



Rooted School - Washington

Rooted School Vancouver Board Meeting

Published on March 24, 2024 at 6:20 PM PDT

Amended on March 24, 2024 at 8:33 PM PDT

Date and Time

Tuesday March 26, 2024 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 Secretary
 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
 Sandra Yokley: Director of Operations - RSV
 Eduardo Herrera: Director of CTE - RSV

Guests:

Bill Kiolbasa - Joule Growth Partners
 Gina Fafard - BoardOnTrack

II. Approval of Minutes			6:02 PM
A. A. Approve Minutes from February 27, 2024 Rooted School Vancouver Regular Board Meeting	Approve Minutes	Adrienne Mason	2 m

Recommendation: The board approves the minutes of the February 27, 2024 regular board meeting.

III.	Communications		6:04 PM
-------------	-----------------------	--	----------------

- | | | | | |
|-----------|---------------------------|-----|----------------|-----|
| A. | Welcome Community Members | | Adrienne Mason | |
| B. | Initial Public Comment | FYI | Adrienne Mason | 1 m |

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.

IV.	REPORTS, REQUESTS, AND COMMENTS BY BOARD MEMBERS		6:05 PM
------------	---	--	----------------

- | | | | | |
|-----------|--|-----|----------------|-----|
| A. | Reports, Requests, and Comments by Board Members | FYI | Adrienne Mason | 5 m |
|-----------|--|-----|----------------|-----|

The "Reports, Requests, and Comments by Board Members" section of the board agenda is a platform for members to share updates, solicit requests, or make comments on relevant topics.

- | | | | | |
|-----------|-------------------------------|-----|---------------|-----|
| B. | Student Representative Report | FYI | Crystal Rauda | 5 m |
|-----------|-------------------------------|-----|---------------|-----|

The Student Representative will provide a verbal update to the board.

V.	Consent Agenda		6:15 PM
-----------	-----------------------	--	----------------

(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	Adrienne Mason	1 m

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 \$44,607.27 are also approved.

General Fund

Accounts Payable

Total electronic payments totaling \$75,349.80 and
Check number N/A totaling \$0.00

Non-AP Cash Disbursements

Total electronic payments totaling \$200.75 and
Check number N/A totaling \$0.00

Payroll

Total electronic payments totaling \$43,658.04 and
Payroll check number N/A totaling \$0

- 1 - Payroll & AP Certification February 2024
- 2 - Payroll Summary February 2024
- 3a - AP Register February 2024
- 3b - NonAP Cash Disbursement Register February 2024

B. Policy 2409: Competency-Based Grading 2nd Read	FYI	Steven Carney
--	-----	---------------

Policy 2409: COMPETENCY-BASED GRADING

The term “competency-based learning” (a/k/a “mastery-based learning”) to mean when the strategies below are used:

- a) Students advance upon demonstrated mastery of content;
- b) Competencies include explicit, measurable, transferable learning objectives that empower students;

- c) Assessments are meaningful and a positive learning experience for students;
- d) Students receive rapid, differentiated support based on their individual learning needs; and
- e) Learning outcomes emphasize competencies that include application and creation of knowledge along with the development of important skills and dispositions.

State guidance will generally use the term mastery, to align with the state's definition in legislation (E2SHB 1599, Sec. 301), unless referring to places where another term is used (e.g. in WAC, where the term "competency" is used instead).

Competency-Based Crediting

Competency-based learning at Rooted School Vancouver includes the specific opportunity for "competency-based crediting," where students can earn high school credit through LEA-specified performance assessments aligned with learning standards. This policy supports personalized learning and recognizes competency-based learning occurring outside traditional classroom settings, contributing to students staying on track for career and college readiness.

Implementation

This policy supports de-linking credit acquisition from classroom seat time, enabling personalized learning at each student's pace. It emphasizes the development of skills and dispositions crucial for success in college, careers, and citizenship through authentic, deeper learning experiences.

In compliance with state law, the board will grant credit based on competency demonstration in any subject, course, or learning experience, following proficiency criteria approval and procedures developed by the ED or their designee.

VI. Committee Reports to the Board

6:16 PM

The "Committee Reports to the Board" section provides straightforward updates from the following Board Appointed Committees:

- **Fund Development:** Updates on fundraising efforts, grants, and financial support initiatives.
- **Finance Committee:** Summaries of the school's financial status, budgets, and expenditures.
- **Academic Excellence Committee:**

	Purpose	Presenter	Time
A. Finance / Fund Development Committee Report	Discuss	Adrienne Mason	15 m

Background:

The RSV Fund Development/Finance Committee last met on March 18, 2024 to review school financial status and update the school's fundraising plan document.

Financial Update:

The financial landscape of Rooted School Vancouver continues to exhibit strength and stability, as depicted in our latest Finance Dashboard data for February 2024.

