



Rooted School - Washington

Rooted School Vancouver Board Meeting

Published on November 16, 2024 at 5:08 PM PST

Amended on November 19, 2024 at 1:54 PM PST

Date and Time

Tuesday November 19, 2024 at 6:00 PM PST

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
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I. Opening Items			6:00 PM
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|-----------|---------------------------|------|----------------|-----|
| 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
 Taina Knox: Board Treasurer
 Sheila Davis: Board Secretary
 Jennifer Hernandez - Board Member
 Tyrone Foster - Board Member
 Nikki Chan - Board Member
 Rhianna Johnson - Board Member
 Lisa White - Board Member
 Ashley Duncan - Board Member

Student Representative:

Samantha Sanchez
 Crystal Rauda

School Officials:

Steven Carney: Executive Director & School Leader - RSV
 Angie Lundgren: Director of Operations Fellow - RSV
 Sandra Yokley: Director of Operations - RSV
 Adrienne Lee-Kernell - RSV Assistant School Leader

Guests:

	Purpose	Presenter	Time
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II. Approval of Minutes 6:02 PM

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|---|--------------------|----------------|-----|
| A. A. Approve Minutes from October 22, 2024
Rooted School Vancouver Regular Board Meeting | Approve
Minutes | Adrienne Mason | 2 m |
|---|--------------------|----------------|-----|

Recommendation: The board approves the minutes of the October 22, 2024 regular board meeting.

III. Communications 6:04 PM

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|-------------------------------------|-----|----------------|-----|
| A. Welcome Community Members | | Adrienne Mason | |
| B. Initial Public Comment | FYI | Sheila Davis | 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

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

V. Consent Agenda 6:10 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

	Purpose	Presenter	Time
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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.)

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|---|------|---------------|-----|
| <p>A. Approval of Financial Disbursements and Payroll as Audited and Certified per RCW Regulations</p> | Vote | Steven Carney | 1 m |
|---|------|---------------|-----|

BOARD CERTIFICATION STATEMENT

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the Board.

As of November 19, 2024, the Board approves payments totaling \$61,271.35. The payments are further identified in this document.

Total Payment by Type:
 Payroll Direct Deposit (\$61,271.35)
 Checks #N/A (\$0.00)

Accounts Payable Register
 October 2024

BOARD CERTIFICATION STATEMENT

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the Board.

As of November 19, 2024, the Board approves payments totaling \$88,974.92. The payments are further identified in this document.

Total Payment by Type:
 Electronic Funds Transfer – Public Checking (\$88,974.92)
 Electronic Funds Transfer – Private Savings (\$0.00)
 Checks #N/A – (\$0.00)

Purpose

Presenter

Time

Non-Accounts-Payable Cash Disbursement Register
October 2024

BOARD CERTIFICATION STATEMENT

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the Board.

As of November 19, 2024, the Board approves payments totaling \$3,351.51. The payments are further identified in this document.

Total Payment by Type:

Electronic Funds Transfer – Public Checking (\$3,351.51)

Electronic Funds Transfer – Private Savings (\$0.00)

Checks #N/A – Private MMA (\$0.00)

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|-----------|--|------|---------------|-----|
| B. | Approval of the 2024-2025 Transitional Bilingual Instructional Program (TBIP) Plan | Vote | Steven Carney | 1 m |
|-----------|--|------|---------------|-----|

Purpose: To review and approve the proposed 2024-2025 TBIP Plan, which outlines Rooted School Vancouver's strategy for supporting English Language Learners (ELLs) through culturally responsive and research-based instruction, aligned with WIDA standards and state guidelines.

• Key Highlights of the Plan:

- Comprehensive process for identifying and supporting ELLs, including the Home Language Survey and WIDA assessments.
- Implementation of a Supportive Mainstream Alternative Instructional Program model integrating designated and integrated ELD strategies.
- Ongoing professional development for staff to enhance instructional practices for ELLs.
- Strategies for parent engagement and family collaboration in program development.
- Annual evaluation framework to ensure effectiveness and continuous improvement.

