



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

January 25, 2023 **DRAFT**

Approved: (pending)

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 8:06 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	Patricia López	Director at Large	X			

This is the monthly regular governance board meeting. Ms. Pat Minjarez is acting as minutes taker, making call to order and declared quorum at 6:14 pm.

1. *Conflict of Interest Declaration* – None were declared.
2. *Consent Agenda* – includes approval of the following:
 - a. *Agenda for January 25, 2023, Monthly Governance Board Virtual Meeting*
 - b. *Minutes of the previous meetings, Monthly Meeting for December 14, and Specials Meetings for December 4, 2023, and December 18, 2023.*

Motion: Patsy Minjarez moved to approve the consent agenda for January 25, 2024, and Minutes from previous GB Monthly Meeting of December 14, 2023, and GB Special Mtg, December 4, and December 18, 2023.

Second: Patsy Lopez

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

- c. *The Monthly Finance Report is to include the following:*
 - Monthly Account Summary of Expenses
 - Monthly Account Summary of Revenue
 - Monthly Bank Statement
 - Monthly Bank Reconciliation Statement

- Monthly Update in Preparation for the Quarterly Cash Report
- Monthly Voucher by Warrant Report
- Monthly Finance Committee Meeting Notes from the Finance Committee Chair
- 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).*

BAR No. 577-000-2324-0019-I

Motion: Pat Minjarez moved to approve the BAR as presented

Second: Patsy Lopez

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

- d. *Public Input – called out but no one signed up. Concilio de Padres provided an update.*
- e. *Public Input – Elaine Hampton, Board member for Childrens Reading Alliance, presented a brief announcement the 1st Teacher program classes started to be implemented at Raices starting this week every Wednesday from 5:00 pm to 7:30pm. It is a parent collaboration program for six sessions. Will provide materials, learning games, snacks, and daycare for parents to participate.*
- f. *Review of Authorizer Unique Correspondence – By Dr. María Artiaga, Head Administrator. Correspondence from NMPED Contract negotiation webinar and the Performance Framework*
- g. *Head Administrator’s Report – By Dr. María Artiaga, Head Administrator (see amre the bottom)*
- h. *Concilio de Padres and Community Engagement Reports – By Eric Rodríguez, Chair of the Concilio de Padres, and Lucía Carmona, Director of Operations and Community Engagement (see at the bottom)*
- i. *Reports from Committees -*
 - i. *Academic Performance Committee – **Pat Minjarez, Committee Chair***
 - ii. *Governance Board Development Committee – **Aldair Márquez, Committee Chair**- The team interviewed three possible candidates that are interested in joining to the governance board. Discussed the possibility to change the meeting day to Wednesday.*
 - iii. *Facilities Committee - **Verónica Lucio, Committee Chair** Lucia Carmona and Dr. Artiaga, reported about negotiations on the building.*

- iv. *Safe School Committee – Aldair Márquez, Committee Chair*
- v. *School Development Committee - Aldair Márquez, Committee Chair*
- j. *Unfinished Business –*
 - i.
- k. *New Business –*
 - i. *Guest Speaker: Melissa Brown, Charter Schools Technical Assistance and Training Administrator, updates regarding contract negotiations, mission goal(s), and new Performance Framework options.*
 - ii. *Discussion and Possible Action on new board member Ms. Julie Corrales*

Motion: *Pat Minjarez moved to approve Ms. Julie Corrales as a new board member*

Second: *Veronica Lucio*

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

- l. *Agenda items for the Next Meeting –*
 - a. *Discussion about board members attendance and promptness*
 - b. *Mr. Aldair announced he will not be representing parents, even though, he will continue serving on his current position as board member, there is a vacancy for the Concilio de Padres to nominate a new board member to represent parents on the board. He will write a thank you letter to parents.*
 - c. *Discuss new board members*
- m. *Date of the Next Monthly Governance Virtual Governance Board Meeting - (February 22, at 6:00 pm, Via Zoom Meeting).*

Adjournment – Vote to adjourn by roll call vote at 8:06 pm

Motion: *Pat Minjarez moved to adjourn this meeting.*

Second: *Veronica Lucio*

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

Raul Aldair Marquez, GB Chair

Date Approved