APPROVED

rootedschool

Rooted School - Washington

Minutes

Rooted School Vancouver Board Meeting

Date and Time
Tuesday February 25, 2025 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
+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. Davis, A. Duncan (remote), L. White (remote), N. Chen, R. Johnson, T. Foster

Directors Absent

A. Mason

Guests Present
Klarrisa Hightower (Guest), S. Carney, S. Sanchez (remote)

I. Opening Items

A. Call the Meeting to Order

T. Foster called a meeting of the board of directors of Rooted School - Washington to order on Tuesday Feb 25, 2025 at 6:05 PM.

B. Record Attendance

II. Approval of Minutes

A. A. Approve Minutes from January 28, 2025 Rooted School Vancouver Regular Board Meeting

T. Foster made a motion to approve the minutes from January 28, 2025 Rooted School Vancouver Board Meeting on 01-28-25.
A. Duncan seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Communications

A. Welcome Community Members

B. Initial Public Comment

The floor was opened for public comment. No public comments were received.

IV. REPORTS, REQUESTS, AND COMMENTS BY BOARD MEMBERS

A. Reports, Requests, and Comments by Board Members

There were no formal board reports, special requests, or comments presented during this portion of the meeting.

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

The Board reviewed and unanimously approved the consent agenda, which included authorization of financial disbursements, payroll, and the second reading and adoption of updated policy language to further support immigrant students and ensure inclusive practices.

B. Approval of Policy and Procedure Updates

T. Foster made a motion to approve the consent agenda.
N. Chen seconded the motion.
BOARD CERTIFICATION STATEMENT
Payments have been audited and certified by the Auditing Officer as equired by RCW 42.24.080, and
those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have
been recorded on a listing which has been made available to the Board.

As of February 25, 2025, the Board approves payments totaling $57,408.22. The payments are further
identified in this document.

Total Payment by Type:
Payroll Direct Deposit ($57,408.22)
Checks #N/A ($0.00)

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and
those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have
been recorded on a listing which has been made available to the Board.

As of February 25, 2025, the Board approves payments totaling $76,184.28. The payments are further
identified in this document.

Total Payment by Type:
Electronic Funds Transfer – Public Checking ($76,184.28)
Electronic Funds Transfer – Private Savings ($0.00)
Checks #N/A – ($0.00)

BOARD CERTIFICATION STATEMENT
Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and
those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have

been recorded on a listing which has been made available to the Board.

As of February 25, 2025, the Board approves payments totaling $2,153.84. The payments are further
identified in this document.

Total Payment by Type:
Electronic Funds Transfer – Public Checking ($2,153.84)
Electronic Funds Transfer – Private Savings ($0.00)
Checks #N/A – Private MMA ($0.00)
The board **VOTED** unanimously to approve the motion.
The Board reviewed and unanimously approved the consent agenda, which included authorization of financial disbursements, payroll, and the second reading and adoption of updated policy language to further support immigrant students and ensure inclusive practices.

VI. BOARD INFORMATION/DISCUSSION ITEMS

A. Financial Update

The Executive Director presented the financial report for the period ending January 31, 2025. Total assets were reported at $2,535,000, reflecting growth in the school's cash position. Notable updates included a decrease in accounts receivable and accounts payable, resulting in improved liquidity.

Revenue year-to-date totaled $982,000, representing 39% of the annual budget, while expenditures totaled $828,000 (34% of the annual budget). An enrollment-related revenue shortfall of approximately $82,000 was noted. However, the school's cash position remains strong, with 114 days of cash on hand, exceeding the 60-day threshold.

Concerns were raised regarding delays in federal grant disbursements and the school's eligibility for CSP funding in the upcoming fiscal year. Continued support from Excellent Schools Washington was acknowledged, along with a pending engagement with a development consultant to assist with fundraising strategy.

B. Reports to the Board

Operations Report
The Executive Director reported that the Director of Operations, Sandra, will be concluding her tenure in May. Transition planning is underway, with fellow Angie supporting key operational functions during the transition period.

