



**Raices del Saber Xinachtli Community School
Governance Board Special Virtual Meeting Minutes –
DRAFT**

October 27, 2022

Approved: (date of meeting here when approved)

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: 6:14 PM to 7:47 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	Raúl Aldair Márquez	Vice-Chair	x			
3	Veronica Lucio	Interim Secretary	x			
4	Ray Reich	Treasurer		x		
5	María Elena Vargas	Director at Large			x	
6	Patricia López	Director at Large	x			

Upon determining at 6:14 PM a quorum, Governance Board (GB), Veronica Lucio, Interim Secretary will be taking minutes, meeting was then called to order at 6:14 PM.

Staff and other Participants: Mike Brewer, Head administrator; Lucia Carmona, Operations and Community Engagement Dir; Terrance Hester, Business Officer; Elva Varela, Office Manager; Filo Rigales, Teacher. Possible Board Member, Pat Minjarez; applicants for Head administration vacancy, Dr. Magdalena Aguilar, Dr. Maria Artiaga, Dr. Barbara Griego. Co-founder of Raices-Irene Oliver-Lewis.

Others in Attendance: Parents: Daniel Aguilera, Elisa Avila, Jazmin Saenz, Yvette Lopez, Karen, Lei Lani Nava-Jimenez, Valerie Subia, Yadira Cenicerros, Eric Rodriguez.

1. *Conflict of Interest Declaration* – None were declared
2. *Consent Agenda* – includes approval of the following:
 - *Agenda for October 27, 2022, Monthly Governance Board Virtual Meeting*
 - *Minutes of the previous meeting September 22, 2022, Governance Board Special Meeting*

Motion: Patsy Lopez moved to approve the consent agenda for October 27, 2022 and Minutes from GB monthly Meeting of September 22, 2022.

Second: Aldair Marquez

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. 577-000-2223-0006-IB.**

Second: Aldair Marquez

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

Motion: Aldair Marquez moved to accept the **BAR No. 577-000-2223-0008-T.**

Second: Patsy Lopez

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

5. *Public Input – See rules for public input at the end of this agenda- called out but no one signed up.*

6. *Review of Authorizer Unique Correspondence –By Michael Brewer. None currently.*

7. *Principal’s Report – By Interim Head Administrator, Michael Brewer. (See addendum A)*

8. *Concilio de Padres and Community Engagement Reports – By Concilio Chair, Karen Chavez, and Director of Operations and Community Engagement, Lucia Carmona (to include Community School Updates) (see addendum B)*

9 *Reports from Committees -*

- a. *Academic Performance Committee – Chair needed (for now, Mr. Brewer includes updates on his report)- No Report at this time.*
- b. *Governance Board Development Committee – Will continuing recruiting new board members to replace those GB members who are retiring or resigning.*
- c. *Facilities Committee - By Committee Chair, Ray Reich- Absent report will be giving on next meeting.*
- d. *Safe School Committee – Chair needed*
- e. *School Development Committee - Chair needed*

9. *Unfinished Business – Not currently*

10. *New Business* –

- Present the top three candidates for Head Administrator. By Mr. Raul Aldair Marquez on behalf of the hiring committee comprised by two board members, Ms. Veronica Lucio and Mr. Aldair Marquez, and two community partners expertise on charter schools' administration, Ms. Pat Minjarez and Ms. Irene Oliver-Lewis. The committee received six applicants, and four attended to the call for preliminary zoom interviews. After these, the committee deliberated based on responses, experience, resume, and references present the top three candidates for the future Head Administrator.
 - Dr. Barbara Griego
 - Dr. Maria Artiaga
 - Dr. Magdalena Aguilar
- Mr. Marquez also, announced as part of the next step on the hiring process a date for the final in-person interview that will be held on November 15, 2022, at school's site at 6:00 pm. Each candidate will have the opportunity to present in front of a group of parents, a group of staff, and the Governance Board, after that same afternoon, the board will make the final decision.
- Discussion and possible action on acceptance letter of resignation from a board member, Ms. Holaya Ponce-Acosta.

