



**DEEP ROOTS
CHARTER SCHOOL**

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BOARD OF TRUSTEES MEETING

Date	6/20/2019
Time	4:00 p.m.
In person attendees	NA
Phone Participants	Rob Burns Kevin Corcoran Logan Blyler Ashley McGrath Ann McKetta Justin Harper Jason Tucker Gwen Bailey Kim Griffith Adonis Bangeas Cassandra Dominguez

AGENDA

1. CALL TO ORDER

- a. Welcoming Remarks & Introductions
- b. Deep Roots Charter School Mission & Vision

2. CHANGES TO THE AGENDA

- a. Voting items to go first due to early departures.

3. APPROVAL OF May 2019 MINUTES

- a. May 2019 Minutes reviewed by Rob Burns
 - i. Motion to Approve by: Ann B.
 - ii. Motion Seconded by: Justin H.
 - iii. Vote: Unanimous

4. REPORTS

a. SCHOOL LEADER REPORT

- i. Last day with students and staff has taken place.
- ii. Early release PSSA data is available.

- iii. For MAP, higher rates of students achieving their growth score when compared to national norms.
- iv. Staffing:
 - 1. 1 instructional coach resigned
 - 2. Have 4 teaching vacancies

b. OPERATIONS REPORT

- i. Facility Update: Visiting 3-4 sites tomorrow with Kushman & Wakefield. Conversations about air conditioning and electrical upgrades have slowed.
- ii. Operations Staffing: Team is fully staffed. Will start effective July 1.
- iii. Budget
 - 1. Have verbal confirmation from CSO that July will begin payments for 355 total students and 60 special education students.
 - 2. Still waiting on nearly \$296K in title funds to arrive. Our Title projects have finally populated within the grants monitoring systems, but without a disbursement date. Charter Choices is hopeful that our first disbursement will be in July, and anticipates that the funds will be broken into 6 monthly payments.

c. FINANCIAL REPORT

- i. Have been working to prioritize vendor payments during cash lean times.
- ii. CSO payment will be going up and PSP grant payment will be disbursed in July.
- iii. CSO has communicated a small increase in per pupil funding for this year that will add to bottom line for SY19-20. Special education rates for next year have increased slightly.

5. OLD BUSINESS

a. Auditor Closeout

- i. The finance committee interviewed 3 top proposals for auditors. Made a final recommendation to move forward with Clifton Larson Allen (CLA) as 2019 auditor.
- ii. Board voted to move forward with their recommendation during May 2019 meeting.

6. NEW BUSINESS

a. For Approval: Charter Choices Short Term Line of Credit

- i. To bridge the time between receipt of the July 2019 CSO payment and July 5 payroll.
 - 1. Motion to Approve by: Gwen B.
 - 2. Motion Seconded by: Jason T.
 - 3. Vote: Unanimous

b. Mandatory Reporting: Annual School Safety Update

c. For Approval: Universal Grants Guidance (UGG) Policy Adoption

i. Adopting the following policies to ensure that DRCS is in compliance with using Title Funds:

1. Allowable Costs Policy
2. Cash Management Policy
3. Conflict of Interest Policy
4. Procurement Policy
5. Travel Reimbursement Policy
 - a. Motion to Approve by: Justin T.
 - b. Motion Seconded by: Gwen B.
 - c. Vote: Unanimous

7. COMMENTS, ANNOUNCEMENTS, AND OTHER BUSINESS

a. Save the Date for ACT 55 trainings in September 2019!

8. REVIEW OF REMAINING 2018-19 SCHOOL YEAR MEETING DATES AND UPCOMING SY19-20 DATES

- July 2019: No Meeting
- Tuesday, August 13, 2019—6:30-8:30 p.m.
- Tuesday, September 10, 2019—6:30-8:30 p.m.
- Tuesday, October 8, 2019—6:30-8:30 p.m.
- Tuesday, November 12, 2019—6:30-8:30 p.m.
- December 2019: No Meeting
- Tuesday, January 14, 2020—6:30-8:30 p.m.
- Tuesday, February 11, 2020—6:30-8:30 p.m.
- Tuesday, March 10, 2020—6:30-8:30 p.m.
- Tuesday, April 14, 2020—6:30-8:30 p.m.
- Tuesday, May 12, 2020—6:30-8:30 p.m.
- Tuesday, June 9, 2020—6:30-8:30 p.m.

9. ADJOURNMENT

- a. Motion to Adjourn by: Gwen B.
- b. Motion Seconded by: Kim G.
- c. Vote: Unanimous