The school recently completed successful hiring processes for a Humanities Teacher and a Student Success Coach, both of whom bring diverse backgrounds and identities reflective of the school's values.

Current student enrollment stands at 53 students, with a target of 70. Enrollment outreach for the 2025–2026 school year has resulted in 35 applications to date. Partnerships with outreach organizations are being utilized to support this work.

The school has completed its Civil Rights Data Collection and is in the midst of three audits: program review, financial audit, and the annual State Auditor's Office (SAO) audit. Compliance measures and internal systems remain robust and aligned with state standards.

Executive Director Report
All current staff members have recommitted to the upcoming school year, with one possible exception due to health-related circumstances. The leadership team is emphasizing project-based learning and increasing interdisciplinary collaboration across the curriculum.
The 9th Grade Success Grant is now in implementation, offering targeted academic support and data tracking tools. Additional enrichment opportunities are being developed through partnerships, including with Burgerville and the local Chamber of Commerce. Efforts are also underway to deepen community engagement, including exploration of a "Running Start" partnership with Clark College.

Student Representative Report
Student Government President Samantha reported that the Spring Fling will be held on March 25, 2025. The event will feature a donation drive for formalwear and refreshments. The new student leadership team has been elected, and the event theme will be "Everything in Bloom," with Alice in Wonderland-inspired decorations.

C. NWEA MAP Growth Results – Winter 2024-2025 - MATH

The Executive Director presented a summary of winter MAP Growth assessment results in mathematics.

- **Algebra I:** Student performance improved from the 29th percentile to the 34th percentile.
- **Geometry:** Performance declined from the previous benchmark, indicating an area of concern.
- Students entering Rooted School are often more than three years behind in mathematics, and the school is working to close these significant gaps.
- The school is implementing enhanced coaching for math instruction, with a dual focus on academic rigor and increasing student engagement.
- Additional supports include professional development, peer learning communities, and after-school tutoring.
- The Board discussed the potential need for extended summer learning programs or weekend enrichment to accelerate academic recovery.

D.

NWEA MAP Growth Results – Reading (Winter 2024-2025)

The Executive Director followed with a report on student reading performance based on winter MAP Growth data.

- Student reading performance improved from the 51st percentile to the 52nd percentile.
- The percentage of students in the lowest performance band declined from 14% to 7%, reflecting meaningful growth.
- The school attributes reading gains to strong instructional leadership and cross-curricular literacy supports.
- A highly effective reading instructor continues to drive growth, and the instructional team has already refined curriculum and support strategies in response to recent data.
- Teachers are engaging in continuous improvement practices through professional learning communities and evidence-based reading interventions.

VII. Committee Reports to the Board

A. Finance / Fund Development Committee Report

The committee reported progress on several initiatives, including a new partnership with Pacific Northwest Fundraising and Mariposa Marketing. Monthly themed campaigns are in development, as well as preparations for the Give More 24 campaign and increased corporate sponsorship engagement.

Board members were invited to participate in a “Who Do You Know?” networking initiative to expand fundraising and outreach capacity.

VIII. BOARD ACTION ITEMS

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

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

B. Adoption of Amended Policy 3115: Homeless Students - Enrollment Rights and Services

T. Foster made a motion to approve amended/revised policy 3115: Homeless Students - Enrollment Rights and Services.
N. Chen seconded the motion.
The board **VOTED** unanimously to approve the motion.

C.

Adoption of Amended Policy and Procedure 3205: Sex-Based Discrimination Prohibited

T. Foster made a motion to approve amended/revised Policy and Procedure 3205: Sex-Based Discrimination Prohibited.
N. Chen seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approval of Updated Procurement Policy

T. Foster made a motion to approve the updated/revised Procurement Policy.
N. Chen seconded the motion.
The board **VOTED** unanimously to approve the motion.

IX. Closing Items

A. Reminder and Important Dates

The next regular meeting of the Board of Directors is scheduled for **March 25, 2025**. Additional student-led fundraising and community events were briefly discussed.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:36 PM.

Respectfully Submitted,
T. Foster