APPROVED

Rooted School - Washington

Minutes

Rooted School Vancouver Board Meeting

Date and Time
Tuesday July 28, 2026 at 6:00 PM

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

Zoom Link:
https://us06web.zoom.us/j/87593051860?pwd=4NBzcl28YlaOEhQEqoobEVUJlKt4Gq.1

Directors Present
A. Duncan (remote), A. Lovett-Uddin (remote), A. Mason (remote), J. Lockhart (remote), L. White (remote)

Directors Absent
A. Davis

Directors who arrived after the meeting opened
J. Lockhart

Guests Present
Dana Nerenberg (remote), Italiana Hughes (remote), J. Singleton, Jackie Weatherspoon (remote)

I. Opening Items

A. Call the Meeting to Order

B. Record Attendance

II. Approval of Minutes

A. Approve Minutes from June 23, 2026 Regular Board Meeting

L. White made a motion to approve the minutes from Rooted School Vancouver Board Meeting on 06-23-26.
A. Duncan seconded the motion.
The board **VOTED** to approve the motion.

III. Communications

A. Welcome Community Members

A. Mason spoke to welcoming the community.

B. Introduction of Guest
The Executive Director introduced Dana Nerenberg of Stand for Children. Ms. Nerenberg has served as a principal and district leader in Portland Public Schools, led accelerated learning at the district office, currently coaches principals across Oregon on early literacy, and serves as board chair of EdReports. She expressed interest in Rooted's mission and approach to preparing students for their post-secondary futures.

B. Initial Public Comment

The public comment procedures were read aloud, including the reminder that comments are part of the public record and must comply with FERPA. No public comments were offered.

IV. REPORTS, REQUESTS, AND COMMENTS BY BOARD MEMBERS

A. Reports, Requests, and Comments by Board Members

The Chair thanked directors for their continued engagement, noted the upcoming August board work session, and acknowledged the Executive Director's outreach to donors and supporters as the school approaches the start of the year. No other board member reports or requests were made.

B.

Empowering the Board

The Executive Director reviewed upcoming events. An additional community market tabling opportunity is being scheduled for August or September and will be added to the calendar or shared by newsletter.

Upcoming events include the kickoff family barbecue on August 21 (to be discussed further at the August 7 work session, with board input on the family experience welcomed), Back to School Night on September 10, the first Rooted and Beyond Night (FAFSA Night) on October 2, and ASB events including the Fall Carnival. The Chair requested that the kickoff barbecue and first-day-of-school events be publicly noticed, since a quorum of directors is likely to attend; the Executive Director confirmed notices will be posted.

V. Consent Agenda

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

A. Duncan made a motion to Approve the consent agenda as presented.
A. Lovett-Uddin seconded the motion.
Certification of Payments (RCW 42.24.080 / RCW 42.24.090)
The following payments as 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, are approved for payment. In addition, payroll payments in the amount of $66,437.16 are also approved.
General Fund
Accounts Payable: Total electronic payments totaling $180,139.77 and check numbers N/A totaling $0.00
Non-AP Cash Disbursements: Total electronic payments totaling $8,623.54 and manual checks #N/A totaling $0.00
Payroll: Total electronic payments totaling $66,437.16 and payroll check numbers N/A totaling $0.00

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

B. (B) the FY '27 TBIP Plan; (C) the FY'27 Hi Cap Plan (D) the FY'27 Financial Policies and Procedures Manual; (E) the FY' 27 Staff Handbook; (F) the FY'27 Student & Family Handbook; (G) the FY' 27 ASB Budget (H) Micro-Purchase Self-Certification, authorizing a $50,000 self-certified micro-purchase threshold for federally funded procurements No items were pulled for separate discussion.

A. Duncan made a motion to Approve the consent agenda as presented.
A. Lovett-Uddin seconded the motion.
The board **VOTED** to approve the motion.

J. Lockhart arrived at 6:14 PM.

VI. BOARD ACTION ITEMS

A. 26-27 Teacher Certifications

The Executive Director reported the school is fully staffed for the first day of school. Several staff members are pursuing the CTE certification route to expand course offerings in financial literacy, business math, and worksite readiness, and are enrolled in local certification programs. One teacher is pre-residency with Seattle Colleges and will teach one history class; the incoming humanities teacher has transferred his Oregon credential (English endorsement and ELL certification) and is teaching World History out of endorsement; and two additional teachers are continuing their certification sequences. Most teachers are returning and teaching within their certification areas, with some staff serving in multiple roles under the school's staffing model.

A. Lovett-Uddin made a motion to dopt the resolution approving the 2026–27 certification actions as presented in the Board memo, each effective prior to the individual's first day of instruction.

L. White seconded the motion.

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

B. Compliance Dashboard (July)

L. White made a motion to Board receive and accept the July 2026 Compliance.

A. Duncan seconded the motion.

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

C. Budget Extension

L. White made a motion to adopt Board Resolution #25/26-01, authorizing a 2025–26 budget extension in the amount of $100,000 in additional total expenditures, and to direct the Executive Director to submit the revised F-200 to OSPI via EDS.