Purpose

Presenter

Time

- **Action Required:** Board approval of the TBIP Plan for submission to the Office of Superintendent of Public Instruction (OSPI).

VI. BOARD INFORMATION/DISCUSSION ITEMS

6:12 PM

A. Financial Update

Discuss

Matt Paolini and
Steven Carney

10 m

Objective

To provide an update on Rooted School Vancouver's current financial status, including revenue, expenditures, and key financial metrics as of October 2024. This will cover insights from the Balance Sheet, Budget Status Report, and Finance Dashboard, allowing the board to assess financial performance against goals and projections.

Key Areas of Focus

Revenue Overview

- Total revenue year-to-date: \$465,573, representing 18.5% of the full-year budget of \$2,519,495.
- Notable shortfalls in public revenue categories, including general and special-purpose state funding, with federal revenue also under target due to outstanding TBIP application and federal lag.

Expenditure Summary

- Total expenditures as of October: \$339,899 (FASB basis), amounting to 14.4% of the full-year budget.
- Key areas of under-expenditure include personnel taxes & benefits, contracted services, and school operations.

Financial Stability Metrics

- **Days Cash on Hand:** 97 days, exceeding the target of 60, indicating robust cash reserves.
- **Enrollment and Revenue Impact:** Current enrollment at 60 students against a target of 70, creating a variance impacting revenue. Special Education enrollment higher than projected may affect resource allocations.

Long-Term Financial Viability

	Purpose	Presenter	Time
<ul style="list-style-type: none"> The Finance Dashboard highlights a concern with the long-term sustainability of the current five-year plan due to staffing and enrollment forecasts. This will require strategic adjustments to ensure future alignment with budget goals. 			
Discussion Goals			
<ul style="list-style-type: none"> Address revenue shortfalls and explore potential solutions to close the gap. Review the expenditure trend against the budget to identify areas for potential reallocation. Discuss strategies for sustainable growth given current enrollment figures and projected staffing needs.. 			
B. Reports to the Board	FYI	Steven Carney	15 m
<p>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):</p> <ul style="list-style-type: none"> Student Representatives: Detailed report outlined student life at RS-V Operations: Overviews of the daily operations, infrastructure, and any logistical matters. Executive Director: Comprehensive updates on school-wide initiatives, policies, and overall performance. 			
VII. Committee Reports to the Board			6:37 PM
<p>The "Committee Reports to the Board" section provides straightforward updates from the following Board Appointed Committees:</p> <ul style="list-style-type: none"> 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: 			
A. Finance / Fund Development Committee Report	Discuss	Adrienne Mason	2 m
Audit Update			
B. Review and Analysis of NWEA MAP Growth Assessment Results for Fall 2024-2025	Discuss	Steven Carney	20 m

Objective: To provide an overview of student performance on the NWEA MAP Growth assessment, with a focus on interpreting results to support targeted interventions in Algebra 1 and Reading.

1. Background on NWEA MAP Growth Reports

- **Purpose:** The NWEA MAP Growth assessment measures student achievement and growth in Math and Reading, offering a comparison against nationwide peers. This single-term achievement report captures where our students stand at this specific point in time and highlights areas for improvement and strengths.
- **How to Read the Report:**
 - **Percentile:** Indicates how a student's score compares to same-grade students across the US. For example, a student in the 52nd percentile scored higher than 52% of peers.
 - **Median Percentile:** Reflects the middle score in an ordered list of percentiles for the group, giving a snapshot of the typical student's performance in each grade.
 - **Distribution and Quintiles:** Quintiles split scores into five percentile levels based on NWEA norms:
 - **1st–20th Percentile (Red):** Indicates scores significantly below average.
 - **21st–40th Percentile (Orange):** Represents lower-average scores.
 - **41st–60th Percentile (Yellow):** Reflects average performance.
 - **61st–80th Percentile (Green):** Signifies higher-average scores.
 - **Greater than 80th Percentile (Blue):** Represents scores well above average.

