



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

February 23, 2023 - **APPROVED**

Approved: (March 23, 2023)

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: 6:07 PM to 7:26 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	Ray Reich	Director at Large	X			
6	Patricia López	Director at Large	x			

Upon determining at 6:07 PM a quorum, Governance Board (GB), Patricia Minjarez, vice-chair will be taking minutes, meeting was then called to order at 6:07 PM.

Staff and other Participants: Dr. Maria Artiaga, Head administrator; Lucia Carmona, Operations and Community Engagement Dir; Terrance Hester, Business Officer; parents: Guadalupe Gutierrez, Leilani, Robert Moctezuma.

Others in Attendance:

1. *Conflict of Interest Declaration* – None were declared.
2. *Consent Agenda* – includes approval of the following:
 - *Agenda for March 23, 2023, Monthly Governance Board Virtual Meeting*
 - *Minutes of the previous meeting February 23, 2023, Governance Board Special Meeting*

Motion: Ray Reich moved to approve the consent agenda for March 23, 2023 and Minutes from GB Monthly Meeting of February 23, 2022.

Second: Patsy Lopez

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. 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. 577-000-2223-0022-I, 577-000-2223-0023-IB, 577-000-2223-0024-IB, 577-000-2223-0025-I, 577-000-2223-0026-I, 577-000-2223-0027-I**

Second: Patsy Lopez

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

5. *Review of Authorizer Unique Correspondence –By Dr Artiaga, any correspondence at this time.*
6. *Principal’s Report – By Head Administrator, Dr. Maria Artiaga. See amend.*
7. *Concilio de Padres and Community Engagement Reports – By Concilio Vice-Chair, Eric Rodriguez, and Director of Operations and Community Engagement, Lucia Carmona (to include Community School Updates) (see amend)*
8. *Reports from Committees -*
 - a. *Academic Performance Committee – Pat Minjarez, chair. committee will have report next meeting.*
 - b. *Governance Board Development Committee – report by Mr. Aldair Marquez, Chair.*
 - c. *Facilities Committee - By Committee Chair, Ray Reich. Dr. Artiaga reviewed needs/updates on facilities.*
 - d. *Safe School Committee – Chair needed*
 - e. *School Development Committee - Chair needed*
9. *Unfinished Business – None at this time*
10. *New Business –*
 - a. Discussion and Possible action to nominate a Board Member to Chair the School Development Committee.
 - b. Discussion and Possible action Summary of Charter School monitoring visit. No report at this time.
 - c. Discussion and Possible action on update visit to Church of Christ with gifts of thanks.
 - d. Discussion and Possible Action Lottery Enrollment Form.

Motion: Patsy Lopez moved to to accept the lottery form presented.

Second: Patricia Minjarez

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

11. Agenda items for Next Meeting –

- a. Candidate nominations needed for School Development Committee.*
- b. Facility update, status of needs.*
- c. Options for Governance Board trainings.*

12. Date of the Next Governance Board Meeting – March 23, 2023, at 6:00 pm, Virtual via Zoom Meeting.

Adjournment – Vote to adjourn by roll call vote at 7:26 pm

Motion: Pat Minjarez moved to adjourn this meeting.

Second: Maria Elena Vasquez

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

Raul Aldair Marquez
Raul Aldair Marquez, GB Chair

March 23, 2023
Date Approved