



Rooted School - Washington

Finance / Fund Development Committee

Published on June 16, 2025 at 12:54 PM PDT

Date and Time

Monday June 16, 2025 at 4:30 PM PDT

Location

Rooted School Vancouver

10401 NE Fourth Plain Blvd
Suite 201

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:30 PM
A. Record Attendance		Adrienne Mason	1 m
Board Members:			
Adrienne Mason: Board Chairperson			
Tyrone Foster - Board Member			
School Officials:			
Steven Carney: Executive Director & School Leader - RSV			

	Purpose	Presenter	Time
Angie Lundgren: Director of Operations - RSV			
JGP			
Matt Paolini - JGP			
Katie Silberstein - JGP			
Eddie Allen PNW - Fundraising			
B. Call the Meeting to Order			
C.	Approve Minutes from 02/18/2025 Finance/Fund Development Committee Meeting	Approve Minutes	Adrienne Mason 3 m
II.	Finance / Fund Development		4:34 PM
A.	RSV Finance Update	FYI	Katie Silberstein 30 m
Purpose			
Review May 31, 2025 financial performance, assess progress toward fundraising targets, and identify strategic actions to close the year-end donation gap and protect long-term sustainability.			
Discussion Points			
1. Financial Overview (as of May 31, 2025)			
Revenue Performance			
<ul style="list-style-type: none"> • Public revenue received: 63 % of budget (target 72 %) – still trailing because of enrollment-driven apportionment losses. • Private revenue received: 72 % of budget (target 75 %). • Donations: \$6,000 actual vs \$42,000 budget (gap \$36,000 remains). • State revenue shortfall: ≈ \$81 K tied to enrollment miss; additional special-purpose losses of ≈ \$45 K (SPED) and ≈ \$20 K (TBIP/Hi-Cap). 			
Expenditures			
<ul style="list-style-type: none"> • Total expenses: 59 % of budget (below the 75 % pacing target). • Salaries & benefits: 68.9 % of budget. • School operations: 34.8 % of budget, reflecting continued fundraising-contract costs. 			

	Purpose	Presenter	Time
Cash Position			
<ul style="list-style-type: none"> • Days Cash on Hand: 112 (well above 60-day floor). • Total current assets: \$812 K; net revenue YTD: -\$30.6 K (down from April's + \$74.6 K). 			
2. Key Budget Challenges			
<ul style="list-style-type: none"> • Enrollment shortfall: 52 students vs 70 budgeted. • Lost revenue: ≈ \$81 K (state) + \$45 K (SPED) + \$20 K (TBIP/Hi-Cap). • Contingency funds: Fully utilized covering enrollment gap. 			
3. Payroll & Accounts Payable Highlights (May)			
<ul style="list-style-type: none"> • Payroll – Direct deposit \$55,312.63 • Accounts Payable \$96,610.70 • Major items: HCA-SEBB benefits (\$33.6 K), BoardOnTrack (\$11.3 K), Joule Growth Partners (\$9.4 K), Pacific NW • Non-AP Disbursements \$279.82 			
B.	PNW Fundraising - Status Check In	Discuss	Eddie Allen and PNW Fundraising Team
			20 m

Purpose

To officially launch Rooted School Vancouver's *Give More 24!* campaign strategy, review the campaign toolkit and goals, and outline clear steps for board members to participate in peer-to-peer fundraising and outreach leading up to the September 25, 2025 event.

Discussion Points

Campaign Overview

This year's *Give More 24!* theme is centered on expanding opportunity for Rooted students—especially those underestimated but full of potential. Every \$24 raised supports technology training, college and career access, and real-world experiences for students. Our team fundraising goal is to engage at least 20 fundraisers with \$500 goals each, totaling \$10,000 in student support.

- **Toolkit and Process**

A full campaign guide has been distributed to staff and board. It includes:

- Step-by-step instructions for creating a personal fundraising page

	Purpose	Presenter	Time
<ul style="list-style-type: none"> • Sample fundraising language and share templates • Suggested story content and imagery • Details for how to join the team page at: https://www.givemore24.org/team/Jzx62g 			

- **Board Engagement Ask**
All board members are asked to:
 - Join the team page by June 30
 - Set a \$500 personal fundraising goal
 - Share your page using one of the provided templates
 - Record a short video or photo story (optional) to personalize your campaign

Matching Gift Opportunity

We are actively seeking a \$5,000 matching sponsor to double gifts made during the campaign. Board leads are encouraged to offer introductions to potential donors or local business sponsors.

Action Items

- Confirm 100% board participation by June 30
- Schedule donor thank-you video coordination with PNWF
- Share any prospective matching gift leads with PNWF by July 15

III.	Closing Items			5:24 PM
A.	Action Items	Discuss	Adrienne Mason	5 m
	<ul style="list-style-type: none"> • Recap of action items and final remarks. • Confirmation of the next meeting date 			
B.	Adjourn Meeting	Vote	Adrienne Mason	