



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

Pullman Community Montessori

PCM Regular Board Meeting

Date and Time

Mon Feb 26, 2024 at 5:15 PM PST

Location

PCM Board of Trustees regular board meetings are held in the Gladish Community and Cultural Center View Room. To increase accessibility we offer a virtual option for attendance. If you have difficulty accessing the remote meeting link please call 509-336-5909. Regularly scheduled board meetings are recorded. The recording can be found at this link within 5 business days following the regular board meeting: <https://www.youtube.com/playlist?list=PLvDWzfFwzxEutv7ZnwexPXpZZO71ALWEZ>

All board meetings are open to the public. Regular board meetings begin at 5:15 PM PST and are normally the third (3rd) Thursday of each month. Working meetings, if they are conducted, are the second (2nd) Thursday of each month also at 5:15 PM. No action is taken in working meetings.

Public comment is a standing agenda item at each regular monthly meeting. Items will be addressed by the board according to the Meeting Agenda posted 48 hours prior to each meeting. 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 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

Public comment is reserved for regular board meetings which are held the 4th Tuesday of each month. If you would like to make public comment please attend one of the regularly scheduled board meetings.

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:15 PM
A. Record Attendance		Beverley Wolff	1 m
B. Call the Meeting to Order		Beverley Wolff	1 m
C. Approve Meeting Minutes: 1-18/24	Approve Minutes	Beverley Wolff	1 m
Please come with amendments ready to put in the chat.			
D. Approve Meeting Minutes: Special Meeting	Approve Minutes	Beverley Wolff	1 m
Approve minutes for Board Meeting--Special on February 14, 2024			
II. Public Comment			5:19 PM
A. Making Public Comments	FYI	Beverley Wolff	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. Board Training			5:34 PM
The board participates in annual training with various partners. Sometimes these trainings occur during board meetings.			

	Purpose	Presenter	Time
A. Roles and Responsibilities of the Charter Public School Board and Authorizer	FYI	Jessica de Barros	45 m

Jessica de Barros, Executive Director of the Charter School Commission, will deliver an annual PD to the Trustees of the board on the roles and responsibilities of the charter public school board and authorizer.

IV. LEADERS Team Update & Compliance Check-in 6:19 PM

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

For public 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 \(2022-23\)](#) (1 Academic, 1 Operational)

A. HOS Update	FYI	Laylah Sullivan	5 m
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Please ensure you review the Board Dashboard.

The HOS will briefly highlight high-level aspects of the Dashboard. The bulk of the conversation will be reserved for the end of the meeting during the Current State and Budget Revision sessions.

V. Board Goals, Committee & Council Updates 6:24 PM

A. Individual Board Member Reports (Postponed)	FYI	All Trustees
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Individual board member updates will be postponed until the March meeting.

Each trustee will briefly present on their progress towards individual goals and tasks. Additionally, trustees may report observations, feedback, or questions gathered since last meeting.

B. LSEC (Leadership Support & Evaluation Committee) Report	FYI	Bev Wolff
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Currently inactive.

	Purpose	Presenter	Time
C. DC (Development Committee) Report Currently inactive	FYI	NA	
D. GC (Governance Committee) Report Currently inactive	FYI	NA	
E. EEC (Educational Excellence Committee) Report Under Formation.	FYI	Beverley Wolff	1 m
F. SCC (Support & Coordination Council) Report	FYI	Amber Panwitz and/or Karin Briggs	10 m

Specialized Purpose of the SCC: To create a community support network to ensure a two-way flow of information around needs and information between the school and families. The SCC will play a pivotal role in coordinating resources, sharing information, and streamlining advocacy for PCM.

Rationale: PCM is committed to a continuous family and community engagement process that spans the life of the school.

SCC Participants: Current PCM Families and Staff.

G. FC (Finance Committee) Report Trustees will review the January financials as presented and recommended by the finance committee.	Vote	Aubree Guyton	10 m
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To inform your questioning remember your resources:

[50+ Smart Questions to Ask About Your Schools Finances](#)

[Board<>Staff Financial Contract](#)

H. Auditor Presentation	FYI	Auditor	20 m
I. Consider 2023-24 Revised Budget The FC has reviewed the revised 2023-24 budget and made recommendations for improvement. Recommendations were implemented by the HOS and CFO support. This revised budget with recommended changes is being put forth to the board with the motion from the FC for the board to adopt the 2023-24 revised budget as presented.	Vote	Laylah & Matt	15 m

****While making recommended changes more changes were identified that needed to be made. The budget still remains at 30 days cash however.**

	Purpose	Presenter	Time
J. Review 5-year Budget Scenarios	Discuss	Laylah & Matt	45 m

The HOS and CFO support will present a variety of 5-year budget scenarios for the Board to consider. These have not been fully vetted by the FC so this presentation is to present information for consideration and fuel questions. No vote will take place for this item at this meeting.

It is asked that the board consider voting on the 5-year budget scenario at the March 14th Working Board Meeting.

K. Progress Update	FYI	Beverley Wolff & Laylah Bewick	8 m
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The board chair and HOS will provide an update on actions that have been taken since the Town Hall.

OVERVIEW

Meetings with SCC (board and school)

Actions taken by school

Actions taken by the Commission

- PCM received a Notice of Perceived Problem (NPP) from the Commission. Receipts has been acknowledged and the board and admin team are in the process of responding to it within the required time frame. The NPP asks for updates on financial oversight, administrative capacity, and board governance.
- The school has received the formal report from the Commission staff member who was on site 2/1/2024. All classrooms were observed and specific safety concerns around hot pipes and bathroom protocol were addressed with no demonstrated concern remaining.

VI. Other Business 8:13 PM

A. Academic Update - Follow up	FYI	Laylah Sullivan	10 m
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Trustees will ask follow-up questions to the Academic Update provided at the January board meeting.

VII. Executive Session 8:23 PM

8 statutory reasons for a school board to move into executive session:

1. Matters affecting national security;

	Purpose	Presenter	Time
2.	The selection of a site or the acquisition of real estate if public knowledge of the matter might increase the price;		
3.	The minimum selling price of real estate if public knowledge of the matter might depress the price, but final action selling or leasing real estate must be taken in a public meeting;		
4.	Negotiations on the performance of a publicly bid contract if public knowledge might increase costs;		
5.	Complaints or charges against an employee or board member, however the person complained against may open the meeting to the public;		
6.	Qualifications of an applicant for public employment or review the performance of a public employee, but final actions must be taken in public and discussions affecting employees generally must be held in public;		
7.	Qualifications of a candidate for appointment to elective office, but interviews and the final appointment must be held in public; and		
8.	Discussion with legal counsel, of enforcement actions, litigation or potential litigation, if public discussion might result in an adverse legal or financial consequence. Amendments in 2001 provided a specific definition of potential litigation		

A.	Executive Session 1	Discuss	Beverley Wolff	30 m
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To convene an executive session, the governing body’s presiding officer must announce:

- (1) the purpose of the executive session, and
- (2) the time when the executive session will end.

The announcement is to be given to those in attendance at the meeting.

The announced purpose of the executive session must be one of the statutorily identified purposes for which an executive session may be held.

The PCM Board of Trustees will move into executive session pursuant to RCW 42.30.110 for **30 minutes**.

We will move into executive session for the following reason: *To review the performance of a public employee (any final actions must be taken in public).*

VIII.	Closing Items			8:53 PM
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A.	Adjourn Meeting	Vote	Beverley Wolff	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: Key Resources BOX Folder, [OPMA Resources](#), [App Board Commitments & Background](#), [Committee Descriptions](#), [Org Charts](#), [Board Member Application Full Packet](#), [Prospective Board Member Questionnaire](#)

Coversheet

Approve Meeting Minutes: 1-18/24

Section: I. Opening Items
Item: C. Approve Meeting Minutes: 1-18/24
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for PCM Regular Board Meeting on January 18, 2024

APPROVED



PULLMAN **PUBLIC**
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Pullman Community Montessori

Minutes

PCM Regular Board Meeting

Date and Time

Thu Jan 18, 2024 at 5:15 PM

Location

PCM Board of Trustees regular board meetings are held in the Gladish Community and Cultural Center room 100a. To increase accessibility we offer a virtual option for attendance. If you have difficulty accessing the remote meeting link please call 509-336-5909. Regularly scheduled board meetings are recorded. The recording can be found at this link within 5 business days following the regular board meeting: <https://www.youtube.com/playlist?list=PLvDWzfFwzxEutv7ZnwexPXpZZO71ALWEZ>

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Trustees Present

A. Burton (remote), B. Wolff (remote), D. Main (remote)

Trustees Absent

A. Guyton

Ex Officio Members Present

L. Sullivan

Non Voting Members Present

L. Sullivan

Guests Present

D. Porter, Just an Observer (remote), Letty Rising, Marie M (remote), Nathaniel Porter (remote), Tim Sullivan (remote), Troy Sprenke (remote), italiana Hughs (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

B. Wolff called a meeting of the board of trustees of Pullman Community Montessori to order on Thursday Jan 18, 2024 at 5:19 PM.

C. Approve Meeting Minutes: 11-14-23

D. Main made a motion to approve the minutes from PCM Regular Board Meeting on 12-19-23.

A. Burton seconded the motion.

Just an Observer joined the meeting at 5:20pm

The board **VOTED** to approve the motion.

Roll Call

A. Guyton Absent

D. Main Abstain

B. Wolff Aye

A. Burton Aye

II. Public Comment

A. Making Public Comments

There were no public comments

III. LEADERS Team Update & Compliance Check-in

A. HOS Update

Laylah provided the Head of School update on the following:

- [PCM Board Dashboard 01-01-2024.xlsx](#)
- Community Outreach/Marketing
- Celebrations
 - Adolescent Community (6th & 7th graders) created 4 of the Flood Boards in downtown Pullman

Nathan Porter left the board meeting at 5:37pm & returned at 5:38pm (they are having connection issues on their side.)

Troy Sprenke left the board meeting at 5:20pm

IV. Board Goals, Committee & Council Updates

A. Individual Board Member Reports

Each board member gave updates about what they have been working on since the last board meeting.

Tim Sullivan left the meeting at 5:44pm

B. LSEC (Leadership Support & Evaluation Committee) Report

C. DC (Development Committee) Report

Beverly Wolff has been working with former PCM Board Member Ayad Rahmani in setting up an event at the Black Cypress.

D. GC (Governance Committee) Report

E. EEC (Educational Excellence Committee) Report

- First meeting will be held on Jan 24, 2024
 - Committee Members are the following

- Jill Stansbury (PCM's Montessori Coach and Director of Academics)
- Emily Klein (PCM's Special Education Director)
- Laylah Bewick (PCM's Head of School)
- Beverely Wolff (PCM Board Chair)

F. FC (Finance Committee) Report

Laylah presented the Finance Committee Report on behalf of Matt, with Joule Growth Partners.

B. Wolff made a motion to The PCM Board of Trustees will review and vote on the December financials that have been reviewed in detail and recommended by the Finance Committee. The following payments as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursements claims certified, as required by RCW 42.24.090, are approved for payment. In addition, payroll payments in the amount of \$82,668.38 are also approved. General Fund Accounts Payable Total electronic payments totaling \$149,017.47 and Check numbers 1097 and 1098 totaling \$15,951.93 Non-AP Cash Disbursements Total electronic payments totaling \$1,213.81 and Manual checks totaling \$0 Payroll Total electronic payments totaling \$82,668.38 and Payroll check numbers N/A totaling \$0.

D. Main seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

- D. Main Aye
- A. Guyton Absent
- B. Wolff Aye
- A. Burton Aye

V. Other Business

A. 2024-25 Enrollment Policy & Procedures

D. Main made a motion to accept the PCM Enrollment Policy & Procedures (2024-25) as presented.

A. Burton seconded the motion.

[PCM Enrollment Policy & Procedures \(2024-25\).pdf](#)

The board **VOTED** to approve the motion.

Roll Call

- A. Burton Aye
- D. Main Aye
- A. Guyton Absent
- B. Wolff Aye

B.

