



**DEEP ROOTS
CHARTER SCHOOL**

3556 Frankford Avenue, Philadelphia, PA 19144
deeprrootscs.org
(267) 399-3727
info@deeprrootscs.org

BOARD OF TRUSTEES MEETING

Date	1/14/2020
Time	6:30 p.m.
In person attendees	Ashley McGrath Logan Blyler Justin Harper Gwen Bailey Rob Burns Kevin Corcoran
Phone Participants	Jason Tucker Pat Hennessey Kim Griffith

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 November 2019 MINUTES

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

4. REPORTS

a. SCHOOL LEADER REPORT

- i. GLB returned from leave in advance of Christmas break.
- ii. MAP testing round two is closing out. In STEP testing progress monitoring.
- iii. Several people on LT are pushing in to support with classroom instruction. Allowing LT members to expand on curriculum expertise.

b. OPERATIONS REPORT

- i. Enrollment has leveled off at 340-345 students

- ii. Two staff members (4th and 5th grade) resigned to pursue instructional leadership positions. 4th grade position is already filled through floating teacher position. Have opted to fill 5th grade role with internal coverages in order to ensure quality instruction. Also provides some cost savings on teacher salary.
- iii. Planning for modular classrooms underway. Staff notified; parent notification upcoming. Have been liaising with Mandrell construction for support.
- iv. Water quality testing underway for all handwashing and drinking outlets. Once available, results will be posted to website as required by State statutes.

c. FINANCIAL REPORT

- i. Strong cash position due to Federal funds being front loaded and receipt of PSP grant funding. Federal funds for SY19-20 near full disbursement.
- ii. Audit is closed out and has been submitted in accordance with all required deadlines and feedback is overwhelmingly positive. Financial committee convened with audit team in mid-December to discuss findings and final balances.
- iii. Special education support costs are increasing. Will continue to monitor other spending in order to offset increased student supports costs.

5. OLD BUSINESS

a. Fundraising Committee Planning

- i. RB to follow up with Board members directly about fundraising contacts, including individuals that might be interested in joining the board.

b. Email Transition

- i. If you have not gotten DRCS email up and running, reach out to BG ASAP. Transitioning to DRCS emails effective tonight.

c. For Discussion: Jounce Contract: Moving forward with invoicing process for Jounce partnership.

6. NEW BUSINESS

- a. **For Discussion/Approval: SY20-21 Compensation Structure:** Approval of performance based raises and additional compensation in advance of the school year 2020-21. AM to follow up with Finance committee to overlay budget timeline and staff evaluation time line.
 - i. Motion to Approve by: Justin H.
 - ii. Motion Seconded by: Gwen B.
 - iii. Vote: Unanimous
- b. **For Discussion SY20-21 Shifts:** Overview of changes to grade 3-4 coteaching model, instructional coach coverage, and changes to the instructional day schedule.

7. COMMENTS, ANNOUNCEMENTS, AND OTHER BUSINESS

- a. None

8. REVIEW OF REMAINING SY19-20 BOARD MEETING DATES

- 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