



# Raices del Saber Xinachtli Community School Governance Board Special Virtual Meeting Minutes -

January 26, 2023 **APPROVED**  
Approved: (February 23, 2023)

Location: Raices del Saber Xinachtli Community School, 2211 N. Valley Drive  
*The Meeting was conducted in person with the public joining by the Zoom Meeting Platform*

Time: 6:06 PM to 7:34 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	Raul Aldair Marquez	Chair	x			
2	Patricia Minjarez	Vice-Chair	x			
3	Veronica Lucio	Secretary	x			
4	Maria Elena Garza de Vargas	Treasurer			x	
5	Ray Reich	Director at Large	X			
6	Patricia López	Director at Large	x			

Upon determining at 6:06 PM a quorum, Governance Board (GB), Veronica Lucio, secretary will be taking minutes, meeting was then called to order at 6:06 PM.

Staff and other Participants: Dr. Maria Artiaga, Head administrator; Lucia Carmona, Operations and Community Engagement Dir; Terrance Hester, Business Officer; parents: Guadalupe Gutierrez, Leilani, Robert Moctezuma.

## Others in Attendance:

1. *Conflict of Interest Declaration* – None were declared
2. *Consent Agenda* – includes approval of the following:
  - *Agenda for January 26, 2023, Monthly Governance Board Virtual Meeting*
  - *Minutes of the previous meeting December 22, 2022, Governance Board Special Meeting*

**Motion:** Ray Reich moved to approve the consent agenda for January 26, 2023 and Minutes from GB Monthly Meeting of December 22, 2022.

**Second:** Patsy Lopez

**Vote:** Motion passed unanimously by roll call vote from all governing board members present

3. *Public Input* – called out but no one signed up.
4. *Conflict of Interest Declaration* – none were declared.

- a. The Monthly Finance Report to include:
  - 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 Meeting Notes from Finance Committee Chair (The notes are for the actual month of the Meeting)

**Motion:** Patsy Lopez moved to accept the **BAR No. 577-000-2223-0019-IB, 577-2223-00200-T, 577-000-2223-0021-M**

**Second:** Ray Reich

**Vote:** Motion passed unanimously by roll call vote from all governing board members present

5. *Review of Authorizer Unique Correspondence –By Dr Artiaga, any correspondence at this time.*
6. *Principal’s Report – By Head Administrator, Dr. Maria Artiaga. See amend*
7. *Concilio de Padres and Community Engagement Reports – By Concilio Vice-Chair, Elisa E. Lazcano, and Director of Operations and Community Engagement, Lucia Carmona (to include Community School Updates) (see amend)*
8. *Reports from Committees -*
  - a. *Academic Performance Committee – Vacant position to Chair this committee, a report by Dr. Artiaga, Head Administrator.*
    - Ms. Patricia Minjarez self-nominated to chair Academic Performance Committee
  - b. *Governance Board Development Committee – Vacant position to Chair, this committee, report by Mr. Aldair Marquez, Chair.*
    - Mr. Aldair Marquez accepted to chair Governance Board Development Committee
- c. *Facilities Committee - By Committee Chair, Ray Reich*
- d. *Safe School Committee – Chair needed*
- e. *School Development Committee - Chair needed*
9. *Unfinished Business – Not at this time*
10. *New Business –*
  - a. Discussion and Possible action to nominate a Board Member to Chair the Academic Performance Committee.

**Motion:** Raul Aldair Marquez, moved to accept to nominate Ms. Patricia Minjarez Board Member to Chair the Academic Performance Committee.

**Second:** Maria Elena Garza De Vargas

**Vote:** Motion passed unanimously by roll call vote from all governing board members present

- b. Discussion and Possible action to nominate a Board Member to Chair the Facilities Committee.

**Motion:** Patricia Minjarez moved to accept to nominate Ms. Veronica Lucio Board Member to Chair the Facilities Committee.

**Second:** Ray Reich

**Vote:** Motion passed unanimously by roll call vote from all governing board members present

- c. Discussion and Possible action to nominate a Board Member to Co-Chair the Safe School Committee.

**Motion:** Patricia Minjarez moved to accept to nominate Mr. Raul Aldair Marquez Board Member to Co-Chair the Safe School Committee.

**Second:** Maria Elena Garza de Vargas

**Vote:** Motion passed unanimously by roll call vote from all governing board members present

- d. Discussion and Possible Action to add to the school bank account to Ms. Maria Elena Garza de Vargas, the new Treasurer.

**Motion:** Ray Reich moved to to add to the school bank account to Ms. Maria Elena Garza de Vargas, the new Treasurer.

**Second:** Patricia Minjarez

**Vote:** Motion passed unanimously by roll call vote from all governing board members present

*11. Agenda items for Next Meeting –*

- a. *Updates on the renew of the Charter*
- b. *A report of the outcome of the thank you to the next door church partner*
- c. *Updates on the CSD Audit*

*12. Date of the Next Governance Board Meeting – February 23, 2023, at 6:00 pm, Virtual via Zoom Meeting.*

*Adjournment – Vote to adjourn by roll call vote at 7:17 pm*

**Motion:** Ray Reich moved to adjourn this meeting.

**Second:** Aldair Marquez

**Vote:** Motion passed unanimously by roll call vote from all governing board members present

*Raul Aldair Marquez*  
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Raul Aldair Marquez, GB Chair

02/23/2023  
\_\_\_\_\_  
Date Approved