Policy & Procedure Updates: Harassment, Intimidation and Bullying of Students (3207/3207P)

D. Main made a motion to to approve updated 3207 and 3207P as presented.

A. Burton seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

D. Main Aye

A. Guyton Absent

B. Wolff Aye

A. Burton Aye

C. Policy & Procedure Updates: Nondiscrimination and Affirmative Action (5010/5010P)

A. Burton made a motion to approve updated 5010 and 5010P as presented.

D. Main seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

A. Guyton Absent

D. Main Aye

A. Burton Aye

B. Wolff Aye

D. Policy & Procedure Updates: Highly Capable (2190/2190P)

D. Main made a motion to approve updated 2190 and 2190P as presented.

A. Burton seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

B. Wolff Aye

A. Guyton Absent

A. Burton Aye

D. Main Aye

E. Policy & Procedure Updates: Student Records (3231)

A. Burton made a motion to approve updated 3231 as presented.

D. Main seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

B. Wolff Aye

A. Burton Aye

D. Main Aye

A. Guyton Absent

F.

Policy & Procedure Updates: Excused and Unexcused Absences (3122/3122P)

D. Main made a motion to approve updated 3122 and 3122P as presented.

A. Burton seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

B. Wolff Aye

A. Guyton Absent

A. Burton Aye

D. Main Aye

G. Policy & Procedure Updates: Discipline (3241/3241P)

A. Burton made a motion to approve updated 3241 and 3241P as presented.

D. Main seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

D. Main Aye

B. Wolff Aye

A. Guyton Absent

A. Burton Aye

H. Policy & Procedure Updates: Restraint, Isolation, and Other Uses of Reasonable Force (3246P)

D. Main made a motion to approve updated 3246 and 3246P as presented.

A. Burton seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

D. Main Aye

A. Guyton Absent

B. Wolff Aye

A. Burton Aye

I. Policy & Procedure Updates: Section 504 (2162P)

A. Burton made a motion to approve updated 2162P as presented.

D. Main seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

A. Burton Aye

D. Main Aye

B. Wolff Aye

A. Guyton Absent

J. Recurrent Enrollment (w/ historic data review)

D. Main made a motion to move the Recurrent Enrollment (w/ historic data review) up in the agenda to after the Policy And Procedures votes.

A. Burton seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

D. Main Aye

B. Wolff Aye

A. Guyton Absent

A. Burton Aye

The board reviewed the condensed enrollment summary to set the 2023-24 recurrent enrollment goal.

PCM's recurrent enrollment was 76% for the 2022-23 SY (20% up from our first year of operation and 4% below our desired target for the year).

Related Documents:

- [PCM 2023-24 Recurrent Enrollment Draft.pdf](#)
- [Multi-YR Condensed Enrollment Summary.xlsx](#)

A. Burton made a motion to accept the recurrent enrollment form as presented.

D. Main seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

B. Wolff Aye

D. Main Aye

A. Guyton Absent

A. Burton Aye

K. Academic Update

- Laylah regrounded Trustees in what the Tier I and Tier II curriculum is and what assessments are used to measure growth.
- This lead Trustees into an update on how PCM is performing to date.
- This academic update will be broken up between this meeting and the February meeting.

VI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:18 PM.

Respectfully Submitted,

B. Wolff

Documents used during the meeting

- PCM Board Dashboard 01-01-2024.xlsx
 - 1. PCM Finance Dashboard 12.2023.pdf
 - 2. PCM Income Statement 12.2023.pdf
 - 3. PCM Balance Sheet 12.2023.pdf
 - 4. PCM BvA 12.2023.pdf
 - 5. PCM Statement of Cash Flows 12.2023.pdf
 - 6. PCM Payroll and AP Certification 12.2023.pdf
 - 6a. PCM Auditing Officer Approval 12.2023.pdf
 - 6b. PCM Payroll Report 12.2023.pdf
 - 6c. PCM AP Register 12.2023.pdf
 - 6d. PCM Non-AP Register 12.2023.pdf
 - PCM Enrollment Policy & Procedures (2024-25).pdf
 - PCM 2023-24 Recurrent Enrollment Draft.pdf
 - Multi-YR Condensed Enrollment Summary.xlsx
-

Grounding Docs: [Board Norms-We are LEADERS too-Structure and Responsibilities Overview](#), [PCM Logic Model](#), [EEMPS Rubric](#), [School-Wide Reflective Practice Inventory](#), [Bylaws](#)

Resources: Key Resources BOX Folder, [OPMA Resources](#), [App Board Commitments & Background](#), [Committee Descriptions](#), [Org Charts](#), [Board Member Application Full Packet](#), [Prospective Board Member Questionnaire](#)

Coversheet

Approve Meeting Minutes: Special Meeting

Section: I. Opening Items
Item: D. Approve Meeting Minutes: Special Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board Meeting--Special on February 14, 2024

APPROVED



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Pullman Community Montessori

Minutes

Board Meeting--Special

Board Meeting--Special

Date and Time

Wed Feb 14, 2024 at 5:15 PM

Location

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Public comment is reserved for regular board meetings which are held the 4th Tuesday of each month. If you would like to make public comment please attend one of the regularly scheduled board meetings.

Trustees Present

A. Guyton (remote), B. Wolff (remote), D. Main (remote)

Trustees Absent

A. Burton

Ex Officio Members Present

L. Sullivan

Non Voting Members Present

L. Sullivan

Guests Present

Alicia Baker (remote), Bely Luu, Caleb Twilligear, D. Marker, D. Porter, E. Klein (remote), Heather (remote), Italiana Hughes (CSC) (remote), Just an Observer (remote), Katherine (remote), KeepingThemHonest (remote), Nathan P (remote), Nathan Porter (remote), Robin McDonald, Tanya Lawless (remote), Tim Sullivan (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

B. Wolff called a meeting of the board of trustees of Pullman Community Montessori to order on Wednesday Feb 14, 2024 at 5:18 PM.

II. Executive Session

A. Executive Session 1

The board entered into executive session

Katherine joined the board meeting virtually at 5:20pm

Katherine Left the board meeting during the executive session

III. Other Business

A. Planning Session

The board reviewed and discussed the action items from the Feb 9, 2024 board meeting.

Bely Luu & joined the board meeting in person at 5:55pm

Diana Marker joined the board meeting in person at 5:55pm

Emily Klein joined the board meeting virtually at 5:58pm

KeepingThemHonest joined the board meeting virtually at 5:58pm

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:35 PM.

Respectfully Submitted,
B. Wolff

Documents used during the meeting

- Working Meeting 2_9_2024 - Action Items.pdf

Grounding Docs: [Board Norms-We are LEADERS too-Structure and Responsibilities Overview](#), [PCM Logic Model](#), [EEMPS Rubric](#), [School-Wide Reflective Practice Inventory](#), [Bylaws](#)

Resources: Key Resources BOX Folder, [OPMA Resources](#), [App Board Commitments & Background](#), [Committee Descriptions](#), [Org Charts](#), [Board Member Application Full Packet](#), [Prospective Board Member Questionnaire](#)

Coversheet

HOS Update

Section: IV. LEADERS Team Update & Compliance Check-in
Item: A. HOS Update
Purpose: FYI
Submitted by:
Related Material: PCM Board Dashboard 02-01-2024.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](#):

PCM Board Dashboard 02-01-2024.xlsx

Coversheet

SCC (Support & Coordination Council) Report

Section: V. Board Goals, Committee & Council Updates
Item: F. SCC (Support & Coordination Council) Report
Purpose: FYI
Submitted by:
Related Material: SCC 2_8 Meeting Summary & Follow up.pdf
SCC 2_22 Meeting Minutes & Follow up.pdf

SCC Meeting Summary

Meeting held: 2/8/24 5:30-6:35 pm

Summary drafted 2/9/24 by Karin Biggs


Notes from discussion of this document with HoS and Trustees Chair attached as comments.

Agenda can be found [here](#)


Attendance: 34+

Atmosphere: meeting was collaborative and respectful with significant discussion. Thank you to all who came!

Point 1: Town Hall debrief

- **Action item: re-establishment of SCC**
 - Status: Done!
- **Action item: establish regular meetings with parent/board**
 - Status: in progress
- **Action item: establish regular meetings with parent/admin**
 - Status: in progress
- **Action item: board review of petition**
 - Status: scheduled (on docket for 2/9 meeting)
- *Question: what is minimum enrollment for PCM to be a financially viable school?*
 - For remainder of 2023-2024 year? 
 - For 2024-2025?
 - Beyond?

Point 2: Fundraising

- *Question: how can families get involved in fundraising?*
- *Question: how can families get involved in grant efforts?*
- Note: There are 3 donors choose campaigns currently focused on providing Chromebooks to PCM classrooms.
 - If Chromebooks are not feasible: what alternative options exist? (I recognize these are short-term solutions, but we have to think outside the box sometimes).
 - Can we solicit donations from families of older laptops?
 - Can we buy used laptops from WSU surplus?
 - **Action item: encourage collaboration so that families are not forced to feel like they are choosing one classroom over another**
 - **Action item: Properly advertise campaigns - social media, shareable links, Parent Square posts and follow-ups** 

Point 3: Communication

- Parents feel like school communication is inconsistent and unclear
 - **Action item: develop clearer communication plan**
 - For SCC: developed Parent Square group, new email (PullmanSCC@gmail.com)
 - Will provide as much advance notice as possible, with reminder on day-of

- For Board: unknown
- For Admin: unknown
- Parents find current communication cumbersome
 - **Recommended action item: prioritize brevity in communications. Consider additional training for communication skills or social media marketing to have clearer understanding of modern communication. The [WSU PACE](#) program includes several affordable options with discounts for non-profit organizations.**
 - **Recommended action item: Develop predictable communication cadence from HOS and classroom teachers. Recommended inclusions:**
 - **Brief overview of week on Monday**
 - **Reminder posts of important dates (ex: library, parent university, board meetings)**

Point 4: Staffing & Human Resources

- *Question: How does PCM pay compare to PSD and private schools?*
 - **Action item: determine PCM pay rate compared to PSD, Moscow schools, and local privates**
 - Status: unassigned
- *Question: How can we make PCM an attractive place to work?*
 - **Action item: undetermined**
- *Question: How can we maintain staff?*
 - Note: it takes more resources to hire than it does to maintain staff
 - **Action item: undetermined**
- *Question: How can HR and hiring processes be made more transparent?*
 - **Recommended action item: develop HR committee comprising HOS, at least 1 board member, and a rotation of staff. Develop and publish rubrics for candidate interviews. HR committee would responsible for participating in the interview process and makes recommendations to HOS for personnel decisions. Final say remains within purview of HOS.**
 - Note: this is a relatively small step that would go a long way in improving transparency from the perspective of families
- *Question: What are the policies regarding reimbursement of continuing education? How can these be communicated clearly and applied evenly?*
 - **Recommended action item: Review policies. If not clearly delineated, develop and implement policy. Clearly communicate policy to staff on a regular basis**
 - Note: Katie and Theo were specifically called out as valuable resources to the school and excellent educators. Supporting their continued growth should be considered a high priority
 - If school finances do not currently permit reimbursement or sponsorship, how can SCC work with admin to fundraise on behalf of valuable teachers?
- *Question: What local resources for staffing, interns, etc, are we under-utilizing?*

- **How** is our relationship with Montessori NW? Montana Montessori Teacher Education Institute?
- How is our relationship with the WSU education program?
- **Action item: strengthen ties with local education + Montessori communities.**
- **Recommended action item: Consider developing an internship program or service learning program with WSU. This would have the dual benefit of exposing new teachers to Montessori principles, as well as providing a pool of candidates eager to get hands-on time in the classroom.**

Point 5: Volunteering

- *Question: how can working parents volunteer outside of school hours:*
 - **Action item: Families want opportunities to help with background tasks outside of school hours. Develop system that allows us to tap into these volunteers.**
- *Question: how can we make volunteer needs more clear to families?*
 - **Recommended action items: Families would like to know more specifics about volunteer needs. For example:**
 - **Are (non-disruptive) younger siblings permitted at this volunteer opportunity**
 - **How urgent is this need?**
 - **Do you need a regular commitment or one-time?**
 - **Recommended action item: develop system to collect teacher volunteer needs on a regular basis so that they may be distributed**
 - Status: in progress. Has been added as an agenda item for bi-monthly all staff lunches
 - **Action item: Add Dawna to SCC Parent Square to communicate volunteer needs**
 - Status: done. Thank you!
- **Note:** several parents noted that including calls for volunteers in current newsletters gets lost because it is hard to find needs in a "wall of text". Many indicated that the volunteerism problem and the communication problem are closely linked - the solution will also be linked

Point 6: Community

- **Question:** *How can we have greater board presence in future town halls?*
 - **Recommended action item: We recognize the board's need to not have quorum at a town hall event, as well as the importance of not forcing decisions at an event designed primarily for listening. However, we encourage the board to consider alternate ways in which they can improve presence at future town hall meetings.**
 - **Recommended action item: Board members and HOS should hold regular "office hours" to promote communication and visibility in school community.**

- *Question: How can the SCC develop community among families, staff, and the public?*
 - **Action item: Dawna extended invitation to informal, unaffiliated play date at Terre View Park: Saturday 2/10 at 10 am**
 - **Action item: SCC intends to select a monthly date for informal dinner group at Lumberyard Food Hall (ex - 3rd Monday of the month).**
 - **Action item: determine informal forum for family connection (Facebook group? Other?)**
 - **Action item: end of school year event**

Follow up:

Next meeting: 2/22 5:30 pm

Plan: bi-weekly meetings, Thursdays at 5:30 for short term
Move to monthly meetings when SCC settles in

Future agenda items:

- Officers
- Bylaws
- Comprehensive teacher support and appreciation strategy
 - Near term
 - Long term
- Subcommittees
 - Volunteerism (Dawna)
 - Fundraising
 - Grants support (Elise)
 - Community outreach

Notes from discussion of these minutes with HoS and Trustees Chair attached to this document as comments.

