

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

June 23, 2022

*Approved: June 25, 2022 monthly regular*

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: 6:05 PM to 7:17 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                        | Sabrina Zamora             | Interim Secretary | x       |        |              |                |
| 4                        | Ray Reich                  | Treasurer         | x       |        |              |                |
| 5                        | Malu, María Luisa González | Director at Large | x       |        |              |                |
| 6                        | Patricia López             | Director at Large |         | x      |              |                |

Upon determining at 6:08 PM a quorum, Governance Board (GB), Sabrina Zamora, secretary will be taking minutes, meeting was then called to order at 6:08 PM.

Staff and other Participants: Julia Rivera-Tapia, Head administrator; Lucia Carmona, Operations and Community Engagement Dir; Terrance Hester, Business Officer; Elva Varela, Office Manager; Jessica Castro, 3<sup>rd</sup> grade teacher; parents: Roberto Moctezuma, Veronica Lucio, Ericka Romero, Diana Godinez,

Others in Attendance:

1. *Conflict of Interest Declaration* – None were declared
2. *Consent Agenda* – includes approval of the following:
  - *Agenda for June 23, 2022, Monthly Governance Board Virtual Meeting*
  - *Minutes of the previous meeting May 26, 2022, Governance Board Special Meeting*

**Motion:** Ray Reich moved to approve the consent agenda for June 23, 2022 and Minutes from GB Monthly Meeting of May 26, 2022.

**Second:** Maria Luisa Gonzalez

**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:** Ray Reich moved to accept the **BAR No. 577-000-2223-0003-D**.

**Second:** Aldair Marquez

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

5. *Review of Authorizer Unique Correspondence* –By Julia Rivera-Tapia.

6. *Principal's Report* – By Head Administrator, Julia Rivera-Tapia. See amend

7. *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*) (*see amend*)

8. *Reports from Committees* -

a. *Academic Performance Committee* – Chair needed (for now, Julia Rivera-Tapia includes updates on his report)

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

d. *Safe School Committee* – Chair needed

e. *School Development Committee* - Chair needed

9. *Unfinished Business* – Not at this time

10. *New Business* – Discussion and Possible Action

- I. The RFP was solicited using the PED approved RFP format, that Cravings was the only company to submit a proposal, that staff reviewed the proposal and found it acceptable (you may mention if you want that scoring was not done as there were no other vendors to compare to) and that the recommendation is to approve Cravings for the new food service contract. You could mention that PED has reviewed the information and approved the award as well. The initial term of the new contract would run July 1, 2022, through June 30, 2023, and be eligible for renewal annually for up to four additional one-year terms (total term of 5 years).

**Motion:** Ray Reich moved to accept the Cravings contract for the next fiscal year.

**Second:** Maria Luisa Gonzalez

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

II. Board Members Overstepping Boundaries

III. Naming of a Vice Chair to replace Dr. Daniel Ferraro

**Motion:** Ray Reich moved to name Mr. Aldair Marquez as he met the legal requirements to serve as the new Vice-Chair of the Governance Board

**Second:** Maria Luisa Gonzalez

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

*11. Agenda items for Next Meeting –*

- Introduction and voting to accept new board members
- Discuss information about interview of new head administration hiring process and to hire an interim head administrator
- Discuss for new principal's search process
- Updates on Portables
- Address the final list for teachers and staff
- OST team present the last updates when the Afterschool will start

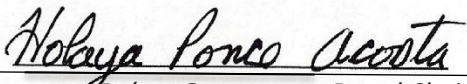
*12. Date of the Next Governance Board Meeting – Special Meeting call Saturday June 25, 2022, at 5:00 pm for discussion and possible action on Interim Head Administrator contract, Virtual via Zoom Meeting.*

*Adjournment – Vote to adjourn by roll call vote at 7:46 pm*

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

**Second:** Sabrina Zamora

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

  
\_\_\_\_\_  
Signature, Raíces Governance Board Chair

June 25, 2022  
\_\_\_\_\_  
Date Approved