

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

**Rooted Indianapolis Board Meeting
Wednesday, May 6th, 2020 at 6:00 PM**

I. Call Meeting to Order (Board Chair)

- Stephanie called the meeting to order at 6:04; notes the requirements of the Mayor's office, given the COVID-19 situation
- Notes that Maria needs to step back from her board commitment given personal situation due to COVID-19
- Roll call of attendance
 1. Present:
 - a) Merillat
 - b) Choung
 - c) Stephanie
 - d) Taffnee
 - e) Devin
 - f) Katie
 - g) Terri
 - h) From Rooted
 - (1) Ma'at
 - (2) Jarvaris
 - i) Mayor's Office Attendees
 2. Absent:
 - a) None
 3. Quorum is met

II. Consent Agenda (Board Chair)

1. Board meeting agenda
 2. Board meeting minutes April 15th (approval)
- Began this section at 6:08, Stephanie recaps consent agenda
 - Stephanie asks if there is anything that should be removed
 - No one comments
 - Consent Agenda is approved

III. Mission Moment (School Leader)

- Ma'at begins sharing at 6:10

- Enrollment update – thankful for support from Enroll Indy
- Stephanie acknowledges Ma’at’s great work on opening the school

IV. Board Discussion and Action Items (Board Chair)

Stephanie moves to this section at 6:13

A. Governance

1. Board Norms (discussion)
 - a) Merillat affirms direction
 - b) Katie suggests we shorten them
 - c) Chuong recommends that we blend a few specific ones seeing overlap
 - d) Stephanie emphasizes the need to be responsive, strive for productive conflict, really do the work because we need all of us to prepare to open
2. Adoption of Committees (approval)
 - a) Stephanie moves to this at 6:19 – seeking adoption of the committees
 - b) Motion to open discussion – Taffanee, Devin seconds
 - (1) Roll call vote
 - (a) Stephanie - yes
 - (b) Merillat - yes
 - (c) Chuong - yes
 - (d) Terri - yes
 - (e) Taffanee – yes
 - (f) Katie - yes
 - (g) Devin – yes
 - (2) Motion carries
 - c) Discussion
 - (1) Taffanee shares overview of the charge for the governance committee
 - (a) Merillat – question – are there aspects of the committees that are not currently covered?
 - (b) Stephanie thinks we are mostly covered, but will check with Debbie Lister to make sure she doesn't consider another element
 - (2) Ma’at shares overview of Academic Committee
 - (a) No questions asked
 - (3) Javaris and Terri share overview of Finance Committee
 - d) Merillat motions to close, Devin seconds
 - (1) Roll Call Vote
 - (a) Stephanie - yes
 - (b) Merillat - yes
 - (c) Chuong - yes
 - (d) Terri - yes
 - (e) Taffanee – yes
 - (f) Katie - yes
 - (g) Devin – yes
 - (2) Motion carries

e) Devin moves to accept the committee structures, Taffanee seconds

- (1) Roll Call Vote
- (2) Stephanie - yes
- (3) Merillat - yes
- (4) Chuong - yes
- (5) Terri - yes
- (6) Taffanee – yes
- (7) Katie - yes
- (8) Devin – yes
- (9) Motion carries

3. Board Goals Discussion - Governance (approval)

a) Stephanie moves to this section at 6:40

b) Discussion

- (1) Taffanee shares overview of the governance goals
 - (a) Chuong asks where the Mayor's document is located on the drive
 - (b) The document is pulled out and reviewed in greater detail – the core questions and standards – and their process of matching the standards to goals that are pulled out
 - (c) Katie asks if they are meant to be standing goals for the committee? How are they time bound?
 - (i) Stephanie responds – most are annual, but reviews the process every 2 years is the exception there because it didn't seem necessary; want to align components to pre-opening and school calendar to clarify components
 - (ii) Katie - distinguish between goals and action items, need to distinguish between pre-opening and then what will be needed ongoing?
 - (iii) Stephanie asks for Mayor's Office distinction – no additional thoughts at this point
 - (d) Chuong – have these goals within each year, but how do we know that we're actually trending towards a positive direction? What are the KPIs?
 - (i) Stephanie talked about indicators that could be observed for each of the core areas... meeting minutes, board composition, etc.
 - (ii) Mayor's Office comment – offers that their team is happy to help consult about the indicators

c) Devin motions to adopt the governance goals, Terri seconds

- (1) Roll Call Vote
 - (a) Stephanie - yes
 - (b) Merillat - yes

- (c) Chuong - yes
- (d) Terri - yes
- (e) Taffanee – yes
- (f) Katie - yes
- (g) Devin – yes
- (2) Motion carries

