APPROVED

Rooted School - Washington

Minutes

Rooted School Vancouver Board Meeting

Date and Time
Tuesday May 26, 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. Lovett-Uddin, A. Mason, N. Chen (remote), R. Johnson

Directors Absent
A. Duncan, L. White

Guests Present
J. Singleton, S. Yee (remote)

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 May 26, 2026 at 6:03 PM.

B. Record Attendance

II. Approval of Minutes

A.

Approve Minutes from April 28, 2026 Regular Board Meeting

R. Johnson made a motion to approve the minutes from Rooted School Vancouver Board Meeting on 04-28-26.
A. Lovett-Uddin 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, including FERPA-related guidance against naming specific students, teachers, or administrators. No public comments were offered.

IV. REPORTS, REQUESTS, AND COMMENTS BY BOARD MEMBERS

A. Reports, Requests, and Comments by Board Members

R. Johnson reported on a recent visit by Rooted students to Clark College, coordinated by student representative Michelle Rauda. Students toured the automotive and welding shops and received a presentation on starting college. Three students have since expressed interest in Running Start; R. Johnson is helping connect them with Clark admissions contacts (Danny and Gabby) to complete applications, including one student interested in the healthcare pathways program. R. Johnson noted that although her board term is concluding, she remains available to support student transitions to the college.
R. Johnson also shared positive feedback from the community: Josh Jones (supporting CTE work) spoke highly of the school and Jamila's leadership, and Jamila received a public shout-out at a Workforce Southwest Washington regional workforce meeting.
The board discussed the continued absence of student representatives and a notification issue in which the meeting invitation did not reach the reps. Jamila will add Google Calendar invitations going forward so reminders are not dependent on the prior system.

B. Student Rep Board Report

No student representatives were present.

V. ED Report

A. ED Updates

SBAC goals were met this year, a significant improvement over the prior year.
The school is ending the year with 65 students against a budget of 75; 51 of 65 students have confirmed re-enrollment, and approximately 12 incoming students are fully enrolled against a target near 30. The board discussed adding a consistent exit survey to track

reasons students leave. Logan, who will serve as academic dean next year, was credited for strong instructional results and will lean further into math support.

On climate and culture, Jamila continues to monitor staff and student perception data (Johns Hopkins, Catalyze staff survey, and a PERT-based student survey) and is developing OKRs across staff culture, student culture, and academic results as part of the forthcoming strategic plan.

Jamila requested the board's engagement on staff culture, potentially through the evaluation process or a future work session.

VI. Consent Agenda

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

R. Johnson made a motion to Approve.
A. Lovett-Uddin 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 $59,951.87 are also approved.

General Fund—Accounts Payable
Total electronic payments totaling $92,841.33 and
Check numbers N/A totaling $0

Non-AP Cash Disbursements
Total electronic payments totaling $11,650.77 and
Manual checks #N/A totaling $0.00

Payroll
Total electronic payments totaling $59,951.87 and
Payroll check numbers N/A totaling $0
The board **VOTED** to approve the motion.

B. Action: Personnel (25-26)

R. Johnson made a motion to Aprove.
A. Lovett-Uddin seconded the motion.
Appointment of Paige Pearson as World Language Teacher
The board **VOTED** to approve the motion.

C. CTE 4 Year Strategic Plan

R. Johnson made a motion to Approve.

A. Lovett-Uddin seconded the motion.
The board noted that the CTE Four-Year Strategic Plan (Item E) is a compliance-oriented plan committing the school to educator licensing, state-aligned CTE frameworks, integrated academic programming (including work-based learning and dual credit), open student access, and accountability. The plan was reviewed by the CTE advisory committee convened on April 23 (three employment partners plus an industry representative). The board discussed the state requirement for a certified CTE director; Margaret (Washougal) is currently serving in a consulting capacity as a de facto CTE director, and future FTE for this role will be discussed.
The board **VOTED** to approve the motion.

VII. BOARD INFORMATION/DISCUSSION ITEMS

A. Board Job Description

The board job description was pulled for separate discussion. N. Chen requested time to add language on board culture and intentional cultural check-ins. The board agreed there was no urgency to approve it this evening and tabled it for revision, to be taken up alongside the bylaws and onboarding handbook at the planned summer work session.

B. Financial Update (as of April 30, 2026)

Jamila reported that lower FTE and the associated public revenue are below target, while private revenue is above target and expenditures are approximately at target. Days cash on hand is healthy at approximately 140 (target 60). Enrollment is the school's central structural issue. The budget is approximately $2.4M, with roughly $1.6M spent to date; the goal is to end the year with reserves to support next year's budget without levy equalization funds. Budget timeline: Finance Committee first detailed review on June 8, board first read on June 23, and approval on June 28. Jamila will confirm OSPI reporting deadlines (F-203/F-195) with Katie.