Minutes: 2/22/2024

Attendance: 15 (parents & staff)

5:30: Meeting opening: Karen & Amber (interim co-chairs of SCC)

- Overview of meeting agenda
- Review of 2/8 meeting minutes & action items

Suggestions made from previous meeting

- Professional development opportunities for PCM administrators
- Communication expectations for board to review, especially around staffing, leaves of absence, communications with parents, etc

Review of Bev's responses to SCC action items:

- Finance committee reviewing pay/salary of staff to make sure they are on par with local school systems
- **"How can we make PCM an attractive place to work?"**
 - Bev noted that long term subs are entering as support and not as lead teachers
 - Question from Elise Albano about pay increases for IAs stepping into lead/guide positions, specifically in regards to Katie and Theo who have taken over in those classrooms
- Recently departed staff allowed to participate in climate survey from WA State Charter School Commission
 - Question about Elise Albano and request for follow up - was she allowed to participate?
- Questions about Demond's resignation from families of 207
 - Action item for Bev about discussion with Laylah about communication policy around things like this
 - Note about Parent Square communication on this topic - some parents had not received communication or remembered different things (possibly technical issues)
 - Comparison by Karen Biggs of Parent Square to social media, noting that communication on that platform should be considered as such
 - **Broad agreement from parents in attendance agreeing that communication broadly needs work, especially through primary platforms**
 - Specific comments agreeing that language is important and that messaging should not be up for interpretation given varying understandings about a situation
 - Question from Elise Albano - is there a legal ramification for using certain language? Can the school use/not use specific language?
- Action item asking about developing an HR committee between admin, staff, and board
 - Risk management for board, creates paper trail, reduces miscommunication, etc
 - Suggestion to codify some sort of HR committee, especially around hiring

- Clarification around certain policies at PCM
 - Focus on trainings after point raised by Katie Kendrick at previous meeting about tuition reimbursement- what is allowed, how much is covered, etc
 - **General agreement that this should be incorporated into employee handbook**
 - **Note about using clear policy language in communications with community, and regular information sharing with staff/parents around this**
- Discussion around PCM's relationship with WSU Education, local Montessoris, etc (with the interest to renew)
- Volunteering question - **can siblings be included?**
 - **Not clearly answered, some confusion between differences of this year and last year**
- Question about school communication practices between use of Parent Square & Transparent Classroom (i.e. why does the school use more than one communication system?)
 - Clarification around benefits of Transparent Classroom for specific things including pictures, progress reports that align with Montessori practices, etc

6:05 switch from discussion of previous action items

New business

- WA Charters Climate Survey Monday 2/26 in the View Room
 - **Note needs to be sent out about location of surveying**
- Volunteerism ask from Dawna Engler - what was the parent response?
 - Small number of responses, but some parents in attendance noting they missed the communication
 - Some question around FIT for volunteers, Dawna noting that she is still going to work with teachers/volunteers to workshop that
- Family Engagement
 - Question about casual meeting at Lumberyard - is this a good idea?
 - General agreement, wanting to set a date/time
 - **1st Tuesdays of the month at 5:30pm (or later) agreed upon as a good time**
- **New Co-Chair - Lily Thoren!!**
- Discussion with Kamiak about fundraising, how to organize parents, etc
 - **Discussion around AC exhibit as one example, can students be involved with fundraising & in what capacity**
 - Co-ops in Moscow/Pullman discussed
 - Blood Drive hosting as a way to receive funding
 - Scholastic Fair as a way to receive funding
 - Using social media to look at what other PTAs are doing
 - **Glow party / Kiddie rave (?)**

- **Sub-Councils discussion**
 - Volunteers for grant-writing/fundraising/financials
 - Finance Council and sub-councils
 - Kaitlin Wolff as chair of financial subcouncil
 - Elise Albano working on sub subcouncil focused on grants
 - Maria Ramos as volunteer
 - Becka Miller-McPhee as volunteer
 - Subcouncil for anti-bullying proposed
 - Suggestion to focus on positive culture/community more than anti-bullying
 - Remark that PCM will begin using the Second Steps program following PSD.
 - Suggestion to reach out to Kamiak Elementary principal, who has resources including an anti-bullying program with SEL lessons

Final notes: Logistics

- **When is the next meeting?**
 - **2 weeks from 2/22 is Mar 7, 2024(5:30pm)**
- Share data for student interest in clubs
- **Seek communication/clarification around what the end of YMCA on Wednesdays will mean/look like**

End of meeting: 6:40

Jordan is awesome ^_^

Coversheet

FC (Finance Committee) Report

Section: V. Board Goals, Committee & Council Updates
Item: G. FC (Finance Committee) Report
Purpose: Vote
Submitted by: Aubree Guyton
Related Material: 2. PCM Income Statement 01.2024.pdf
3. PCM Balance Sheet 01.2024.pdf
6c. PCM AP Register 01.2024.pdf
5. PCM Statement of Cash Flows 01.2024.pdf
6d. PCM Non-AP Register 01.2024.pdf
4. PCM BvA 01.2024.pdf
6b. PCM Payroll Report 01.2024.pdf
6a. PCM Auditing Officer Approval 01.2024.pdf
1. PCM Finance Dashboard 01.2024.pdf
6. PCM Payroll and AP Certification 01.2024.pdf

BACKGROUND:

The following payments as audited and certified by the auditing officer, as required by RCW42.24.080, and those expense reimbursements claims certified, as required by RCW 42.24.090, are approved for payment. In addition, payroll payments in the amount of \$82,668.38 are also approved.

General Fund Accounts Payable

Total electronic payments totaling \$188,410.51 and
Check numbers N/A and N/A totaling \$0

Non-AP Cash Disbursements

Total electronic payments totaling \$1,450.01 and
Manual check 1100 totaling \$50.00

Payroll

Total electronic payments totaling \$72,169.52 and
Payroll check numbers N/A totaling \$0

RECOMMENDATION:

**The presentation of the FC recommended financials is the original motion.

The finance committee has reviewed and made the recommendation for the PCM Board of Trustees to adopt the January financials as presented.

Pullman Community Montessori

Profit and Loss

January 2024

	TOTAL			
	JAN 2024	DEC 2023 (PP)	CHANGE	SEP 2023 - JAN 2024 (YTD)
Revenue				
3100 Local Donations	25.00	25.00	0.00	125.00
3198 Sales - School Meals	1,117.10	447.50	669.60	5,266.40
3199 Local Income - misc				2,587.31
3201 Interest Income (Public)	0.02	0.02	0.00	0.10
3520 Private Foundations / Grants	72,952.32		72,952.32	416,952.32
4000 General Apportionment	11,767.95	138,830.08	-127,062.13	493,495.44
4021 Special Education - General Apportionment	3,381.98	1,469.21	1,912.77	8,442.61
4121 Special Education - State	4,731.88	21,781.78	-17,049.90	79,736.68
4155 Learning Assistance	1,148.02	1,215.56	-67.54	5,334.93
4198 State - School Food Service	55.80	45.95	9.85	261.85
4199 Transportation	3,243.99	3,434.81	-190.82	15,075.00
5101 Title 1	11,113.74		11,113.74	11,113.74
5198 Federal - School Food Services (NSLP)	10,468.74	3,064.97	7,403.77	22,776.68
5199 Federal - Misc Grants	26,823.88	718.00	26,105.88	27,901.88
5200 Federal - CSP	23,941.58	54,920.09	-30,978.51	133,326.20
Total Revenue	\$170,772.00	\$225,952.97	\$ -55,180.97	\$1,222,396.14
GROSS PROFIT	\$170,772.00	\$225,952.97	\$ -55,180.97	\$1,222,396.14
Expenditures				
6005 Certificated - Executive Management	7,725.00	7,725.00	0.00	38,625.03
6106 Classified - Operations Staff	9,034.16	8,530.14	504.02	41,316.36
6110 Classified - Instructional Management	6,472.44	6,866.68	-394.24	33,939.16
6196 Nurses	3,677.23	3,567.00	110.23	20,481.25
6198 Classified - Lunch Staff	5,791.25	6,086.28	-295.03	31,585.42
6199 Classified - Transportation Staff	4,238.88	5,383.43	-1,144.55	24,383.01
6270 Certificated - Teachers - Regular	28,705.95	21,172.41	7,533.54	119,541.29
6272 Certificated - Counselors	4,675.58	4,675.58	0.00	25,715.69
6275 Certificated - Teachers - SPED	4,927.96	4,927.96	0.00	24,639.69
6278 Certificated - Stipends	1,833.32	1,833.32	0.00	8,958.27
6371 Classified - Teachers - Substitutes	2,318.02	1,313.34	1,004.68	7,547.28
6373 Classified - Aides - Regular	17,081.76	16,793.23	288.53	96,260.94
6376 Classified - Aides - SPED	9,543.76	7,025.67	2,518.09	43,488.65
6378 Classified - Stipends	3,337.77	1,916.66	1,421.11	15,629.43
7051 Social Security/Medicare/FUTA	5,014.56	4,258.80	755.76	22,592.82
7052 Worker's Compensation Insurance	934.67	860.14	74.53	4,547.17
7053 State Unemployment	1,017.09	222.68	794.41	1,992.70
7055 Retirement Contribution - DRS	10,848.08	9,985.01	863.07	54,280.44
7056 Health Insurance - SEBB	23,671.00	24,750.00	-1,079.00	124,388.00
8010 Legal	1,489.10	1,189.00	300.10	11,807.10
8015 Oversight Fee (3%)	728.22	5,001.94	-4,273.72	17,956.49
8035 Payroll & Accounting Services	10,000.00	10,000.00	0.00	50,000.00

