



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

January 22, 2025, **APPROVED**

Approved: (February 26, 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: 6:10 PM to 7:27 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	María Elena Garza de Vargas	Treasurer	X			
4	Verónica Lucio	Director at Large		X		
5	Mary Ann Clark	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 6:10 p.m. Quorum was declared.

## Roll Call and Call to Order

1. *Conflict of Interest Declaration – Any conflict declaration or public comments*
2. *The Consent Agenda – includes approval of the following:*
  - a) Agenda for Meeting, January 22, 2025, Governance Board Monthly Regular Meeting
  - b) Minutes of the previous Governance Board Meeting [on December 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:** Mary Ann Clark makes a motion to Approve The consent Agenda and all items listed as it is

**Second:** Elena Garza

**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).

**NO BARs to discuss and approve.**

- 4. *Public Input—(See rules for public input at the end of the agenda) Maribel Salmon, a community member, introduced herself. Ms. Salom was recently hired as the Community Engagement Associate for Dona Ana County, and she expects to provide support and collaboration with Raíces del Saber families. She will also accompany families to the legislature session to advocate for early childcare providers. Ms. Carmona shared that she knows Ms. Salmon well from former collaborations and wants to continue.*
- 5. *Review of Authorizer Unique Correspondence – **By Dr. Hector Giron, Head Administrator** – Any Unique Correspondence at this time.*
- 6. [Principal's Report](#) – By 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*

*Lucia Carmona Provided updates on the Concilio de Padres notes. Mr. Eric Rodriguez has stepped down as Chair of the Concilio, and Mr. Samuel Hernandez will take his place starting in April. The Concilio de Padres received the announcement that Mr. Rodriguez is interested in taking the position of representative on the Governance Board, and his nomination was approved during this meeting. The following steps will be announced during the following Governance Board meeting to confirm the acceptance of Mr. Eric Rodriguez as a new board member representing the Concilio de Padres of the School.*

- 8. Reports from Committees -
  - a) **Academic Performance Committee – Vacant – Any report at this time**

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

- *Update on the Governance Board Development Training by Ms. Jane Asche. It will be held on February, Saturday 22, 2025 – at the same place and time scheduled before.*
- *Update on the Membership Change Notification to NMPEC about the resignation of Ms. Patsy Lopez and acceptance as a new board member to Ms. Mary Ann Clark.*
- *Update about a letter of gratitude to Ms. Patsy Lopez for her service from the GB.*

c) *Facilities Committee – By Verónica Lucio, Committee Co-Chair – Any to report*

d) *Safe School Committee – Anna Mangino – Any to report to this committee for now, Ms. Mangino asked for more information on her role on this committee, and she expects to receive more information and learn during the upcoming board training by Mrs. Jane Asche.*

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

9. *Unfinished Business –*

- a) *Updates on the Credit Card process and the Policy to handle a Credit Card*  
Dr. Giron, reported that there is nothing to report at this time, the bank has not responded to the request. Still waiting on status, also, review possible samples of Policy to hold a Credit Card, and found a brief description that Gadsden School District has.

10. *New Business –*

- a) *Discuss and Possible action to approve the Lottery Enrollment Form for SY 2025-2026*

***Motion:*** *Ana Mangino makes a motion to Approve the Lottery Enrollment Form for SY 2025-2026*

***Second:*** *Elena Garza*

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

- b) *Nominate a Secretary of the Governance Board.*

***Motion:*** *Ismael Camacho makes a motion to Approve the nomination for Secretary of the Raics board to Mrs. Mary Ann Clark*

***Second:*** *Ana Mangino*

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

- c) [Presentation School Performance - Data SY 2023-2024 – NM Vistas](#) Presented by Dr. Hector Giron, Head Administrator.
- d) Preparation [for Site Visit from Charter Schools Division \(CSD\)](#) – February 6, 2026—Governance Board

members are scheduled to meet with CSD staff from 9:30-10:30 a.m., presented by Dr. Hector Giron, Head Administrator. Lucia Carmona reported that if more than two members attend, the public notification that there is going to be a quorum without making any decision.

- e) Establish a plan to review the “Internal Complaints and Grievance Procedure” Policy. Presented by Dr. Hector Giron, Head Administrator. Provided the process available to the public on the Raices website, including a Grievance form.

*11. Agenda items for the Next Meeting –*

- a) Updates on the Governance Board member's training provided by Jane Asche.*

*12. Date of the Next Monthly Governance Virtual Governance Board Meeting - (February 26, 2025, at 6:00 pm, Via Zoom Meeting).*

*13. Adjourn*

**Motion:** *Elena Garza makes a motion to adjourn the meeting at 7:27 pm*

**Second:** *Mary Ann Clark*

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

*Ismael Camacho*

Dr. Ismael Camacho, Chair

February 26, 2025

Date Approved

**Head Administrator's Report**  
**January 22, 2025**  
**Dr. Hector Girón**

- [Enrollment Numbers for 2024-25](#)
- [SB9 Capital Outlay Projects](#) approved by the NMPED Capital Outlay Bureau
  - Security Camera Project
  - Staff Computers
- [HB33 Project](#) not approved by the NMPED Capital Outlay Bureau
- January 29th-Youth for Food Day at the Capital-sponsored by Food Corp.
  - 16 students from kinder through 5th grade
  - 18 parents, staff and other adults.
  - Congratulation to Ms.Kayla Martinez-Art Teacher, Mr. Luis Ramos-5th grade teacher, and Mr. Adrian Rios-Food Corp instructor.
- Jessica Helen Lopez-Accessing Choice In Education (ACES) Grant
  - Community Talking Circle-scheduled for January 23 from 6-8PM at Raices Del Saber.