



Rooted School - Washington

Rooted School Vancouver Board Meeting

Published on October 22, 2023 at 3:13 PM PDT

Amended on October 24, 2023 at 2:58 PM PDT

Date and Time

Tuesday October 24, 2023 at 6:00 PM PDT

Location

In Person Location:

10401 NE Fourth Plain Blvd, Suite 201,
Vancouver, WA 98662

Remote Option:

Join Zoom Meeting

<https://us06web.zoom.us/j/88295264427?pwd=aHIZREJDTTR3ejNjNXd4WTV6bGVNQT09>

Meeting ID: 882 9526 4427

One tap mobile

+12532158782,,88295264427#,,,,*591944# US (Tacoma)

+12532050468,,88295264427#,,,,*591944# US Dial by your location

+1 253 215 8782 US (Tacoma) +1 253 205 0468 US +1 669 444 9171 US

+1 669 900 6833 US (San Jose) +1 719 359 4580 US +1 346 248 7799 US (Houston)

+1 360 209 5623 US +1 386 347 5053 US +1 507 473 4847 US +1 564 217 2000 US

+1 646 931 3860 US +1 689 278 1000 US +1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC) +1 305 224 1968 US +1 309 205 3325 US

• +1 312 626 6799 US (Chicago)

Agenda

| | Purpose | Presenter | Time |
|-------------------------------------|---------|----------------|----------------|
| I. Opening Items | | | 6:00 PM |
| A. Call the Meeting to Order | Vote | Adrienne Mason | 1 m |
| B. Record Attendance | Vote | Adrienne Mason | 1 m |

Roll Call:

Board Members:

Adrienne Mason: Board Chairperson
Toby Martin: Board Vice Chairperson
Taina Knox: Board Treasurer
Sheila Davis: Board Member
Denise Grant: Board Member
Jennifer Hernandez - Board Member
Tyrone Foster - Board Member

Student Representative:

Crystal Rauda

School Officials:

Steven Carney: Executive Director & School Leader - RSV
Angie Lundgren: Office Manager - RSV

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| C. Land Acknowledgement | | Toby Martin | 1 m |
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We humbly acknowledge that Rooted School Vancouver stands on the ancestral lands of the Indigenous peoples of this region. We recognize and honor the historic and continued presence of the Cowlitz, Chinook, Klickitat, Yakama, Grand Ronde, Wasco, and Wishram peoples.

We acknowledge the trauma and injustice inflicted upon Indigenous communities through centuries of colonization, displacement, and assimilation efforts. As we seek to create a safe and inclusive learning environment for all students, we commit to learning from and partnering with Indigenous communities to promote healing and equity.

| | Purpose | Presenter | Time |
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| <p>We also recognize the invaluable contributions and knowledge of Indigenous peoples to our shared history, culture, and identity. We are committed to integrating Indigenous perspectives and knowledge into our curriculum and ensuring that the voices and experiences of Indigenous students are heard and valued in our school community.</p> | | | |

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| II. Approval of Minutes | | | 6:03 PM |
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| <p>A. A. Approve Minutes from October 3, 2023 Rooted School Vancouver Regular Board Meeting</p> | <p>Approve Minutes</p> | <p>Adrienne Mason</p> | <p>1 m</p> |
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Recommendation: The board approves the minutes of the August 23, 2023 regular board meeting.

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| III. Communications | | | 6:04 PM |
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| <p>A. Welcome Community Members</p> | | <p>Adrienne Mason</p> | |
| <p>B. Initial Public Comment</p> | <p>FYI</p> | <p>Adrienne Mason</p> | <p>1 m</p> |

BOARD SECRETARY TO READ PRIOR TO ALL PUBLIC COMMENT:

Our Public Comment period is for members of the public to address the board. Each member of the public may sign up to comment at the meeting and will be allotted three - five minutes. The board will listen, but may not directly respond to any comments. Please do not use specific student, teacher or administrator names in your comments as our meetings are open to the public and public record, and we must adhere to FERPA - Family Educational Rights and Privacy Act. As such, if your comment is about a private matter, please contact the board via email, or speak to the board chair privately.

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| IV. Consent Agenda | | | 6:05 PM |
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(Subject to objections by the board members, the following items will be passed by a single motion to approve all listed actions and resolutions. There will be no discussion on these items unless requested by the board. If discussion is requested, the items will be moved from the Consent agenda and considered separately after the motion has been made and passed to approve the remaining items.)