B. FINANCE

1. Internet Contract (approval)

- a) Javaris begins overview at 7:11
 - (1) Highlights his choice with Comcast and the key comparisons with other bids
 - (2) Shares his considerations and his recommended vendor
- b) Devin motions to open discussion, Katie seconds
 - (1) Roll Call Vote
 - (a) Stephanie - yes
 - (b) Merillat - yes
 - (c) Chuong - yes
 - (d) Terri - yes
 - (e) Taffanee – yes
 - (f) Katie - yes
 - (g) Devin – yes
 - (2) Motion carries
- c) Chuong question – lots of options, cost over year impact
 - (1) Javaris shares the fiber construction issue
- d) Katie question – why 3-year contract over 5-year contract
 - (1) Javaris explains connection to e-rate fundingly
- e) Terri question – how long expected to be at Eastern Star and how does that impact our decision on these infrastructure items?
 - (1) Javaris and Ma’at – minimum of two, possibly 3
 - (2) Terri – so if we start over in year 3 or 4, it will still be a large infrastructure investment again?
 - (3) Javaris notes they are not tying into anything at Eastern Star so it will be easier to switch
- f) Merillat moves to close discussion, Chuong seconds
 - (1) Roll Call Vote
 - (a) Stephanie - yes
 - (b) Merillat - yes
 - (c) Chuong - yes
 - (d) Terri - yes
 - (e) Taffanee – yes
 - (f) Katie - yes
 - (g) Devin – yes
 - (2) Motion carries
- g) Devin moves to accept, it is seconded
 - (1) Roll Call Vote
 - (a) Stephanie - yes
 - (b) Merillat - yes
 - (c) Chuong - yes
 - (d) Terri - yes

- (e) Taffanee – yes
- (f) Katie - yes
- (g) Devin – yes
- (2) Motion carries

C. SCHOOL PERFORMANCE + ACADEMICS

1. School Leader Report (presentation)
 - a) Ma'at starts at 7:22
 - (1) Pre-Opening Checklist - Highlights we're only at 31% complete overall on the pre-opening checklist and need to make significant progress soon, has full clarity on what needs to be done. Goal to be at 60% by next time they meet with the Mayor's Office
 - (2) Merillat comments that Debbie Lister encouraged Boards to support contingency plans with COVID, so good job
 - (3) Terri question – should we expect any impact of COVID to enrollment – would a student drop if we had to go online?
 - (a) Ma'at – good news is that our size and model allow us to adjust our format to accommodate social distancing more easily
 - (b) Stephanie – will have to keep up to speed on what the recommendations are
 - (4) Enrollment Updates - Shares that we have 52 students currently enrolled, path to 55 by tomorrow, and feeling confident – this will hit our goal for this point. Next enrollment on May 22nd

V. Comments from Board Members (Board Chair)

1. Stephanie starts at 7:36
 - a) Upcoming agenda items: Board approved goals for Academics and Finance, credit card usage approval and procedures, continuous learning plan, and benefits packages
 - b) Add a board meeting on Wednesday, May 20th from 6 - 7:30 PM
 - (1) Board confirms this timing works for the most part
 - c) Notes need to sign specific policies that need to be complete by Friday that will come by email

VI. Next steps and Commitments (Secretary)

- A. Board Dates: May 20 (tentative), June 3, July 1, August 5, September 2

VII. Adjournment (Board Chair)

- Terri moves to adjourn the meeting, Devin seconds
 1. Roll Call Vote
 - a) Stephanie - yes
 - b) Merillat - yes
 - c) Chuong - yes
 - d) Terri - yes
 - e) Taffanee – yes

- f) Katie - yes
 - g) Devin – yes
2. Motion carries

Zoom Link

Javaris Carrion is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/89328556751?pwd=bUJLMmtHUGE4NjNqQjk2NiZucmlWZz09>

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