



New Mexico Public Education Commission (PEC)

Governing Body Member Change Notification Instructions

Purpose: To notify the Public Education Commission (PEC) of a change in a member or members of the school's Governing Body. The school may report multiple member resignations/removals and designations on the same form.

Submission Deadline: Changes to the Governing Body membership do not require prior approval of the PEC; however, notice must be received within 30 calendar days of the change. Vacancies must be filled within 45 days; one 30-day extension may be requested.

Notifications completed 14 days prior to the next PEC meeting will be placed on the next agenda. Notifications of this type are typically placed on the consent agenda; however, any notification may be removed from the consent agenda and moved to the regular agenda for full discussion and possible action by the PEC.

Meeting minutes of the governing board of the school and the PEC will serve as an amendment to, or compliance with, the charter contract regarding this membership change. The documentation will be added to the board of finance documentation on file with CSD.

The school must provide: SEE ATTACHMENTS

- Fully completed form
- Approved board minutes or certification of the board's vote accepting the new member
- Resignation Letter or board meeting minutes removing the previous member
- Statement of Governing Body Member to Consult with PED
- Affidavit of Governing Body Member
- Assurances of Governing Body Member

Contact charter.schools@ped.nm.gov with questions about completing or submitting documents.

Governing Body Member Change Notification Form

Submit this form and all supporting documents to charter.schools@ped.nm.gov

The Charter Contract was entered into by and between the New Mexico Public Education Commission (PEC) and Raices del Saber Xinachtli Community School, hereafter "the school," effective on 7/31/2024.

Current Governing Body Members and Positions: Veronica Lucio, Interim Chair; Elena Garza, Treasurer; Patsy Lopez, member;

Governing Body Member(s) Resigning or Removed: Raul Aldair Marquez, and Patricia Minjarez

New Governing Body Member(s) and Position(s): Ana Mangino, member; Ismael Camacho, member; Judith Flores Carmona, member.

Contact information for New Governing Body Member(s) (phone, email): Ana Mangino, 575-642-6500; Ismael Camacho, 575-571-8545; Judith Flores Carmona, 801-628-3936.

Is the school requesting an extension to fill a vacancy: yes no
If so, provide the date of vacancy: Click or tap here to enter text.

Number of personnel changes (Head Administrator/Business Manager/Procurement Officer, Governing Board Member), including this change, submitted to PEC in the last 12 months: 1 head administrator, 2 governing board members

Effective Date: 7/31/2024

The school's notification is hereby submitted by:

Signed by:
Signature of School Representative: Dr. Hector Giron **Date:** 8/8/2024
Dr. Hector Giron, Head Administrator. BD866C3F894E4A5...

DocuSigned by:
Signature of Governing Board (Interim) Chair: veronica lucio **Date:** 8/8/2024
Verónica Lucio 63F4C34A493240E...

For PEC/CSD use only

PEC Meeting Date:

Agenda: Consent (typical) Regular (unusual circumstance)

The school's notification was: Accepted Rejected (provide reason)

Electronic signature of CSD Director: _____ **Date:** _____

Raul Aldair Marquez

July 25, 2024

To: Verónica Lucio, Patricia Minjarez, Patsy López, Elena Garza, Elva

Varela, Héctor Girón, Eric Rodríguez, Terrance Hester, Corina Chávez, Melissa Brown.

Good afternoon, everyone,

As the title reads, I am writing this email to announce my resignation from the Board of Raices del Saber effective 7/31. It was not an easy decision. Many factors, both personal and related to the school, influenced my decision.

