Pullman Community Montessori

Governance Committee (GC) - Bonus Meeting!

Date and Time

Monday January 10, 2022 at 12:00 PM PST

Location

Teams Meeting: Click here to join the meeting

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!

The Governance Committee is responsible for ongoing review and recommendations to enhance the quality and future viability of the Board of Trustees. The focus of the committee revolves around the following five major areas:

1. Board Role and Responsibilities
2. Board Composition
3. Board Knowledge
4. Board Effectiveness
5. Board Leadership

Agenda

I.   Opening Items

    A.   Record Attendance

    B.   Call the Meeting to Order

    C.   Approve Minutes

II.   Updates, Reports, and Discussion Items

III.   Action Items

    A.   Members Report Review

    Review current "[Members Report](#)" and determine current and future gaps in skill, diversity, etc.

    Discuss process for verifying acumen, experience and person information.

    Action: Outline a training calendar.

    Action: Recommend a recruitment goal, if necessary.

    B.   Committee Goal & Task Review Process

    Determine the goal & task review process for the board and board committees.

    Currently, we have discussed the following items:

- Model goal & task posting and tracking process to each PCM Committee
- Clarify all expectations
- Assign Assign Governance Committee members to do the training & serve as liaison with that committee
- Inform committees we will be tracking their process monthly
- Create a tracking tool that can be linked into the minutes/agenda
- Our (GC) goals page needs to look exactly what the board/other committees will do

    Questions we still need to settle

- What does accountability look like? What steps will we take if committees (or individual members) are not completing their work?

    To Prepare:

• Read the "Board Norms" Document pages that reference committee responsibilities.

Action:

1. Finalize goal & task review process and Board on Track tutorial
2. Assign Governance Committee members to model process to each PCM Committee

IV. Other Items

A. Communicating with Families

In December, Brian suggested some ways that we could better communicate with families about how decisions are made at PCM.

Other ideas included:

• Board could included messages as part of PCM newsletter(s)
• Introduce the board, committees
• Invite families to meetings
• Communicate what decisions the board is making

B. New Items

New items may be suggested for the committee to discuss today (if time allows) or at a future meeting.

V. Closing Items

A. Assign tasks

Close meeting by assigning tasks, owners, and due dates

B. Adjourn Meeting

Grounding Docs: Board Norms-We are LEADERS too-Structure and Responsibilities Overview, PCM Logic Model, Committee Descriptions, Org Charts,

Resources: Planning Year Board Calendar, Contract, Board Member Application Full Packet, (Committee Descriptions and duties are included), EEMPS Rubric, School-Wide Reflective Practice Inventory, Bylaws

Coversheet

Members Report Review

Section: III. Action Items
Item: A. Members Report Review
Purpose: Vote
Submitted by:
Related Material: Board Members and Supporters Tracker.xlsx

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

Board Members and Supporters Tracker.xlsx