Pullman Community Montessori

Profit and Loss

January 2024

	TOTAL			
	JAN 2024	DEC 2023 (PP)	CHANGE	SEP 2023 - JAN 2024 (YTD)
8040 Special Ed Services	6,565.61	10,921.91	-4,356.30	41,076.03
8050 Contracted Services - Tech	3,234.01	1,586.13	1,647.88	11,164.66
8053 Contracted Services - Misc	1,407.00		1,407.00	6,565.20
8054 Contracted Services - Afterschool		5,019.22	-5,019.22	10,746.46
8060 Dues & Memberships				620.00
8505 Board Expenses	833.33	833.33	0.00	4,166.65
8510 Classroom / Teaching Supplies & Materials	844.07	1,440.78	-596.71	17,293.73
8515 Special Ed Supplies & Materials				1,012.76
8530 Equipment / Furniture		134.85	-134.85	1,138.26
8535 Telephone / Internet	648.47	648.38	0.09	3,225.18
8540 Technology - Hardware		733.06	-733.06	4,390.08
8541 Technology - Software	7,468.59	5,931.72	1,536.87	24,465.91
8565 Office Expense	2,946.67	5,941.62	-2,994.95	16,421.52
8570 Staff Development		38.84	-38.84	7,498.31
8575 Staff Recruitment	29.05		29.05	737.16
8580 Student Recruitment / Marketing	285.00	4,667.72	-4,382.72	5,487.72
8585 School Meals / Lunch	6,459.30	4,191.76	2,267.54	37,510.68
8590 Travel (Staff)		-84.78	84.78	2,254.16
8595 Fundraising				524.39
8599 Transportation (student)	1,131.43	713.30	418.13	8,327.66
9005 Insurance Expense	274.83	1,747.27	-1,472.44	7,734.73
9010 Janitorial	3,253.63	3,947.43	-693.80	16,205.90
9015 Building and Land Rent / Lease	18,417.27	18,417.27	0.00	92,086.35
9020 Repairs & Maintenance Bld	57.67	40.00	17.67	210.69
9045 Interest Expense	3,956.71	2,213.90	1,742.81	14,178.49
Total Expenditures	\$220,878.44	\$223,167.98	\$ -2,289.54	\$1,154,718.87
NET OPERATING REVENUE	\$ -50,106.44	\$2,784.99	\$ -52,891.43	\$67,677.27
Other Expenditures				
9050 Depreciation				19,012.91
Total Other Expenditures	\$0.00	\$0.00	\$0.00	\$19,012.91
NET OTHER REVENUE	\$0.00	\$0.00	\$0.00	\$ -19,012.91
NET REVENUE	\$ -50,106.44	\$2,784.99	\$ -52,891.43	\$48,664.36

Pullman Community Montessori

Balance Sheet

As of January 31, 2024

	TOTAL		
	AS OF JAN 31, 2024	AS OF DEC 31, 2023 (PP)	CHANGE
ASSETS			
Current Assets			
Bank Accounts			
1000 Banner Bank x4353 - PUBLIC Checking	166,304.01	244,071.51	-77,767.50
1001 Banner Bank x4695 - PRIVATE Checking	1,769.20	1,772.20	-3.00
1005 Banner Bank x3234 - PUBLIC Savings	1,095.84	1,095.82	0.02
Total Bank Accounts	\$169,169.05	\$246,939.53	\$ -77,770.48
Accounts Receivable			
1100 Accounts Receivable (A/R)	29,334.92	60,313.43	-30,978.51
Total Accounts Receivable	\$29,334.92	\$60,313.43	\$ -30,978.51
Other Current Assets			
1150 Prepays & Other Assets	30,093.13	25,463.74	4,629.39
Total Other Current Assets	\$30,093.13	\$25,463.74	\$4,629.39
Total Current Assets	\$228,597.10	\$332,716.70	\$ -104,119.60
Fixed Assets			
1501 Fixed Assets-Capitalized Equipment	52,450.78	52,450.78	0.00
1503 Fixed Assets-Leasehold Improvements	540,149.69	540,149.69	0.00
1504 Fixed Assets-Furniture, Fixtures & Other	98,069.49	98,069.49	0.00
1510 Facilities - In Progress	97,544.40	29,592.08	67,952.32
1550 Accumulated Depreciation	-156,681.39	-156,681.39	0.00
Total Fixed Assets	\$631,532.97	\$563,580.65	\$67,952.32
TOTAL ASSETS	\$860,130.07	\$896,297.35	\$ -36,167.28
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2100 Accounts Payable	57,985.02	68,176.95	-10,191.93
Total Accounts Payable	\$57,985.02	\$68,176.95	\$ -10,191.93
Other Current Liabilities			
2101 Accrued Accounts & Payroll Payable	80,236.79	61,144.31	19,092.48
2155 Retirement Payable - DRS	15,106.38	16,993.92	-1,887.54
2156 Health Insurance Payable - SEBB	-38,339.50	-41,019.00	2,679.50
2158 LTD Payable	288.82	315.86	-27.04
Total Other Current Liabilities	\$57,292.49	\$37,435.09	\$19,857.40
Total Current Liabilities	\$115,277.51	\$105,612.04	\$9,665.47

Pullman Community Montessori

Balance Sheet

As of January 31, 2024

	TOTAL		
	AS OF JAN 31, 2024	AS OF DEC 31, 2023 (PP)	CHANGE
Long-Term Liabilities			
2502 Loan Payable - long-term	784,350.87	785,796.15	-1,445.28
2510 Deferred Rent Liability	90,518.81	84,799.84	5,718.97
Total Long-Term Liabilities	\$874,869.68	\$870,595.99	\$4,273.69
Total Liabilities	\$990,147.19	\$976,208.03	\$13,939.16
Equity			
2998 Unrestricted Net Assets	-254,827.66	-258,056.03	3,228.37
2999 Restricted Net Assets	76,146.18	79,374.55	-3,228.37
Net Revenue	48,664.36	98,770.80	-50,106.44
Total Equity	\$ -130,017.12	\$ -79,910.68	\$ -50,106.44
TOTAL LIABILITIES AND EQUITY	\$860,130.07	\$896,297.35	\$ -36,167.28

Pullman Community Montessori

Bill Payment List

January 2024

DATE	NUM	VENDOR	AMOUNT	MEMO/DESCRIPTION
1000 Banner Bank x4353 - PUBLIC Checking				
01/03/2024	EFT	Nathaniel A Porter	-25.00	
01/03/2024	EFT	Nathaniel A Porter	-25.00	
01/03/2024	EFT	True Measure Collaborative	-1,791.67	
01/03/2024	EFT	True Measure Collaborative	-1,791.67	
01/03/2024	EFT	Joule Growth Partners	-10,000.00	
01/03/2024	EFT	Amazon Capital Services, Inc	-1,515.07	
01/03/2024	EFT	Banner Bank	-5,526.53	
01/04/2024		J & H Printing, Inc	-3,083.78	Multiple invoices (details on stub)-- bill.com Check Number: 211355683
01/04/2024		Washington State Charter Schools Association	-1,186.19	Multiple invoices
01/04/2024		Apex Law Group PLLC	-164.00	Inv 7348
01/04/2024		Ccooper Services	-165.00	Inv 5844-- bill.com Check Number: 211362590
01/04/2024		First Step Internet	-180.00	Inv 1735386-- bill.com Check Number: 211356154
01/04/2024		Friends of Gladish	-40.00	Inv 000123-- bill.com Check Number: 211376149
01/04/2024		Galexis Technologies	-1,845.51	Inv 36291-- bill.com Check Number: 211369852
01/04/2024		Kutak Rock LLP	-1,025.00	Inv 54920-2 / 3322411
01/04/2024		NEWESD 101	-4,875.00	Inv 1242301058-- bill.com Check Number: 211364144
01/04/2024		PresenceLearning, Inc	-6,768.57	Inv INV65706
01/04/2024		Terry's Dairy, Inc	-183.33	Inv 621608-- bill.com Check Number: 211369873
01/04/2024		The Standard Insurance Company	-315.86	Inv 756494 0314 12/1-- bill.com Check Number: 211366514
01/04/2024		Yellow Barn Occupational Therapy, LLC	-570.00	Inv 11/6 - 11/27-- bill.com Check Number: 211374469
01/04/2024		HCA - SEBB	-27,456.00	Acct 600Y12 - Inv 600Y12 12.16.23-- bill.com Check Number: 211377678
01/02/2024	EFT	Raza Development Fund, Inc (v)	-3,340.80	
01/09/2024	EFT	Great American Insurance Group	-1,472.44	
01/12/2024	EFT	Great American Insurance Group	-274.83	
01/11/2024	EFT	URM Stores Inc	-3,580.05	
01/05/2024		Wild Mutt Handyman Services	-67,952.32	
01/17/2024	EFT	Nathaniel A Porter	-25.00	
01/18/2024		Desiree Porter	-587.41	Multiple invoices
01/18/2024		Galexis Technologies	-1,452.33	Multiple invoices (details on stub)-- bill.com Check Number: 211572676
01/18/2024		Terry's Dairy, Inc	-422.54	Multiple invoices (details on stub)
01/18/2024		YMCA of the Palouse	-5,019.22	Multiple invoices (details on stub)-- bill.com Check Number: 211572202
01/18/2024		Cleaning Concepts Janitorial	-3,253.63	Inv 0001126-- bill.com Check Number: 211571951
01/18/2024		Frost Brown Todd LLP	-1,014.10	Inv 210421264
01/18/2024		Kutak Rock LLP	-475.00	Inv 3337421
01/18/2024		Nimble Hiring, PBC	-6,500.00	Inv 23240076-- bill.com Check Number: 211563781
01/18/2024		PresenceLearning, Inc	-4,773.94	Inv INV66733
01/18/2024		Radio Palouse, Inc - Pullman Radio	-814.44	Inv 33736
01/19/2024		Scott Hume	-24.17	Inv 11/20 Walmart

Pullman Community Montessori

Bill Payment List

January 2024

DATE	NUM	VENDOR	AMOUNT	MEMO/DESCRIPTION
01/22/2024		Letty Rising LLC	-1,009.11	Inv 12/28 Alaska Air
01/17/2024	EFT	WA Dept of Retirement Systems	-17,886.00	
Total for 1000 Banner Bank x4353 - PUBLIC Checking			\$ -	
			188,410.51	

Pullman Community Montessori

Statement of Cash Flows

November 2023 - January 2024

	NOV 2023	DEC 2023	JAN 2024	TOTAL
OPERATING ACTIVITIES				
Net Revenue	-77,314.85	2,784.99	-50,106.44	\$ - 124,636.30
Adjustments to reconcile Net Revenue to Net Cash provided by operations:				\$0.00
1100 Accounts Receivable (A/R)	-35,828.92	4,305.19	30,978.51	\$ -545.22
1150 Prepays & Other Assets	1,058.12	1,058.12	-4,629.39	\$ -2,513.15
1550 Accumulated Depreciation	19,012.91			\$19,012.91
2100 Accounts Payable	37,315.69	-40,280.37	-10,191.93	\$ -13,156.61
2102 Banner Bank Mastercard	0.00	0.00	0.00	\$0.00
2101 Accrued Accounts & Payroll Payable	-16,108.75	-7,372.35	19,092.48	\$ -4,388.62
2155 Retirement Payable - DRS	967.49	-1,723.03	-1,887.54	\$ -2,643.08
2156 Health Insurance Payable - SEBB	3,224.50	-897.00	2,679.50	\$5,007.00
2158 LTD Payable	24.31	-66.82	-27.04	\$ -69.55
2171 Use Tax Payable			0.00	\$0.00
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	9,665.35	-44,976.26	36,014.59	\$703.68
Net cash provided by operating activities	\$ - 67,649.50	\$ - 42,191.27	\$ - 14,091.85	\$ - 123,932.62
INVESTING ACTIVITIES				
1510 Facilities - In Progress			-67,952.32	\$ -67,952.32
Net cash provided by investing activities	\$0.00	\$0.00	\$ - 67,952.32	\$ -67,952.32
FINANCING ACTIVITIES				
2502 Loan Payable - long-term	-1,430.94	-1,438.09	-1,445.28	\$ -4,314.31
2510 Deferred Rent Liability	5,718.97	5,718.97	5,718.97	\$17,156.91
2998 Unrestricted Net Assets	-47,573.69		3,228.37	\$ -44,345.32
2999 Restricted Net Assets	47,573.69		-3,228.37	\$44,345.32
Net cash provided by financing activities	\$4,288.03	\$4,280.88	\$4,273.69	\$12,842.60
NET CASH INCREASE FOR PERIOD	\$ - 63,361.47	\$ - 37,910.39	\$ - 77,770.48	\$ - 179,042.34