I would like to part ways and still provide some insight for my fellow board members to consider. I am not the type to point fingers at others' faults because I know I was still growing as I was chosen to be the Chair of the Board 2 years ago. I would encourage my fellow board members to reflect on the time needed to help the school succeed and what it means to be on the board. It requires time and dedication, things not everyone has, and why it is difficult for boards to find members. There are a lot of concerns that the school faces that require dedicated attention, energy, and effort. At this time, I cannot devote the time necessary to be part of the solution. I am unsure that the school has a foundation to build on. There has been uncertainty with the Xinachtli curriculum; not all staff have been trained in core concepts regarding Xinachtli, issues with state testing or regulations, and oppositional staff. I don't write these things to diminish the school but to shed light on issues that need to be addressed. I'm sure there are more that I may not be aware of, and I hope solutions become the discussion's focus.

I would like to thank all the staff and my fellow board members for their patience as I grew into the role of chair and for our work to get the school rechartered. I went to Santa Fe with as many nerves and excitement as everyone else because I wanted (and still want) the school to succeed. Sometimes, changes in leadership are necessary to help spark change. I hope the school can find its identity with Dr. Giron and the new board members.

Tlazocamati,

Aldair Marquez, MS, RD, LD

r.aldair.marquez@gmail.com

(818) 536 - 9238

Lucia Carmona <lcarmona@raicesdelsaber.org>

Fwd: Governance Board Resignation

1 message

Aldair Marquez <r.aldair.marquez@gmail.com>

Mon, Jul 29, 2024 at 12:30 PM

To: "Chavez, Corina, PED" <Corina.Chavez2@ped.nm.gov>, Lucia Carmona <lcarmona@raicesdelsaber.org>, Elva Varela <evarela@raicesdelsaber.org>, Julia Rivera-Tapia <headadministrator@raicesdelsaber.org>

----- Forwarded message -----

From: **Patricia Minjarez** <patriciaminjarez@yahoo.com>

Date: Mon, Jul 29, 2024 at 11:34 AM

Subject: Governance Board Resignation

To: Raul Marquez <r.aldair.marquez@gmail.com>, verolucio6377@gmail.com <verolucio6377@gmail.com>, Patsy Lopez <patlv1@yahoo.com>, Elena Garza DVargas <elenagarza575@gmail.com>

Raices Governance Board,

This is to inform you of my resignation from the Governance Board. Wish you best in your work.

Patricia Minjarez

[Yahoo Mail: Search, Organize, Conquer](#)

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO))
COUNTY OF DOÑA ANA))

I, Ana Mangino, after being duly sworn, state:

1. My name is Ana Mangino and I reside in 2102 Via Tesoro Street, Las Cruces
New Mexico, 88005

2. I am a member of the governing body of the [Raices del Saber Xinachtli Community School] in 2211 N. Valley Drive, Las Cruces, New Mexico, 88007.

3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.

4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.

5. I understand that as a member of the [insert name of school]'s governing body, I am entrusted with oversight of expenditure of public funds in accordance with all applicable laws, regulations and rules, including but without limitation any laws or rules pertaining to conflicts of interest, public school finance, and procurement.

Ana M. Mangino
[Signature]

8-9-24
Date

Ana Mangino

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 9th day of August, 2024.



Valerie Renee Martinez
NOTARY PUBLIC

My commission expires: 27th of June, 2027.

ASSURANCES

My name is Ana Mangino and I reside in _____. I am a member of the governing body for Raices del Saber Xinachtli Community School a charter school which is located at 2211. N Valley Drive, Las Cruces NM 88007. I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable federal and state laws governing the organizational, programmatic, and financial requirements applicable to charter schools, including:

1. The CHARTER SCHOOL'S admission processes are in compliance with Sections 22-2-4(A)-(D) and 22-8B-4.1 NMSA 1978.
2. The CHARTER SCHOOL'S admission process do not discriminate against anyone regarding race, color, age, religion, national origin, ancestry, sex, sexual orientation, gender identity, spousal affiliation, physical or mental disability, or serious medical condition.
3. The CHARTER SCHOOL is a nonsectarian and non-religious public school.
4. Except as otherwise provided in Section 22-12-5(C) NMSA 1978 the Public School Code, the CHARTER SCHOOL does not charge tuition or have admission requirements.
5. The CHARTER SCHOOL complies with all state and federal health and safety requirements applicable to public schools, complies with Sections 22-8B-4.2(A), (C), and (D) NMSA 1978, and must produce an E-Occupancy certificate for all school facilities.
6. The governing body does not and will not contract with a for-profit entity for the management of the CHARTER SCHOOL.
7. The CHARTER SCHOOL complies with all applicable state and federal laws and rules related to identifying and providing special education services.
8. The CHARTER SCHOOL complies with provisions regarding public property identified in the Public School Code, the New Mexico Procurement Code, and the New Mexico Prohibited Sales Act, the Internal Revenue Code, and other applicable federal and state regulations.
9. The CHARTER SCHOOL ensures that criminal background checks are conducted on all employees and applicable reporting is completed in accordance with Section 22-10A-5 NMSA 1978.
10. The CHARTER SCHOOL ensures that it complies with state regulations regarding the use of volunteers set out in Section 6. 50.18 NMAC.
11. The CHARTER SCHOOL complies with the Age Discrimination Act of 1975, Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Individuals with Disabilities Education Act.
12. The CHARTER SCHOOL provides equitable access to and participation in its federally assisted program for students, teachers, and other program beneficiaries with special needs.
13. Meetings of the CHARTER SCHOOL Governing Body comply with the New Mexico Open Meetings Act, Sections 10-15-1 et seq., NMSA 1978 and the Inspection of Public Records Act, Section 14-2-1 et seq., NMSA 1978.

- 14. The CHARTER SCHOOL complies with all requirements of The Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 CFR Part 99.
- 15. The CHARTER SCHOOL has and will adopt all policies and procedures required by the Public School Code, the New Mexico Administrative Code, and the Public Education Commission.
- 16. The Governing Body or head administrator of the CHARTER SCHOOL recognizes and works with employee labor representatives, if any.
- 17. The CHARTER SCHOOL has and will develop personnel policies that comply with all applicable federal and state labor laws, regulations and rules implementing them.
- 18. The CHARTER SCHOOL had and will develop a curriculum that is aligned to the New Mexico State Standards found in Title 6 Chapter 29 of the New Mexico Administrative Code, as amended.

Ana Mangino
Printed Name

DocuSigned by:
Ana Mangino
Signature

8/8/2024
Date

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO)

COUNTY OF DOÑA ANA)

I, Ismael Camacho, after being duly sworn, state:

1. My name is Ismael Camacho and I reside in Doña Ana County Las Cruces, New Mexico,

2. I am a member of the governing body of the [Raices del Saber Xinachtli Community School] in 2211 N. Valley Drive, Las Cruces, New Mexico.

3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.

4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.

5. I understand that as a member of the [insert name of school]'s governing body, I am entrusted with oversight of expenditure of public funds in accordance with all applicable laws, regulations and rules, including but without limitation any laws or rules pertaining to conflicts of interest, public school finance, and procurement.

[Handwritten Signature]
[Signature]

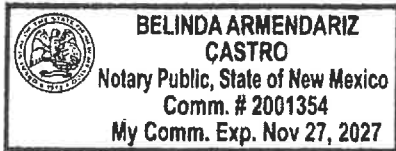
8/12/24
Date

Dr. Ismael Camacho
[Print]

VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 12 day of Aug, 2024.

[Notary Seal:]



[Handwritten Signature]
NOTARY PUBLIC

My commission expires: November 27, 2024^{BA} 27

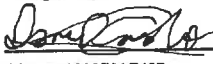
ASSURANCES

My name is Ismael Camacho and I reside in _____. I am a member of the governing body for Raices del Saber Xinachtli Community School a charter school which is located at 2211. N Valley Drive, Las Cruces NM 88007. I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable federal and state laws governing the organizational, programmatic, and financial requirements applicable to charter schools, including:

