



**DEEP ROOTS
CHARTER SCHOOL**

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BOARD OF TRUSTEES MEETING

Date	8/13/2019
Time	6:30 p.m.
In person attendees	Rob Burns Kevin Corcoran Logan Blyler Ashley McGrath Justin Harper Cassandra Dominguez Gwen Bailey
Phone Participants	Jason Tucker Kim Griffith Adonis Bangeas

AGENDA

1. CALL TO ORDER

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

2. CHANGES TO THE AGENDA

- a. None

3. APPROVAL OF May 2019 MINUTES

- a. June 2019 Minutes reviewed by Rob Burns
 - i. Motion to Approve by: Justin H.
 - ii. Motion Seconded by: Casandra D.
 - iii. Vote: Unanimous

4. REPORTS

a. SCHOOL LEADER REPORT

- i. Staffing: Fully staffed and looking to hire a building substitute to cover daily call outs and winter maternity leave.

- ii. Training: New teachers returned two weeks ago; returning teachers returned one week ago. Co teacher pairs are finalized and teachers are beginning classroom set up and planning.
- iii. Culture: Goal for the year is improved staff culture and individualized teacher development priorities.
- iv. Year Planning: Have laid out a professional development and priority planning calendar for the end of the school year.

b. OPERATIONS REPORT

- i. Enrollment: Working to fill 60 kindergarten seats and backfill any known attrition. Down to the remaining 12-15 kinder seats with offers out. Will be closely monitoring seats in first 2 weeks of school.
- ii. Summer Focus has been on drafting various plans and reports required at the State, Federal, and local level.
- iii. School Opening: Fully Staffed, Focusing on building readiness. Transitioned to TeamClean as new vendor.
- iv. Financial
 - 1. Increased payments have begun 355 total students and 60 special education students.
 - 2. First installment of title funds arrived on July 22
 - 3. Audit work is underway

c. FINANCIAL REPORT

- i. District payments have increased to reflect new enrollment numbers. Title funds have started flowing. Next installment of PSP funds should arrive by end of the month.
- ii. All invoices older than 50 days off are paid off. After title funds we anticipate being able to pay down all invoices more than 30 days old.
- iii. Philadelphia's rates have increased by more than 10% in regular education while rates for special education have decreased slightly. This is an overall positive in the budget for upcoming school year.
- iv. Final financial statements show a net loss for year 1. This is primarily due to miscoding loan transactions as revenue.
- v.

5. OLD BUSINESS

a. Facility

- i. Conversations about facility are ongoing. Are engaging with Cushman & Wakefield and Shift Capital to determine how to accommodate 6th grade growth in time for SY2020-21.

6. NEW BUSINESS

a. PSP Annual Review & Progress Against Metrics

- i. Review of student demographic data, school year highlights and progress against benchmarks set by Philadelphia Schools Partnership per grant funding agreement.

7. COMMENTS, ANNOUNCEMENTS, AND OTHER BUSINESS

- a. Save the Date for ACT 55 trainings in September 23rd & 24th 5:30-8:30pm!

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

- 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: Justin H.
- c. Vote: Unanimous