



# Raíces del Saber Xinachtli Community School Special Governance Board Virtual Meeting

July 30, 2024

2211 N. Valley Drive, Las Cruces, NM 88007.

This Meeting will be Conducted via Zoom

(Please contact Lucia Carmona at

[lcarmona@raicesdelsaber.org](mailto:lcarmona@raicesdelsaber.org) or call 575-571-2177 for Zoom Link).

Time: 6:00 PM

## Mission Statement of the Raíces Governance Board

To collaborate with staff to promote school financial sustainability, student academic success, and the development of healthy communities and successful lifelong learners in support of the school mission.

## The mission of Raíces del Saber Xinachtli Community School

Raíces del Saber Xinachtli Community School is to implement a developmentally appropriate rigorous academic program through an interdisciplinary curriculum that is experiential, participatory, biliterate, child-centered, and culturally responsive. Our students learn Spanish and English, achieving academic proficiency in all subjects in both languages as they develop critical and creative thinking skills.

Raíces creates an environment where students and parents are valued as participants in constructing knowledge and creating a learning community that promotes high academic performance, positive identity formation, and the reclaiming of cultural heritage.

### Governance Board Officers:

Raúl Aldair Marquez, Chair  
Patricia Minjarez, Vice-Chair  
Verónica Lucio, Secretary  
Maria Elena Garza DeVargas, Treasurer

### Board Members at Large:

Patsy - Patricia López

## AGENDA

### *Roll Call and Call to Order*

- 1) *Conflict of Interest Declaration –*
- 2) *The Consent Agenda of the first month of the new Fiscal Year 2024-2025 – includes approval of the following:*
  - a) Agenda for Special Meeting, July 30, 2024, Governance Board Special Meeting
  - b) Minutes of the previous Governance Board Monthly Meeting on *June 27, 2024, and The Special Meeting on July 6, 2024.*
  - c) The Monthly Finance Report is 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)
- 3) *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).
  - 4) *Public Input* – (See rules for public input at the end of the agenda)
  - 5) *Review of Authorizer Unique Correspondence* – By Dr. Hector Girón, Head Administrator
  - 6) *Head Administrator’s Report* – By Dr. Hector Girón, Head Administrator
  - 7) *Concilio de Padres and Operations and Community Engagement Director Reports* – By Eric Rodríguez, Chair of the Concilio de Padres, and Lucía Carmona, Director of Operations and Community Engagement
  - 8) *Reports from Committees* -
    - a) *Academic Performance Committee* – **Pat Minjarez, Committee Chair**
    - b) *Governance Board Development Committee* – **Aldair Márquez, Committee Chair**
      - *By instructions of the Charter Schools Division, urge GB members to use the emails from the school assigned by the school administration (please contact Ms. Elva Varela, Office Manager, to do it as soon as possible).*
    - c) *Facilities Committee* - **Verónica Lucio, Committee Chair**
    - d) *Safe School Committee* – **Aldair Márquez, Committee Chair**
    - e) *School Development Committee* - Volunteer Needed; this committee is still under development.
  - 9) *Unfinished Business* –
    - a) *Finalize the process to nominate the new Chair of the Raices Governance Board*
    - b) *Finalize onboarding and interview the GB candidates who applied to be members.*
      - *Dr. Ismael Camacho*
      - *Dr. Judith Flores Carmona*
      - *Lei Lani Nava*

10) *New Business –*

- a) *Discuss and take possible action to onboard Ms. Ana Mangino as a new member of the Governance Board of Raices.*
- b) *Discuss and take possible action to change the Financial Internal Controls Policies on Section V-Travel; Process for Employees Traveling for work-related purpose reimbursement, changing from Actuals to Per Diem. – presented By Dr. Hector Girón*
- c) *Discuss and Possible Action to authorize the new Head Administrator, Dr. Hector Giron, to be a signer at the school bank account (First American Bank)*

11) *Agenda items for the Next Meeting –*

- a)

12) *Date of the Next Monthly Governance Virtual Governance Board Meeting - (August 22, 2024, at 6:00 pm, Via Zoom Meeting). The 2024-2025 Schedule is as follows:*

**Raices GB meeting dates of the SY25**

**2024**

July 24  
August 22\*\*  
September 18\*  
October 23  
November 20\*  
December 18\*

**2025**

January 22  
February 26  
March 26  
April 23  
May 28  
June 25

\* Governance Board meetings are typically held on the fourth Wednesday of each month. Exceptions occur when the fourth Wednesday falls within the week of a major Holiday. In that event, the meeting will be held on the third Wednesday of the month.

\*\* This day, August 22, 2024, must be scheduled on the fourth Thursday of August due to previous information sent to NMPED that the SPED (Special Population) Policies and Procedures will be discussed and approved on this day.

*Adjournment – Vote to adjourn by roll call vote. (---adjourn)*

Procedures for Public Input - (based on the Raices Public Input Policy in compliance with the NMSA 1978, 22-5-4 and NMSA 1978, 10-:15-1.)

- Those who want to give public input should arrive before the meeting begins to sign up to speak.
- The Governance Board Chair will determine the speakers' time, depending on how many people sign up to speak and the time allocated for public input. It is normally 3 minutes per individual or 5 minutes per group. Those who attend the meeting virtually and wish to speak can join the Zoom Chat.

- Interpretation services will be available in English and Spanish as needed. \*
- Issues that arise based on public input may be discussed by the Board but cannot be voted on during the meeting if the topic/item does not appear on the agenda posted 72 hours ahead of the Board Meeting and which is approved by the Board preceding the public input period. It can be requested as an agenda item for a future meeting.

\*If you are an individual with a disability who needs a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or listen to the meeting, don't hesitate to get in touch with the Director of Community Engagement, Lucia V. Carmona, at [lcarmona@raicesdelsaber.org](mailto:lcarmona@raicesdelsaber.org) or call (575-522-0538) at least 48 hours before the meeting or as soon as possible.

Go to the Raíces website ([www.raicesdelsaber.org](http://www.raicesdelsaber.org)) for the public input policy.

**This institution is an equal opportunity provider.**