APPROVED

Rooted School - Washington

Minutes

RSV Board Meeting (Rescheduled)

Date and Time
Tuesday September 29, 2026 at 6:00 PM

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

AND Zoom

Directors Present
A. Davis (remote), A. Duncan (remote), A. Lovett-Uddin (remote), D. Nerenberg (remote), L. White (remote)

Directors Absent
A. Mason, J. Lockhart

Guests Present
J. Singleton, J. Weatherspoon

I. Opening Items

A. Call the Meeting to Order

A. Davis called a meeting of the board of directors of Rooted School - Washington to order on Tuesday Sep 29, 2026 at 6:27 PM.

B. Record Attendance

II. Approval of Minutes

A. Approve Minutes from August 25, 2026 Regular Board Meeting

L. White made a motion to approve the minutes from RSV Board Meeting on 08-25-26.
A. Duncan seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. REPORTS, REQUESTS, AND COMMENTS BY BOARD MEMBERS

A. Reports, Requests, and Comments by Board Members

B. Student Board Rep Report

- **Upcoming events:** Fall event on October 30, winter formal on January 30, junior/senior prom on April 24, picnic on June 9, senior night on June 11, and student-led conferences at Rooted.
- **ASB elections:** November 2–6.
- **Student voice survey:** Students were asked whether they feel heard and supported. The results were 76% for 12th grade, 33% for 11th, 56% for 10th, and 68% for 9th, an overall average of 57%.
- **Planned response:** Michelle and Samantha are working with Dr. J on advisory sessions to help students define and engage with student voice, with each grade meeting on a different day. They are also observing six juniors as potential leaders and encouraging them to run for ASB. A report on results will follow.
- **Samantha's role:** Samantha is stepping down as a board student rep because Tuesday meetings conflict with her activities. She remains student body president, and Michelle will help bring her voice to the board.
- **Board feedback:** Board members suggested also recruiting 9th and 10th graders and quieter students with leadership potential. Dana commended the use of data to focus on juniors.
- **Student rep policy:** Lisa White volunteered to be the point person for student reps. The ED suggested Lisa propose revisions to the policy, such as having representation from all four grades.

C. Empowering the Board

- **Staff buddy program:** Board members are encouraged to connect with their staff buddies in their own way and to sign up for three school events this year. Ach' will be visiting a class reading *Braiding Sweetgrass*.

- **Upcoming events:** Rooted and Beyond FAFSA Night is Friday, October 2 at 6 PM. Lisa White and Ashley Duncan will attend in place of Ach'. The ASB-led Fall Carnival is October 30.
- **Fall retreat:** The board prefers a full day.
    - Dates under consideration are October 17, October 24, and November 23.
    - Ashley has Saturday conflicts but could join remotely. Dana is out of town for one of the dates.
    - The ED will work with Jackie to send a scheduling poll.
- **Retreat agenda:** In response to Dana's question about goals, the ED proposed these topics:
    - The strategic plan timeline and a community-engaged process, which is needed for charter renewal
    - The ESMA review
    - Setting board priorities for the year
    - Time for board connection

D. Board Priorities Review

IV. Consent Agenda

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

L. White made a motion to approve the consent agenda as presented.
A. Duncan 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 $72,127.86 are also approved.

General Fund
Accounts Payable
Total electronic payments totaling $220,874.02 and
Check numbers N/A totaling $0
Non-AP Cash Disbursements
Total electronic payments totaling $9,310.04 and
Manual checks #N/A totaling $0.00
Payroll
Total electronic payments totaling $72,127.86 and
Payroll check numbers N/A totaling $0

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

B.

Annual Performance Report

L. White made a motion to approve the consent agenda as presented.
A. Duncan seconded the motion.
25-26 Performance Report
The board **VOTED** unanimously to approve the motion.

C. Board Approved School Goals

L. White made a motion to approve the consent agenda as presented.
A. Duncan seconded the motion.
Final Draft
The board **VOTED** unanimously to approve the motion.

D. Updated Board Calendar

L. White made a motion to approve the consent agenda as presented.
A. Duncan seconded the motion.

November 17th moved to November 10th
The board **VOTED** unanimously to approve the motion.

V. BOARD INFORMATION/DISCUSSION ITEMS

A. State of the School Report

FY year-end report (Tong Yuan Douville):

- **Enrollment:** Last year ended at 63 students against a goal of 75.
- **Revenue:** Public revenue reached 100% of budget, and private revenue was about the same.
- **Expenses:** Expenses were 115% of budget, driven by personnel and the settlement payment. Expenditures exceeded the original $2.5M budget by $155,851, or about $106K on an expenditure-reporting basis. An F200 was submitted.
    - The ED noted that the overage was largely the settlement plus the ED's salary after moving to full-time.
- **Cash:** The school has 101 days cash on hand ($742K), well above the Commission's 60-day minimum.
- **Notable balance sheet changes:**
    - A $150K change from new contracts, license renewals, and technology onboarding in August.
    - Annual depreciation was recorded.
    - Accounts payable dropped from $135K in July to $27K in August.
- **Caveat:** The full-year close will finish in a couple of weeks, so figures may shift slightly.

