



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

February 28, 2024, **APPROVED**

*Approved: (March 28, 2024)*

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: 6:06 PM to 8:06 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	María Elena Garza de Vargas	Treasurer	X			
5	Patricia López	Director at Large		X		

This is the monthly regular governance board meeting. Ms. Pat Minjarez is acting as minutes taker, calling the meeting to order and declaring a quorum at 6:06 p.m.

1. *Conflict of Interest Declaration* – None were declared.
2. *Consent Agenda* – includes approval of the following:
  - a. *Agenda for February 28, 2024, Monthly Governance Board Virtual Meeting*
  - b. *Minutes of the previous meetings, Monthly Meeting for January 25, 2024.*

**Motion:** Patsy Minjarez moved to approve the consent agenda for February 28, 2024, and Minutes from the previous GB Monthly Meeting of January 25, 2024.

**Second:** Raul A. Marquez

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

- c. *The Monthly Finance Report is to include the following:*
  - Monthly Account Summary of Expenses
  - Monthly Account Summary of Revenue
  - Monthly Bank Statement
  - Monthly Bank Reconciliation Statement

- Monthly Update in Preparation for the Quarterly Cash Report
- Monthly Voucher by Warrant Report
- Monthly Finance Committee Meeting Notes from the Finance Committee Chair
- 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).*

**BAR No. 577-000-2324-0020-I, 577-000-2324-0021-I, 577-000-2324-0022-D, 577-000-2324-0023-I, 577-000-2324-0024-IB, 577-000-2324-0025-I.**

**Motion:** *Pat Minjarez moved to approve the BAR as presented*

**Second:** *Elena Garza*

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

3. *Public Input – I called out, but no one signed up. Concilio de Padres provided an update.*
4. *Review of Authorizer Unique Correspondence – By Dr. María Artiaga, Head Administrator.*
  - *Any correspondence at this moment*
5. *Head Administrator’s Report – By Dr. María Artiaga, Head Administrator (see at the bottom)*
6. *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 (see at the bottom)*
7. *Reports from Committees -*
  - a. *Academic Performance Committee – **Pat Minjarez, Committee Chair***
  - b. *Governance Board Development Committee—Aldair Márquez, Committee Chair—*
    - *A presentation by a potential candidate for GB member, Ms. Julie Corrales. She expressed that she will not accept the GB position due to an illness she is taking care of and prefers to wait until the following school year to reconsider her candidacy.*
  - c. *Facilities Committee - **Verónica Lucio, Committee Chair***
    - *Mr. Aldair reported he was at a meeting with FYI team to discuss review of the contract. We will continue working on that for now.*

- d. *Safe School Committee – Aldair Márquez, Committee Chair*
  - *Any updates at this time.*
- e. *School Development Committee - Aldair Márquez, Committee Chair*
  - *Any updates at this time.*

8. *Unfinished Business –*  
a.

9. *New Business –*
- a. *Discussion and Possible Action on new board member(s)*  
*Any action*
  - b. *Discussion and possible action Resignation letter for personal issues dated February 28, 2024, from Ms. Julie Corrales, voted recently during the Monthly meeting on January 25, to become a new board member.*

**Motion:** *Pat Minjarez moved to approve Resignation letter from Ms. Julie Corrales as a new board member*

**Second:** *Elena Garza*

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

10. *Agenda items for the Next Meeting –*

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

*Adjournment – Vote to adjourn by roll call vote at 6:51 pm*

*Raul Aldair Marquez*  
Raul Aldair Marquez, GB Chair

March 28, 2024  
Date Approved