

Rooted School - Indianapolis
REGULAR MEETING OF THE BOARD OF DIRECTORS
Virtual Meeting (see Zoom information on second page)

Rooted Indianapolis Board Meeting
Wednesday, September 2nd, 2020 at 6:00 PM

I. Call Meeting to Order (Board Chair)

- Stephanie called to order at 6:03pm.
- Roll Call on attendance:
 - Chuong – present
 - Taffanee - present
 - Katie - present
 - Terri - present
 - Devin – present
 - Stephanie - present
 - Merillat - present
- Quorum is met

II. Consent Agenda (Board Chair) - 6:05pm

1. Meeting Agenda (adoption)
 2. 8.5 Board Meeting Minutes (approval)
- Seeing no objections, the consent agenda is adopted

III. Mission Moment (School Leader) - 6:06pm

1. Mission Moment (School Leader)
 1. Late one night recently she received an email from a parent about how much a student was impacted by the school already!
 2. Happy belated birthday to Ma'at!

IV. Board Discussion and Action Items (Board Chair)

1. SCHOOL PERFORMANCE + ACADEMICS (Ma'at Lands + Katie Murphy) - 6:11pm
 - Executive Director + School Leader report (presentation) - 6:11pm
 - 71 students currently enrolled, still reconciling students that have come vs not. The official count day is in mid-September
 - Hired full time front desk worker, contracting tutors
 - Starting to get entering data results, will present soon through the Academics Committee
 - Ribbon cutting ceremony - Sept 17th at 9am

- Discussion with the Board
 - (1) Terri asks about students in person vs virtual - 11 are fully virtually. In total seen 60 students in person/virtually (out of 71 enrolled). We have until September 18th to know where the other 11 that have not shown up yet are currently.
 - (2) Stephanie asks about the strategy with Saturday school - Ma'at shares that it's based on student data from the summer assessments - 50% are below grade level.
 - (3) Merillat asks about the latest thinking on COVID - lately no new info from the health dept. And still good with the numbers of where school is currently.
- Action plan discussion (presentation + discussion) - 6:21pm
 - Katie shares an overview of the proposed action plan - the goals and timeline with sharing the academic data
 - Discussion with the Board
 - (1) Stephanie asks do students take ACHIEVE every year? Ma'at confirms that it is taken every year, 3 times per year.
 - (2) Terri asks how we will establish the baselines? Is the curriculum flexible enough to meet students where they are? Ma'at says she is confident that is the case and it will be based on the data from our direct students.

2. FINANCE (Javaris Carrion +Terri Anderson) - 6:30pm

- One-year budget update (discussion)
 - Terri describes the process - reviewed 3 times by the committee to get to the point tonight
 - Total income overview, \$1,705,285 - the public and private funding that makes up the overall income
 - (1) Stephanie asks how confident we are about the collection of this income. Terri says we are fairly confident overall, just need to meet count days. Ma'at confirms process for Cares Act grant and notes it is reimbursable.
 - (2) Katie asks what the income mix between government funding vs grant funding that will require reapplication again? How does that align to our ideal mix goals? Ma'at shares that the majority of the funding is multi-year in grant funding. Some are only eligible for start up, but others will open up later. Terri notes that we will be dependent on a grant funding plan in the future.
 - Total expenses overview, \$1,595,975 - the percentages for each category of expense
 - Discussion

(1) Katie moves to begin discussion on the budget conversation, Chuong seconds it

(a) Roll Call Vote:

- (a) Chuong – yes
- (b) Taffanee - yes
- (c) Katie - yes
- (d) Terri - yes
- (e) Devin – yes
- (f) Stephanie - yes
- (g) Merillat - yes

(b) The motion carries

(2) Katie asks if there are any categories that feel especially likely to go over or under.

(3) Terri says that the most confident area is salary and benefits, the donations that may or may not come in are less confident. Additionally, if everything goes well, we will only roll over roughly \$200,000, so we'll need additional funding to sustain and grow next year. Sustainability needs to be a top priority. There are several contracts that are signed and they are what they are.

(4) Stephanie asks about how much cash can we carry over next year. Terri says if everything goes as planned, around \$200,000 for next year. More teachers will be needed next year. Will need \$1.7million or so next year.

(5) Merillat asks what are the contingency or greatest risks that could come along to the impact the budget. Javaris shares that enrollment is the greatest risk. Terri put the contingency plans buffer in the budget.

(6) Katie asks that the last meeting we had 38 days cash on hand. Have we mapped out how consistent we think that will be over the year since some income that's reimbursement based? Terri confirms it is mapped.

(7) Chuong asks about the cut off days for enrollment.

(8) Merillat asks if Terri in particular is ready to approve the budget or if there are any outstanding questions. Terri says she has been through the weeds on things and is confident about the staff's work. On campus security is an expense that is not budgeted, but may be needed at some point. Ma'at says that they are confident about their current plan here, but possible to receive a grant for this area.

- Approval of budget

(1) Katie moves to approve the budget, Devin seconds it

(a) Roll Call Vote:

- (a) Chuong – yes
- (b) Taffanee - yes
- (c) Katie - yes
- (d) Terri - yes
- (e) Devin – yes
- (f) Stephanie - yes
- (g) Merillat - yes

(b) The motion carries

3. GOVERNANCE (Stephanie Bothun) - 7:09pm

- Professional development updates from other committees (discussion)
 - a) Reviews desired opportunities to hear from the Mayor's office more
 - b) More about the neighborhood and the Eastern Star mission and resources
 - c) Encourages committee to continue to brainstorm professional development opportunities to the board
 - d) Additionally notes board learning opportunities upcoming in the next month that we were invited to

V. Comments from Board Members (Board Chair) - 7:11pm

- **Upcoming board meeting items:** committee action plans

VI. Next steps and Commitments (Secretary) - 7:13pm

- Recap action items for board members and committees:
 1. Merillat is working to finalize the school leader contract with the lawyer, share it with Ma'at/board and schedule an additional meeting for final approval with the board
 2. Finance Committee bring back action plan for the next board meeting
- Board Dates: October 7th, November 4th, December 2nd

VII. Adjournment (Board Chair) - 7:15pm

1. Devin moves to adjourn the meeting, Terri seconds it
 1. Roll Call
 - a) Chuong – yes
 - b) Taffanee - yes
 - c) Katie - yes
 - d) Terri - yes
 - e) Devin – yes
 - f) Stephanie - yes
 - g) Merillat - yes
 2. The motion carries

Zoom Link – Upcoming

Join Zoom Meeting

<https://us02web.zoom.us/j/87835324014?pwd=cEF0clgybTJadGRKMHpNT2pZVWlWQT09>

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