Noteworthy highlights and next steps are detailed below:

Key Financial Metrics:

- **Average Annual Student FTE:** Remains constant at 25, aligning perfectly with our forecasts and solidifying our primary revenue foundation.
- **Public Revenue Receipt:** At 42%, indicating a favorable trajectory in the acquisition of government funds, slightly ahead of our projected pace.
- **Private Revenue Receipt:** Demonstrates exceptional performance at 64%, reflecting our successful fundraising endeavors and anticipation of further enhancement with the WSCSA grant in the upcoming summer.
- **Total Expenditures:** Currently stand at 41% of our annual budget, showcasing prudent financial management and operational efficiency.
- **Days of Cash on Hand:** Impressively, we have 104 days of cash available, underscoring our operational and financial resilience.

Financial Transactions and Operations:

- **Payroll and Benefits:** February's payroll amounted to \$59,448.48, with comprehensive benefits coverage, reflecting our commitment to our staff's welfare and recognition of their indispensable role in our success.
- **Accounts Payable and Disbursements:** A total of \$75,349.80 was processed in accounts payable, with careful attention to operational necessities and strategic investments. Non-AP cash disbursements were minimal, totaling only \$200.75, signifying controlled and deliberate financial outflows .

Financial Position and Budget Status:

- Our Balance Sheet as of February 29, 2024, reveals a robust financial position with total assets amounting to \$3,228,493.12, ensuring our capability to meet short-term liabilities and invest in long-term assets.
- The Budget Status Report showcases that revenue acquisition is proceeding as anticipated, with a total revenue year-to-date at 43.4% of the full-year budget.

Expenditures are carefully managed, aligning with our commitment to fiscal responsibility.

Observations and Next Steps:

1. **Student Retention:** The stability in our Average Annual Student FTE at 25 is commendable, underscoring effective student retention strategies and educational quality.
2. **Expenditure Management:** With expenditures trending below budget, this favorable variance provides an opportunity for strategic reallocations or additional investments in program enhancements. However, it also prompts a review of our budgeting process to ensure future accuracy and efficacy.

Conclusion:

Rooted School Vancouver's financial health as of February 2024 reflects a stable and promising trajectory. The diligent management of resources, coupled with strategic planning and fundraising efforts, positions us well for sustained growth and success. As we look forward to the infusion of the WSCSA grant and other funding opportunities, we remain committed to our mission of providing exceptional education and support to our students. Further updates and detailed financial analyses will be provided in subsequent board meetings to ensure transparency and collaborative decision-making.

Fund Development Update:

- **Strategic Planning:** Ongoing discussions about updating strategies and programs, especially with the Cowlitz Tribal Foundation. The committee is focused on highlighting our educational approaches showing relevance and impact.
- **Local Partnerships:** Efforts to connect with local businesses, particularly BIOPC-owned, for donations and co-marketing opportunities are underway. This includes potential partnerships with coffee shops and other local entities to support our programs and events.
- **Community Foundations:** Exploring possibilities to leverage community foundations for broader reach and funding. Discussions about hosting events to engage local funders have been initiated.

Next Steps:

- **Outreach Initiatives:** Taína is coordinating with Sheila and Tyrone to identify local business partnerships.
- A grant proposal for Apprenticeship Building America is being prepared.

	Purpose	Presenter	Time
<ul style="list-style-type: none"> • Community and Sponsorship Engagement: Plans to engage more deeply with the community through events and sponsorships are in progress. This includes building relationships with local businesses for support in our upcoming events. 			

VII. BOARD INFORMATION/DISCUSSION ITEMS 6:31 PM

A. Reports to the Board	FYI	Steven Carney	15 m
--------------------------------	-----	---------------	------

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

- **Rooted School Foundation:** Updates on RSF efforts and activities associated with RSF Contract.
- **Operations:** Overviews of the daily operations, infrastructure, and any logistical matters.
- **CTE (Career and Technical Education):** Updates on tech training, partnerships, and student opportunities in technical fields.
- **Executive Director:** Comprehensive updates on school-wide initiatives, policies, and overall performance.

B. Washington Integrated System of Monitoring (WISM) Review Outcome	FYI	Steven Carney	10 m
--	-----	---------------	------

Washington Integrated System of Monitoring (WISM) Review Outcome

Introduction:

The Washington Integrated System of Monitoring (WISM) review, facilitated by the Office of Superintendent of Public Instruction (OSPI), represents a cornerstone in our commitment to uphold and enhance the quality of special education services at Rooted School Vancouver. This process is pivotal for evaluating our alignment with the Individuals with Disabilities Education Act (IDEA) standards and for fostering educational excellence for all students, especially those with disabilities.

Overview of the WISM Process:

WISM is a structured review that assesses the effectiveness, efficiency, equity, and timeliness of LEAs' special education service delivery and systems. It focuses on several critical areas, including Continuous Improvement, Special Education Priority Outcomes, IEP Implementation and Educational Benefit, Data Collection and Decision Making, and Family and Community Engagement. The process is designed not as an audit but as a supportive mechanism to enhance educational outcomes for students with disabilities.

