



**PUBLIC MEETING
BOARD OF TRUSTEES
DEEP ROOTS CHARTER SCHOOL
Board Meeting Minutes
3556 Frankford Avenue, Philadelphia, PA 19134
October 16, 2023 6:30 PM
Virtual Meeting**

<https://deeproootscs-org.zoom.us/j/7186698028?pwd=ajFYcXBhZ3FpbE81Rm9Eekx2TFVJUT09>

Meeting ID: 718 669 8028

Passcode: 207583

I. Roll Call

Present Board Members :

Gwen Bailey (remote)
Eric White (remote)
Soledad Alfaro (remote)
Kim Griffith (remote)
Valerie Joell (remote)
Quorum - 5/7

II. Others in attendance:

Lucilla Perry-Edwards, CEO of DRCS,
Katie Hollenbach Derr, Senior Director of Operations of DRCS
Heather Mishel Williams, Assistant Principal of Specialized Services
Marchelle Roberts, Operations Manager of DRCS,
Patricia A. Hennessy, legal counsel;
Kevin Corcoran, Charter Choices
Nicole Shirk, Assistant Principal of Instruction K-2
Charmaine Bailey, Director of School Culture

Meeting was called to order at 6:35

Action Resolutions

- 1. Approval of September 6, 2023 meeting minutes
R -231016 - 1**

Resolved, to accept the minutes of the Board meeting of Deep Roots Charter School from September 6, 2023 as presented.

- a. Motion: Eric White
- b. Second: Kim Griffith

2. Public Comment

No one registered

- a. To register for public comment at a Deep Roots Charter School board meeting, please call 267-399-3727 no later than 3:00 p.m. one day prior to the scheduled meeting. For more information, email info@deeprootscs.org or submit an inquiry at <https://deeprootscs.org/contact-us/.g>. Each person will be given three (3) minutes to speak.

3. Questions about the Reports

- a. *Information*. School Report from Lucilla Perry, CEO.
 - i. **Instruction** - Reported on first 4 weeks instructional supports
 - ii. **Culture** - Shared about implementation of PBIS system (Hoot Loot), and first community service event, and students and teachers with perfect attendance were celebrated
 - iii. **Special Education** - 77 students, K-5. Almost fully staffed. We still need a Gr 2-3 learning support teacher. Mishel also shared about the types of support the 77 students are receiving, the training teachers are receiving, as well as legal updates related to three special cases.
 - iv. **Operations** - Expansion, attendance, and enrollment focus areas
 1. Expansion - Shared survey results from 5th grader families. 95% of respondents would like their 5th graders to attend 6th grade in 24-25 SY
 2. Enrollment focus areas - Enrollment is down (we're under enrolled in k, 1, and 3). Katie shared current enrollment is at 298
 3. Attendance goal - 65% of students attending 95%
 - a. This means 189 students with less than 8 absences
 - b. Katie shared current supports to monitor this metric.
 4. Vacancies- Shared the current vacancies and hiring updates.
- b. *Information*. School Governance Report from Debi Durso, VP of DRCS' Board
 - i. N/A
- c. *Information*. School Oversight Report from Valerie Joell, DRCS Board Member
 - i. Updates on how we will plan for and progress monitor the priority metrics
- d. *Information*. Finance Report from Eric White, DRCS Board Member, and Kevin Corcoran, Charter Choices.
 - i. Focus on PTA/O
 - ii. Focus on 6th grade expansion - if we're expanding to trailers is cost effective, but a new facility would be a challenge
 - iii. Long term growth strategy - We recognize the 1 year renewal, but we want to be thinking about longevity of the school too

- iv. All renewal related expenses are in the green

4. New Business

- a. Update - CEO will update the board on coaching contracts for teachers and leaders.
 - i. Discussion of Jounce coaching costs; pros and cons of Jounce coaching for teachers. Kim Griffith suggest to spend \$30k on teacher coaching for academic gains. Discussion of teacher coaching vendors providing proposals to DRCS that are similar in cost. Charter Choices confirms that funding is available.
 - ii. **R -231016 - 2** Motion to approve teacher coaching from Jounce (half a year, 6 teachers): Kim Griffith
 - iii. Seconded: Eric White
 - iv. Unanimous vote
- b. Action- - DRCS expands to accommodate 6th grade in the 24-25 school year
 - i. Comments:
 - 1. Eric asked about how this approval would be impacted by the one year renewal.
 - 2. Kevin C. add
 - 3. Patricia shared the timeline should we not earn renewal
 - a. 18 mo. to 2.5 years post non-renewal is when the non-renewal process ends. (aka we would go into 25-26)
 - 4. Lucilla confirmed that we are renewed currently through June 2025.
 - ii. **R -231016 - 3** Motion: Eric White for Deep Roots to expand to the 24-25
 - iii. Second: Soledad Alfaro
 - iv. Motion passed with unanimous vote.
- c. **Executive Session:** Action - DRCS operates as a city wide charter moving forward -
 - i. Motion: N/A
 - ii. Second: N/A
 - iii. Motion passed with ___ N/A___ vote.
 - iv. Lucilla and Pat will meet with CSO to gather more information so we can finalize action c and d at the next board meeting.
- d. **Executive Session:** Action - Approve the enrollment policy
 - i. Motion: N/A
 - ii. Second: N/A
 - iii. Motion passed with ___ N/A___ vote.
 - iv. Lucilla and Pat will meet with CSO to gather more information so we can finalize action c and d at the next board meeting.
- e. **Executive Session:** Action - DRCS signs the charter renewal
 - i. Motion: N/A
 - ii. Second: N/A
 - iii. Motion passed with ___ N/A___ vote.
 - iv. Lucilla and Pat will meet with CSO to gather more information so we can finalize action c and d at the next board meeting.

- f. **R -231016 - 4** Action - DRCS moves 1 million from Wells Fargo to a bank with higher interest as advised by Charter Choices.
 - i. Motion: Eric White motion to move cash to higher interest investment
 - ii. Second: Soledad Alfaro
 - iii. Motion passed with unanimous vote
 - iv. Kevin and Lucilla will provide update at next meeting

5. Adjournment

- a. Motion: Soledad Alfaro
 - b. Second: Gwen Bailey
- Adjourned 8:27

-  Valerie Joell (Me)
-  Lucilla Perry (Host)
-  Katie Hollenbach Derr (Co-host)
-  Eric White
-  Gwen Bailey
-  Mishel Williams
-  Charmaine Bailey
-  Kim Griffith
-  Marchelle Roberts
-  Nicole Shirk's iPhone
-  Patricia Hennessy - Barton Gilman
-  Soledad Alfaro