



# Board Meeting Agenda Unapproved Minutes

## Roots High School

2250 S 1300 West, WVC 84119

November 19, 2025, 4:00 pm

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### Call To Order / Roll Call / Welcome

- Meeting called to order; roll taken with Rich attending online.
- October minutes approved unanimously.

### Public Comments (10 minutes)

- No public comments recorded.

### Review Minutes of the Previous Board Meeting — Discussion/Approval

- October minutes reviewed and approved without changes.

## School Business

### Financial Review (September and October) — Discussion/Approval

#### October Financial Review:

- Finance Committee reviewed October statements.
- Days cash fluctuated; local revenue significantly higher than prior year.
- \$538,000 in bank at end of October; federal receivables expected by December.
- Need to reconstitute Audit Committee before audit recommendations arrive.
- Board approved September and October financial statements.

#### Additional Financial Items:

- Health insurance increases due to higher rates and new hires; some plans rose 8%+.
- Plan to engage Lara for next year's health benefits negotiation during May open enrollment.
- Audit progress payments scheduled; tax return expected January or February.
- Grow Your Own grant, tech supply overruns, and gala budget review (gala came in at \$10K on a \$15–16K budget).
- Proposal to open a State Treasurer high-yield account (4.83%) for designated programs, including student support funds.

- Agreement to create a public treasury account for Next Step program for better tracking and interest earnings.

#### Executive Committee — Discussion

- Staff alignment meeting planned; Executive Committee will update Board Resources folder after that meeting.
- Tyler to meet with staff team to clarify board member needs and expectations.
- Upcoming discussion on adding board members and strengthening alumni tracking surveys.

#### Fundraising Committee — Discussion

- Fundraising progress strong: \$100K in local donations year-over-year increase, reaching 25% of annual goal and 34% of YTD target.
- Missing donations identified (gala and Walmart); Tyler and Rich to follow up with Kristen.
- Platform issues with GiveButter discussed; team to explore alternatives.
- Tyler to send new Doodle poll to schedule committee meeting after Thanksgiving.
- Incoming donations include \$25K from Burr Oak Foundation, possibly increasing to \$50K; Halen to confirm amount.
- December 4th donor event planned; Tyler to forward event email to board.

#### Holiday Support:

- Olivia to send family needs info to board; board members to share with networks.
- Whitney to send holiday party photos to the board.

#### Finance Committee — Discussion

- Continued review of insurance cost management; plan to revisit benefits and negotiation strategy in May.
- Discussed establishing framework for student support program:
  - Proposed \$5,000 maximum request.
  - Board review before disbursement.
  - To be tied to new high-yield State Treasurer account.

#### School Update — Discussion

- Enrollment and behavioral challenges discussed.
- Upcoming events:
  - Staff lunch December 5.
  - Student party December 18.
- Tyler to schedule trades meeting for January 14 or 21 and confirm space with IHS.

#### Next Steps (Action Items Summary)

- Tyler: Report on outstanding gala donations by tomorrow.
- Tyler: Send new fundraising committee Doodle.
- Halen: Complete Doodle ASAP.

- Tyler: Coordinate Zoom login with Whitney; remind Rich as needed.
- Rich: Remind Tyler to engage Lara for benefits negotiation in May.
- Gretchen: Create Next Steps application and fact sheet/procedures for January board review; send materials ahead of meeting.
- Exec Committee: Update Board Resources folder post staff alignment.
- Halen: Confirm Burr Oak donation amount.
- Olivia: Share holiday needs information with board.
- Board: Share holiday needs with personal networks.
- Whitney: Provide holiday party photos.
- Tyler: Forward December 4 donor event email.
- Tyler: Schedule trades meeting for mid-January.
- Board: Next board meeting set for January 21.

### Closed Session

Closed session held to discuss the character, competence, or physical/mental health of an individual.

### Discussion of the Next Board Meeting

- Next meeting set for **January 21**.

### Adjournment

- Meeting adjourned.