



**DEEP ROOTS
CHARTER SCHOOL**

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BOARD OF TRUSTEES MEETING

Date	2/11/2020
Time	6:30 p.m.
In person attendees	Ashley McGrath Logan Blyler Gwen Bailey Rob Burns Kevin Corcoran Lauren Prisco
Phone Participants	Jason Tucker Pat Hennessey Justin Harper Ann McKetta

AGENDA

1. CALL TO ORDER

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

2. CHANGES TO THE AGENDA

- a. Request for update on partnership with PSP

3. APPROVAL OF JANUARY 2020 MINUTES

- a. January 2019 Minutes reviewed by Rob Burns
 - i. Motion to Approve by: Jason T.
 - ii. Motion Seconded by: Gwen B.
 - iii. Vote: Unanimous

4. REPORTS

a. SCHOOL LEADER REPORT

- i. GLB reviews the School Report Card published by SDP.
- ii. 5th grade teacher resigned effective March 6. On pace with resignations at this time last year. Reviewing feedback and exit surveys. Determining how to best fill the 5th grade position. Looking to move around staff internally based on two different teachers' longer term development preferences.

- iii. Mock PSSA, MAP & STEP tests ongoing.

b. OPERATIONS REPORT

- i. Enrollment has leveled off at 340-345 students. Lottery for all students underway. Over 1,200 applicants, nearly 350 in Kinder. Making 62 offers for Kinder. All 62 offers are either siblings or students within catchment. Going to make 5-10 offers for grades 1-6 to backfill anticipated attrition.
- ii. Two staff members (4th and social work) resigned. Actively working to fill social worker position.
- iii. Launched intent to return surveys to better plan for staffing and gather feedback around areas for continued growth and improvement.
- iv. Planning for modular classrooms underway. Moving forward with Noor as Architect. First step is site drawings; those site drawings will drive further expenses and project proposals.
- v. Water quality testing complete. Posted on website as required.
- vi. Midyear review with PSP took place 2 weeks ago. We've had roughly monthly touch points with them since the fall.

c. FINANCIAL REPORT

- i. Still trending positive bottom line for the rest of the school year. Expect to stay pretty close to initial budget trends. Special education costs higher than what we originally anticipated and budgeted for. Staff resignations help bottom line but school should feel comfortable hiring for strong teachers.
- ii. Financial benchmarks are what you would expect of a 2nd year school, on pace to meet benchmarks in time for renewal.
- iii. Governor is proposing changes to Charter School Law/funding formula that would have a significant impact on special education funding. Schools are being encouraged to educate families to advocate for their schools. Will likely need to prepare two versions of the school budget for next school year.

5. OLD BUSINESS

a. Budget & Compensation Planning Overview

- i. AM to dig in with Finance committee to operationalize budget planning in advance of SY2020-21.

b. Fundraising Committee Planning

- i. RB to follow up with Board members directly on initiating a 2-3 person fundraising committee.

c. Email Transition

- i. Start using them! Reach out if you are having issues or unable to use.

6. NEW BUSINESS

a. For Discussion/Approval: SY20-21 Calendar

- i. Motion to Approve by: Gwen B.
- ii. Motion Seconded by: Justin H.
- iii. Vote: Unanimous

b. For Discussion/Approval: SY20-21 Board Meeting Schedule

- i. Motion to Approve by: Justin H.
- ii. Motion Seconded by: Gwen B.
- iii. Vote: Unanimous

c. For Discussion/Approval: Compensation Adjustment

- i. Motion to Approve by: Kim G.
- ii. Motion Seconded by: Justin H.
- iii. Vote: Unanimous

7. COMMENTS, ANNOUNCEMENTS, AND OTHER BUSINESS

- a.** None

8. REVIEW OF REMAINING SY19-20 BOARD MEETING DATES

- 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