1. The CHARTER SCHOOL'S admission processes are in compliance with Sections 22-2-4(A)-(D) and 22-8B-4.1 NMSA 1978.
2. The CHARTER SCHOOL'S admission process do not discriminate against anyone regarding race, color, age, religion, national origin, ancestry, sex, sexual orientation, gender identity, spousal affiliation, physical or mental disability, or serious medical condition.
3. The CHARTER SCHOOL is a nonsectarian and non-religious public school.
4. Except as otherwise provided in Section 22-12-5(C) NMSA 1978 the Public School Code, the CHARTER SCHOOL does not charge tuition or have admission requirements.
5. The CHARTER SCHOOL complies with all state and federal health and safety requirements applicable to public schools, complies with Sections 22-8B-4.2(A), (C), and (D) NMSA 1978, and must produce an E-Occupancy certificate for all school facilities.
6. The governing body does not and will not contract with a for-profit entity for the management of the CHARTER SCHOOL.
7. The CHARTER SCHOOL complies with all applicable state and federal laws and rules related to identifying and providing special education services.
8. The CHARTER SCHOOL complies with provisions regarding public property identified in the Public School Code, the New Mexico Procurement Code, and the New Mexico Prohibited Sales Act, the Internal Revenue Code, and other applicable federal and state regulations.
9. The CHARTER SCHOOL ensures that criminal background checks are conducted on all employees and applicable reporting is completed in accordance with Section 22-10A-5 NMSA 1978.
10. The CHARTER SCHOOL ensures that it complies with state regulations regarding the use of volunteers set out in Section 6. 50.18 NMAC.
11. The CHARTER SCHOOL complies with the Age Discrimination Act of 1975, Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Individuals with Disabilities Education Act.
12. The CHARTER SCHOOL provides equitable access to and participation in its federally assisted program for students, teachers, and other program beneficiaries with special needs.
13. Meetings of the CHARTER SCHOOL Governing Body comply with the New Mexico Open Meetings Act, Sections 10-15-1 et seq., NMSA 1978 and the Inspection of Public Records Act, Section 14-2-1 et seq., NMSA 1978.

14. The CHARTER SCHOOL complies with all requirements of The Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 CFR Part 99.
15. The CHARTER SCHOOL has and will adopt all policies and procedures required by the Public School Code, the New Mexico Administrative Code, and the Public Education Commission.
16. The Governing Body or head administrator of the CHARTER SCHOOL recognizes and works with employee labor representatives, if any.
17. The CHARTER SCHOOL has and will develop personnel policies that comply with all applicable federal and state labor laws, regulations and rules implementing them.
18. The CHARTER SCHOOL had and will develop a curriculum that is aligned to the New Mexico State Standards found in Title 6 Chapter 29 of the New Mexico Administrative Code, as amended.

Dr. Ismael Camacho
Printed Name

Signed by:

Signature

8/8/2024
Date

AFFIDAVIT OF GOVERNING BODY MEMBER

STATE OF NEW MEXICO
COUNTY OF DOÑA ANA

I, Judith Flores Carmona, after being duly sworn, state:

1. My name is Judith Flores Carmona and I reside in Las Cruces, New Mexico (88011).

2. I am a member of the governing body of the [Raices del Saber Xinachtli Community School] in 2211 N. Valley Drive, Las Cruces, New Mexico, 88007

3. I attest that I am currently not a current governing body member of any other charter school authorized in the state of New Mexico.

4. I have never been a governing body member of a charter school that was suspended or failed to receive or maintain their board of finance designation.

5. I understand that as a member of the [insert name of school]'s governing body, I am entrusted with oversight of expenditure of public funds in accordance with all applicable laws, regulations and rules, including but without limitation any laws or rules pertaining to conflicts of interest, public school finance, and procurement.

Judith Flores Carmona
[Signature]

8-12-2024
Date

Dr. Judith Flores Carmona
[Print]

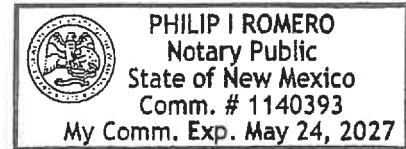
VERIFICATION

The forgoing Affidavit of Governing Body Member was subscribed and sworn to before me, this 12 day of Aug, 2024.