- **Outlook:** Neither overage driver is expected to recur unplanned. Margin should improve as enrollment grows. Cash is projected to fall to about 70 days this year, assuming about $200K in fundraising. The board should monitor total margin and cash flow under the Commission's sustainability metrics.

VI. Executive Director and School Reports

A. ED Report & School Improvement

- **Enrollment:** Enrollment is 98, which meets budget. The goal is 100–110, and full scale is 128.
- **Highlights:**
  - School started August 26, followed by a senior sunrise.
  - The board/staff buddy program launched.
  - The school had clean audits.
  - A city town hall with the mayor and city council brought media coverage.
- **Facilities:** Green Channel's offer on a building was accepted, and the letter of intent is moving forward. Due diligence on remodel costs and affordability will begin and will be discussed in October and November.
- **Governance:** The board now has 7 members with Dana Nerenberg. The retreat will help define the board's stewardship focus, such as growth, fundraising, or community outreach and strategic planning.
- **External relations:**
  - The ED is meeting with the Charter Commission, and Steven met with Marcus.
  - ESWA received $33M for charter growth in Washington. The school will pursue access through Marcus and Julie Kennedy.
  - Board members are invited to join these meetings.
- **Fund development:**
  - GiveMore24 raised $2,400 against a $15,000 goal, and donations are still accepted.
  - Goals are $75K from individual donors and $120K from foundations.
  - Raising $180K keeps reserves steady, and $300K would strengthen them. Without fundraising, the school will draw down reserves and eventually fall below the 60-day floor.
  - Grant applications have been submitted to Columbia Credit Union, the Autzen Foundation, and Cambia Health. Community Foundation SW Cycle 3 is upcoming.
  - The school hopes for a repeat gift from last year's $50K individual donor.
  - The ED proposed that the board "give or get" commitment span the full year instead of two weeks.
- **Student experience:** Results were 57% for student voice, 64% for teacher caring, and 52% for meaningful work. The school is switching from the JHU survey to

Calibrate, so a separate parent survey will need to be created. Follow-up will happen through advisory and the academic dean's work on project-based learning.

- **Charter renewal:**
  - The timeline will be discussed in October.
  - Materials are due mid-to-late February or early March, followed by a site visit, with renewal expected by fall.
  - Expansion options include growing to a 330-student high school, or adding a middle school for about 450 students total.
  - Some rebranding may be needed to clarify that Rooted is a high school.
  - Steven is leading this process with Adrienne

B. 26-27 Staff Assignments and Hiring

Informational:
FYI: 26-27 Personnel Report

VII. BOARD ACTION ITEMS

A. Policy Discussion

A. Duncan made a motion to move the policies to a second read.
L. White seconded the motion.
The board **VOTED** unanimously to approve the motion.
Policy First Reads

- **Course Design and Selection:** Updates the instructional model language and adds a procedure for adopting CTE core materials, per state guidance. **7.1 — Policy 2020, Course Design, Selection, and Adoption of Instructional Materials (amended) and 2020P.**
- **CTE Policy (new):** Establishes governance and processes for the CTE program. **7.2 — Policy 2170, Career and Technical Education (new) and 2170P.**
- **Enrollment:** Amended to reflect enrollment in grades 9–12 instead of entering 9th grade only, and to specify enrollment capacity. *7.3 -- Policy 3110, Enrollment (amended) and 3110P(new).*

Board members should review the redlines before the second read.

B. Resolution No. 2026-2: Setting Maximum Enrollment Capacity for the 2027-28 School Year

L. White made a motion to to set the maximum enrollment capacity for the 2027-28 school year.
A. Duncan seconded the motion.
Resolution No. 2026-2: Resolution Language
The board **VOTED** unanimously to approve the motion.

The board considered setting maximum enrollment for the 2027–28 school year at 128 students (32 per grade, 9–12). This must be set before November 1 to open applications and determine whether a lottery is needed. Lisa White moved, and Ashley Duncan seconded. The motion was declared adopted.

VIII. Closing Items

A. Reminder and Important Dates

- **ED and Jackie:** Send the retreat date poll for October 17, October 24, and November 23, and share retreat goals in advance.
- **Lisa White:** Propose revisions to the student representative policy.
- **ED:** Share the case for support and strategic planning materials in the October report.
- **Board members:** Contact staff buddies, sign up for three events, and review the policy redlines before the second read.
- **Board members (optional):** Join the ED in Commission and funder meetings.
- **ED:** Arrange a thank-you for Samantha.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:39 PM.

Respectfully Submitted,
A. Davis

Documents used during the meeting

- 6b - Non-AP Cash Disbursements 26 08.pdf
- 6a - AP Register 26 08.pdf
- 4 - Payroll & AP Certification 26 08.pdf
- 5 - RSV_Payroll Report 26 08.pdf
- 2 - Balance Sheet 26 08.pdf
- 1 - Finance Dashboard 26 08.pdf
- 3a - Budget Status Report 26 08.pdf