C. Policies (1st Read) [Academic Excellence Committee]

School Improvement Plan policy, establishing required plan components (safe and supportive learning environment, culturally responsive instruction, career-connected learning, technology, family and community engagement, and student voice).

Community Service policy, with two options under consideration (required vs. optional); the Academic Excellence Committee is leaning optional, while the board discussed the importance of community-rootedness.

Suicide Prevention / School-Based Social, Emotional, Behavioral, and Mental Health (SEBMH) policy and procedure, in alignment with RCW 28A.320.160, supported by Susan Peng-Cowan (ESD). Jamila noted three situations in the past 60 days underscoring the need for a screener and clear response protocol.

Professional Staff–Student Boundaries policy, addressing appropriate use of incentives, prohibition of demeaning or marginalizing language and microaggressions, and protection of students' racial and social identity well-being.

These will be brought back for further reading next month.

D. Updating Board Bylaws & Board Onboarding/Handbook

The board agreed to hold a half-day work session to work through the bylaws, the onboarding handbook, and the board job description together. The session was set for Friday, August 7 at 10:00 AM (tentatively up to four hours), to be held at the school and publicly noticed. The board also discussed the need for an interim onboarding acknowledgment for newly seated members covering FERPA, cybersecurity, and data/technology access, to be in place before the August session.

E. Empowering the Board

The board reviewed the shared event sign-up calendar for summer outreach and Rooted events, including the Rootedpalooza / Enrollment Open House (June 2, 4:30–6:30 PM), community tabling opportunities (e.g., June 6, Pride Block Party June 13, Juneteenth June 20), the end-of-year family picnic (June 17), and a family barbecue (August 21). N. Chen noted that the Sprinkle event is now operating under her LLC (Healing Our Roots) for fiscal/liability reasons, with proceeds benefiting Rooted. The board agreed to keep the calendar live within the board comments section of each agenda for ongoing sign-ups.

F. Enrollment Support

Dr. Yee presented the enrollment outlook, with the primary push on incoming 9th grade; other grades are in good shape. Of the current 65 students, 51 have confirmed re-enrollment, and 17 seats are confirmed for next year. Strategies underway include yard signs, flyers, door hangers in nearby apartment complexes, a Calendly tour sign-up, targeted social media (managed via Mariposa/Meta, with A/B testing of student-created content), and event tabling. Outreach targets include families from the closing Flex Academy, Odyssey, the Boys & Girls Club, libraries, and area middle schools. Board members were asked to take yard signs, repost school social media content within their networks, and share information with families connected to current 8th graders.

VIII. Executive Session

A. Executive Session — Review of Employee Performance

Pursuant to RCW 42.30.110(1)(g), the board recessed into Executive Session to review the performance of a public employee. The board returned from Executive Session at 7:50 PM. No action was taken.

IX. Board Actions

A.

Compliance Dashboard-May Review

R. Johnson made a motion to Approve the May 2026 compliance dashboard.
A. Lovett-Uddin seconded the motion.
The board reviewed the May 2026 compliance dashboard. Finance is meeting or exceeding all indicators; enrollment remains a structural challenge at approximately 88% of budget.

Academics: with SBAC results in, the 10th-grade cohort reported to the state is outperforming neighboring districts in ELA (84% vs. Vancouver 49% and Evergreen 48%) (preliminary). Overall math proficiency improved to 37%, up from 16% the prior year and exceeding the 26% goal.

Attendance and enrollment remain focus areas: ADA is approximately 80%, with about 40% of students at 90%+ regular attendance. A new weekly attendance team, led by Dr. Yee, now meets every Monday, with support from a mental health professional on interventions.
The board **VOTED** to approve the motion.

B. Board Member Extensions--Lisa White, Adrienne Mason, Ashley Duncan, Nikki Chen

A. Davis made a motion to approve the renewal of L. White for a term of two years.
N. Chen seconded the motion.
The board VOTED to approve the motion.

A. Davis made a motion to approve the renewal of A. Mason for a term of two years.
N. Chen seconded the motion.
The board VOTED to approve the motion (A. Mason abstained).

A. Davis made a motion to approve the renewal of A. Duncan for a term of two years.
N. Chen seconded the motion.
The board VOTED to approve the motion.

A. Davis made a motion to approve the renewal of N. Chen for a term through January 2027.
A. Lovett-Uddin seconded the motion.
The board VOTED to approve the motion (N. Chen abstained).

X. Closing Items

A. Reminder and Important Dates

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:01 PM.

Respectfully Submitted,
A. Mason