



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

October 23, 2024, **APPROVED**

Date of Approved: (November 20, 2024)

[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: 6:21 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 Mangion	Vice-Chair		X		
3	Judith Flores Carmona	Secretary		X		
4	María Elena Garza de Vargas	Treasurer	X			
5	Verónica Lucio	Director at Large	X			
6	Patricia López	Director at Large	X			

This is the monthly regular governance board meeting. Dr. Ismael Camacho is acting as minutes taker, calling the meeting to order and declaring a quorum at 6:21 p.m. Quorum was declared.

Roll Call and Call to Order

1. *Conflict of Interest Declaration* –
2. *The Consent Agenda* – includes approval of the following:
 - a. Agenda for Meeting, October 23, 2024, Governance Board Monthly Regular Meeting
 - b. [Minutes of the previous](#) Governance Board Special Meeting on September 18, 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)

Motion: Patsy Lopez makes a motion to Approve The consent Agenda and all items listed as it is

Second: Ismael Camacho

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,**
- a. Discussion of any GB member questions on the Finance Report.
 - b. Discussion and possible action on Budget Adjustment Requests (BARs).

Motion: Patsy Lopez makes a motion to Approve the Finance Report including BARs 577-000-2425-0003-IB, 577-000-2425-0004-IB, 577-000-2425-0005-IB, 577-000-2425-0006-I, 577-000-2425-0007—I, 577-000-2425-0008-T.

Second: Ismael Camacho

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

4. Public Input – (See rules for public input at the end of the agenda).
 - Ms. Patsy Lopez, Board Member at large, announced that the following g
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**
8. Reports from Committees -
 - a. Academic Performance Committee – **Vacant**

 - b. Governance Board Development Committee – **By Dr. Ismael Camacho, Chair**

- c. *Facilities Committee – **By Verónica Lucio, Committee Co-Chair***
- d. *Safe School Committee – **Ana Mangino***
- e. *School Development Committee - Volunteer Needed; this committee is still under development.*

9. *Unfinished Business –*

10. *New Business –*

- a. *Discuss the need to establish a Records Retention Policy ([click here](#) for a link to relevant information about this matter) **by Dr. Ismael Camacho***
- b. *Discuss to decide who from the board members will attend the [Annual Community School Strategy](#) sessions scheduled on October 19, 2024, and November 16, 2024, to verify if there will be a quorum to send a public announcement. **By Dr. Hector Giron***
- c. *Discuss possible actions to adopt a Credit Card and initiate the process, including preparing a Credit Card Policy and Procedure for purchases that do not accept POs.*

No action was taken this time. All the items were discussed, and we will provide a follow-up by each responsible person for the next monthly meeting.

11. *Agenda items for the Next Meeting –*

a.

12. *Date of the Next Monthly Governance Virtual Governance Board Meeting - (November 20, 2024, at 6:00 pm, Via Zoom Meeting).*

Motion: Patsy Lopez makes a motion to adjourn the meeting at 7:54 pm

Second: Elena Garza

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

Ismael Camacho

Dr. Ismael Camacho, Chair

November 20, 2024

Date Approved

Head Administrator's Report
October 23, 2024
Dr. Hector Girón

- Yearly Audit being conducted by CLA (CliftonLarsonAllen LLP)-**Sheila Quintana-Filosa, CPA**, Director for State and Local Government
 - 10.1.24 Risk Interview held at 9:00 am with Dr. Hector Giron. Interview conducted by Jacqueline Munoz.
 - 10.15.24 Audit Committee Meeting held at 4:30 pm via Zoom.
 - Pending -Risk Interview with Governance Board Member.
 - 11.18.24 Meeting to present the Audit Report to the Audit Committee at 1:30 pm.
 - 11.27.28 Audit Report will be sent via Docusign for signature from
 - Dr. Hector Giron-Head Administrator
 - Terrance Hester-Business Manager

- [Enrollment Numbers for 2024-25](#)
- Legislative Education Study Committee <https://www.nmlegis.gov/Entity/LESC/Default>
 - A treasure trove of information. The latest information about what is being considered in terms of education in the State of NM.
 - Publications and Committee Information
 - [School Leadership Preparation-Principal Residency](#)

- ACE (Accessing Choices in Education)
 - <https://www.gricted.com/index.php/ace-program>
 - **Jessica Helen Lopez**
Native Youth Opportunities Director
ACE Grant Program Manager
NACA Inspired Schools Network
 - Is submitting a formal request to add Raices to the ACE grant for Year 5 and seeking approval by November.
 - 4 Pillars
 - Culture and Language
 - Dropout Prevention and Recovery
 - Literacy
 - Enrichment