Board Meeting
 - b. Minutes of the August 26, 2021 Governance Board Meeting
 - c. The Monthly Finance Report to include:
 - I. August, 2021 Account Summary of Expenses,
 - II. August, 2021 Account Summary of Revenue,
 - III. August, 2021 Bank Statement
 - IV. August, 2021 Bank Reconciliation Statement,
 - V. August, 2021 Update in Preparation for the Quarterly Cash Report

- VI. August, 2021 Voucher by Warrant Report
 - VII. September Finance Committee Meeting Notes from Finance Committee Chair
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).
 4. *Public Input* – See rules for public input at end of agenda
 5. *Principal's Report* – By Head Administrator, Julia Rivera-Tapia
 6. *Concilio de Padres and Community Engagement Reports* – By Concilio Co-Chair, Veronica Lucio, and Director of Operations and Community Engagement, Lucia Carmona (*to include Community School Updates*)
 7. *Reports from Committees* -
 - a. *Academic Performance Committee* –No meeting this month- State mandated tests are in progress
 - b. *Governance Board Development Committee* – By Committee Chair, Jane Asche
 - i. Importance of ongoing Recruitment to keep maximum number of board positions filled.
 - ii. Board Training
 - Role of the GB Chair
 - GB Recruitment Process
 - iii. Recommendations for GB Development Committee Future Trainings
 - EEO (Equal Employee Opportunities) Rules and Regulations regarding rights of Employees
 - HIPAA Compliance Rules and Requirements which all school employees must practice
 - c. *Facilities Committee* - By Committee Chair, Ray Reich
 - d. *Safe School Committee* – By Committee Chair, Tonya Hall
 - e. *School Development Committee* - This committee is still under development.
 8. *Unfinished Business* - (None)
 9. *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 on approval the Revised Internal (Financial) Controls Handbook
 - b. Discussion and possible action on eliminating section 2.5 of the Governance Board Bylaws, which requires board members to have a criminal background check. October
 - c. Discussion and possible action for amending Governance Board Bylaws to permit virtual meetings with the accompanying rules and regulations

- d. Discussion and possible action on appointing a new chair for the Governance Board Development Committee.
- e. Discussion and possible action to appoint the 3rd required GB Member to serve on the Finance Committee since Jane Asche is going off of the Committee. (See Bylaws section 5.2 b. on composition of the Finance Committee)
- f. Discussion and possible action on the updated COVID Policy.
- g. Discussion and possible action on approval of a date for the December Governance Board Meeting since the 4th Monday falls right in the middle of the Christmas break.

10. *Agenda items for Next Meeting -*

11. *Date of the Next Governance Board Meeting - Oct 25, 2021 at 5:30 pm via Zoom*

Adjournment – Vote to adjourn by roll call vote. (Always specify the time of adjournment)

Procedures for Public Input - *(based on the Raíces Public Input Policy in compliance with the NMSA 1978, 22-5-4 and NMSA 1978, 10-:15-1.)*

- Those who want to give public input should arrive shortly before the meeting begins to sign up to speak.
- The Governance Board Chair will determine how much time speakers will have depending on how many people sign up to speak and the time allocated for public input, normally 3 minutes per individual or 5 minutes per group. For those who attend the meeting virtually and wish to speak, they can sign up in the Zoom Chat.
- Interpretation services will be available as needed in English and Spanish.*
- Issues that arise based on public input may be discussed by the Board, but cannot be voted on during the meeting if the topic/item does not appear on the agenda posted 72 hours ahead of the Board Meeting and which is approved by the Board preceding the public input period. It can be requested as an agenda item for a future meeting.

*If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or listen to the meeting, please contact the Director of Community Engagement, Lucia V. Carmona, at lcarmona@raicesdelsaber.org or call (575-522-0538) at least 48 hours prior to the meeting or as soon as possible.

Go to the Raíces website (www.raicesdelsaber.org) for the full public input policy.

This institution is an equal opportunity provider.