Purpose

Presenter

Time

- A.** Approval of Financial Disbursements and Payroll as Audited and Certified per RCW Regulations Vote

The following payments as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursements claims certified, as required by RCW 42.24.090, are approved for payment. In addition, payroll payments in the amount of \$43,988.25 are also approved.

**General Fund
Accounts Payable**

Total electronic payments totaling \$108,029.09 and
Check number N/A totaling \$0.00

Non-AP Cash Disbursements

Total electronic payments totaling \$176.83 and
Check number N/A totaling \$0.00

Payroll

Total electronic payments totaling \$43,988.25 and
Payroll check number N/A totaling \$0

- B.** Statement of Work with Joule Growth Partners for Financial Services Vote

This Statement of Work outlines the financial services to be provided by Joule Growth Partners for the 2023-2024 academic year. Services include financial processing and recording, financial management, and financial leadership. The total compensation for these services is \$108,000, payable in monthly installments of \$9,000.

V. Reports to the Board

6:05 PM

The "Reports to the Board" section provides straightforward updates from key areas within Rooted School Vancouver. The board will receive regular reports from:

- **Student Representative:** Insights and feedback from the student body perspective.
- **Fund Development:** Updates on fundraising efforts, grants, and financial support initiatives.

| | Purpose | Presenter | Time |
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| <ul style="list-style-type: none"> • Finance Committee: Summaries of the school's financial status, budgets, and expenditures. • Operations: Overviews of the daily operations, infrastructure, and any logistical matters. • CTE (Career and Technical Education): Updates on vocational training, partnerships, and student opportunities in technical fields. • Superintendent: Comprehensive updates on school-wide initiatives, policies, and overall performance. | | | |
| <p>A. Fund Development Committee Report</p> <p>Fundraising update provided by Fund Development Committee chair, Taina Knox.</p> | Discuss | Taina Knox | 10 m |
| <p>B. Student Representative Report</p> <p>The Student Representative will provide a verbal update to the board.</p> | FYI | Crystal Rauda | 5 m |
| <p>C. Executive Director Report</p> <p>The Executive Director will provide a verbal update to include the RSV Board Compliance Dashboard.</p> | FYI | Steven Carney | 15 m |

VI. BOARD INFORMATION/DISCUSSION ITEMS 6:35 PM

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| <p>A. Financial Oversight and Review of RSV's Key Financial Metrics</p> <p>Objective: To review and discuss Rooted School Vancouver's (RSV) Balance Sheet, comparison of Budget vs Actuals, and the Financial Dashboard for comprehensive financial oversight and planning.</p> <p>Background:</p> <ul style="list-style-type: none"> • The Balance Sheet offers a snapshot of the school's assets, liabilities, and equity as of the most recent reporting period. • Budget vs Actuals provides an analysis of the variance between the projected budget and the actual expenditures and revenue. | | Corey Baron | 10 m |
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| | Purpose | Presenter | Time |
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| <ul style="list-style-type: none"> The Financial Dashboard provides a visual summary of key financial indicators to assess the school's financial health quickly. | | | |
| <p>B. Policy and Procedure 1250 - STUDENTS ON GOVERNING BOARDS</p> <p>Background: Rooted School Vancouver believes in the importance of student voices in its governance. Policy and Procedure 1250 aims to include a Student Representative on the Board of Directors. This policy outlines their roles and ensures student perspectives inform board decisions, promoting inclusive governance.</p> <p>Policy 1250: STUDENTS ON GOVERNING BOARDS</p> <ul style="list-style-type: none"> Rationale for student representation on the board. Expectations for student representatives in terms of attendance, contribution to board discussions, and their role as a liaison. Clarification on the limitations of student representatives (non-attendance at executive sessions, no board offices). <p>Procedure 1250: STUDENTS ON GOVERNING BOARDS</p> <p><i>A. Term of Office</i></p> <ul style="list-style-type: none"> Process for selecting student representatives. Duration of the term and orientation details. <p><i>B. Qualifications</i></p> <ul style="list-style-type: none"> Academic requirements and history of leadership and involvement. <p><i>C. Responsibilities</i></p> <ul style="list-style-type: none"> Rules and regulations for student representatives. Information access, excluding executive session materials. <p>The board may remove a student representative during the term if he/she becomes ineligible or fails to fulfill their responsibilities. In the event a vacancy arises prior to the expiration of the term, an alternate from the same school will be appointed by the school to fill the vacancy</p> | Discuss | Steven Carney | 5 m |
| <p>C. Discussion on Attendance at WSSDA Annual Conference 2023</p> | Discuss | Steven Carney | 5 m |

| | Purpose | Presenter | Time |
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Background: The WSSDA Annual Conference is a key event for school board members, superintendents, and student representatives in Washington. The 2023 theme, "Focus", reflects the need for clarity in our roles as educational leaders. Given its importance and the opportunity for networking and learning, it's essential for our board to discuss potential attendance, considering both costs and logistics.

