APPROVED

rootedschool

Rooted School - Washington

Minutes

Rooted School Vancouver Board Meeting

Date and Time
Tuesday November 19, 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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+12532050468,,88295264427#,,,,*591944# US Dial by your location
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+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, L. White (remote), N. Chen, R. Johnson, T. Foster

Directors Absent

A. Davis, D. M Hernandez

Guests Present
A. Lee-Kernell, S. Carney

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 Nov 19, 2024 at 6:00 PM.

B. Record Attendance

II. Approval of Minutes

A. A. Approve Minutes from October 22, 2024 Rooted School Vancouver Regular Board Meeting

N. Chen made a motion to approve the minutes from October 22, 2024 Rooted School Vancouver Board Meeting on 10-22-24.
R. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Communications

A. Welcome Community Members

B. Initial Public Comment

No public comments were submitted.

IV. REPORTS, REQUESTS, AND COMMENTS BY BOARD MEMBERS

A. Reports, Requests, and Comments by Board Members

Board Chair Adrienne Mason reported the receipt of a resignation letter from Taina Knox. Her contributions to the school were acknowledged.

V. Consent Agenda

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

T. Foster made a motion to approve the consent agenda.
N. Chen 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 $61,271.35 are also approved.

General Fund
Accounts Payable
Total electronic payments totaling $88,974.92 and
Check numbers N/A totaling $0

Non-AP Cash Disbursements
Total electronic payments totaling $3,351.51 and
Manual checks N/A totaling $0

Payroll
Total electronic payments totaling $61,271.35 and
Payroll check numbers N/A totaling $0

The board **VOTED** unanimously to approve the motion.

B. Approval of the 2024-2025 Transitional Bilingual Instructional Program (TBIP) Plan

T. Foster made a motion to approve the consent agenda.
N. Chen seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. BOARD INFORMATION/DISCUSSION ITEMS

A. Financial Update

Financial Update:

- YTD revenue: $465,573 (18.5% of the annual budget).
- Expenditures: $339,899 (14.4% of the annual budget).
- Current enrollment: 60 students, below the target of 70.
- Focus on addressing revenue shortfalls and increasing enrollment.

B. Reports to the Board

Student Representative Report:

- Planned events: Talent Show, Winter Spirit Week, and Winter Formal (January).
- Board requested a detailed budget and specific support needs by the December meeting.

Operations Report:

- The school is undergoing financial and programmatic audits, including McKinney-Vento and bilingual programs.
- Enrollment updates and upcoming student recruitment strategies were shared.

VII. Committee Reports to the Board

A. Finance / Fund Development Committee Report

Update was taken care of with Action Item VIII B.

B. Review and Analysis of NWEA MAP Growth Assessment Results for Fall 2024-2025

Academic Update:

- Presentation of Fall 2024 NWEA MAP Growth Assessment results.
  - Algebra 1: Median percentile ~33rd. Targeted interventions underway.
  - Reading: Median percentile ~52nd. Reading scores are stronger, with ongoing focus on comprehension skills.

VIII. BOARD ACTION ITEMS

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

B. Partnership with Fundraising Vendor

L. White made a motion to direct Adrienne Mason and Steven Carney to pursue a contract with Pacific Northwest Fundraising (up to $34,500) for comprehensive support in grants and donor cultivation.
R. Johnson seconded the motion.

- The Board reviewed proposals from Pacific Northwest Fundraising and ResourceFull Consulting to address a $500,000 funding gap.
- **Recommendation**: Pursue a contract with Pacific Northwest Fundraising (up to $34,500) for comprehensive support in grants and donor cultivation.

Nikki Chen abstained due to conflict of interest.

The board **VOTED** to approve the motion.

Roll Call

A. Mason	Aye
R. Johnson	Aye
N. Chen	Abstain
A. Duncan	Aye
T. Foster	Aye
L. White	Aye
A. Davis	Absent

Roll Call
D. M Hernandez Absent

IX. Executive Session

A. Evaluation of a Public Employee

The Board entered an executive session at 7:15 PM pursuant to RCW 42.30.110 to discuss personnel matters. The session was extended once and concluded at 7:46 PM. No actions were taken.

X. Closing Items

A. Reminder and Important Dates

- Special Session: December 7, 2024 (DEI training and board workshop).
- Next Regular Meeting: December 17, 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 7:48 AM.

Respectfully Submitted,
A. Mason