[Notary Seal:]

[Signature]
NOTARY PUBLIC

My commission expires: 5-27, 2024.



ASSURANCES

My name is Judith Flores Carmona and I reside in _____. I am a member of the governing body for Raices del Saber Xinachtli Community School a charter school which is located at 2211. N Valley Drive, Las Cruces NM 88007, I assure that in my capacity as a member of the governing body, the CHARTER SCHOOL complies with all applicable federal and state laws governing the organizational, programmatic, and financial requirements applicable to charter schools, including:

1. The CHARTER SCHOOL'S admission processes are in compliance with Sections 22-2-4(A)-(D) and 22-8B-4.1 NMSA 1978.
2. The CHARTER SCHOOL'S admission process do not discriminate against anyone regarding race, color, age, religion, national origin, ancestry, sex, sexual orientation, gender identity, spousal affiliation, physical or mental disability, or serious medical condition.
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- 16. The Governing Body or head administrator of the CHARTER SCHOOL recognizes and works with employee labor representatives, if any.
- 17. The CHARTER SCHOOL has and will develop personnel policies that comply with all applicable federal and state labor laws, regulations and rules implementing them.
- 18. The CHARTER SCHOOL had and will develop a curriculum that is aligned to the New Mexico State Standards found in Title 6 Chapter 29 of the New Mexico Administrative Code, as amended.

Dr. Judith Flores Carmona
Printed Name

Signed by:
Dr. Judith Flores Carmona
Signature

8/9/2024
Date



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

July 30, 2024, DRAFT

Approved: (pending to be approved on August 22, 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: 6:04 PM to 7:07 PM

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	Resigned			
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. Veronica Lucio is acting as minutes taker, calling the meeting to order and declaring a quorum at 6:04 p.m. Quorum was declared.

Roll Call and Call to Order

1) Conflict of Interest Declaration –

2) The Consent Agenda of the first month of the new Fiscal Year 2024-2025 – includes approval of the following:

- a) Agenda for Special Meeting, July 30, 2024, Governance Board Special Meeting
- b) Minutes of the previous Governance Board Monthly Meeting on June 27, 2024, and The Special Meeting on July 6, 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: *Veronica Lucio makes a motion to approve agendas and minutes.*

Second: *Veronica Lucio*

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: *Veronica Lucio makes a motion to approve the Finance Report.*

Second: *Patsy Lopez*

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)
- 5) *Review of Authorizer Unique Correspondence* – *By Dr. Hector Girón, Head Administrator. - Any at this time*
- 6) *Head Administrator’s Report* – *By Dr. Hector Girón, Head Administrator – See attachment at the end of minutes.*
- 7) *Concilio de Padres and Operations and Community Engagement Director Reports* – *By Eric Rodríguez, Chair of the Concilio de Padres, and Lucía Carmona, Director of Operations and Community Engagement – See attachment at the end of minutes*
- 8) *Reports from Committees* -
 - a) *Academic Performance Committee* – **Pat Minjarez, Committee Chair** (not at this time)
 - b) *Governance Board Development Committee* – **Aldair Márquez, Committee Chair**
 - *By instructions of the Charter Schools Division, urge GB members to use the emails from the school assigned by the school administration (please contact Ms. Elva Varela, Office Manager, to do it as soon as possible).*
 - c) *Facilities Committee* - **Verónica Lucio, Committee Chair** (any updates at this time, will take a walk in the school this month to review and assess items to be addressed. Over this starting year, you can see many improvements from the outside of the school. There is clean, and some changes are having a part-time maintenance person in school)

d) *Safe School Committee – Aldair Márquez, Committee Chair* (no report from chair, still need new members to join this committee)