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| D. | WA Charters Innovation Grant | Discuss | Steven Carney | 5 m |
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Background: WA Charters has introduced the Innovation Grant to champion charter schools that adopt innovative educational strategies. This grant, offering up to \$50,000 for the 2023-2024 school year, emphasizes achieving stellar student learning outcomes and robust academic results. Rooted School Vancouver, aligning with this mission, has submitted an application to address a pronounced math achievement gap, notably among its students with Individualized Education Programs (IEPs). The funds from the grant are earmarked to bolster a school-specific goal set with charter authorizers, excluding expenses like facilities costs and general operations. Successful recipients of this grant are anticipated to disseminate their milestones and insights, incorporating platforms like social media and the annual Washington State Charter Schools Association Conference.

VII. BOARD ACTION ITEMS 7:00 PM

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| A. | School-Specific Goals (SSGs) - Amendment | Vote | Steven Carney | 10 m |
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Background:
 As mandated by Washington State's Charter School Commission and outlined in WAC 108-30-020, SSGs are essential performance indicators that contribute to our school's Academic and Organizational Performance Frameworks.
 These goals are not just best practices; they are a regulatory requirement that impacts our annual assessments and potential for renewal by the Commission. SSGs account for 15% of our Academic Performance Framework, making them a critical focus for our school's success and accountability.

A presentation on school-wide data and SSGs will be provided.
 Amended: By June 2024, 80% of Rooted School Vancouver students who are currently 3 or more grade levels behind in math will improve by at least 1 grade level, as measured by the IXL Math Diagnostic.

Purpose

Presenter

Time

By June 2024, Rooted School Vancouver aims to facilitate academic growth, progressing at least 80% of students will make 1 or more times than the expected growth as measured by Achieve 3000 Literacy.

Recommendation: Approve School-Specific Goals as amended.

B. Election of New Secretary and Treasurer Vote Adrienne Mason 5 m

Background Summary

The positions of Secretary is due for election.

The election process for the new Board Chair, Vice Chair, Secretary, and Treasurer will be conducted in accordance with the school board's bylaws and applicable laws and regulations. The process for each includes:

Process

1. **Nominations:** Board members may nominate candidates for each position. Nominations are accepted during the meeting.
2. **Candidate Statements:** Nominated candidates may have the opportunity to present a brief statement outlining their qualifications and vision for the role.
3. **Voting:** Voting is motioned, seconded, and counted. A majority vote of the present board members is required for election.
4. **Announcement:** The vote results will be announced, and the newly elected officers will be formally recognized.

Nomination for:

Secretary

VIII. Closing Items

7:15 PM

A. Reminder and Important Dates FYI Adrienne Mason 2 m

Rooted School Vancouver Board and Administrative Staff are required to complete several trainings each year related to the Open Public Meetings Act, Public Records

| | Purpose | Presenter | Time |
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| Act, Properly Credentialed Staff, and Permitted Use of Public Funds. Please see RCW information below as well as links to the trainings. | | | |

"The school shall comply with RCW 42.30 and 42.56, as well as the [2023 updates to RCW 28A.710.030](#)". All administrative staff and board members shall complete required training. Schools must collect evidence of all Board Members and Administrative Staff completing **annual** training to support the effective operation & oversight of the charter school within 90 days of active membership (or of employment, for staff):

Open Public Meetings Act - [Office of the Attorney General - Open Government Training](#)

Public Records Act - [Office of the Attorney General - Open Government Training](#)

Compliance with requirements governing employment of properly credentialed instructional staff ([VIDEO and Completion Survey](#))

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| B. Adjourn Meeting | FYI | Toby Martin | 1 m |
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Motion: The motion was made to adjourn the meeting.

The meeting was adjourned at X:XX PM PST

Date of next Rooted School Vancouver, WA Board Meeting is Tuesday, September 26, 2023 @ 6:00 PM PT