



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

April 27, 2023 **APPROVED**
Approved: (May 25, 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: 6:06 PM to 7:47 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 Lopez	Director at Large		X		

Upon determining at 6:06 PM a quorum, Governance Board (GB), Veronica Lucio, Secretary will be taking minutes, meeting was then called to order at 6:10 PM.

Staff and other Participants: Dr. Maria Artiaga, Head administrator; Lucia Carmona, Operations and Community Engagement Dir; Terrance Hester, Business Officer; Elva Varela, Office Manager; Eric Rodriguez-Chair of Concilio de Padres; parents: Leilani Nava, Vice Chair of the Concilio; Cristine Maese a parent.

ACKNOWLEDGED Mr. Ray Reich, Board Member and Co-Founder of Raices, recently passed away, in his memory – 5 minutes of silence.

1. *Conflict of Interest Declaration* – None were declared.
2. *Consent Agenda* – includes approval of the following:
 - *Agenda for April 27, 2023, 2023 Monthly Governance Board Virtual Meeting*
 - *Minutes of the previous meetings of March 23, 2023, and March 29, 2023, and April 24 Special Governance Board Meetings.*

Motion: Veronica Lucio moved to approve the consent agenda for, April 27, 2023, and Minutes of the previous meetings of March 23, 2023, and March 29, 2023, and April 24 Special Governance Board Meetings.

Second: Patricia Minjares.

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

3. 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: *Patricia Minjares*, moved to accept the **BAR No. 577-000-2223-0032-I, 577-000-223-0033-I, 577-000-2223-0034-I.**

Second: *Maria Elena Garza.*

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

4. *Public Input- called out but no one signed up.*
5. *Review of Authorizer Unique Correspondence –By Dr Artiaga, any correspondence- nothing currently.*
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.** See amend.*
 - b. *Governance Board Development Committee – report by **Mr. Aldair Marquez, Chair.** Nothing to report at this time.*
 - c. *Facilities Committee - By **Veronica Lucio, Committee Chair.***
 - d. *Safe School Committee – **Chair needed***
 - e. *School Development Committee - **Chair needed***
9. *Unfinished Business – None at this time.*
10. *New Business –*
 - a. *Prepare notice to NMPED-CSD to remove Ray Reich from GB for the reason of death.*

- b. Discussion and possible action to nominate Board Member at Large. (pending for next meeting)
- c. Discussion and possible action to nominate a Board Member to Chair the School Development Committee (pending for next meeting)
- d. Discussion and possible action to approve 2023-2024 School Calendar - Dr. Maria Artiaga

11. *Agenda items for Next Meeting –*

- a. *Status on training hours of each board member.*
- b. *Discuss and possible Acton to approve the Salary Schedule for staff.*
- c. *Discuss and possible Action to approve Budget SY 2023-2024*
- d. *Discuss and Possible Action to approve the SY 2023-2024 calendar amendments. **Postponed to next meeting for approval because there are new changes that will made to the LCPS calendar and prefer to wait until that happens.***
- e. *Updates for Personnel status*

12. *Date of the Next Governance Board Meeting – May 01, 2023, at 6:00 pm, Virtual via Zoom Meeting.*

Adjournment – Vote to adjourn by roll call vote at 7:47 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

05/25/2023
Date Approved