Pullman Community Montessori
Non-AP Cash Disbursements
 January 2024

	Date	Transaction Type	Num	Name	Memo/Description	Amount
1000 Banner Bank x4353 - PUBLIC Checking						
	01/02/2024	Expenditure		Facebook (v)	FACEBK Y23XPWPLA 1601 Willow Roa ParkCA C# *876	-260.00
	01/03/2024	Expenditure		Transparent	ACH transparent clas transpar ACH transparent clas transparen CCD ST-M1L3K5Q4T6P5 18	-237.98
	01/04/2024	Expenditure		Banner Bank	Wire Transfer fee	-15.00
	01/10/2024	Expenditure		Magic-Wrighter (e-Funds)	ACH MAGIC-WRIGHTER INVOICE ACH MAGIC-WRIGHTER INVOICE PPD XXXXXX4841	-34.95
	01/10/2024	Expenditure		eFax	J2 EFAX SERVICE 6922 HOLLYWOOD J2 EFAX SERVICE 6922 HOLLYWOOD BLVD 323-817-3205CA C#	-27.29
	01/16/2024	Expenditure		Microsoft	MSFT * E0300QM97 1 Microsoft Way MSFT * E0300QM97 1 Microsoft Way MSBILL.INFOWA C# *876	-29.14
	01/16/2024	Check	1100	WA Office of Superintendent of Public Instruction (v)		-50.00
	01/23/2024	Expenditure		Verizon Wireless	ACH VERIZON WIRELESS PAYMENTS ACH VERIZON WIRELESS PAYMENTS CCD XXXXXXXX4300001 6223	-348.47
	01/31/2024	Expenditure		Gusto		-494.18
Total for 1000 Banner Bank x4353 - PUBLIC Checking						-1,497.01
1001 Banner Bank x4695 - PRIVATE Checking						
	01/02/2024	Expenditure		Banner Bank	Paper statement fee	-3.00
Total for 1001 Banner Bank x4695 - PRIVATE Checking						-\$ 3.00

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**Pullman Community Montessori
FY 22-23 Budget Status Report
Jan-24**

	Actual	Budget	Over/(Under) Budget	% Received / Spent	Forecast	% of Forecast	Notes
Revenue							
Local Support	7,979	46,456	-38,477	17.17%	39,830	20.03%	
State Revenue - General	493,495	1,542,557	-1,049,062	31.99%	1,224,313	40.31%	Drop due to reduced expected AAFTE to 106
State Revenue - Special Purpose	108,851	365,645	-256,794	29.77%	287,154	37.91%	Total loss due to enrollment: \$370k
Federal Revenue	195,119	537,473	-342,355	36.30%	563,842	34.61%	
Grants & Other Sources	416,952	255,000	161,952	163.51%	420,000	99.27%	Added \$50k WA Charters Grant
Total Revenue	1,222,396	2,747,131	-1,524,735	44.50%	2,535,139	48.22%	
Gross Profit	1,222,396	2,747,131	-1,524,735	44.50%			
Expenditures							
Salaries	532,111	1,243,310	-711,199	42.80%	1,072,894	49.60%	Overall \$170k drop in salaries and \$66k drop in benefits
Personnel Taxes & Benefits	207,801	520,876	-313,075	39.89%	454,125	45.76%	
Contracted Services	149,316	366,920	-217,604	40.69%	371,655	40.18%	Various small increases (tech support, credentialing, SPED)
School Operations	164,305	228,499	-64,194	71.91%	228,823	71.80%	
Facility Operations & Maintenance	130,416	326,952	-196,536	39.89%	341,352	38.21%	Janitorial cost increase & increase in interest paid
Contingency		71,034	0	0.00%	0	100.00%	Contingency 100% used
Total Expenditures	1,183,950	2,757,591	-1,502,608	42.93%	2,468,850	47.96%	Fiscal Year Elapsed: 42%
Net Operating Revenue	38,446	-10,460	48,906	-367.55%	66,289	58.00%	School Year Elapsed: 50%
Net Revenue	38,446	-10,460	48,906	-367.55%	66,289	58.00%	
Balance Sheet Expenses							
Bridge Loan Principal	60,679	59,385	1,294	102.18%	61,127	99.27%	
Kitchen Renovations	0	39,000	-39,000	0.00%	0	0.00%	Moved to 24-25 due to construction delays
Balance Sheet Expenditures	60,679	98,385	-37,706	61.68%	61,127	99.27%	
All Expenditures	1,244,629	2,855,976	-1,611,347	43.58%	2,529,977	49.20%	
Board Approved Expenditures	2,855,976						

**Pullman Community Montessori
Payroll Summary**

Jan-24



Pay Code Totals

Custodian / Bus Driver	3,751.74
Kitchen Staff	6,461.20
Office Administration	8,171.81
School Administration	14,614.10
Special Education Staff	6,594.62
Student Support Staff	26,487.66
Substitute Teacher	1,184.61
Teacher	24,754.20
Total	92,019.94

Deduction Totals

State Pension	6,649.38
State Employees Benefits Board	1,936.50
Supplemental LTD	288.82
Wage Garnishments	-
Federal Income Tax	5,327.97
Social Security	2,936.50
Medicare	1,306.21
WA CARES	533.70
WA Workers' Comp Insurance	384.94
WA Family and Medical Leave Insurance	486.40
Total	19,850.42

Benefits Totals

State Pension	9,349.08
State Employees Benefits Board	24,200.00
Social Security	2,936.50
Medicare	1,306.21
WA SUI	548.89
WA EAF	27.66
Health Savings Account	-
WA Workers' Comp Insurance	796.72
Total	39,165.06

Direct Deposit Total 72,169.52

Manual Checks Total -

AUDITING OFFICER CERTIFICATION AND APPROVAL
(CHAPTER 42.24 RCW)

I, the undersigned, do hereby certify under penalty of perjury for the following vouchers, that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against Pullman Community Montessori, and that I am authorized to authenticate and certify so said claim.

Pullman Community Montessori General Fund

January AP register totaling: \$188,410.51

Pay dates within 01/01/24 – 01/31/24

Board Date 02/26/24

Signature of Auditing Officer

Date



Finance Dashboard
January 2024

	Metric <i>Description</i>	Result	Goal	Status	Notes
1.	Current Student Recruitment Count <i>Enrollment is the school's primary revenue driver</i>	84%	100%	●	<i>Current enrollment: 107 (AAFTE: 114.7) Budget: 136 SPED: 20.4 budget, 26 actual</i>
2.	Public Revenue Received as a % of overall budget <i>Measures rate of receipt of public funds to date</i>	33%	38%	●	<i>Enrollment revenue loss will hit in Jan; TBIP application not completed</i>
3.	Private Revenue Received as a % of overall budget <i>Measures progress against fundraising goals</i>	76%	78%	●	<i>All expected grant payments received. Local donations (\$125) goal (\$25k)</i>
4.	Expenditures to date as a % of overall budget <i>Measures actual spending against planned spending</i>	44%	42%	●	<i>Cuts made will help ensure payroll can be made and operations continue but cash will be tight</i>
5.	Cash on Hand <i>Measures operational and financial stability</i>	Current: \$169k	\$446k	●	<i>Not projected to meet 30 days cash. Projection: \$190k (30 days: \$222k)</i>

Additional notes for discussion:

- **Cash:** started process to receive final \$51k grant payment from WA Charters; cash conservation measures started
- **Material Variances (\$10k & 10%):** private foundations/grants (163%, \$161k, accrual rules and additional WA Charters grant)
- **Commission** finance committee meeting

- Current fiscal year count of missing documentation: \$28k

jg^P



Payroll Check Summary

Payroll Runs: 01/10/2024 and 01/25/2024

BOARD CERTIFICATION STATEMENT

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of February 26, 2024, the Board, by a _____ vote, approves payments totaling \$72,169.52. The payments are further identified in this document.

Total Payment by Type:

Payroll Direct Deposit (\$72,169.52)

Manual Checks (\$0)

Secretary	<u>Dorrie Main</u>	Board Member	_____
Board Member	<u>Anna Burton</u>	Board Member	_____
Board Member	<u>Aubree Guyton</u>	Board Member	_____
Board Member	<u>Beverley Wolff</u>		

Accounts Payable Register

January 2024

BOARD CERTIFICATION STATEMENT

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of February 26, 2024, the Board, by a _____ vote, approves payments totaling \$188,410.51. The payments are further identified in this document.

Total Payment by Type:

Electronic Funds Transfer (\$188,410.51)

Manual checks (\$0)

Secretary	<u>Dorrie Main</u>	Board Member	_____
Board Member	<u>Anna Burton</u>	Board Member	_____
Board Member	<u>Aubree Guyton</u>	Board Member	_____
Board Member	<u>Beverley Wolff</u>		



Non-AP Cash Disbursement Register

January 2024

BOARD CERTIFICATION STATEMENT

The following payments were paid during January 2024 but not captured in the AP register. This mostly includes debit card payments, certain EFT payments, manual checks, and private wires.

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of February 26, 2024, the Board, by a _____ vote, approves payments totaling \$1,500.01. The payments are further identified in this document.

Total Payment by Type:

Debit Card / EFT (\$1,450.01) – comprised mostly of automatic charges (Gusto – payroll provider, Verizon, Microsoft) and
 Manual Checks (\$50) - OSPI

Secretary	<u>Dorrie Main</u>	Board Member	_____
Board Member	<u>Anna Burton</u>	Board Member	_____
Board Member	<u>Aubree Guyton</u>	Board Member	_____
Board Member	<u>Beverley Wolff</u>		



For the Board Minutes

The following payments as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursements claims certified, as required by RCW 42.24.090, are approved for payment. In addition, payroll payments in the amount of \$82,668.38 are also approved.

**General Fund
Accounts Payable**

Total electronic payments totaling \$188,410.51 and
Check numbers N/A and N/A totaling \$0

Non-AP Cash Disbursements

Total electronic payments totaling \$1,450.01 and
Manual check 1100 totaling \$50.00

Payroll

Total electronic payments totaling \$72,169.52 and
Payroll check numbers N/A totaling \$0

Coversheet

Consider 2023-24 Revised Budget

Section: V. Board Goals, Committee & Council Updates
Item: I. Consider 2023-24 Revised Budget
Purpose: Vote
Submitted by:
Related Material: PCM 23-24 Budget 20240220.xlsm

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](#):

PCM 23-24 Budget 20240220.xlsm

Coversheet

Academic Update - Follow up

Section: VI. Other Business
Item: A. Academic Update - Follow up
Purpose: FYI
Submitted by:
Related Material: 11824 Educational Excellence Update.pdf



PULLMAN COMMUNITY
MONTESSORI

Educational Excellence UD

1-18-24 Board Meeting



Agenda

1

PCM's key assessments to measure success?

