



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

December 18, 2024, **APPROVED**

Approved: (January 22, 2025)

[Click here to link to the recordings of the meeting](#)

Location: Raices del Saber Xinachtli Community School, 2211 N. Valley Drive  
The meeting was in-person, with the public joining through the Zoom meeting platform.

Time: 6:03 PM to 7:22 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	María Elena Garza de Vargas	Treasurer		X		
4	Verónica Lucio	Director at Large	X			
5	Patricia López	Director at Large		X		

This is the monthly regular governance board meeting. Ms. Lucia Carmona is acting as minutes taker, calling the meeting to order and declaring a quorum at 6:03 p.m. Quorum was declared.

## Roll Call and Call to Order

1. *Conflict of Interest Declaration – Any conflict of interest was presented*
2. *The Consent Agenda – includes approval of the following:*
  - a. *Agenda for Meeting, December 18, 2024, Governance Board Monthly Regular Meeting*
  - b. *[Minutes of the previous](#) Governance Board Special Meeting on November 20, 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)
- viii. Monthly Voucher by Warrant Report

**Motion:** Veronica Lucio makes a motion to Approve The consent Agenda and all items listed as it is

**Second:** Ana Mangino

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

3. Finance Committee and Audit Committee Report, **By Terrance Hester, SWREC, and GB Treasurer**,
  - Discussion of any GB member questions on the Finance Report.
  - Discussion and possible action on Budget Adjustment Requests (BARs)  
**No BARs are to be approved; three are pending for the next meeting.**
4. Public Input – (See rules for public input at the end of the agenda).
5. Review of Authorizer Unique Correspondence – **By Dr. Hector Giron, Head Administrator**
6. Head Administrator’s Report – By Dr. Hector Giron, Head Administrator
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**

**Some highlights:** The concilio de Padres conducted a fundraising activity collecting \$900, and the student council had another activity collecting \$400. The concilio is taking care of the funds collected by the students and together will agree on what to do with the funds. For now, they are looking to continue having more fundraising opportunities.

**Lucia Carmona** reported that the school is getting ready to start enrollment, starting with the lottery enrollment process. The lottery enrollment period begins in January and ends on March 31. The PCSNM invited Lucia to participate in a panel discussion about Community Schools at their Conference.

Provided an update on the recent CS Strategic session

Talked about the cultural event during winter solstice: [the 9 days of Huitzilopochtli](#)

8. Reports from Committees -
  - a. Academic Performance Committee – **Vacant**
  - b. Governance Board Development Committee – **By Dr. Ismael Camacho, Chair**

- c. *Facilities Committee – **Verónica Lucio, Committee Co-Chair**, updated a report about the first session held by the Facilities Action Team. Presenting to the board an analysis about options to stay where right now Raices or explore other venues.*

**Proposed Agenda during the Facilities Action Team**

1. *Summary of options by Lucia Carmona*
  - a) *Team up with FYI to seek funding to improve and expand the current facilities. Both entities have good connections with legislators to ask for capital outlay*
  - b) *Explored accessibility and affordability for other facilities in Las Cruces.*
  - c) *Explored the possibility of buying land*
  - d) *Explored the possibility of becoming a “Lab School” at NMSU. We are not yet in this position now.*
2. *The Facilities Action Team will prepare recommendations for the Governance Board to determine the next steps.*
3. *[Link to the recordings of sessions with FYI and Facilities Action Team](#)*

- d. *Safe School Committee – **Ana Mangino** – any report at this time*

- e. *School Development Committee - Volunteer Needed; this committee is still under development.*

9. *Unfinished Business – Any Unfinished Business*

10. *New Business –*

- a) *Discuss possible action to add Mrs. Mary Ann Clark as a new Governance Board member. Presented by Dr. Ismael Camacho, Chair.*

**Motion:** *Veronica Lucio makes a motion to Approve the acceptance of Mrs. Mary Ann Clark as a new Governance Board member.*

**Second:** *Ana Mangino*

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

- b) *Updates on acquiring a Credit Card to conduct administrative operations as needed. By Dr. Giron*

- c) *Updates on the responses to the audit results. By Dr. Hector Giron.*

- d) *Discuss possible action to schedule a Board Development Training by Dr. Jane Asche. Presented by Dr. Ismael Camacho.*

*The Board will meet with Dr. Jane Asche and provide them with half a day on Saturday, 18, 2025, at Ms. Ana Mangino's address.*

**11. Agenda items for the Next Meeting –**

- a. *Discuss and possible action to approve the Lottery Enrollment form for SY 2025-2026*
- b. *Updates on Credit Card Policy*
- c. *Write a letter of gratitude and prepare a "Hummingbird Award" in gratitude to Ms. Patsy Lopez for her participation.*
- d. *Follow up on facilities*
- e. *School Performance Vista NM*
- f. *Start preparation for the site visit from the Charter Schools division on February 6, 2025*

**12. Date of the Next Monthly Governance Virtual Governance Board Meeting - (January 22, 2025, at 6:00 pm, Via Zoom Meeting).**

**13. Adjourn**

**Motion:** *Dr. Ismael Camacho makes a motion to adjourn the meeting at 7:22 pm*

**Second:** *Ana Mangino*

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

*Ismael Camacho*

Dr. Ismael Camacho, Chair  
Lucia Carmona, Staff support

January 22, 2025

Date Approved

**Head Administrator's Report**  
**December 18, 2024**  
**Dr. Hector Girón**

- Yearly Audit being conducted by CLA (CliftonLarsonAllen LLP)-**Sheila Quintana-Filosa, CPA**, Director for State and Local Government
  - Audit report was signed and submitted to CLA on 11.25.24
  - Question by Governance Board: Why isn't the board allowed to receive ongoing information about the audit as it is conducted by the auditor?
    - The New Mexico Administrative Code-New Mexico State Audit Rule
    - The information may be presented to the Governance Board in a Closed Executive Session.
    - The statute is [NMAC 2.2.2.10 subsection M paragraph 3](#)
- [Enrollment Numbers for 2024-25](#)
- Presentation and review of the [Raices del Saber Xinachtli Community School Strategy Report](#)
- Student Council Trip to Cravings November 21 from 10:00 am-1:00 pm
  - Student representatives from grades K-5 learned about how their meals are prepared and had an opportunity to ask questions and offer suggestions to improve the daily offerings.
    - Staff continue monitoring the student consumption of the food provided by Cravings. They have made the following observations during the week of December 2-6;
      - Students are eating the meals. They seem to find the food more appetizing.
      - Students who used to refuse to eat the meals are now willing to try them

- Options are being provided
- December 6th-Hot Chocolate sale after school.
- [Facilities Action Team Meeting](#) Report.
  - Next Steps
    - Scheduled a Building Assessment with PSFA-December 16th at 10:00 am.
      - Current facilities
      - Building on the property under consideration for implementation of a Pre-Kinder Program. Determine if the building can be coded E-Occupancy.
      - Report to be provided in early January 2025