



Rooted School - Washington

Special Board Meeting

Published on October 30, 2025 at 4:30 PM PDT

Date and Time

Friday October 31, 2025 at 12:30 PM PDT

Agenda

	Purpose	Presenter	Time
I. Opening Items			12:30 PM
A. Call the Meeting to Order			
B. Record Attendance		Adrienne Mason	1 m
Board Members:			
Adrienne Mason: Board Chairperson			
Ach' (Sheila) Davis: Board Secretary			
Lisa White - Board Member			
Ashley Duncan - Board Member			
Nikki Chen - Board Member			
Rhianna Johnson - Board Member			
Rooted School Foundation/School Officials:			
Dr. Jamila Singleton: Executive Director- RSV			

	Purpose	Presenter	Time
II. Communications			12:31 PM
A. Welcome Community Members	FYI	Adrienne Mason	2 m
B. Initial Public Comment	FYI	Ach' (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.

III. Executive Session			12:34 PM
A. Executive Session	Discuss	Adrienne Mason	40 m

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 45 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.

All final decisions will be taken in open session in compliance with the Open Public Meetings Act.

IV. Return to Open Session			1:14 PM
A. Discussion from the Executive Session & Board Action	Vote	Adrienne Mason	5 m

Following deliberations held in Executive Session pursuant to RCW 42.30.110(1)(g), the Board will return to open session to discuss and take possible action . This item aligns with OPMA requirements that all final decisions be made in public session.

	Purpose	Presenter	Time
B.	Independent Contractor	Vote	Ach' (Sheila) Davis 4 m

Background:

During the summer, Rooted School Vancouver hired Freddy Sanchez for handyman services. Mr. Sanchez is the domestic partner of a current board member.

Policy Compliance Issue:

This action did not comply with RCW 42.23.040 and Rooted School Vancouver Policy 1600 on Conflicts of Interest and Prohibited Acts. The policy requires disclosure of any direct or indirect financial interest and mandates that such conflicts be documented in the meeting minutes.

Action Requested:

The Board is asked to review the Service Agreement.

Supporting Policy References:

RCW 42.23.040 – Remote Interests: Allows exceptions only if the interest is disclosed and noted in official minutes, and the board member does not vote on the matter.

Rooted School Vancouver Policy 1600 – Conflicts of Interest and Prohibited

Acts: Emphasizes a high-trust environment and avoidance of even perceived favoritism or nepotism. Requires recusal and board review of all potential conflicts.

WSSDA Model Policy Guidance: On financial interests and ethical conduct in contracting.

Recommendation:

That the Board formally acknowledge the partnership discuss the matter openly, and vote on whether to approve or decline the engagement. Any board member with a potential conflict must recuse themselves from discussion and vote, and this must be documented in the official minutes.

V. Closing Items 1:23 PM

A.	Adjourn Meeting	Vote
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