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

9) *Unfinished Business –*

a) *Finalize the process to nominate the new Chair of the Raices Governance Board. Veronica Lucio accepted the responsibility as “acting”- interim chair until getting more foundation from new board members and establishing the board's direction.*

Motion: *Raul Aldair Marquez makes a motion to approve Ms. Veronica Lucio's self-nomination to serve as an “acting” Interim Chair of the Governance Board of Raices until new board members are onboard and identify or ratify the position as Chair.*

Second: *Elena Garza*

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

b) *Finalize onboarding and interview the GB candidates who applied to be members.*

Dr. Ismael Camacho was present at the meeting and ratified his commitment to become a board member. Dr. Judith Flores Carmona couldn't be present, so she sent a message also confirming his intention to participate and become a board member. Ms. Lei Lani Nava didn't respond, so the board will wait for her confirmation and schedule an interview.

- *Dr. Ismael Camacho*
- *Dr. Judith Flores Carmona*
- *Lei Lani Nava*

10) *New Business –*

a) *Discuss and take possible action to onboard Ms. Ana Mangino as a new member of the Governance Board of Raices. Ms. Mangino was present and introduced herself, manifesting her commitment and willingness to serve and contribute to the school's mission.*

Motion: *Veronica Lucio moves to approve the incorporation of Ms. Ana Mangino as a new member of the Governance Board of Raices.*

Second: *Patsy Lopez*

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

b) *Discuss and take possible action to change the Financial Internal Controls Policies on Section V-Travel; Process for Employees Traveling for work-related purpose reimbursement, changing from Actuals to Per Diem. – presented By Dr. Hector Girón*
This item was tabled until the proposal changes to the Financial Internal Controls Policies will have the appropriate language.

- c) *Discuss and Possible Action to authorize the new Head Administrator, Dr. Hector Giron, to be a signer at the school bank account (First American Bank)*

Motion: *Veronica Lucio makes a motion to authorize the new Head Administrator, Dr. Hector Giron, to be a signer at the school bank account (First American Bank)*

Second: *Elena Garza*

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

11) Agenda items for the Next Meeting –

- a) *Ms. Lucio will call for a special meeting to approve the integration of new board members to Dr. Ismael Camacho and Dr. Judith Flores Carmona on either August 5th or 6th, 2024.*

- b) *Discuss possible actions to review and renew the SPED policies and procedures.*

Date of the Next Monthly Governance Virtual Governance Board Meeting - (August 22, 2024, at 6:00 pm, Via Zoom Meeting). The 2024-2025 Schedule is as follows:

Adjournment – Vote to adjourn by roll call vote at 7:07 pm

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

Second: *Veronica Lucio*

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

Ms. Veronica Lucio, Secretary

pending
Date Approved

Head Administrator's Report
July, 24, 2024
Dr. Hector Girón
Implementation of a Systems Process

- July Enrollment Numbers – 139 students
 - Kinder 24
 - First 23
 - Second 25
 - Third 24
 - Fourth 26 (2 classrooms of 13 each)
 - Fifth 17

- A Class Load Waiver Request was submitted to the NMPED on 7.23.2024.

- Curriculum and Instruction
 - Mission
 - Curriculum Alignment Plan-
<https://drive.google.com/file/d/1zfeik6xCEQPN7AoraQYk09rH8bpwAnxb/view?usp=sharing>
 - Professional Development July 15-19, 2024
 - Housekeeping and start of school information ½ day.
 - Teacher work days 2/12.
 - Carlos Aceves as the Instructional Coach guiding and integrating the Xinachtli Concepts into the curriculum. 1 day
 - State-mandated beginning-of-year training.
 - Professional Boundaries and Ethics
 - Child Abuse
 - Sexual Harassment
 - Cultural Awareness and Diversity
 - QPR – (Question, Persuade, Refer) Gatekeeper Training
 - Active Shooter

- State Assessment Schedule- <https://docs.google.com/document/d/1VwJaaNBMKBA-WvixLTvh85kVNSY830O/edit>

- Eyesight and hearing screenings are being scheduled.

