APPROVED

rootedschool

Rooted School - Washington

Minutes

Rooted School Vancouver Board Meeting

Date and Time
Tuesday October 22, 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

One tap mobile
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+1 301 715 8592 US (Washington DC) +1 305 224 1968 US +1 309 205 3325 US
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Directors Present
A. Davis, A. Duncan (remote), A. Mason, D. M Hernandez (remote), L. White (remote), N. Chen (remote), R. Johnson (remote)

Directors Absent
T. Foster, T. Knox

Guests Present
Crystal Rauda, S. Carney, Samantha Sanchez

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 Oct 22, 2024 at 6:00 PM.

B. Record Attendance

II. Approval of Minutes

A. A. Approve Minutes from September 24, 2024 Rooted School Vancouver Regular Board Meeting

A. Duncan made a motion to approve the minutes from September 24, 2024 Rooted School Vancouver Board Meeting on 09-24-24.
T. Foster seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Communications

A. Welcome Community Members

Adrienne Mason welcomed community members attending the meeting.

B. Initial Public Comment

No public members were present at the start of the meeting; Matt and Crystal expected to join later.

Note: Community members are allotted 3-5 minutes for comments. The board listens but does not directly respond per FERPA guidelines.

IV. REPORTS, REQUESTS, AND COMMENTS BY BOARD MEMBERS

A. Reports, Requests, and Comments by Board Members

- **Email and Board on Track Access:**

- All board members were reminded to ensure access to their Rooted School email and the Board on Track system for agendas, documents, and meeting RSVPs. Steven will assist anyone having trouble with access.

- **Board Participation in "Friends of Rooted" Event:**
  - Adrienne Mason thanked board members for their participation in the Friends of Rooted event and students who presented. Further discussion was deferred to later in the meeting.

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.
A. Duncan 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 $60,624.96 are also approved.
General Fund
Accounts Payable
Total electronic payments totaling $185,449.45 and
Check numbers N/A totaling $0
Non-AP Cash Disbursements
Total electronic payments totaling $275.58 and
Manual checks N/A totaling $0
Payroll
Total electronic payments totaling $60,624.96 and
Payroll check numbers N/A totaling $0
The board **VOTED** unanimously to approve the motion.

B. 2nd Read and Adoption of Mastery-Based Credit Policies and Procedures for English Language Arts, Math, Science, Social Studies, Arts, Health & Physical Education, and World Languages

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

C. 2nd Read and Adoption of Policy 2410 - High School Graduation Requirements

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

D.

2nd Read and Adoption of Policy 2418 - Waiver of High School Graduation Credits

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

E. 2nd Read and Adoption of Policy 2413 - Equivalency Credit Opportunities

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

F. 2nd Read and Adoption of Policy 4215 - Use of Tobacco, Nicotine, and Marijuana Products

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

VI. BOARD INFORMATION/DISCUSSION ITEMS

A. Financial Update

Balance Sheet Overview

- Total assets: $3M
- Liabilities: $2M
- Equity: $1.5M
- Revenue (Year-to-Date): $293,000 (11% of the annual budget)
- Expenditures (Year-to-Date): $140,000
- Days of cash on hand: 90+ (target: 60)

Enrollment

- Enrollment count for September: 61 (budgeted for 70); current: 57.
- Discussion of small school funding eligibility and the need to increase student count to 140 to maximize funding. Additional strategies to address current enrollment were discussed.

SPED Funding

- Currently exceeding the 15% state threshold for special education, qualifying for additional funding. However, actual costs of special education services remain underfunded by the state allocation.

B. Reports to the Board

Student Representatives' Report

- Student representatives Samantha and Crystal delivered an enthusiastic report on recent and upcoming student activities:
  - **Fundraising**: "Boo Grams" were sold at $1 each to fund the upcoming Halloween Glow Party.
  - **Halloween Glow Party**: Scheduled for October 25, with strong volunteer support from parents for food and decorations, though additional chaperones are still needed.
  - **Spirit Week**: Reported high engagement and participation with themes each day, including Anything But a Backpack Day, Sports Day, Group Matching Day, Advisory Colors Day, and Formal Friday.
- The Board offered to assist with remaining needs for the party and was encouraged to donate or volunteer if available.

Operations Report (Steven)

- **Curriculum Updates**: New math and reading intervention programs—Math Nation and Achieve 3000—are in place.
- **Professional Development**: Staff completed trauma-sensitive practices training, reinforcing the school's commitment to supporting students impacted by trauma.
- **Enrollment Update**: Current enrollment is 57 students, slightly below the target of 70. Several families visited the school recently, with the hope that more students will join for the upcoming semester.
- **Enrollment Plan**: Steven shared a comprehensive enrollment strategy, including community outreach, post-election canvassing, and informational events, supported by board participation in community canvassing.
- **Behavioral Data Tool (Supported School)**: An overview of the Supported School platform was given, showing its capacity to track and analyze student behavior and support needs by time, location, and type, which aids in targeted intervention planning.

Executive Director Report (Steven)

- **Red Comet Vendor Transition**: Due to testing constraints, certain courses on Red Comet will now be taught by in-house teachers.
- **Compliance and Strategic Goals**: All compliance submissions are on time, with an upcoming update on student progress per the NWEA MAP assessments.
- **Johns Hopkins Cultural Survey**: Recently launched, results are expected by late December or early January.
- **Open Seat Program**: Mental health support provided at no cost through the Open Seat program, benefiting students with coaching services available in-school.

C.

Follow-Up on Educational Equity Training Scheduling

Scheduled for December 7 at Rooted School; will fulfill mandatory DEI training for all board members.

D. Johns Hopkins School Culture 360™ Survey

Survey launched to gather input from students, staff, and families. Results anticipated by December-January.

E. "Friends of Rooted" Fundraising Event Results

- Total funds raised at the event: $1,825 with $400 in-kind contributions from board members.
- Future planning will incorporate a targeted approach to increase board engagement and broaden reach beyond immediate networks.

VII. Committee Reports to the Board

A. Finance / Fund Development Committee Report

Fundraising and Financial Development
Friends of Rooted Fundraising Event Recap

- Total funds raised at the event: $1,825 with $400 in-kind contributions from board members.
- Future planning will incorporate a targeted approach to increase board engagement and broaden reach beyond immediate networks.

Long-Term Development

- Discussion of the need to close a projected $300,000 budget gap for operational sustainability. Exploration of outsourcing fundraising and increasing grant applications were discussed.

Facilities and Growth

- Expansion to include a middle school and reach an enrollment target of 350-500 was discussed as a strategic goal to achieve funding stability.

VIII. BOARD ACTION ITEMS

A. Approval of RSV Board Compliance Dashboard for 2024-2025_September

A. Davis made a motion to approve the RSV Board Compliance Dashboard for 2024-2025 _ September.
A. Duncan seconded the motion.
The board **VOTED** unanimously to approve the motion.

IX. Closing Items

A. Reminder and Important Dates

February is the target for the next fundraising event, pending finalization.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:38 PM.

Respectfully Submitted,
A. Mason