



# Raices del Saber Xinachtli Community School Governance Board Monthly Virtual Meeting Minutes

April 23, 2025, 2025, **DRAFT**  
Approved: (PENDING TO BE APPROVED)

[https://drive.google.com/drive/folders/1tCwgN4PRAIrHEgrM5FztpQ7bhR3AnoF7?usp=drive\\_link](https://drive.google.com/drive/folders/1tCwgN4PRAIrHEgrM5FztpQ7bhR3AnoF7?usp=drive_link)

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

The meeting was open to the public and conducted through the Zoom meeting platform.

Time: 6:08 PM to 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	Ismael Camacho	Chair	X			
2	Ana Mangino	Vice-Chair		X		
3	Mary Ann Clark	Secretary	X			
4	María Elena Garza	Treasurer	X			
5	Verónica Lucio	Board Member at Large		X		
6	Eric Rodriguez	Board Member at Large	X			

This is the monthly regular governance board meeting. The Secretary is acting as minutes taker with the Chair calling the meeting to order and declaring a quorum at 6:08 p.m.

## 1. Conflict of Interest Declaration – None reported

**Discussion** – Some board members did not receive the agenda by email. Dr. Camacho reviewed the agenda with the board. Some members did not receive the last set of minutes. Dr. Giron will make sure all emails are correct in the folder with the Raices email accounts for all board members.

## 2. The Consent Agenda – includes approval of the following:

- Agenda for Meeting, April 23, 2025, Governance Board Monthly Regular Meeting
- [Governance Board Meeting on March 26, 2024.](#)
- The Monthly Finance Report is to include the following:
  - Monthly Account Summary of Expenses
  - Monthly Account Summary of Revenue
  - 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 Notes from the Finance Committee Chair (The notes are for the actual month of the Meeting)

**Note:** The agenda and minutes were reviewed on screen by all board members prior to the motion. Mr. Hester is requesting a special meeting of Finance Committee prior to a special board meeting next week.

**Motion:** by Eric Rodriguez to approve the Consent Agenda, Item 2a and 2b as read, excluding 2c.

Seconded by Elena Garza.

Approved unanimously by the Board

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).

**Report:**

**Motion:** by Eric Rodriguez move item 3 to a Special Board Meeting, April 30, 2025

Seconded by Elena Garza

Approved unanimously by the Board

4. *Public Input – None*

5. *Review of Authorizer Unique Correspondence – By Dr. Hector Giron, Head Administrator*

**Report:**

No Correspondence to report at this time.

6. *Principal's Report – By Dr. Hector Giron, Head Administrator*

**Report:**

- Enrollment started at 122 at the beginning of the year currently at 116. Sustaining and keeping the majority of students. This will help stabilize the population for next year
- FYI Plus Follow-up Meeting. Notes are found on the link to the Administrator's Report. Raices will continue to build relationships with the County so they can become our fiscal agent. Raices staff will work with FYI to identify square footage and then work with the architect. The approach will continue in phases. FYI will draw up the plan as well as the phases. The School Development Committee really needs to be ramped up (Donors-Benefactors-Doers).
- Board question: What are our options for fiscal agents. Dr. Giron stated that it is his understanding that we must ask the county to be our fiscal agent. What would be our back up? Dr. Giron will investigate this.

- Gifted Education Team will meet on April 26, in the Multipurpose Room at Raices. Will focus on MLSS and redesign of the school report card. We want report cards to reflect the specifics of each grade level. Thank you to Mary Ann Clark for assisting with this.
- Public Education Commission Audit Reports will be addressed in Santa Fe this Friday by Mr. Hester and Dr. Giron. The PEC will then determine the course of action with Corrective Action Plans.
- First grade student Diego Serrato has won 3<sup>rd</sup> Place at Eastern New Mexico Art Exhibit competition.
- Fifth grade students will be presenting their Capstone Projects at NMSU May 12-23. A schedule will be sent to Board Members so that they know when presentations will be held at O'Donnell Hall.
- Kinder and Fifth Grade Ceremonies will be held on May 23<sup>rd</sup> at the Las Cruces Church of Christ Auditorium. The Mayor Protem will speak to Kinder. Lawyer will be speaking to the Fifth Graders.
- A Fifth-Grade student has won second place in a national poster contest on missing Children.
- Raices del Saber the tremendous support provided by the ACE Grant allocation.
- Friday will be a Student Council Aguas Frescas fundraiser. They have purchased a goal post for soccer in addition for some toys for children to play with on campus.
- 9:00-2:00 Saturday, April 26, everyone is invited to the Annual Spring Xinachtli Summit, Walking and Growing With My Child, at the Las Cruces Church of Christ. Sembrano Salud will be distributing seeds and information at the Church next door during this time.