- August 5, 2024 -Beginning of the afterschool program.

- Meeting schedule established with Terrance Hester-Business Service Business Services Specialist with the SW Regional Education Cooperative
Reviewed the budget for 2024-25 to ensure compliance with the approved budget.

Lucia Carmona

Dir. of Operations and Community Engagement

Report – July 30, 2024

Operations:

IT management:

- Website, FB page, YouTube Channel, Google Drive Files, and Zoom Meeting Link.

Facilities:

- I met with Fred (building manager) last week to follow up on some pending fence repairs. He mentioned that the next-door building is available again if we want to discuss its use. He will talk to Mr. Kavanaugh to see if we can use the little corner of the next-door playground to open it to our school side.
- I submitted the Lease Assistance to PSFA.

Grants:

- Community School Implementation Grant 4th – Community School Certification Pilot program. We received an award of \$25,000 and a direct amount of more than \$27,000 through SEG direct funds to support Community Schools and After School program (OST program)
- I met with Henry Rael, the program officer from the McCune Foundation, to explore matching funds for Community School and After School Program
- Support head administrator to submit MLSS report

Enrollment for SY 2024-2025

July Numbers – 139 students

- o Kinder 24
- o First 23
- o Second 25
- o Third 24
- o Fourth 26 (2 classrooms of 13 each)
- o Fifth 17

Community School:

- I was invited to be part of a State Committee to prepare a Theory of Action for Community Schools for Transformation and Certification Process and Requirements.
- Site-Based Leadership Team (SBLT)
- Developing/expanding our partnerships
- Preparing the annual CS Strategy Session – Fall 2024

Concilio de Padres/Parent's Council
Monthly Meeting
AGENDA

Date/Fecha: July 25, 2024

Time: 6:00 pm

Location: Zoom Meeting:

<https://us02web.zoom.us/j/88265070843?pwd=RdF7v81IDjVZSoSZ8J5Jqb8HcDS35E.1>

A. Call to Order / Llamado al Orden

1. Welcome and remarks / Bienvenida
2. CEC Officer Roll Call / llamado de lista
3. Review of meeting notes for June 26, 2024 / Revisar las notas de reunión del 26 de Junio, 2024
4. Public Comment: 2 Minutes Max/ Comentario Publico 2 Minutos Maximo

B. Approval Items / Artículos de Voto

1. Approval of new committee members:
 - a. Secretary candidate: Elisa Avila
 - b. Kindergarten Class Representative: Sherri Mitchell
2. New proposed meeting dates: 4th Tuesday of the month.

C. Discussion Items / Artículos de Discussion

1. Introduction of New Head Administrator

D. Reports / Reportes

1. Committee Reports: No Committee reports
2. Raices Report – Provided by (Lucia Carmona)
3. Announcements – Tentative

E. Dialogue/Diálogo/Tlahtocan (Positive Reflections/Reflexiones Positivas)

F. Adjournment.

Next Meeting August 27, 2024 /Próxima reunión, 27 de Agosto 2024



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

August 7, 2024, **DRAFT**

Approved: (pending to be approved, next monthly mtg)

[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: 6:00 pm to 6:18 PM

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	Veronica Lucio	Interim-Chair	X			
2	Maria Elena Garza	Treasurer	X			
3	Patsy Lopez	Director at Large	X			
4	Ana Mangino	Director at Large	X			

This is a special meeting called by the governance board. Ms. Veronica Lucio, Interim Chair of the GB, is acting as minutes taker, calling the meeting to order and declaring a quorum at 6:08 pm, Quorum was declared.