2. Summary of Results

Algebra 1 (Math):

- *Grade 9:* With a median percentile around the 33rd, results indicate that many students are performing within or below average. Of the 17 students tested, seven met or exceeded the grade-level mean RIT score of 228.9, with percentiles concentrated in the lower two quintiles.
- *Grade 10:* In Grade 10 Algebra 1, with two students tested, one scored in the lower quintile and one in the average quintile.

Reading:

- **Grade 9:** The median percentile for Reading is 52nd, showing a balanced distribution across quintiles with 26% scoring in the 61st-80th percentile and 22% above the 80th percentile, indicating relatively strong performance.
- **Grade 10:** The median percentile is 49th, with students spread across all quintiles and 30% scoring in the higher-average range.

3. Implications for Instruction and Support

- **Mathematics Interventions:** Algebra 1 results suggest the need for targeted math support. Strategies may include small group interventions, differentiated instruction, and additional resources to strengthen foundational math skills.
- **Reading Support:** The broader range in Reading percentiles across grades highlights overall stronger performance than in math. Continued focus on reading comprehension and critical analysis will support skill development for college and career readiness.

4. Next Steps and Recommendations

- **Targeted Student Support:** Roll out specific math and reading support interventions, using RIT scores and quintile data to inform these efforts.
- **Progress Monitoring:** Reassess student progress periodically to adapt strategies and measure growth, with updates to the board on observed progress and outcomes.

VIII. BOARD ACTION ITEMS

6:59 PM

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|----|--|------|---------------|-----|
| A. | Approval of RSV Board Compliance Dashboard for 2024-2025_September | Vote | Steven Carney | 5 m |
|----|--|------|---------------|-----|

Approval of RSV Board Compliance Dashboard for 2024-2025 October

Background: The RSV Board Compliance Dashboard for 2024-2025 for October, 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 2024-2025 October. This approval will ensure continued

	Purpose	Presenter	Time
<p>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.</p>			

<p>B. Partnership with Fundraising Vendor</p>	Vote	Adrienne Lee-Kernell	20 m
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Purpose: Evaluate and discuss two fundraising proposals for RSV to determine the best partner for addressing the \$500,000 funding gap through diversified revenue streams. The analysis recommends Pacific Northwest Fundraising (PNWF) for its multi-channel fundraising approach, comprehensive event management, and capacity-building support.

Key Discussion Points:

1. **Pacific Northwest Fundraising (PNWF):** Proposes a fractional business model with support across major gifts, recurring donations, sponsorship outreach, and full event management, aligning well with RSV’s operational needs and limited internal development capacity.
2. **ResourceFull Consulting:** Specializes in grant-based fundraising with a strong focus on equity-driven grants and long-term capacity building for grant acquisition, ideal for securing large, transformative funding.

Action: Vote on the committee's recommendation for the most suitable vendor to meet RSV’s comprehensive fundraising objectives.

IX. Executive Session		7:24 PM
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The Board will convene into Executive Session pursuant to RCW 42.30.110 to discuss matters exempt from public disclosure. The purpose of this session is to address issues that require confidentiality as permitted by law. These matters may include, but are not limited to, discussions about the performance of a public employee, legal counsel on potential litigation, or consideration of the acquisition or sale of real estate. The Executive Session is expected to last approximately 30 min, and no final actions will be taken during the session. The Board will reconvene into the public session at the conclusion of the Executive Session.

<p>A. Evaluation of a Public Employee</p>	Discuss	Adrienne Mason	40 m
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To evaluate the performance of a public employee, as permitted under RCW 42.30.110(1)(g).

Purpose Presenter Time

Action: No action will be taken during this session.

X. Closing Items 8:04 PM

A. Reminder and Important Dates FYI Adrienne Mason 2 m

Special Board Session - December 7, 2024 - DEI training and board workshop.
Next Board Meeting - December 17, 2024

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