



**DEEP ROOTS  
CHARTER SCHOOL**

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**BOARD OF TRUSTEES MEETING**

<b>Date</b>	4/14/2020
<b>Time</b>	6:30 p.m.
<b>In person attendees</b>	NA
<b>Phone Participants</b>	Pat Hennessey Ann McKetta Justin Harper Ashley McGrath Logan Blyler Rob Burns Kevin Corcoran Gwen Bailey Jason Tucker

**AGENDA**

**1. CALL TO ORDER**

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

**2. CHANGES TO THE AGENDA**

- a. Remove Special Education Settlement—Waiting next steps from student’s counsel

**3. APPROVAL OF MARCH 2020 MINUTES**

- a. March 2020 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 & OPERATIONS REPORT**

- i. Transition to remote learning is underway. Have gone through two different phases. Phase one include packets for all students, including work differentiated for special education students. Teachers expected to maintain ongoing contact. Phase two included plans for closure through the end of the year and a transition to technology platform based SeeSaw classrooms. SeeSaw classrooms launched

on Monday. Distributed roughly 85 Chromebooks to families last week and will be distributing an additional 100-ish devices donated from Chromebooks in the coming 2 weeks. Two goals/phases of distribution: (1) every home with a device and (2) additional technology capacity for siblings that are sharing, etc.

- ii. Hiring, Staffing and Job offer processes underway for SY20-21. Goal to have all offers out by end of next week.
- iii. Planning and prep for next year will kick off next week.

#### **b. FINANCIAL REPORT & SY 20-21 BUDGETING UPDATES**

- i. Trending towards +\$442K bottom line for end of school year. Slight increase in bottom line expected due to changes in expenditures driven by closures.
- ii. Current on all vendor payments. Financial health metrics making positive progress.
- iii. State Law stipulates that funding will be maintained through June and additional one time revenue is expected through the Federal Cares Act.
- iv. Anticipate there will be a negative economic impact as a result of COVID closures at some point, but there is likely to be a lag.
- v. Draft Budget available for review:
  - 1. Want to ensure there is a healthy bottom line for future facility expenses and provide insulation from future impacts of COVID related closures.
  - 2. Budget grows 1 grade but also assumes 93% enrollment.
  - 3. Changes in expenses based on historic numbers or current projections.
  - 4. Have until the end of June to formally adopt Budget, should be posted online in advance.

### **5. OLD BUSINESS**

- a. None

### **6. NEW BUSINESS**

- a. **For Discussion/Approval: Short Term Modular Classroom Project**—Approval for roughly \$180K project proposal for trailer installation and project proposal.
  - i. Motion to Approve by: Justin H.
  - ii. Motion Seconded by: Ann M.
  - iii. Vote: Unanimous
- b. **For Discussion/Approval: DRCS Continuity of Education Plan**—Approval to submit DRCS continuity of education plan to PDE.
  - i. Motion to Approve by: Jason T.
  - ii. Motion Seconded by: Ann M.
  - iii. Vote: Unanimous
- c. **For Discussion/Approval: Work from home expense stipends during 3.5 Month COVID-19 related Closure**—Approval to provide \$250 stipend (roughly \$70/month) for all DRCS staff in order to offset working from home expenses during 3.5 month COVID-19 related closure.
  - i. Motion to Approve by: Justin H.
  - ii. Motion Seconded by: Gwen B.

iii. Vote: Unanimous

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

- a. 2019 Financial Disclosures due back to AMc by April 27—Form shared on 4/10/2020
- b. Fundraising Committee Planning
- c. DRCS Email Transition Norms

## **8. REVIEW OF REMAINING SY19-20 BOARD MEETING DATES**

- 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: Ann M.
- b. Motion Seconded by: Justin H.
- c. Vote: Unanimous