7. *Concilio de Padres and Community Engagement Reports – By Eric Rodríguez, Chair of the Concilio de Padres, and Lucía Carmona, Director of Operations and Community Engagement*

**Report:** The new chair, Mr. Hernandez, could not be present for the monthly meeting in April. There will be an open meeting in May for all parents. Hopefully board members will be able to attend. If we need extra space we will request it from the church. Students will also be sharing presentations such as fifth grade Capstone Projects.

The Director of Operations and Community Engagement, teachers, and some parents are back from Albuquerque from a gathering of International participants and the Network of Indigenous Schools .

*Reports from Committees –*

- Academic Performance Committee – Vacant*
- Governance Board Development Committee -By Ismael Camacho, Chair – Update on the Cyber Safety training for Governance Board Members*
- Facilities Committee – By Veronica Lucio, Committee Co-Chair – Report on the Facilities Action Committee from the Team's last meeting. By Dr. Hector Giron, Head Administrator*

- d. *Safe School Committee* – **Ana Mangino**
- e. *School Development Committee* – Volunteer Needed; this committee is still under development.

## Reports:

- a. **Academic Performance Committee** – Mary Ann Clark volunteered for the committee.
  - b. **Governance Board Development Committee- Report on the Cyber Safety training for Governance Board members:** Dr. Camacho just completed an updated Cyber training. It was very good, and I am very glad I attended. Eric Rodriguez stated that he has attended extensive Cyber Security training. If more is required, he would be happy to attend. Dr. Camacho stated he just wants to make it available for anyone who needs it. Eric Rodriguez stated if the school hosts the training again he will attend as will Dr. Camacho.
  - c. **Report from the Facilities Action Committee** – None. Mr. Rodriguez will move into this committee when the current board member leaves.
  - d. **Safe School Committee** – None
  - e. **School Development Committee** – Volunteer needed; Dr. Camacho volunteered to serve on the committee
8. *Unfinished Business* – **None**
9. *New Business* –
- a. Discuss possible action to approve the Academic Calendar SY2026, presented by **Dr. Hector Giron, Head Administrator**
  - b. Discuss and possible action on acquiring a P-Card program to conduct administrative operations as needed. A board resolution authorizing the Issuance of individual procurement cards will be required. [Here is the link to the resolution form.](#)
- For more information: <https://illinois-pcard.com/home> **By Dr. Hector Giron, Head Administrator**
- a. **Discussion** – The proposed calendar was presented on screen. Two calendars, one mirroring LCPS schools and one the calendar we used this year. Most of the staff voted for the current calendar. Teachers would begin July 14, with three days of PD and three days of work in classrooms. It includes early release days, open house day, holidays and breaks. Essentially, it mirrors what we have done this year. Question: How does this calendar differentiate from the Las Cruces calendar? The Director of Operations and Community Engagement stated LCPS starts later and has only one week for fall break and one week for spring break. Mr. Rodriguez stated as a parent, he really appreciates the current calendar that is used.
  - b. **Discussion** – Invitation for board members to attend the 2025 Charter School Conference in Albuquerque June 10-11. Mr. Rodriguez and the Director of Operations and Community Engagement will be making a presentation on the Community School Framework at the conference.

- c. The Chair would like to know why there are so many repeated BAR requests. He requests that Mr. Hester give us a presentation.
- d. Mr. Rodriguez does not see a policy for this. Should we have a policy in place prior to authorizing the use of the card. Dr. Camacho agrees that the policy needs to flesh out the details of how the card will work. The Head Administrator stated the CES has a process to do this. Some banks will not do this. It is helpful to have the card for travel, for example, so that teachers don't have to put up their money up front and wait for reimbursement. Mr. Rodriguez stated that what can and cannot be used with a P-Card is very specific, that's why banks won't give it to us due to our nonprofit status. I can see the need to go to CES.

**Motion:** by Eric Rodriguez to table this until the policy is in place.

Seconded by Mary Ann Clark

Approved unanimously by the Board.

**Motion:** by Eric Rodriguez to approve the school calendar as presented by Dr. Giron

Seconded by Elena Garza

Approved unanimously by the Board

#### 10. *Agenda items for the Next Meeting –*

Results of the April 25<sup>th</sup> meeting with PED. Food Services Management Company for next year.

#### 11. *Date of the Next Monthly Governance Virtual Governance Board Meeting - (May 28, 2025, at 6:00 pm, Via Zoom Meeting).*

#### 12. *Adjourn*

**Motion:** Eric Rodriguez at 7:46 pm to adjourn the meeting.

Second: Elena Garza

Approved unanimously by the Board

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Mary Ann Clark, Board Secretary

Pending the next board meeting

May 28, 2025

Date Approved

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