APPROVED

rootedschool

# Rooted School - Washington

# Minutes

## Rooted School Vancouver Board Meeting

**Date and Time**
Tuesday September 24, 2024 at 6:00 PM

**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=aHlZREJDTTR3ejNjNXd4WTV6bGVNQT09
Meeting ID: 882 9526 4427
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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)

**Directors Present**
A. Duncan (remote), A. Mason, N. Chen (remote), R. Johnson, T. Foster, T. Knox (remote)

**Directors Absent**

A. Davis, D. M Hernandez, L. White

**Guests Present**
S. Carney, Samantha Sanchez - Student Representative

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## I. Opening Items

### A. Call the Meeting to Order

A. Mason called a meeting of the board of directors of Rooted School - Washington to order on Tuesday Sep 24, 2024 at 6:00 PM.

### B. Record Attendance

## II. Approval of Minutes

### A. A. Approve Minutes from August 20, 2024 Rooted School Vancouver Regular Board Meeting

A. Mason made a motion to approve the minutes from Rooted School Vancouver Board Meeting on 08-20-24.
T. Foster seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B. A. Approve Minutes from Sept. 14, 2024 Rooted School Vancouver Board Study Session

A. Mason made a motion to approve the minutes from Special Board Meeting - Board Study Session on 09-14-24.
T. Foster seconded the motion.
The board **VOTED** unanimously to approve the motion.

## III. Communications

### A. Welcome Community Members

### B. Initial Public Comment

No public comments made

## IV. REPORTS, REQUESTS, AND COMMENTS BY BOARD MEMBERS

### A. Reports, Requests, and Comments by Board Members

- The Chair expressed gratitude for the Board's participation in the September 14th session.

- Fund Development updates, including plans for the upcoming fundraiser on October 10th, were shared.
    - **Board Members asked to:** Support with purchasing beverages, invite 5-7 guests, and contribute through Venmo or Zelle for event support.
    - Sign-up for volunteering and RSVPs encouraged.

## V. Consent Agenda

### A. Approval of Financial Disbursements and Payroll as Audited and Certified per RCW Regulations

A. Mason made a motion to approve consent agenda.
R. Johnson seconded the motion.
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 $56,719.27 are also approved.

General Fund
Accounts Payable
Total electronic payments totaling $85,045.10 and

Check numbers N/A totaling $0
Non-AP Cash Disbursements

Total electronic payments totaling $8,292.96 and

Manual checks N/A totaling $0

Payroll
Total electronic payments totaling $56,719.27 and
Payroll check numbers N/A totaling $0
The board **VOTED** unanimously to approve the motion.

### B. 2nd Reading of Policy 2126 - AIDS Education

A. Mason made a motion to approve consent agenda.
R. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

## VI. Committee Reports to the Board

### A. Finance / Fund Development Committee Report

- Upcoming fundraiser reception confirmed for October 10th, 4-6 PM at Clark County Historical Museum.

- Board members asked to contribute financially for beverage purchases and help promote attendance and donations.

## VII. BOARD INFORMATION/DISCUSSION ITEMS

### A. Reports to the Board

Operations

- Reports on lunch process, implementation of Math Nation (state-funded math intervention program), and curriculum updates.
- Enrollment update: 62 enrolled, 8 spots available. Efforts to fill remaining seats ongoing.

Student Report:

- Presented by Samantha, covering plans for an upcoming school dance on October 25th, with voting on whether it will be a costume or whiteout party.
- Discussion on the adjustment of students to the school environment and challenges with new student behaviors.

Executive Director's Report

- **Compliance Dashboard:**
  - Enrollment variance: 85%, under the standard of 95%. Compliance metrics otherwise met.
  - Instructional Partners continuing teacher coaching and lesson internalization training.
- **Behavioral Challenges:**
  - A number of new students struggling to adjust to behavioral expectations. School implementing increased student support.

### B. Financial Update

- 121 days of cash on hand.
- Awaiting federal CSP funding but financial status remains stable.
- Enrollment gap causing a spending freeze.

### C. Clark Nuber Audit Proposal

- Discussion of hiring an external auditor for $33,000, which is below the budget of $40,000. Some questions remained unresolved, so the Board moved to give the **Finance Committee permission to approve the contract with the Auditor** after those questions are resolved.

A. Mason made a motion to give the Finance Committee permission to approve the contract made by Chair, seconded by Rihanna. Motion passed unanimously.
R. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

**D. School Board Educational Equity Training**

Discussion on mandatory WSSDA training. Steven will explore having WSSDA conduct the training in-person during a workshop session.

**E. First Read of Policy 2410 - High School Graduation Requirements**

- Rooted School requires **27 credits** for graduation, which is more than the standard **24 credits** in the local district.
- This policy aligns with the agreement made with the State to outperform the local system, making students more marketable for college and career.

**F. First Read of Policy 2418 - Waiver of High School Graduation Credits**

- This policy allows the school to offer **up to 2 waivers** for students who are struggling to meet the 27-credit requirement due to circumstances such as **homelessness, health issues, limited English proficiency, or disabilities**.
- It was mentioned that **3 waivers** could be considered in the future to help students meet the 24-credit state minimum.

**G. First Read of Mastery-Based Credit Policies and Procedures for English Language Arts, Math, Science, Social Studies, Arts, Health & Physical Education, and World Languages**

- These policies provide flexibility for students who demonstrate **mastery** in a subject to earn credits, even if they did not formally complete a course.
- It is especially helpful for students who transfer into the school **credit deficient** or have shown mastery in previous years but were unable to earn the formal credit. For example, if a student masters **10th-grade English**, they may be awarded credit for both **9th** and **10th-grade English**.

**H. First Read of Policy 2413 - Equivalency Credit Opportunities**

This policy covers **credit equivalency**, particularly for **CTE (Career and Technical Education)** and **computer science**, allowing students to earn credits in these areas through demonstrated proficiency.

**I. First Read of Policy 4215 - Use of Tobacco, Nicotine, and Marijuana Products**

- The school did not have a policy on the use of these products previously, but with some issues arising this year, this policy formalizes the prohibition and provides clear guidelines for enforcement.
- It was noted that this policy does not include alcohol, and there was a suggestion to include alcohol in a separate policy.

## VIII. BOARD ACTION ITEMS

### A. Review and Approval of Statement of Work (SOW) with Joule Growth Partners for Year 2 (2024-2025)

R. Johnson made a motion to approve the Statement of Work (SOW) with Joule Growth Partners for Year 2 (2024-2025).
T. Foster seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B. Review and Approval of the 2024-2025 Highly Capable (HiCap) Program Plan

N. Chen made a motion to approve the 2024-2025 Highly Capable (HiCap) Program Plan.
A. Mason seconded the motion.
The board **VOTED** unanimously to approve the motion.

### C. Approval of School-Specific Goals for 2024-2025

A. Mason made a motion to approve School Specific Goals for 2024-2025.
T. Foster seconded the motion.
The board **VOTED** unanimously to approve the motion.

## IX. Closing Items

### A. Reminder and Important Dates

**Friends of Rooted Reception:**

- Fundraiser confirmed for October 10th. Board members encouraged to support through RSVPs, guest invitations, and Venmo/Zelle donations.

**Next Board Meeting:**
October 22, 2024

### B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:15 PM.

Respectfully Submitted,

A. Mason