



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

February 26, 2026  
*APPROVED - March 26, 2026.*

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

[Click here to see recordings](#)

Time: 6:05 PM to 8:00 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	Eric Rodriguez	Chair	X			
2	Ismael Camacho	Vice-Chair	X			
3	Mary Ann Clark	Secretary		X death in her family		
4	María Elena Garza	Treasurer	X			
5	David Romo	Board Member at Large	X			
6	Juan Pablo Santana	Board Member at Large				

This is the monthly regular meeting of the governance board. Mr. Chairman Rodriguez asked Lucia Carmona to take notes on behalf of the secretary, and he will take care of make roll calls. The meeting was recorded. The Chair called the meeting to order and declared a quorum at 6:05 p.m.

**Roll Call and Call to Order: *Declared Quorum with four members present and two absent, one due to death in her family, and the other for family emergency.***

1. *Conflict of Interest Declaration: **None reported*** *Action*

2. *Approval of the Agenda for **February 26, 2026**, Governance Board Annual Meeting* *Action*

**Motion:** by David Romo to approve the agenda

**Seconded:** by Elena Garza

**Approved:** unanimously by the Board through roll call

3. *Minutes Meeting Approval - January 29, 2026* *Action*

**Motion:** by Eric Rodriguez to table the minutes for next meeting on March 26, 2026 to approve

**Seconded:** by David Romo

**Approved:** unanimously by the Board through roll call

4. Consent Agenda – *includes approval of the following:* *Action*

*The Monthly Finance Report 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 Meeting Notes from the Finance Committee Chair  
(The notes are for the actual month of the Meeting)

**Motion:** by Juan Pablo Santana to approve the Consent Agenda including Finance Report

**Seconded:** by David Romo

**Approved:** unanimously by the Board through roll call

5. *Public Input* – (See rules for public input at the end of the agenda) **None**

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

**No Correspondence was reported**

*Discussion*

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)

**BAR’s to be approved:**

*Action*

New grant from NMPEC To support Students Council \$10K **577-000-2526-00011-I**

New grant from W.K. Kellogg Foundation for 2027 year \$ 185K **577-000-2526-0012-IB**

**Motion:** by Juan Pablo Santana to approve the BARS as presented

**Seconded:** by David Romo

**Approved:** unanimously by the Board through roll call

8. *Head Administrator’s Report* – **By Dr. Hector Giron, Head Administrator**

*Discussion*

*See the report to learn more descriptions of the report.*

9. *Concilio de Padres and Community Engagement Reports*–

*Discussion*

**By Ms. Maria Realzola, Chair of the Concilio de Padres, and Lucia Carmona  
Director of Operations and Community Engagement**

There are a number of parents participating in the Attendance Committee Improvement  
And members of the executive committee of the concilio de padres are confirmed to participate  
In the upcoming Strategy Session this Saturday, February 28, 2026, all day.

**Lucia Carmona,** reported on the enrollment announcement campaign developed through all social media and local spaces to announce about the school. **See recordings with more information on mtg with Mexican Consulate members.**

10. Reports from Committees -

**Discussion**

- a. Academic Performance Committee – Mary Ann Clark
- b. Governance Board Development Committee – By Eric Rodriguez, Chair
- c. Facilities Committee – Volunteer Needed
- d. Safe School Committee – Volunteer Needed
- e. School Development Committee – By Mr. Juan Pablo Santana, Chair

11. Unfinished Business

- a. **Action**

12. New Business –

- a) Approval of Ms. [Veronica Gallegos as a New Board Member](#), by Mr. Eric Rodriguez **Action**  
Ms. Veronica Gallegos introduced herself. There was welcoming discussion to Ms. Gallegos

**Motion:** by Ismael Camacho to vote to approve Ms. Veronica Gallegos as a new board member.

**Seconded:** by David Romo

**Approved:** unanimously by the Board through roll call

- b) [Discussion and approval of Wellness Policy](#), by Ms. Joann Aldana, Assistant Office Manager **Action**

Ms. Joann Aldana, presented about the process and items that was putted in compliance With the school Wellness Policy. There was a discussion about a post that appeared On FB over the week saying that Raices del Saber was in violation with NMED for not Being in compliance with regulations. Lucia responded that it was about a fee of \$20 dls that has to be paid because the fee Of \$200 dls the check arrived later to pay the fee on time. We proceed immediately to pay The fee at the moment when NMED announced about it, and received the permit after this late fee Was addressed. However, there is a public announcement that NMED submit to media listing all local organizations out of compliance for any reason. It happened that someone from the public identified That note and make a highlight on social media to create uncertainty against the school about it. The posted was taken off from the page because they realized that someone was trying to harm reputation against an institution without fundament. Just to create confusion. We decided not to take any action on this issue for consideration not relevant.

**Motion:** by David Romo to approve the Wellness Policy as presented

**Seconded:** by Elena Garza

**Approved:** unanimously by the Board through roll call

- c) [Presentation on Immigration Policy](#), presented by Dr. Hector Giron, Head Administrator, **Discussion**  
**See link** to documents for more information on this presentation.

13. Agenda Items for the Next Meeting:

- a) P-Card will be approved after all amends to the policy. Presented by Dr. Hector Giron, Head Administrator **Action**

b) *Bring to next meeting what are done on other schools, explore the option of the school enforcing a policy, and implementation of best practices and drafting a letter to parents.* **Discussion**

c) *Vicki Chavez, Business Manager, will present the 2026-2027 Budget Public Presentation on March 23, 2026, at 5:00 pm* **Discussion**

14. *Date of the Next Governance Board Meeting - (March 26, 2026, at 6:00 pm, Via Zoom Meeting).*

15. *Adjourn the meeting at 8:00 pm*

DocuSigned by:

*Eric Rodriguez*

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APPROVED March 26, 2026

Mr. Eric Rodriguez, Chair

Approval March 26, 2026, meeting