



Raices del Saber Xinachtli Community School
Governance Board Meeting Minutes –Approved-
Thursday, May 23, 2019
NMSU, College of Education
O'Donnell Hall, Ground Floor CORE Room

1. Call to Order – at 5:15 PM
2. Roll Call

The following Board Members signed in and confirmed attendance via voice Roll Call:

Present: Emma Armendariz, Jane Asche, Rocio Benedicto, Alejandro Flores, Ray Reich.
Quorum present for meeting.

Absent: Paul Gutierrez (Excused), Irene Oliver-Lewis (Excused)

Others Present: Lucia Carmona, the Director of Operations and Community Engagement and Efren Miranda from the Public.

3. Conflict of Interest Declaration – Board Chair called for declarations. None were declared.
4. Approval of Agenda*

Motion: Ray Reich moved to approve the agenda with the addition of the following discussion items:

- 9-b. Discussion of the Status of the NISN letter to the Business Manager of funds coming to Raíces from NISN,
- 10-b. Discussion and possible action on approval of revised school calendar for the 2019-2020 school year, and
- 10-c. Discussion on Prioritizing how the NISN money will be spent.

Second on the motion by Alejandro Flores. Motion passed unanimously by roll call vote.

5. Public Input – Efren Miranda who has just finished a graduate degree in education at NMSU came to the meeting to share that he is prepared to assist Raíces over the summer in any way appropriate. Ms. Carmona, the Director of Operations and Community Engagement announced that he will begin by preparing translations of the Xinachtli curriculum materials into Spanish.

6. Consent Agenda*

- a) Approval of Minutes of May 15 Special Called Meeting
- b) Approval of Policies submitted in March 1 Checklist Submissions to the NM Charter School Division.

Motion: Ray Reich moved that the consent agenda be approved. Second by Alejandro Flores.

Roll call vote: Four Yes votes by Ray Reich, Jane Asche, and Emma J. Armendáriz on item “a”. Two abstentions on item “a” by Rocio Benedicto and Alejandro Flores because they were not present at the May 15 Board meeting. Vote passed by a simple majority of the quorum present at the meeting on item “a”. Unanimous approval of item “b”.

7. Reports from Committees

- a. Finance Committee – Ray Reich reported for the Finance Committee that the current bank balance is \$3,000 and there have been no expenses to report. By July when the SEG (State Equalization Guarantee) funds are released, a very detailed financial report will be provided for each Board meeting on budget expenditures, budget versus actual expenses for any given month, and the overall balance sheet per month and year to date.
- b. Facilities Committee - Committee member, Alejandro Flores reported that the demolition of the inside of the building has been completed and now that the County Planning and Zoning Commission has approved the site for a public school zone, renovation of the inside will begin immediately. Alejandro will make a weekly site inspection and report on progress to the Board to make sure that all work will be completed in time for the PFSA site inspection to take place before the school opens on August 8th, 2019. It must be certified for meeting Educational Occupancy Standards before students begin school.
- c. Governance Board Development Committee
 - 1) Review of the policies, procedures, regulations Board Members must see are carried out. Jane discussed with the board plans for orienting the board on how to keep track of all the policies and procedures we have passed over the last year which reflect the state laws and statutes that all board members must abide by and have pledged to uphold in our Board Resolution Passed # 1 stating that we will uphold all federal and NM state laws related to public schools.
 - 2) The procedures for recruiting and onboarding new board members. Rocio Benedicto discussed the process that will be used for recruiting, selecting and “onboarding new board members. Rocio and Jane will present a formal plan from the committee at the next regular board meeting of the Racies Board based on our charter application and bylaws.

Action to be Taken: Rocio and Jane to present a detailed process in writing for the recruiting, selection, and onboarding of new Board Members.

8. Principal's Report – Angela Stock provided a written principal's report since she was fulfilling the last commitment of her contract with the Las Cruces Public Schools this evening and could not attend this Board Meeting. Lucia Carmona, elaborated on the work that she and Angela have been working on with finalizing and revising checklist items that must be approved before the final June 14th meeting with Public Education Commission. Angela is also focusing attention now on hiring the Raices staff members that is funded in the Budget for the 2019-2020 school year. Lucia reported that she and Angela are pursuing the LCPS food service as a possible contractor for food services for Raices. The board wants a report on the options at the next board meeting.

9. Old Business

- a. Attendance at the Public Education Commission Meeting on June 14 for final approval of the Charter.

Action to be Taken: The following staff and Board members are planning to attend the June 14 Meeting with the Public Education Commission (PEC): Angela Stock, Lucia Carmona, Emma Armendáriz, Rocio Benedicto, and Jane Asche.

- b. Discussion of the Status of the NISN (NACA Inspired School Network) letter to be sent to the Raices Business Manager documenting funds coming to Raices from NISN.

Action to be Taken: Lucia Carmona will check to see if this letter has been sent by NISN to the Raices Business Manager so that all paperwork with the OBMS Office can be completed.

10. New Business –

- a. Possible Action – Vote taken to approve the most recent version of the School's charter contract with the Public Education Commission.

After individual Board Member review of the Raices charter contract that was approved by the PEC on May 10, 2019, based on the negotiation meeting between the PEC and Raices Board on May 3, 2019, the following action was taken.

Motion: Jane Asche moved to approve the negotiated charter contract between the Raices Governance Board and the Public Education Commission (PEC) which was approved by the PEC on May 10, 2019. Second by Rocio Benedicto. The motion passed unanimously by a roll call vote of Board Members present at the meeting: Five (5) yes votes and zero (0) votes of opposition.

Action to be Taken: The Board Secretary, Jane Asche, will send the signed contract and certification of the Board vote to Dr. Karen Woerner, Deputy Director of the Charter School Division.

- b. Discussion and possible action on approval of revised school calendar for the 2019-2020 school year. After discussion on the revisions of the prior approved school calendar, the following action was taken.

Motion: Ray Reich moved to approve the most recent revision of the school calendar provided to Board members in their meeting materials packet dated May 23, 2019. Second by Alejandro. The motion passed unanimously by roll call vote of Board Members present at this meeting.

- c. Discussion on Prioritizing how the NISN money will be spent. Board members discussed the NISN financial commitment to Raices in the first year of school operation of \$62,920.28. It was the general consciences of Board Members that the Principal, Angela Stock, and Director of Operations, Lucia Carmona, should prioritize how the money will be spent within the specific categories of budget allocations and report to the Board.
- d. Discussion on the June Meeting. After discussion, the Board Members reached a consensus that we would not meet in the month of June unless there is a need to call a special meeting to approve actions that may be required for the final approval of the PEC to commence operations or a need for the principal to ask for approval to file a budget adjustment request to OBMS, or some other issue that calls for Board input and action.

11. Agenda items for Next Meeting –

- a. Status of the NISN letter to the Business Manager for reporting available funds to the OBMS office.
- b. A report on the options for food services for the upcoming Raices school year.

12. Date of the Next Governance Board Meeting: **Thursday, July 25, 2019, at O'Donnell Hall at NMSU should the School site at 2211 N. Valley Drive not be ready for occupancy.**

13. Adjournment – Vote to adjourn by roll call voice vote.*

Motion: Rocio Benedicto moved to adjourn the meeting at 7:00 PM. Second by Alejandro. The motion passed unanimously by roll call vote.

* Indicates Action Item