APPROVED

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Rooted School - Washington

Minutes

Rooted School Vancouver Board Meeting

Date and Time
Friday June 20, 2025 at 1:00 PM

Location
Rooted School Vancouver
10401 NE Fourth Plain Blvd
Vancouver, WA 98662

Directors Present
A. Davis, A. Mason, L. White, N. Chen, R. Johnson, T. Foster

Directors Absent
A. Duncan

Guests Present
A. Lee-Kernell, A. Lundgren, E. ALLEN, K. Silberstein (remote), 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 Friday Jun 20, 2025 at 1:00 PM.

B. Record Attendance

II. Approval of Minutes

A.

A. Approve Minutes from May 27, 2025 Rooted School Vancouver Regular Board Meeting

A. Duncan made a motion to approve the minutes from Rooted School Vancouver Board Meeting on 05-27-25.
L. White seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. A. Approve Minutes from June 12, 2025 Rooted School Vancouver Special Board Meeting

R. Johnson made a motion to approve the minutes from Special Board Meeting on 06-12-25.
A. Mason seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Communications

A. Welcome Community Members

Delivered by Adrienne Mason.

B. Initial Public Comment

Board Chair Adrienne Mason read the public comment protocol. No comments were recorded.

IV. REPORTS, REQUESTS, AND COMMENTS BY BOARD MEMBERS

A. Reports, Requests, and Comments by Board Members

Board members provided brief updates and reflections. No formal motions were made.

V. Consent Agenda

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

A. Mason made a motion to approve the consent agenda.
L. White seconded the motion.
Motion to approve disbursements totaling **$152,203.15** for May 2025 passed unanimously.

Payroll Certification (RCW 42.24.080):
Payments for payroll have been audited and certified by the Auditing Officer as required by RCW 42.24.080. The payroll disbursements were recorded on a listing which has been made available to the Board.

Payroll Direct Deposit: $55,312.63

Expense Reimbursement Certification (RCW 42.24.090):
All claims for reimbursement of expenses have been certified by the Auditing Officer as required by RCW 42.24.090. These claims have been recorded on a listing which has been made available to the Board.

- **Accounts Payable (EFT – Public Checking):** $96,610.70
- Accounts Payable (EFT – Private Savings): $0.00

- **Non-Accounts-Payable Cash Disbursements (Public Checking):** $279.82
- Non-Accounts-Payable Cash Disbursements (Private Savings): $0.00

Total Disbursements Approved: $152,203.15
The board **VOTED** unanimously to approve the motion.

VI. BOARD INFORMATION/DISCUSSION ITEMS

A. Financial Update

Steven Carney, Executive Director, and Katie Silberstein (JGP) presented the financial update for May 2025. The Board reviewed current financial statements, noting:

Total Assets: $2,446,524.90 (a decline from April)
Cash Balances: $735,769.74
Total Liabilities: $1,112,102.67
YTD Revenue: $1,582,687 (62.8% of annual budget)
YTD Expenditures: $1,396,186 (57.3% of annual budget)
Days Cash on Hand: 97 (down from 104 in April)
Enrollment for May: 52 students (vs. budgeted 70)

Key Discussion Points:
Board members expressed concern over declining assets and the impact of under-enrollment on state funding.

Alternative funding strategies were discussed, including increased donor engagement and grant-seeking.

Leadership committed to updating the FY25–26 projections to reflect these realities.
No formal action was taken.

B. 2025-2026 Budget Review

Presented by Steven Carney and Katie Silberstein. No action was taken; discussion only.

C.

PNWF Fundraising and Give More 24 Training

Led by Eddie Allen. Training focused on campaign strategy, board roles, and outreach.

D. Reports to the Board

Verbal updates provided by operations and the executive director.

E. Committee Scheduling

Discussion led by Adrienne Mason to align committee schedules and member assignments.

F. Staff Retention and Departures

Steven Carney reported that Dylan Rossi and Jamie Henneman will not return in 2025–26. Recruitment and retention strategies discussed.

G. First Reading – Policy Drafts on Instruction, Student Safety, Graduation, and Technology Use

Steven Carney presented policies related to online learning, student safety, graduation, AI use, and digital citizenship. First reading only; no action taken.

VII. BOARD ACTION ITEMS

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

Motion to approve the May 2025 RSV Board Compliance Dashboard passed unanimously.

VIII. Executive Session

A. Complaint Against a Public Employee

A motion was made and passed to move into Executive Session at **3:37 PM**, pursuant to RCW 42.30.110(1)(f), to discuss a complaint against a public employee. No final action was taken during this session. The Board returned to public session at **4:07 PM**.

IX. Closing Items

A. Reminder and Important Dates

Board Retreat: June 20–21, 2025
Next Meeting: TBD (July or Early August)

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:45 PM.

Respectfully Submitted,
A. Mason