Roll Call and Call to Order

1. **Conflict of Interest Declaration – No conflict of interest**
2. **Public Input – (See rules for public input at the end of the agenda) Any public input**
3. **Governance Board Business –**
 - *Discuss and take possible action to onboard Dr. Ismael Camacho as a new member of the Governance Board. Dr Ismael Camacho was present,*
 - **Motion:** *Patsy Lopez makes a motion to approve onboard Dr. Ismael Camacho as a new member of the Governance Board.*
Second: *Veronica Lucio*
Vote: *Motion passed unanimously by roll call vote from all governing board members present*

- *Discuss and take possible action to onboard Dr. Judith Flores Carmona as a new member of the Governance Board.*
- **Motion:** *Elena Garza makes a motion to approve onboard Dr. Judith Flores Carmona as a new member of the Governance Board.*
Second: *Veronica Lucio*
Vote: *Motion passed unanimously by roll call vote from all governing board members present*

- *Discuss and take possible action to onboard Ms. Lei Lani Nava as a new member of the Governance Board.*
Ms. Lei Lani Nava was not able to attend the interview; we will wait until she can proceed.

4. *Date of the Next Monthly Governance Virtual Governance Board Meeting – August 22, 2024, at 6:00 pm Via Zoom Meeting).*

5. *Adjournment – Vote to adjourn by roll call vote. (6:18 pm)*

Motion: *Elena Garza makes a motion to adjourn the meeting at 6:18 pm*

Second: *Ana Mangino*

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

Date of the Next Monthly Governance Virtual Governance Board Meeting - (the fourth Wednesday of the month) July 24, 2024, at 6:00 pm Via Zoom Meeting).

Ms. Veronica Lucio, Secretary of the Board

Pending to be approved for next mtg
Date Approved

CERTIFICATE OF GOVERNING BODY VOTE

This document certifies that on July 30, 2024, at 6:30 p.m., a meeting of the Governing Body of Raíces del Saber Xinachtli Community School, a New Mexico public charter school, was held Virtually via Zoom Meeting. The meeting and all votes were conducted in compliance with the New Mexico Open Meetings Act.

A quorum of the Governing Body's members being present and voting, it was voted 4 in favor and 1 absent to be Accepted as a new board member to Ms. Ana Mangino.

The members voting in favor were Raul Aldair Marquez, Veronica Lucio, Maria Elena Garza, and Patsy Lopez.

The member voting absent was Patricia Minjarez.

I, the undersigned, certify that this is a true copy.

DocuSigned by:
veronica lucio
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Veronica Lucio

Governance Board Interim-Chair

CERTIFICATE OF GOVERNING BODY VOTE

This document certifies that on August 7, 2024, at 6:10 p.m., a meeting of the Governing Body of Raíces del Saber Xinachtli Community School, a New Mexico public charter school, was held Virtually via Zoom Meeting. The meeting and all votes were conducted in compliance with the New Mexico Open Meetings Act.

A quorum of the Governing Body's members being present and voting, it was voted 4 were in favor, and 1 resigned, to be accepted as a new board member for Dr. Ismael Camacho.

The members voting in favor were Veronica Lucio, Maria Elena Garza, Patsy Lopez, and Ana Mangino.

The member voting resigned was Patricia Minjarez.

I, the undersigned, certify that this is a true copy.

DocuSigned by:
veronica lucio
63F4C34A493240E...

Verónica Lucio

Governance Board Interim-Chair

CERTIFICATE OF GOVERNING BODY VOTE

This document certifies that on August 7, 2024, at 6:10 p.m., a meeting of the Governing Body of Raíces del Saber Xinachtli Community School, a New Mexico public charter school, was held Virtually via Zoom Meeting. The meeting and all votes were conducted in compliance with the New Mexico Open Meetings Act.

A quorum of the Governing Body's members being present and voting, it was voted 4 were in favor, and 1 resigned to be accepted as a new board member for Dr. Judith Flores Carmona.

The members voting in favor were Veronica Lucio, Maria Elena Garza, Patsy Lopez, and Ana Mangino.

The member voting resigned was Patricia Minjarez.

I, the undersigned, certify that this is a true copy.

DocuSigned by:
Veronica Lucio
63F4C34A493240E...

Verónica Lucio

Governance Board Interim-Chair