A. Lovett-Uddin seconded the motion.

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

D. Revised Bylaws 2022>>>2026

L. White made a motion to Approve the Revised Bylaws as presented and edited during the meeting.

J. Lockhart seconded the motion.

The revisions simplify the bylaws to reflect the school's current operations and align them with the Financial Policies and Procedures Manual. Key changes include a streamlined officer structure (chair and secretary); reducing committees to a Governance Committee and a Growth Committee, with all financial matters brought to the full board rather than a finance committee, consistent with current fiscal controls; and defined four-year terms with a maximum of two consecutive terms before sitting out one term. Following discussion of continuity and flexibility—including a removal provision allowing any trustee

to be removed with or without cause by a two-thirds affirmative vote—the board edited the bylaws during the meeting to provide that term-limit maximums may be waived by board approval. The board also set officer elections to occur annually.
The board **VOTED** to approve the motion.

E. Authorization to Deposit Public Funds and Transfer Private Funds — Heritage Bank Accounts

A. Duncan made a motion to That the Board authorize the Executive Director to deposit RSV's public funds into the Heritage Bank public NOW checking account ending in 6104, and to transfer RSV's private funds from the account ending in 6112 into the Heritage Bank nonprofit interest-plus checking account, as presented, completing the banking transition approved June 23, 2026.
L. White seconded the motion.
The board **VOTED** to approve the motion.

F. 26-27 Budget Adoption

L. White made a motion to Motion to adopt the FY2026–27 operating budget as presented, pursuant to RCW 28A.505.050, and to adopt the Budget Adoption Resolution fixing the final 2026–27 appropriation level under WAC 392-123-054 at $2,846,264 for the General Fund, including the four-year budget plan and four-year enrollment projection.
A. Duncan seconded the motion.
The Executive Director presented the proposed FY2026–27 operating budget. Assumptions include enrollment of 100 students and an FY2025–26 ending position of approximately 131 days cash on hand ($930,000). Revenue changes include the loss of the $1,500-per-student levy equalization and the conclusion of implementation grants. Will end FY2026–27 with 83 days cash on hand, declining to 79 days at the end of FY2027–28—the lowest point of the five-year outlook—before rising as enrollment grows.

This will be the school's first year serving all four grade levels, with its first graduating class. The staffing model includes three administrative staff, teachers, support staff, and two hybrid paraeducator/teaching roles, and does not include a school leader/principal position; the academic dean (a hybrid teaching role) will absorb coaching and curriculum responsibilities. The Executive Director identified a fundraising need of at least $180,000—ideally $300,000—to restore an administrator position in future years, and reported active fund development conversations.

The Chair noted the next two years are critical but characterized this as one of the stronger outlooks presented in her tenure.

Pursuant to RCW 28A.505.050, the board opened the public hearing on the proposed FY2026–27 budget, at which any person could appear and be heard for or against any part of the budget, the four-year budget plan, or any proposed changes to the use of enrichment funding.

No one signed up to speak, and the public hearing was closed.
The board **VOTED** to approve the motion.

VII. BOARD INFORMATION/DISCUSSION ITEMS

A. Financial Update (as of June)

As of June, the school's financial position is approximately 95 days cash on hand. The school received a second $50,000 grant from the Community Foundation (deposited in July), following the first $50,000 grant received in January, which strengthens year-end revenue. The year ended at 63 FTE against a budgeted 75, producing the negative net cash margin; expense reductions were limited by the required $400,000 grant spend-down.

B. ED Report & School Improvement (preview for August 7th)

The Executive Director reviewed results against the school improvement plan, with targets met in nearly all areas.

MAP reading growth exceeded the goal of performance above the 50th percentile, a median growth percentile of 63.5.
Belonging increased.
On the SBAC, 77% of 10th graders passed ELA against a goal of 56%.
Math growth was positive but did not pace with reading; against a math SBAC goal of 26% (from a prior-year baseline of 16%), more students are passing, with continued progress needed.

The school's two school-specific goals submitted to the Commission (reading growth and belonging) were both met, and a Quality School Review (QSR) with Commission staff will follow.
The board discussed stretch versus realistic targets for reading growth and belonging, and directors favored realistic targets that staff can meet and exceed. The goals will be taken to staff when they return the week of August 17 and will come back to the board for a final vote in September ahead of Commission submission;

VIII. Executive Session

A. Executive Session

Pursuant to RCW 42.30.110(1)(g), the board recessed into executive session at approximately 7:28 PM to review the performance of a public employee. The session was announced to last approximately 10 minutes, reconvening at approximately 7:40 PM. The board reconvened in open session at 7:40 PM. No action was taken in executive session.

B. Board Action

L. White made a motion to Board approve the Executive Director's employment contract for the 2026–27 school year, for the term July 1, 2026 through June 30, 2027, with

compensation as budgeted in the Board-adopted FY2026–27 operating budget, and authorize the Board Chair to execute the contract on behalf of the Board.
J. Lockhart seconded the motion.
The board **VOTED** to approve the motion.

IX. Closing Items

A. Reminder and Important Dates

The board work session/retreat is scheduled for Friday, August 7, 2026 at Rooted School Vancouver, in person, with a social gathering to follow.
A. Mason will follow up with D. Nerenberg regarding her interest and possible attendance at the retreat. Directors with agenda requests should contact the Chair.

The next regular board meeting is August 25, 2026.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:47 PM.

Respectfully Submitted,
A. Mason