Rooted School Vancouver's WISM Review Highlights:

Rooted School Vancouver recently underwent the WISM review, engaging in a comprehensive evaluation with the WISM team. Preliminary feedback has been highly positive, suggesting no findings of noncompliance and recognizing our school's commitment to inclusivity and providing comprehensive support to our students with IEPs. This preliminary feedback is an affirmation of the dedication and hard work of our staff in supporting our students' educational journeys.

Anticipated Next Steps:

While we await the final review summary and detailed findings, the preliminary outcomes serve as a cause for celebration and a basis for continued improvement. The final report will provide invaluable insights and recommendations, guiding our efforts to further strengthen our special education services and ensuring an inclusive, equitable, and high-quality education for all students.

Conclusion:

The WISM review is a significant milestone in our ongoing journey toward educational excellence. It underscores the effectiveness of our current practices in special education and highlights areas for future growth and enhancement. As we move forward, we are committed to using the findings from the WISM review to guide our continuous improvement efforts, ensuring that Rooted School Vancouver remains a beacon of hope and progress in education.

- | | | | | |
|-----------|--------------------------------|-----|---------------|------|
| C. | Commission Site Visit Overview | FYI | Steven Carney | 10 m |
|-----------|--------------------------------|-----|---------------|------|

Commission Site Visit Overview

The Washington State Charter School Commission (WSCSC) will conduct a formal visit to our school as part of its First Year Site Visits program, aimed at monitoring compliance and supporting continuous improvement. This visit is a key component of the Commission's oversight process, focusing on our school's adherence to its charter

	Purpose	Presenter	Time
contract, performance framework, and fulfillment of public school state and federal requirements.			

Date of Visit: March 27 & 28, 2024

Purpose: To evaluate the school’s organizational performance and effectiveness, ensuring compliance with the charter contract. The visit also serves to gather data that informs the school's Annual Performance Report.

Visit Overview:

Preparation:

- Submission of required documents to the Commission for review.
- Finalization of the visit schedule, including classroom visits, interviews, and document review sessions.

During the Visit:

- The Commission’s site visit team will conduct classroom observations and hold interviews with school leaders, board members, teachers, parents, students, and other personnel.
- Review of school documents and policies, focusing on educational programs, safety protocols, and compliance with state and federal laws.

Post-Visit:

- Receipt of the Commission's report within 45 days, detailing observations, findings, and any required actions.
- Opportunity to address findings through corrective action plans if necessary.

Expected Outcomes:

- Validation of compliance with our charter contract and performance framework.
- Identification of areas for improvement and continuous development.
- Strengthening our school’s accountability and transparency mechanisms.

VIII. BOARD ACTION ITEMS

7:06 PM

A.	Approval of RSV Board Compliance Dashboard for 2023-2024_February	Vote	Steven Carney	10 m
-----------	---	------	---------------	------

Background: The RSV Board Compliance Dashboard for 2023-2024 for March, as required by the Washington State Charter Commission, provides a comprehensive

overview of various performance and compliance indicators. This includes academic measures, financial management, governance, and organizational obligations. The dashboard aligns with the requirements of the Revised Code of Washington (RCW), particularly concerning charter school operations and accountability.

Proposed Action: The School Board is requested to approve the RSV Board Compliance Dashboard for 2023-2024_February. This approval will ensure continued adherence to state regulations and support effective monitoring of the school's performance and compliance with the Charter School Act as outlined in the RCW.

B. Vote on Confirming Board Retreat Date

5 m

Proposed Date for Retreat: May 11 (All Day Event)

Location: Vancouver Umpqua Community Bank Room

The purpose of this agenda item is to formally vote on the scheduling of the Board Retreat for Rooted School Vancouver. The proposed date for this important gathering is May 11th, an all-day event to be held in the Community Bank Room at the Vancouver Umpqua Bank.

This retreat is a critical component of our strategic planning and team-building efforts, providing an opportunity for deep reflection, discussion, and planning for the future direction of our school.

Importance of the Retreat:

The Board Retreat is designed to foster collaborative decision-making, strategic alignment, and the reinforcement of our commitment to the school's mission and objectives. It will include sessions on strategic initiatives, performance evaluations, and goal setting for the upcoming year, among other vital discussions.

Action Required - Vote:

- **Confirmation Vote:** All board members are asked to vote on confirming the proposed date for the retreat. Your approval is crucial to ensure we secure the venue and allocate resources effectively for a productive session.
- **Attendance Confirmation:** Post-vote, members will be requested to confirm their attendance to facilitate detailed planning and logistics.

Considerations:

	Purpose	Presenter	Time
Please consider your availability and the significance of this retreat in our calendar year. Your participation is essential for a comprehensive representation of our board and for the successful execution of our strategic objectives.			

IX. Closing Items

7:21 PM

A.	Reminder and Important Dates	FYI	Adrienne Mason	2 m
	Board Retreat Dates - May 11, 2023			
	Next Board Meeting - April 23, 2023			
	Next Finance/Fund Development Committee - April 15, 2023			

B.	Adjourn Meeting	FYI	Adrienne Mason	1 m
-----------	-----------------	-----	----------------	-----

Motion: The motion was made to adjourn the meeting.

The meeting was adjourned at X:XX PM PST