APPROVED

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Rooted School - Washington

Minutes

Rooted School Vancouver Board Meeting

Date and Time
Tuesday March 24, 2026 at 6:00 PM

Location
Rooted School Vancouver
10401 NE Fourth Plain Blvd, Suite 201
Vancouver, WA 98662

Directors Present
A. Davis (remote), A. Duncan (remote), A. Mason, L. White, N. Chen (remote), R. Johnson

Directors Absent
None

Guests Present
J. Singleton, M. Rauda

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 Mar 24, 2026 at 6:00 PM.

B. Record Attendance

II. Approval of Minutes

A.

Approve Minutes from February 24, 2026 Regular Board Meeting

A. Mason made a motion to approve the minutes from Rooted School Vancouver Board Meeting on 02-24-26.
A. Duncan seconded the motion.
The board **VOTED** to approve the motion.

III. Communications

A. Welcome Community Members

B. Initial Public Comment

The public comment procedures were read aloud. No public comments were offered.

IV. REPORTS, REQUESTS, AND COMMENTS BY BOARD MEMBERS

A. Reports, Requests, and Comments by Board Members

R. Johnson expressed appreciation for the ongoing reports shared by the Executive Director and recognized the progress reflected in them.

B. Student Rep Board Report

Crystal shared upcoming student fundraising and events, including a movie night, another bake sale, and continued partnership exploration. Major spring events include the Old Hollywood spring formal, a culture night, and an end-of-year award show.
Crystal shared photos from the end-of-MAP-testing celebration at Round 1, which included the whole school.
Crystal reported she is co-leading a presentation with Dr. J on School Links, the state-provided High School and Beyond Plan platform, targeting 11th graders to strengthen career-planning participation. Board members discussed the value of leading career exploration with financial literacy (budgeting, rent, utilities, taxes) and offered to serve as guest speakers.

V. BOARD ACTION ITEMS

A. Compliance Dashboard – March Review

R. Johnson made a motion to Approve the March 2026 compliance dashboard.
A. Davis seconded the motion.

The board reviewed the March 2026 compliance dashboard. Jamila reported MAP growth data showing significant gains for students receiving reading intervention, 9th grade surpassing the reading goal, and 10th and 11th grades tracking close to target. Math is still progressing, with the strongest growth in 10th-grade geometry intervention. Staff are piloting Kidum, an online platform linked to the illustrative math curriculum, to improve weekly exit-ticket data review. SBAC state testing is scheduled for the end of April.
The board **VOTED** to approve the motion.

VI. Consent Agenda

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

A. Davis made a motion to To approve the 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 $68,416.65 are also approved.

General Fund
Accounts Payable
Total electronic payments totaling $113,315.17 and
Check numbers N/A totaling $0
Non-AP Cash Disbursements
Total electronic payments totaling $7,823.15 and
Manual checks #N/A totaling $0.00

Payroll
Total electronic payments totaling $68,416.65 and
Payroll check numbers N/A totaling $

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

VII. BOARD INFORMATION/DISCUSSION ITEMS

A. Financial Update (as of February 28, 2026)

Jamila reported that student FTE stands at 62.8 with 67 students currently enrolled. Lower-than-expected SPED numbers continue to impact public revenue. Private revenue is at 73% (vs. 50% target) and expenses are at 48%, with positive cash on hand. Staff continue to keep spending tight and maximize grant use to preserve private revenue. 26-27 Recruitment: ~195 leads in the pipeline, with SchoolOps supporting enrollment during Angie's family leave. 35 applications have been submitted; 23 students have

applied against an initial goal of 45 and a budget target of 110. Leads are being actively tracked.
Budget outlook: A projected ~$165,000 revenue shortfall will require staffing adjustments. The school is unlikely to be able to hire a separate school leader for 26-27; an alternative hybrid teacher-leader (TOSA) model is being explored. CTE pathway expansion (supported by Josh Jones and Margaret Rice) could increase CTE access and revenue as pathways are approved by OSPI CTE. Submission deadline is April 15, 2026.
N. Chen requested that field-trip opportunities and student transportation (including possible charter-bus service or pickups) be prioritized at the board retreat, based on feedback from students and community members.

B. Policies (First Read)

The board received first reads on several policies, including an updated field trip / outdoor education policy (12:1 adult-to-student ratio, background-checked chaperones via ESD 112). Policies will return for approval at the April board meeting.

A. Davis presented the draft ED evaluation framework developed by the Governance Committee. Proposed cycle: evaluation period July 1 – June 30; all board members complete the evaluation in July using the BoardOnTrack tool; August board review of results and next steps; December mid-year check-in. The draft will be formatted and circulated, presented as a first read at the April 18 retreat, and brought to the April board meeting for a formal vote.

2026–27 School Year Calendar (First Read)
Jamila presented the draft 26-27 calendar: 184 school days, Wednesday early release, first day August 26, last day June 16. Two snow makeup days are scheduled (March 19 and June 17). Student-facing events are added to the calendar, including college night (September), Rooted and Beyond family nights (Sept, Nov, Jan, March), FAFSA night, a career fair, ACT testing, and graduation on June 11.

PTO Policy (First Read)
Jamila presented proposed revisions to the staff PTO policy to address language inconsistencies between the handbook and Gusto, equity gaps between classified and certificated staff, and excessive PTO accrual red flags. Proposed changes include an accrual cap, no payout upon separation, and alignment with Gusto. After board discussion raised concerns about process and the importance of giving staff advance notice, the board agreed to keep this as a first read. Staff will be notified of the proposed change so they can provide input, and the policy will return for a vote at the April board meeting.

C. Retreat/Spring Planning

Due to scheduling conflicts the April 18 retreat will be shortened to 10:00 AM – 12:30 PM at the school (in person preferred). Priority topics: budget and staffing decisions, a brief governance block (ED evaluation framework first read, board member job descriptions), and a short CTE opportunity report update.

VIII. Executive Session (Estimated 10 minutes)

A. A. Executive Session — Legal Counsel (Potential Litigation / Settlement Discussion)

The board recessed into executive session pursuant to RCW 42.30.110 to discuss potential litigation and receive legal advice. The executive session was announced to last approximately 10 minutes, with no final action to be taken during executive session. The board extended into a second executive session and reconvened in open session at 7:27 PM.

B. Return to Open Session (Action if needed)

A. Davis made a motion to To authorize the board chair, in consultation with legal counsel, to respond to the confidential prefiling settlement offer and to negotiate within the parameters discussed in executive session.
R. Johnson seconded the motion.
The board **VOTED** to approve the motion.

IX. Closing Items

A. Reminder and Important Dates

F-1 Personal Financial Affairs Statements are due April 15, 2026. The board chair requested all directors complete their F-1 filings by the following Friday. Next convening: Board Retreat, Saturday April 18, 2026, 10:00 AM – 12:30 PM.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,
A. Mason