2

Reground on vision and plan

3

2022-23 Results and Growth

4

2023-24 Baseline - Fall 2023 Results

Goals & Response

5

2023-24 Responses to Needs

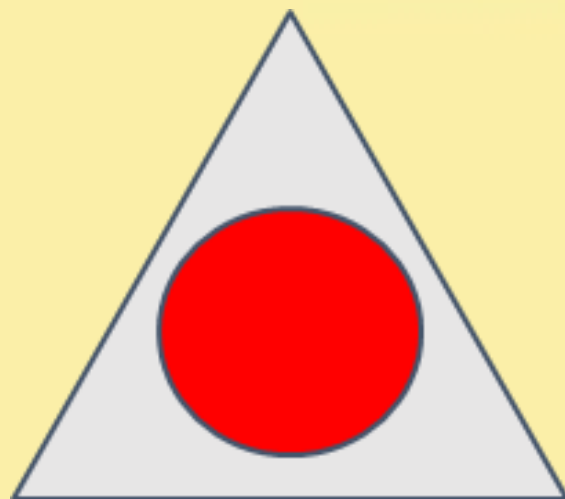
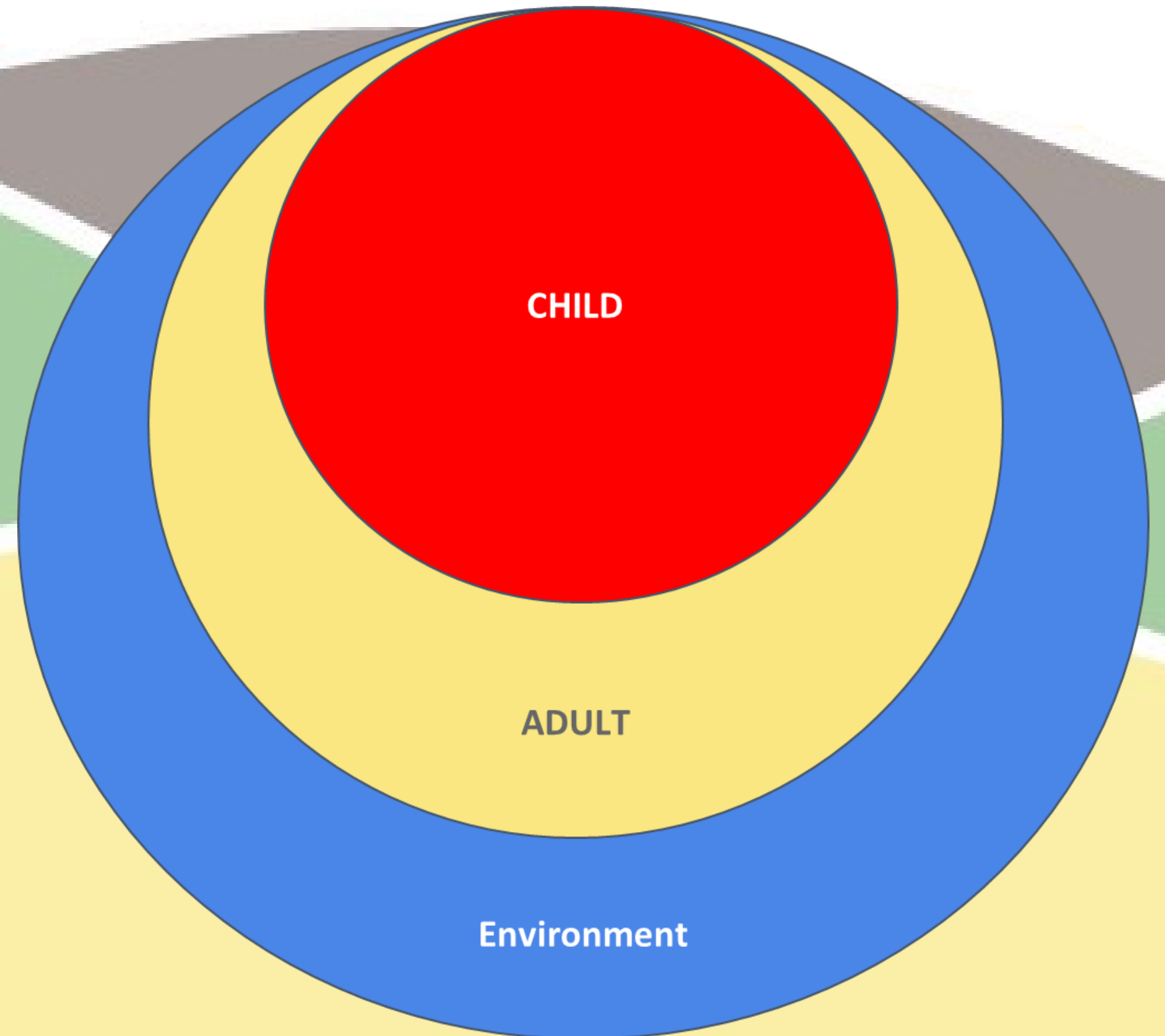
PCM's Program

Driven by data

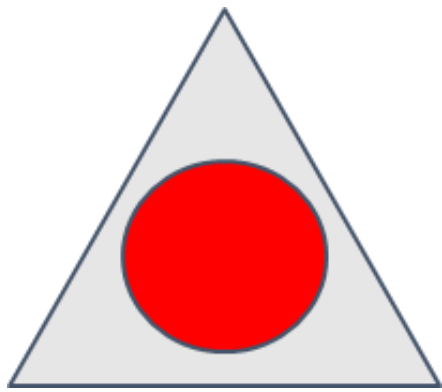
Culture of Continuous Cycle of Improvement

Focused on growth!

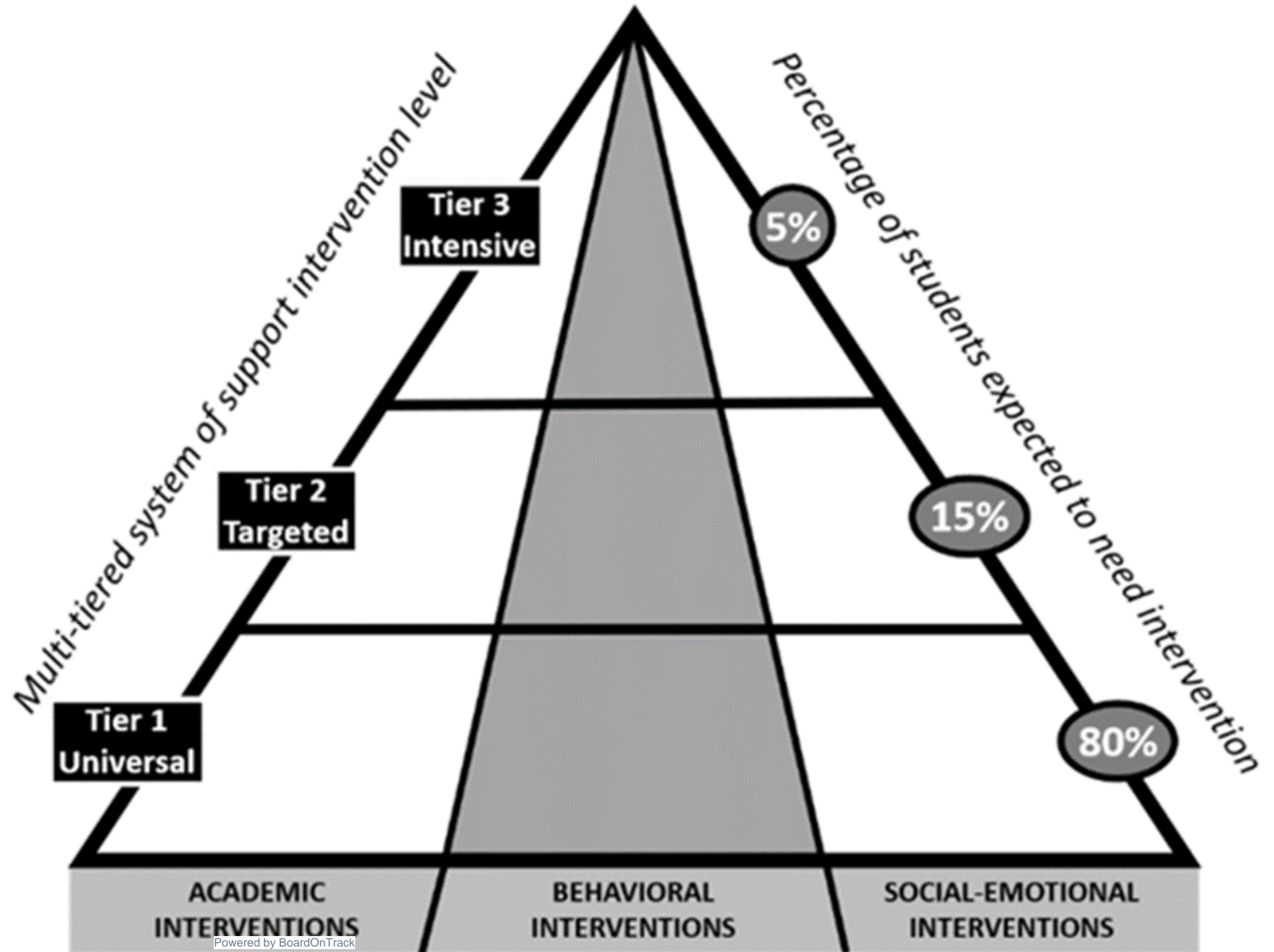
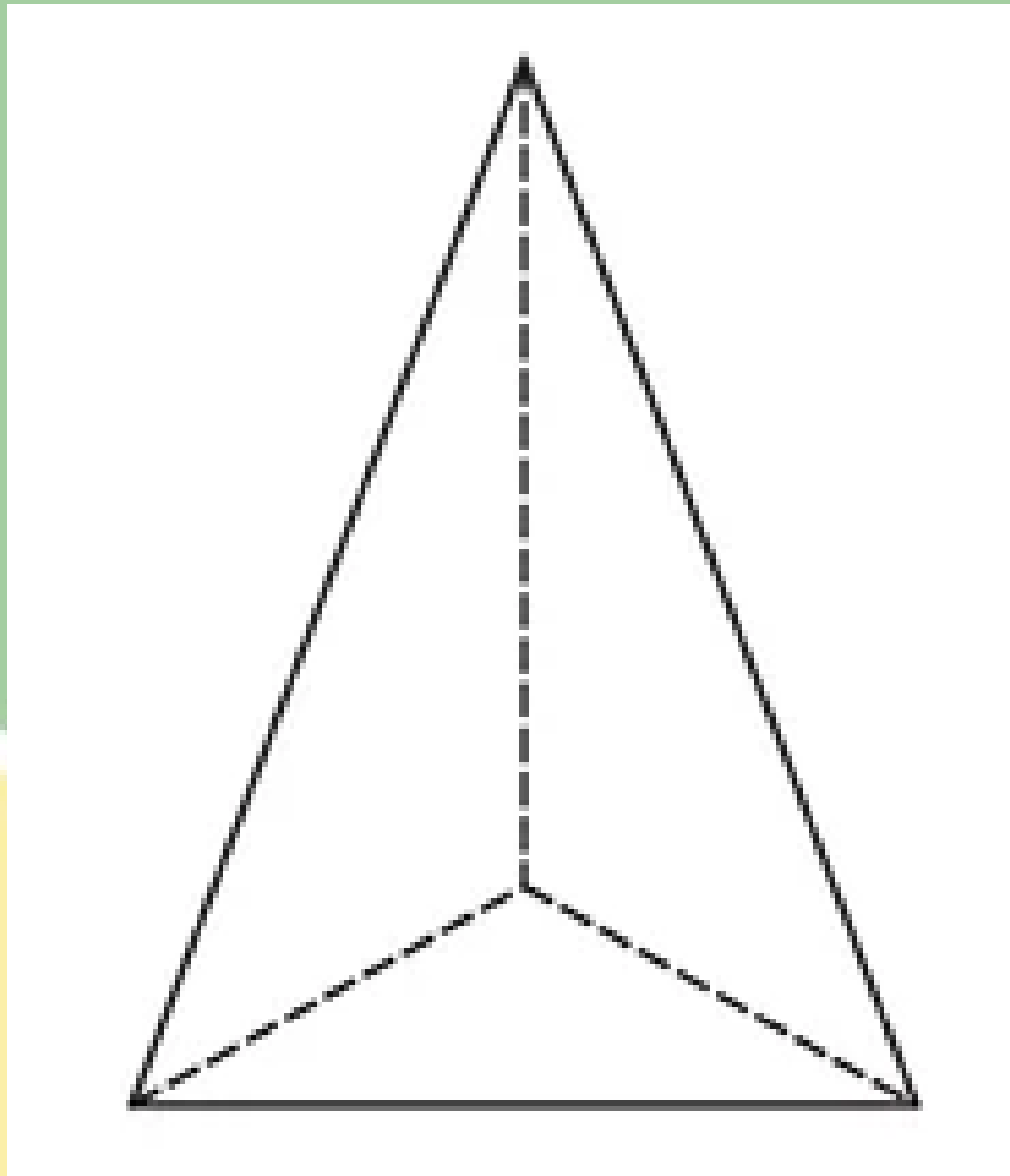
All with the intent of supporting human flourishing



Child at the CORE



PCM's Program



Tier I & II Curriculum -MATH-

Tier I Universal Curriculum

- Montessori Scope & Sequence
- Xtra Math
- Saxon Math (OE & AC)

Tier II Targeted Curriculum (some Tier III use as well)