Motion: Patsy Lopez moved to accept the letter of resignation from Holaya Ponce- Acosta.

Second: Aldair Marquez

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

- Discussion and possible action on acceptance Mr. Raul Aldair Marquez as the new Chair of the GB

Motion: Patsy Lopez moved to accept Aldair Marquez as a new chair for GB.

Second: Holaya Ponce Acosta

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

1. *Agenda items for Next Meeting* –

- Discussion and Possible action to accept Ray Reich to continue services as a board member and on the same position as treasurer.
- Discussion and Possible action to accept and vote for a new board member Ms. Pat Minjarez
- Discussion and Possible action to accept finalist candidate as the new Head Administrator
- Discussion and Possible action to accept Ms. Veronica Lucio as the permanent Secretary of GB

2. *Date of the Next Governance Board Meeting* – November 17, 2022, at 6:00 pm- NOTE: this month, the fourth Thursday of this month is on a holiday Week. virtual via Zoom Meeting.

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

Motion: Maria Elena Garza moved to adjourn this meeting.

Second: Raul Aldair Marquez

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

Signature, Ms. Veronica Lucio, Interim Secretary

Date Approved

Raíces Del Saber Xinachtli

October 27, 2022 Principal Report

Michael Brewer

1. Kindergarten teachers completed the WIDA Screener and ECOT (observation tool)
2. First grade teachers completed screening students for dyslexia which is required by law.
3. We are currently at 117 students at Raices with three students that started after the Fall Break.
4. We will have our Spirit Week starting October 31st: Monday - dress up as your favorite Book Character, Tuesday - Superhero Day, Wednesday - Day of the Dead, Thursday - Dress up like a teacher (teachers can dress up as a student), and Friday - Inside Out, Crazy Hair, and/or crazy sock day.
5. The Growing Together Fellowship with NISN is going well. I attended a work session on October 13th and 14th in Albuquerque along with Alessa Ibanez who is our Teacher Leader with the program. We had work sessions on Thursday and then were able to attend the Feast Day at NACA Schools. It was so nice to see the children and adults dressed in their traditional way.

**Concilio de Padres/Parent's Council - Special Meeting
Concilio's Executive Committee
AGENDA – NOTES**

Date/Fecha: October 20, 2022

Time: 6:00 pm to

Location: In person Meet and Greet gathering at the Las Cruces Church of Christ

Call to Order, by Mrs. Karen Chavez, Chair of the ECE Concilio/

- Welcome, remarks, and objectives/

This was not a formal meeting following an agenda. The purpose was to meet and greet with staff, board members, and parents. We had two guests to share some history of the foundation of Raices.

- Hector Giron, former principal from Gadsden HS
- Irene Oliver-Lewis, co-founder of Raices and former board member.

- Next Concilio's Monthly meeting/ November 10, 2022

Lucia's updates:

1. Operations:

- Website, and daily basis support to admin staff.
- In preparation of field trips

2. Grants:

- Community School Implementation grant - adjusting the budget and preparing the transition to finalize the three years of funding.
- WKKF, preparing the Quarterly report

3. Community School:

- Working with partners to continuing bringing parent's support.
- School for parents will start the first week of December
- Casa de Mi Alma Continue serving and increasing the number of students they provide counseling at school
- We are represented at the Circle Leadership on Education from the Success Partners
- One of our partners from Albuquerque, La Placita Institute is traveling and visiting other educational projects along the border that also implement in some way the Mexica-Aztec tradition will come

4. OST:

• Team composition:

1. 8-IEC members (two full time, 6 part time)
2. FYI-AmeriCorps
1. 21 Century instructors
2. Food Corps member

- There are 80 students, and we have a waiting list
- We are preparing a survey to parents and staff to explore areas for improvement. We want to propose three aspects to work on it
 1. Implement the survey
 2. Provide more space for training to our service providers
 3. Recruit parents who would like to serve as volunteers to help watching students during the afterschool. The first critical hour is from 3:30 – 4:30 pm