

## **DEEP ROOTS CHARTER SCHOOL - BOARD OF TRUSTEES MEETING**

11-12-18 – 7:00 PM – 3556 Frankford Ave, Philadelphia, PA

Attending Board: : Gwen Bailey, Rob Burns, Justin Harper, Jason Tucker, Casandra, Ann McKenna

Phone Participants: KIM

Guest: Logan Blyler, Kevin Coronan (Charter Choices), Pat (Attorney)

### **1. CALL TO ORDER**

- a. Welcoming Remarks and Introductions – Rob Burns
  - i. Deep Roots Charter School Mission and Vision

### **2. CHANGES TO THE AGENDA**

- a. Additions and Deletions

### **3. APPROVAL OF MINUTES -**

- a. Review of minutes from 10/16/18 meeting – Jason Tucker
- b. Motion: JH 2nd:J AT ; Unanimous Vote

### **4. REPORTS**

- a. School Leader Report – Logan Blyler
- b. Community-Harvest Meal was this past weekend. Over 200 families fed.
  - i. Asst Dean of Students spearheaded process and teachers raised over 3K to pay for the food and to have it catered.
  - ii. Cookies with Santa scheduled for Dec 22nd
  - iii. Whole Team was Narcan trained and there is narcan on site
- c. Hiring-Added a new Assistant Dean of students who will also help with teaching
  - i. Francine Tucker is new Assistant Dean of Students, in charge of K-2 culture team
  - ii. Not getting quality Sped instructional candidates. If no person found by Dec, 15, not going to be filled by this School year
  - iii. Overview of staff members that have resigned and high level performance updates.
- d. Performance and Ongoing Ops
  - i. Second Phase in STEP testing underway
    1. Reviewing new student data sources and being responsive
  - ii. Received Panorama Data from PSP and reviewing with teachers
  - iii. DRCS is a managed instruction model- Teachers have to demonstrate that they can work within the instructional system. Challenging at first but if successful, model will become Performance Based Autonomy Model giving teachers more flexibility
  - iv. Trying to give internal systems of teachers and staff ways to mentor and interact w/o direct leadership
- e. COO report- Ashley

- i. Facility: Still learning the building
  - 1. Chipping away at repairs
  - 2. Working on refining operations and systems
- ii. Transportation issues
  - 1. Pressure on Transport companies to drop off on time
    - a. Significant delays with one bus
    - b. JH suggests connecting with Dan Bell from Mastery
  - 2. Departure is less of an issue
- iii. Enrollment 303 as of 12/3, budget is based on 285
  - 1. Not sure from when CSO is going to reconcile
    - a. Short term hit unless they wait until we reconcile Spec-ed pop
  - 2. Asked district to offset costs to rectify costs of all spec-ed kids who weren't in compliance or compel prior schools to give us IEPS
- iv. Financial management
  - 1. Long term good, short term challenged because of no overflow balance from previous year
  - 2. November was change from projection payments to actuals
  - 3. Current SPED number is lower than projections however as students continue to work through evaluations, we will end up above projections and funds will return
- v. Financial Statement Review (Kevin)
  - 1. SEE BALANCE SHEET PACKET
  - 2. Budget is based on 41 SPED, current is 26, EXPECTED is 51
  - 3. Short term: Deal with cash flow crunch
  - 4. Long term: Stay positive by End of Year, keep 4 of 5 metrics in green or yellow (Days cash on hand likely below target of 60)
- vi. Compliance

**5. OLD BUSINESS**

- a. None

**6. NEW BUSINESS**

- a. Grade Level Expansion Plan 2019-20 and Beyond
  - i. If we expand we are going to need to relocate eventually
  - ii. January 15, 2019 is deadline for facility move for 2020
  - iii. See DRCS Expansion, Growth, and Relocation Overview sheet
- b. Health Services Policy will come for next meeting (required by district)

**7. COMMENTS, ANNOUNCEMENTS, AND OTHER BUSINESS**

- a. December 14th HOLIDAY PARTY at the Byler House 5:30!

**8. REVIEW OF REMAINING 2018-19 SCHOOL YEAR BOARD MEETING DATES**

December 18th 6:30-8:30p.m.

January 15th 6:30-8:30p.m.

February 19th 6:30-8:30p.m.

March 19th 6:30-8:30p.m.

April 16th 6:30-8:30p.m.

May 21st 6:30-8:30p.m.

June 18th 6:30-8:30p.m.

**9. ADJOURNMENT**

Motion to Adjourn: RB

Second: JH

Vote: Adjourned