- Increased frequency and duration of Montessori Scope and Sequence
- Hawthorne Math Intervention Manual
- Xtra Math (Title 1)
- Zearn (Title 1)

Tier I & II Curriculum -ELA-

Tier I Universal Curriculum

- Montessori Scope & Sequence
- Supplemental Programs: Primary Phonics, Biome Readers, Jr. Great Books

Tier II Targeted Curriculum (some Tier III use as well)

- Increased frequency and duration of Montessori Scope and Sequence
- Small group instruction in Fluency & Reading Comprehension
- Lexia (LAP)
- Kid Lips (LAP)
- Heggerty (LAP)
- Phonics and sight word intensive practice (LAP)

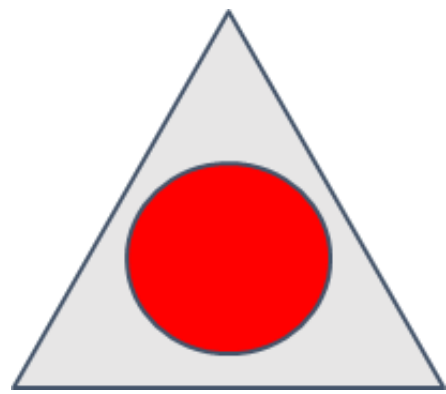
Tier I & II Curriculum -EF/SEL-

Tier I Universal Curriculum

- Montessori Grace & Dignity Lessons
- Teacher resourced Social Justice lessons
- Teachers created LEADERS lessons
- Positive School Culture lessons
- Zones of Regulation (K-3rd grade)
- Super Flex (4th - 9th grade)
- OWEL Health / Safety / Sexuality
- Second Step Bullying Prevention Curriculum (K-5th)
 - Counselor custom designed for 6th-9th

Tier II Targeted Curriculum (some Tier III use as well)

- Small group targeted instruction, role play, interactive practice



PCM's Appraisal System

NWEA MAP

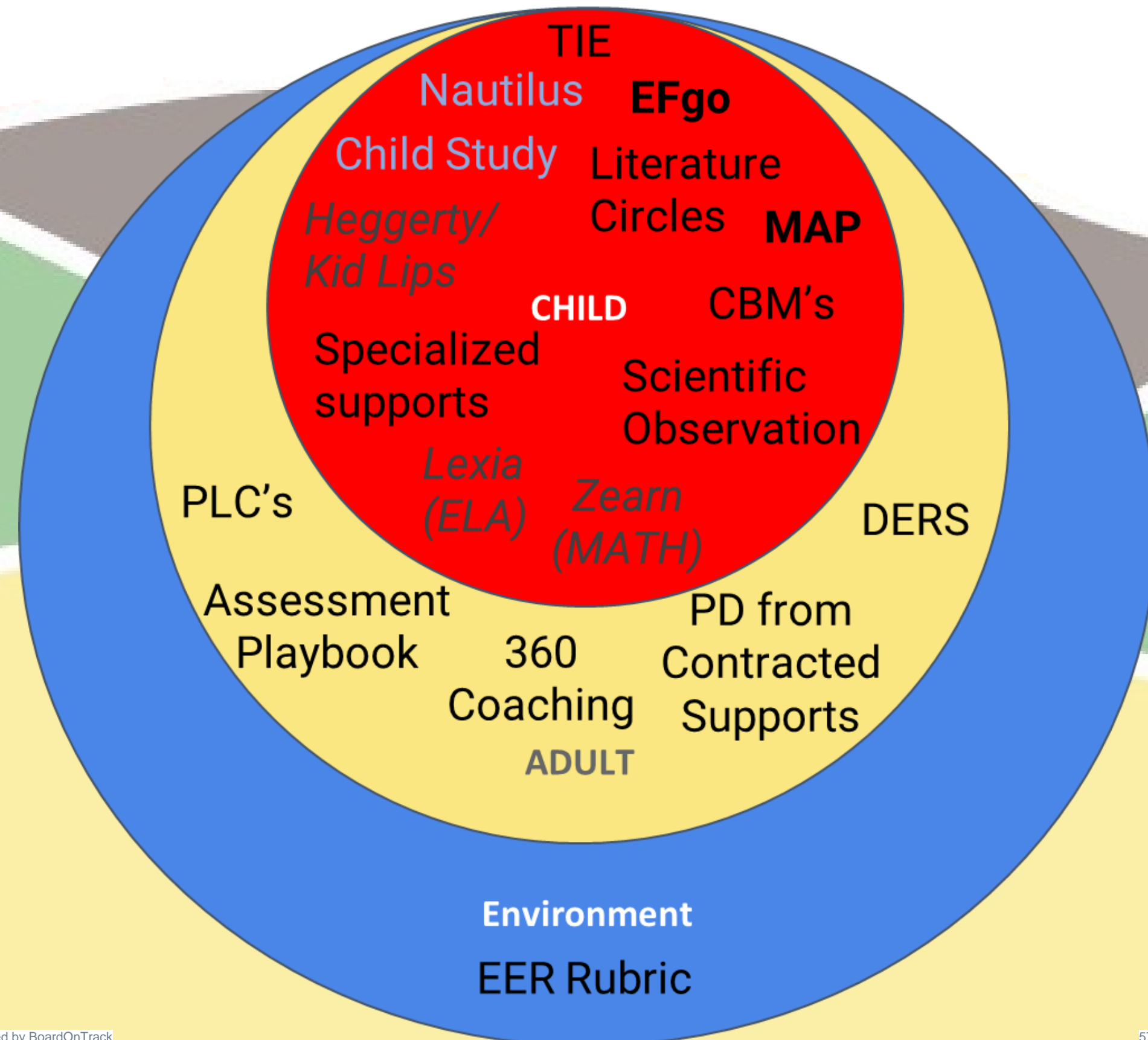
Northwest Education Association Measure of Academic Progress

MEFS/EFgoPro

Executive Function & Social Emotional Learning

Non quantitative:

- Concentration
- Self-direction
- Self-management



Where we are: what was the plan

- Logic model -- 1-3 Roadmap

RESOURCES	ACTIVITIES & INTERVENTIONS	OUTPUTS	SHORT & LONG-TERM OUTCOMES
<ul style="list-style-type: none"> • Schoolwide competency-based evaluation system supported by a robust LMS • Standards-aligned curriculum with common language • Data-driven coordination of services with MTSS framework (academic, behavioral, SEL) • Quality consultants and advisors • AMI-aligned Montessori materials • SPED Program leader • NEW ESD 101 departments 	<ul style="list-style-type: none"> • Developmentally appropriate age-grouped classrooms • Self-directed learning environment • Learning through action and community • AM and PM blocks of uninterrupted work time • Seamless integration of place-based practices and SEL competencies • Schoolwide annual alignment check • Establish culture of high expectations for ALL • Employ MTSS • As-needed support from NEW ESD 101 coordinated by SPED Program Leader 	<ul style="list-style-type: none"> • ≥95% attendance rate • ≥85% achieve annual growth on MEFS and in SEL competencies • 100% maintain an active Personalized Work Plan • 100% engage in place-based project learning • PCM meets or exceeds educational performance framework and NWEA MAP model-specific goals 	<p>Years 1-3</p> <p><u>Educational</u></p> <ul style="list-style-type: none"> • Students buy into culture • Discipline/referral rates are low • Student growth is increased

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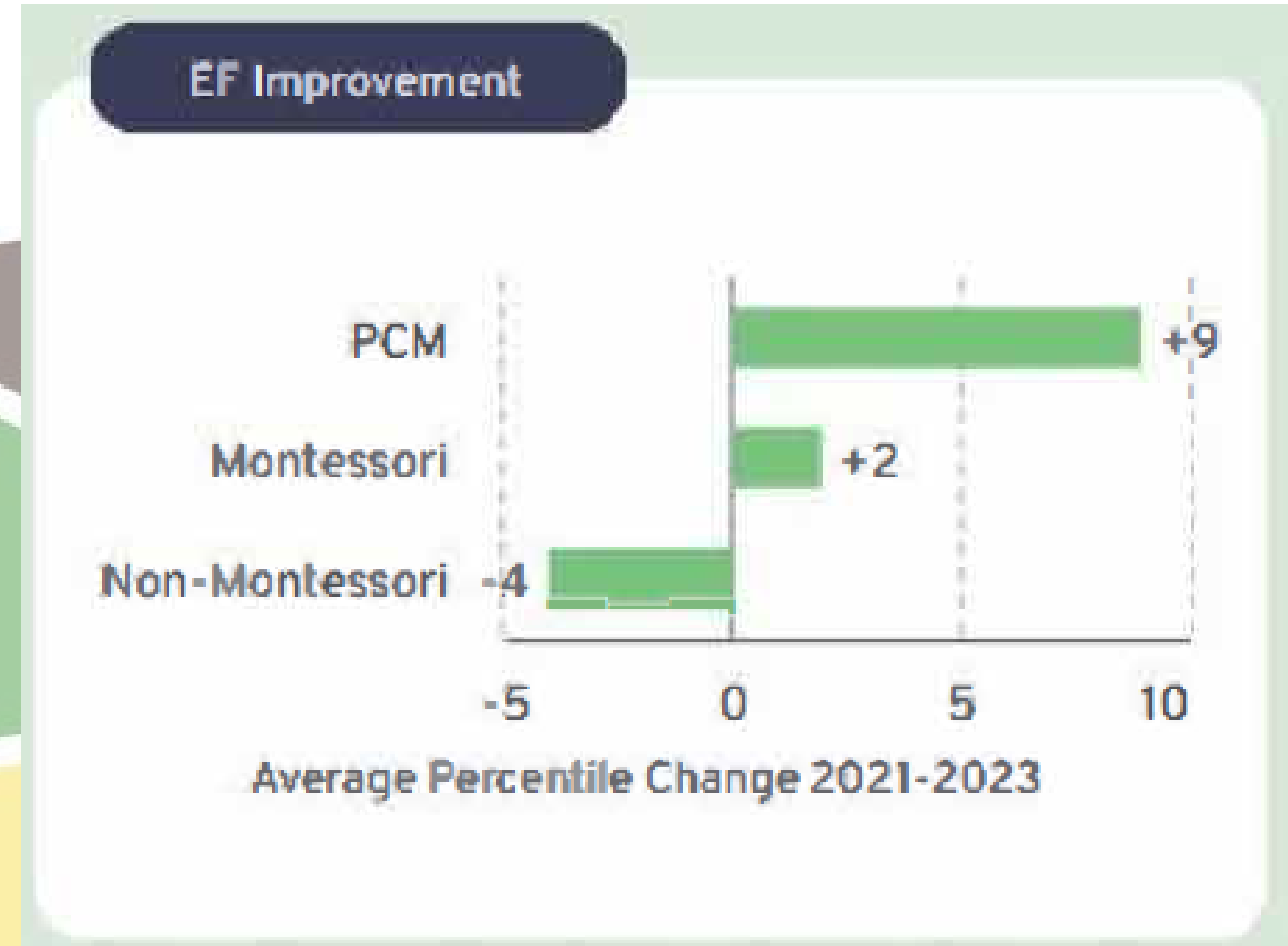
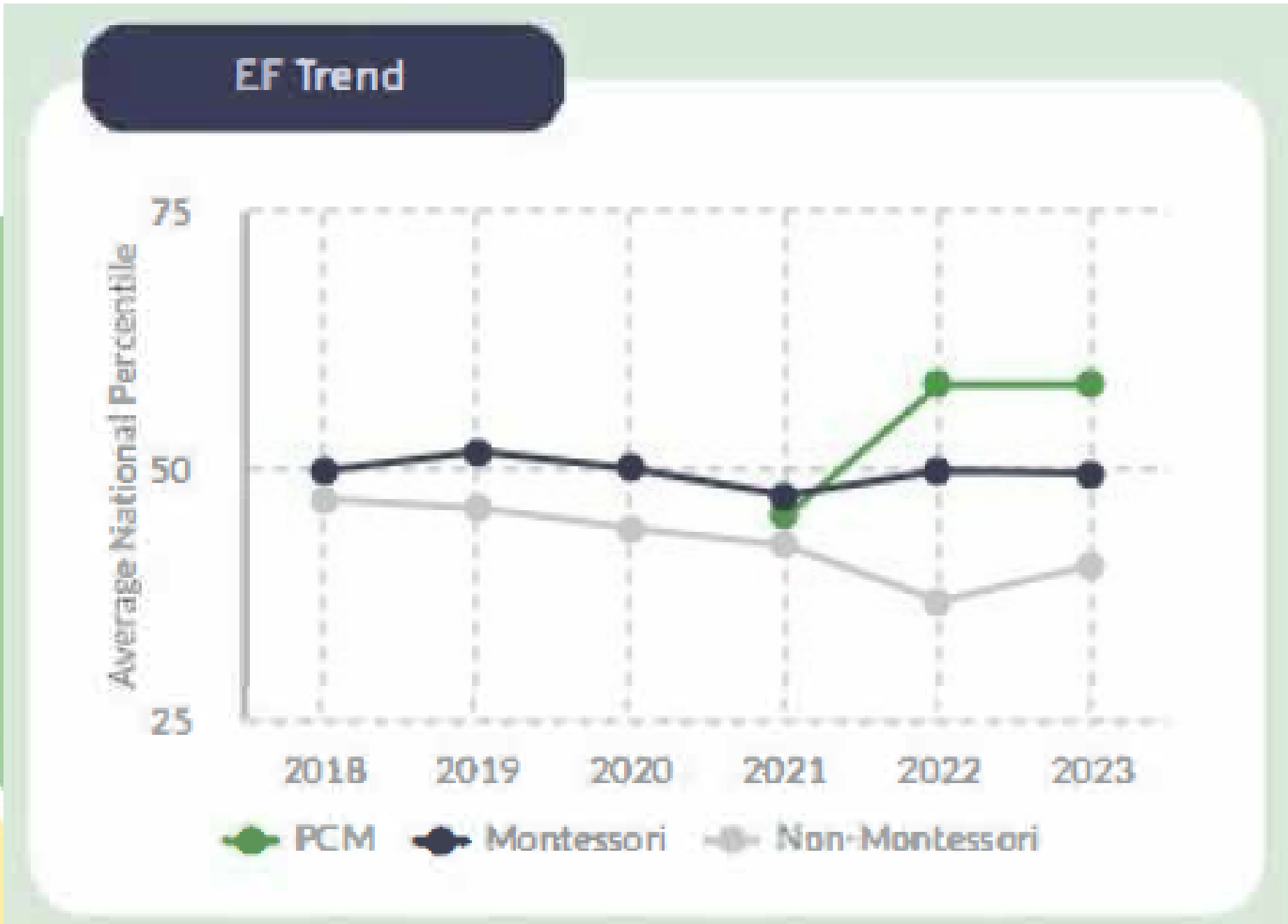
Big Picture Measures of Progress

