



Raices del Saber Xinachtli Community School
Governance Board Meeting Minutes- APPROVED

Date June 10, 2021

Approved: (Regular GB meeting June 24)

Raices del Saber Xinachtli Community School, 2211 N. Valley Drive

The Meeting was conducted via the Zoom Meeting Platform

Time: 6:05 PM – 7:21 PM

1. 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	Jane Asche	Chair	X			
2	Holaya Ponce Acosta	Vice-Chair	X			
3	Tonya Hall	Secretary	X			
4	Emma Armendáriz	Director at Large	X			
5	Daniel Ferraro	Director at Large		X		
6	Ray Reich	Director at Large	X			

Upon determining the presence of a quorum Board Chair, Jane Asche called the meeting to order at 6:05 PM.

Others in Attendance: Interim Principal, Christy Takacs; Business Manager, Erica Reyes; Staff - Lucia Carmona, Elva Varela; Parents - Maria Realzola, Karen Chavez

1. *Conflict of Interest Declaration* – None Declared
2. *Consent Agenda* – includes approval of the following:
 - a. Agenda for June 10, 2021 Meeting, Governance Board Meeting
 - b. Minutes of the May 27, 2021, Governance Board Meeting

Motion: Ray Reich moved to approve the consent agenda. Second by Holaya Ponce Acosta. Motion passed unanimously by roll call vote.

3. *Public Input* – None Requested
4. *Reports from Finance Committee* – by Erica Reyes

* Indicates Action Item

- a. Discussion and possible action on all Budget Adjustment Requests (BARs) that must be approved by June 11 in order to pay all bills for the 2020-2021 School Year on time.
 - a. NISN Transfer BAR 577-000-2021-0030-T. BAR to move funds from function 2400 to function 3300 to align budget to expenditures
Motion: Emma Armendáriz moved to approve BAR 577-000-2021-0030-T. Second by Ray Reich. Motion passed unanimously by roll call vote.
 - b. Community Schools Transfer BAR 577-000-2021-0031-T. BAR to move funds from function 2400 to 3300 to align budget to expenditures.
Motion: Holaya Ponce Acosta moved to approve BAR 577-000-2021-0031-T. Second by Ray Reich. Motion passed unanimously by roll call vote.
 - c. Initial BAR 577-000-2021-0026-IB for cultural linguistic responsive program funds - Bilingual multicultural education programs for professional development & instructional material and professional development (must be expensed and invoiced by June 18. We were able to get items ordered and can move over to this fund once bar is approved)
Motion: Ray Reich moved to approve BAR 577-000-2021-0026-IB. Second by Emma Armendáriz. Motion passed unanimously by roll call vote.
 - d. Kellogg Transfer BAR 577-000-2021-0029 -T. BAR to move funds from function 2100 to function 1000 to cover the permit to get marquee installed.
Motion: Emma Armendáriz moved to approve BAR 577-000-2021-0029-T. Second by Ray Reich. Motion passed unanimously by roll call vote.
 - e. IDEA-B Transfer BAR. Bar to move funds from function 1000 to 2100
Motion: Ray Reich moved to approve BAR 577-000-2021-0028-T. Second by Holaya Ponce Acosta. Motion withdrawn while research is conducted into available options.
 - i. Discussion as to whether more funds should be moved to cover unpaid expenses for student services or if the board is okay with any unpaid student services expenses coming out of the operation budget.
 - ii. Board decided to move to the next item and come back to this one.
Motion: Ray Reich moved to approve BAR 577-000-2021-0028-T. Second by Holaya Ponce Acosta. Motion passed with 4 in favor (Acosta, Armendáriz, Asche, Reich) and 1 opposed (Hall).
 - f. Operations Transfer BAR 577-000-2021-0027-T. BAR to move funds from function 2600 (salaries) to 3100 (contract services) for catering. The board notes concerns about why this came as a surprise as we were

* Indicates Action Item

under the impression we had other funds to pay catering. This will be discussed in a future finance committee meeting.

Motion: Emma Armendáriz moved to approve BAR 577-000-2021-T. Second by Ray Reich. Motion passed unanimously by roll call vote.

5. *New Business* –

- a. Discussion and possible action on the IDEA-B application. This fund appropriation comes from the American Recovery and Reinvestment Act of 2009: Using ARRA Funds Provided Through Part B of the Individuals with Disabilities Education Act (IDEA) to Drive School Reform and Improvement. This money is especially important in providing resources for children requiring special education services and as well as for any child with a disability.

- i. Allocation is 11,800 – 3,000 on contracted services for pd and special ed support. The remaining 8800 allocated for related services (other therapies, social work, etc.)

Motion: Ray Reich moved to approve the SY22 IDEA-B application submitted to the PED. Second by Emma Armendáriz. Motion passed unanimously by roll call vote.

- b. Discussion and possible Action on the SY22 Salary Schedule for staff members.

- i. Make sure contract reflects the salary schedule

Motion: Emma Armendáriz moved to approve the proposed SY22 salary schedule for teachers. Second by Ray Reich. Motion passed unanimously by roll call vote.

6. *Agenda items for Next Meeting* –

- a. *Teacher contracts*

- b. *Authorized signer changed at bank from Christy to Julia. Contracts changed from Vicki to Erica.*

7. *Date of the Next Governance Board Meeting* – June 24, 2021, will held in-person at Raíces del Saber Xinachtli Community School, 2211 N. Valley Drive.

Adjournment – Vote to adjourn by roll call voice vote at 7:21PM.

Motion: Emma Armendáriz moved to adjourn. Second by Holaya Ponce Acosta. Motion passed unanimously by roll call vote.



Signature, Raíces Governance Board Secretary

Date Approved

* Indicates Action Item