



**PULLMAN PUBLIC
COMMUNITY FREE
MONTESSORI K-9**

Pullman Community Montessori

PCM Board Meeting

Date and Time

Tuesday December 28, 2021 at 5:15 PM PST

Location

PCM Board of Trustees meetings are held in the Gladish Community and Cultural Center room 100a. To increase accessibility we offer a virtual option for attendance. The Zoom link can be found below. If you attend in person please wear a mask upon entry into the building. Thank you for understanding and complying with these safety mitigation measures!

All board meetings are open to the public. Meetings begin at 5:15 PM PST the fourth (4th) Tuesday of each month. Public comment is a standing agenda item at each monthly meeting. Items will be addressed by the board according to the Meeting Agenda posted 48 hours prior to each meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/89620042723?pwd=akVHUTI3eIMxSnoxelJwUTRwdEhodz09>

Meeting ID: 896-2004-2723

Password: 6615

Dial by your location

(929) 205 6099

(301) 715 8592

(312) 626 6799

(669) 900 6833

(253) 215 8782

(346) 248 7799

If you would like to make public comment you will be called on in the order you arrived. We generally allow 5 minutes for presentation of personal comments/questions/concerns/grievances. You may view our PCM Grievance and Conflict Resolution Policy and Procedures [here](#). Public comment should be shared with the board in writing.

g in advance of the board meeting for us to better address you consideration. Please email to board@mypcm.org or submit in paper form to the PCM office in Gladish Community and Cultural Center STE 212. You should receive confirmation of receipt of your written statement within 48 hours of submission. If you do not receive confirmation, please email DesireeP@myPCM.org

PCM's Mission: to prepare all students to reach their full potential for future success in high school, college, career, and life, using the rich resources of our community.

PCM's Vision: to serve as an instrument of change, helping to progress our education system to better meet the needs of students, families, and educators. We nurture students to be self-empowered lifelong learners, global citizens, environmental stewards, and compassionate and collaborative leaders, bringing positive changes to their communities and the world!

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:15 PM
A. Record Attendance		John Cassleman	1 m
B. Call the Meeting to Order	Discuss	John Cassleman	1 m
Take a moment before the meeting to review our operating norms (linked in the footer).			
C. Approve Meeting Minutes - 11/23	Approve Minutes	Clara Hill	2 m
PCM Board Meeting Minutes 11/23			
<i>Note for Committees:</i> please make sure to link in minutes through the board on track drop down to ensure they clear from the "needs approved" list after being voted on.			
D. Approve Meeting Minutes - 11/29	Approve Minutes	Clara Hill	2 m
PCM Board Meeting Special Minutes 11/29/2021			
E. Approve Meeting Minutes - 12/08/2021	Approve Minutes	Clara Hill	2 m
PCM Special Board Meeting Minutes 12-08-2021			

	Purpose	Presenter	Time
F. Community Building		Ayad Rahmani	8 m
Re-set and sign up.			
Please use this google document to sign up for the board meeting in which you would like to lead this activity.			
G. Scenario	Discuss	John Cassleman	8 m
The Community Advisory Council decides that parents should be more involved in decisions about the school's curriculum; the council chairperson catches a board member in the supermarket and discusses curricula that they've been researching.			
H. DEI and Anti-racism Commitment		Laylah Sullivan	
II. Public Comment			5:39 PM
A. Making Public Comments	FYI	John Cassleman	15 m
Welcome! If you would like to make public comment you will be called on in the order you logged in/arrived.			
<ul style="list-style-type: none"> • We generally allow 5 minutes for presentation of personal comments/questions/concerns/grievances. • You may view our PCM Grievance and Conflict Resolution Policy and Procedures here. • Public comment should be shared with the board in writing in advance of the board meeting for us to better address your consideration. • Please email to board@mypcm.org or submit in paper form to the PCM office in Gladish Community and Cultural Center. • You should receive confirmation of receipt of your written statement within 48 hours of submission. 			
III. LEADER Team Update			5:54 PM
A. December Update	FYI	Laylah Sullivan	15 m
IV. Committee Updates			6:09 PM
Please read through committee reports/minutes and come with questions. Committee chairs will not provide updates unless there is a motion or key items to address. Please			

	Purpose	Presenter	Time
communicate with committee chairs or the head of school in advance of the meeting if you have questions.			

A.	LESC (Leadership Evaluation & Support Committee) LESC will present HOS Evaluation Plan to the board.	Vote	Beverley Wolff	10 m
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B.	DC (Development Committee)	FYI	Ayad Rahmani	
C.	GC (Governance Committee) GC December Meeting Minutes here .	Vote	John Cassleman	10 m

The Governance Committee proposes that the GC Goal #1 be rephrased to "Ensure that all committee goal are stated as SMART goals by the end of February 2022." from ""Ensure that all committee goal are stated as SMART goals."

Additional clarification:

The committee would like clarification on the rationale around requesting a 'recruitment goal.' What is the rationale for the request? Is there a specific goal the board wishes to achieve or a problem it hopes to solve?

D.	FC (Finance Committee)	Discuss	Aubree Guyton	10 m
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Trustees should access the publicly accessible [FC meeting notes](#) and review prior to the board meeting.

Motion: The FC recommends the Board approve the November financials as presented.

V. Compliance 6:39 PM

Per PCM's [Charter School Contract](#) with the Commission, PCM Trustees should regularly review the [Statement of Assurances](#) (found in the Compliance folder linked in the footer) to ensure we are fulfilling our obligation to the contract.

A.	2021-22 Compliance Calendar	Discuss	Laylah Sullivan	5 m
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	Purpose	Presenter	Time
<p>The Commission has issued an updated Compliance Calendar for the 2021-22 School Year. This is a component of a larger document used by PCM management and available to the Board that provides guidance and clarification around the Commission's oversight of charter schools (this Oversight Guidance Manual is updated periodically).</p>			

VI. Other Business

VII. New Business 6:44 PM

A. Discuss Board Meeting Effectiveness	Discuss	John Cassleman	15 m
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Review and/or revise board norms related to meetings.

Informal proposals:

Board meeting agendas and documents should be made public 1 week in advance of meeting.

Board members should RSVP for meetings 1 week in advance in advance of meeting.

Questions to Discuss

Do standing agenda items continue to be useful for board members?

More generally, what about our board meetings works for you? What about our board meetings does not work for you?

Are we upholding our board meeting [norms](#) and expectations?

VIII. Closing Items 6:59 PM

A. Adjourn Meeting	Vote	John Cassleman	1 m
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Grounding Docs: [Board Norms-We are LEADERS too-Structure and Responsibilities Overview](#), [PCM Logic Model](#), [EEMPS Rubric](#), [School-Wide Reflective Practice Inventory](#), [Bylaws](#)

Resources: [Compliance Folder](#), [Planning Year Board Calendar](#), [Planning Yr Financials Considerations](#), [OPMA Resources](#), [App Board Commitments & Background](#), [Seat & Committee Descriptions](#), [Org Charts](#), [Board Member Application Full Packet](#), [Prospective Board Member Questionnaire](#)