



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

Pullman Community Montessori

PCM Board Meeting

Date and Time

Tuesday June 28, 2022 at 5:15 PM PDT

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 your 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

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Take a moment before the meeting to review our operating norms (linked in the footer).

C. Approve Meeting Minutes: Regular Meeting on 05-24-22

Please come with amendments ready to put in the chat.

D. Approve Meeting Minutes: Special Meeting on 06-14-22

E. Community Building

Laylah will be leading our session this meeting.

Prompt - "Share a celebration from your year (does not have to do with PCM)"

*If you have not done so yet, please use [this google document](#) to sign up for the board meeting in which you would like to lead this activity.

F. DEI and Anti-racism Commitment

Please keep an eye out in Mid July for the Educational Equity Plan. WA Charters extended our deadline for submission of this plan to July.

This plan includes components, data or, inputs from the GC, BCC, Community Roots School, parents surveys, and training from WA Charters. The goals is for this to be increasingly more informed by PCM's communities over time.

Is there a summer book we'd like to choose to continue our work over the summer?

II. Annual Board Meeting Business

A. Officer Elections

John Cassleman - Chair
Beverley Wolff - Vice Chair
Aubree Guyton - Treasurer
Melisa Medalla - Secretary

B. Trustee Elections

Elect new trustees and/or re-elect trustees who will be continuing to additional terms.

III. Public Comment

A. Making Public Comments

Welcome! If you would like to make public comment you will be called on in the order you logged in/arrived.

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- 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.

IV. LEADER Team Update & Compliance Check-in

Standing reminders:

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.

For transparency this is a copy of the Commission's [Oversight Guidance Manual](#)

What rubrics does the Commission use for evaluation?

[Financial Performance Framework](#)

[Academic Performance Framework](#)

[Organizational Performance Framework \(expanded criterion\)](#)

[School Specific Goals \(2021-22\)](#) (1 Academic, 1 Operational)

A. May Update

Please review the [BOARD OF TRUSTEES DASHBOARD](#) prior to these updates. The majority of updates directly apply to this dashboard.

Notes not included in dashboard this month:

- School closure 2nd to last week of school - OSPI approved the 17th could still be out last day.

V. Committee Updates

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

A. LSEC (Leadership Evaluation & Support Committee)

No meeting minutes to present.

B. DC (Development Committee)

No meeting minutes to present.

C. GC (Governance Committee)

Review the June GC [meeting minutes](#).

John will provide update on Committee & Board Goal Tracker Dashboard for June.

D. FC (Finance Committee)

In advance of this meeting Trustees should:

1. Access the publicly accessible [FC meeting notes](#) and review.
2. Review the May financials recommended by the FC (see below).
3. Review the 50+ Questions document & look back at budget draft presented at last meeting?

MAY FINANCIALS: Attached

Motion 1: The FC recommends the Board approve the May financials as presented.

VI. Other Business

A. Annual Budget & Five-year Budget Projection Review (cntd)

The HOS will provide an update to the budget overview provided at the last board meeting.

Board members are encouraged to choose 2 questions from the 50+ Smart Questions to ask at the board meeting.

In August we will fix and adopt the FINAL budget for the 2022-23 school year.

B. Adjustment to Salary Scale

-- Postponed until July Board Meeting --

The PCM management team has update the data that supports the staff salary scale at PCM.

Refresh your memory by looking at the [2021-22 Staff Handbook](#). The legislature has also dedicated more funding to staff through a COLA (cost of living adjustment) and increases to specialty staff positions. After examination of the data and budget, the PCM HOS is recommending the following adjustments:

- Add a step 45
- Assign COLA increase
- Add protocol for recognizing half year or more experience

(these will be explained in detail in the presentation)

VII. New Business

VIII. Closing Items

A. Adjourn Meeting

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](#)