-SEL-

EFgo - Measure by having students 'play' a 5 minute game that uses the Minnesota Executive Function Scale (MEFS). The MEFS is the gold-standard objective measure of EF used in scientific research. More than 100,000 individuals from age 2-18 have taken the MEFS.

Executive Function (EF) skills help the brain organize and act on information and are directly related to social-emotional fluency. These skills enable us to pay attention, plan, remember things, prioritize, and stay on task. These skills are often categorized as our working memory, cognitive flexibility, and impulse control. EF skills are key to academic, social, and life success. Unlike IQ, EF skills can be improved with reflection and practice.

SEL Growth



The MEFS results for each child are adjusted to reflect their standing in a national percentile, considering their age group. The MEFS scores for each child reflect their standing, individual scores are then averaged to present a view of our school's EF measurement, as shown in the charts above.

SEL Baseline - 2022-23 SY



Class National Percentile **58th**



Approaching	Meets-Low	Meets	Meets-High	Exceeds
Scored in the 16th percentile or lower for their age.	Scored in the 17th to 83rd percentile for their age.	Scored in the 84th percentile or higher for their age.		
Immediate instruction is highly recommended	Behavior-informed instruction may be appropriate.	Behavior-informed instruction may be appropriate.		
Standard Score Range: 60-84	Standard Score Range: 85-115	Standard Score Range: 116-140		

Big Picture Measures of Progress

School Specific Goals (Measurement tool of choice = NWEA MAP)

Of the students who score “Lo” or “LoAvg” on their MAP Reading and/or Math in Fall 2023, half of them will achieve their MAP Projected Growth Goals in Math and Reading by the Spring 2024 testing session.

- **EXCEEDS:** >60% of students scoring Lo/LoAvg meet their individual growth projection goals on Spring MAP
- **MEETS:** 50-59% of students scoring Lo/LoAvg meet their individual growth projection goals on Spring MAP
- **DNM:** 35-49% of students scoring Lo/LoAvg meet their individual growth projection goals on Spring MAP
- **Far Below:** <35% of students scoring Lo/LoAvg meet their individual growth projection goals on Spring MAP

NWEA MAP

2022-23 School Specific Goal

READING Results

	F-S Reading Growth	% with achievement AVE or above in F
Whole School	52%	
YE (1, 2, 3)	47%	67%
OE (4, 5, 6)	60%	75%
K (W-S only)	43%	74%

2022-23 School Specific Goal

MATH Results

	F-S Reading Growth	% with achievement AVE or above in F
Whole School	55%	
YE (1, 2, 3)	50%	50%
OE (4, 5, 6)	68%	53%
K (W-S only)	77%	88%

2022-23 Whole School Results

- READING EXCEEDS: >60% of students scoring Lo/LoAvg meet their individual growth projection goals on Spring MAP
 - **PCM = 76% of LAP students met or exceeded their projected growth**
- MATH MEETS: 50-59% of students scoring Lo/LoAvg meet their individual growth projection goals on Spring MAP
 - **PCM = 50% of Title 1 students met or exceeded their projected growth**

What trends do we see for students who we've had for 2 years -- MAP Data

- Math, biggest average growth was for students in the LowAvg and HighAvg category
- ELA, biggest average growth was for students in the Low - Avg category

SBA Reflection

SBA Testing begins in 3rd grade (3-8 and 10th)

WCAS is assessed in grades 5, 8, 11

** PCM has **very** small #'s of students comparably so statistically accurate comparisons are difficult when looking at group results

Big Picture Academic Performance

% of students who MET

WA Charter Comparisons

Charter Sector

Home Districts*

State

* Home district is defined as the traditional public school in which a charter public school is located. The home district comparisons are grade level matched with each charter school. All data <5 is suppressed.

ACADEMIC PERFORMANCE

OSPI

Smarter Balanced Assessment (SBA) Spring '23, Student Growth Percentile (SGP)

SBA ELA

52.4%

53.5%

50.7%

SGP ELA

Spring 2022-23 SGP results to be published here, once available.

SBA Math

39.2%

39.0%

39.1%

SGP Math

Spring 2022-23 SGP results to be published here, once available.

Charter Public Schools

		ELA		Math		Science	
		All		All		All	
		2021-22	2022-23	2021-22	2022-23	2021-22	2022-23
Catalyst: Bremerton	All Grades	57.7%	48.8%	49.2%	45.1%	44.4%	51.0%
Impact: Puget Sound Elementary	All Grades	56.8%	53.0%	52.4%	51.7%		48.8%
Impact: Salish Sea Elementary	All Grades		37.5%		41.7%		
Lumen High School	All Grades						
Pinnacles Prep	All Grades	51.9%	42.5%	33.0%	28.7%		31.1%
PRIDE Prep	All Grades	45.7%	54.6%	23.8%	25.0%	39.8%	38.1%
Pullman Community Montessori	All Grades	37.5%	30.0%	16.7%	30.0%		63.6%
Rainier Prep	All Grades	50.6%	60.6%	37.7%	50.3%	34.4%	39.5%
Rainier Valley Leadership Acade..	All Grades	26.2%	27.2%	8.7%	10.9%	20.9%	18.6%
Spokane International Academy	All Grades	59.2%	55.8%	44.5%	49.4%	58.1%	53.9%
Summit Atlas	All Grades	50.7%	56.5%	32.9%	41.9%	50.4%	39.2%
Summit Olympus	All Grades	49.1%	57.1%	7.3%	17.1%	37.8%	52.4%
Summit Sierra	All Grades	56.3%	60.3%	25.4%	25.4%	37.8%	42.2%
Whatcom Intergenerational Hiq..	All Grades	42.9%	34.8%		13.0%		
Why Not You Academy	All Grades		44.9%		11.5%		

2022-23 SBA Data

PSD (K-HS)



2,687

Students Enrolled
2023-24 School Year



75.4%

Students Attending 90% or
More of School Days
2022-23 School Year

66.7%

Met ELA*
Standards

56.6%

Met Math
Standards
Spring 2023

66.1%

Met Science
Standard



#####

Graduated in 4 Years
2022-23 School Year



43.7% **38.9%**

High Math
Growth

High ELA*
Growth

2022-23 School Year

PCM (K-6th)



118

Students Enrolled
2023-24 School Year



43.8%

Students Attending 90% or
More of School Days
2022-23 School Year

30.0%

Met ELA*
Standards

30.0%

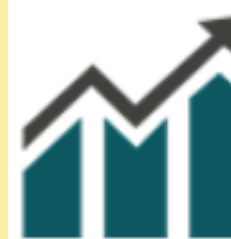
Met Math
Standards
Spring 2023

63.6%

Met Science
Standard



Graduated in 4 Years
2022-23 School Year



26.7% **29.4%**

High Math
Growth

High ELA*
Growth

2022-23 School Year

Kindergarten
Readiness = 57.8%

Kindergarten
Readiness = 70%

40%, 23.5% Typical
33.3%, 47.06% Low

*ELA = English Language Arts

2022-23 SBA Data - Detailed Distribution

All Students

	General (SBA and WCAS)		
	ELA	Math	Science
Percent Level 1	33.3%	53.3%	36.4%
Percent Level 2	36.7%	16.7%	0.0%
Percent Level 3	13.3%	20.0%	54.5%
Percent Level 4	16.7%	10.0%	9.1%
Percent Met Standard	30.0%	30.0%	63.6%

2022-23 SBA Data - Look at Equity

Where do we see highest medium growth percentiles?

ELA (ALL students SGP 35th)

Students with disabilities (61st SGP)

Low Income (79th SGP)

Highly Capable (79th SGP)

Gender X (77th SGP)

Math (All students SGP 43rd)

Highly Capable (79th SGP)

Female (66th SPG)

Gender X (62nd SGP)

**WHERE IS OUR GROWING
STUDENT POPULATION
THIS YEAR (2023-24)**

Fall 2023-24: Reading

Achievement Overview

Pullman Community Montessori School | Reading

Grade	Achievement Fall 2023-2024 Median and Distribution	Number of Students
All Grades		86

Percentiles Key ● 1st - 20th ● 21st - 40th ● 41st - 60th ● 61st - 80th ● >80th

Rostered Winter 2023-2024
Tested Fall 2023-2024

School Profile

Achievement by Grade

Pullman Community Montessori School | Reading

Grade ↑	Achievement Fall 2023-2024 Median and Distribution	Sort by	Number of Students
Grade 1		-- select an option --	28
Grade 2			19
Grade 3			12
Grade 4			11
Grade 5			
Grade 6			
Grade 7			

Percentiles Key ● 1st - 20th ● 21st - 40th ● 41st - 60th ● 61st - 80th ● >80th

Rostered Winter 2023-2024
Tested Fall 2023-2024

Fall 2023-24: Math

Achievement Overview

Pullman Community Montessori School | Math K-12

Grade	Achievement Fall 2023-2024 Median and Distribution	Number of Students
All Grades		86

Percentiles Key ● 1st - 20th ● 21st - 40th ● 41st - 60th ● 61st - 80th ● >80th

Rostered Winter 2023-2024

Tested Fall 2023-2024

Achievement by Grade

Pullman Community Montessori School | Math K-12

Grade ↑	Achievement Fall 2023-2024 Median and Distribution	Sort by	Number of Students
		<input type="text" value="-- select an option --"/>	
Grade 1			29
Grade 2			19
Grade 3			12
Grade 4			11
Grade 5			[REDACTED]
Grade 6			
Grade 7			

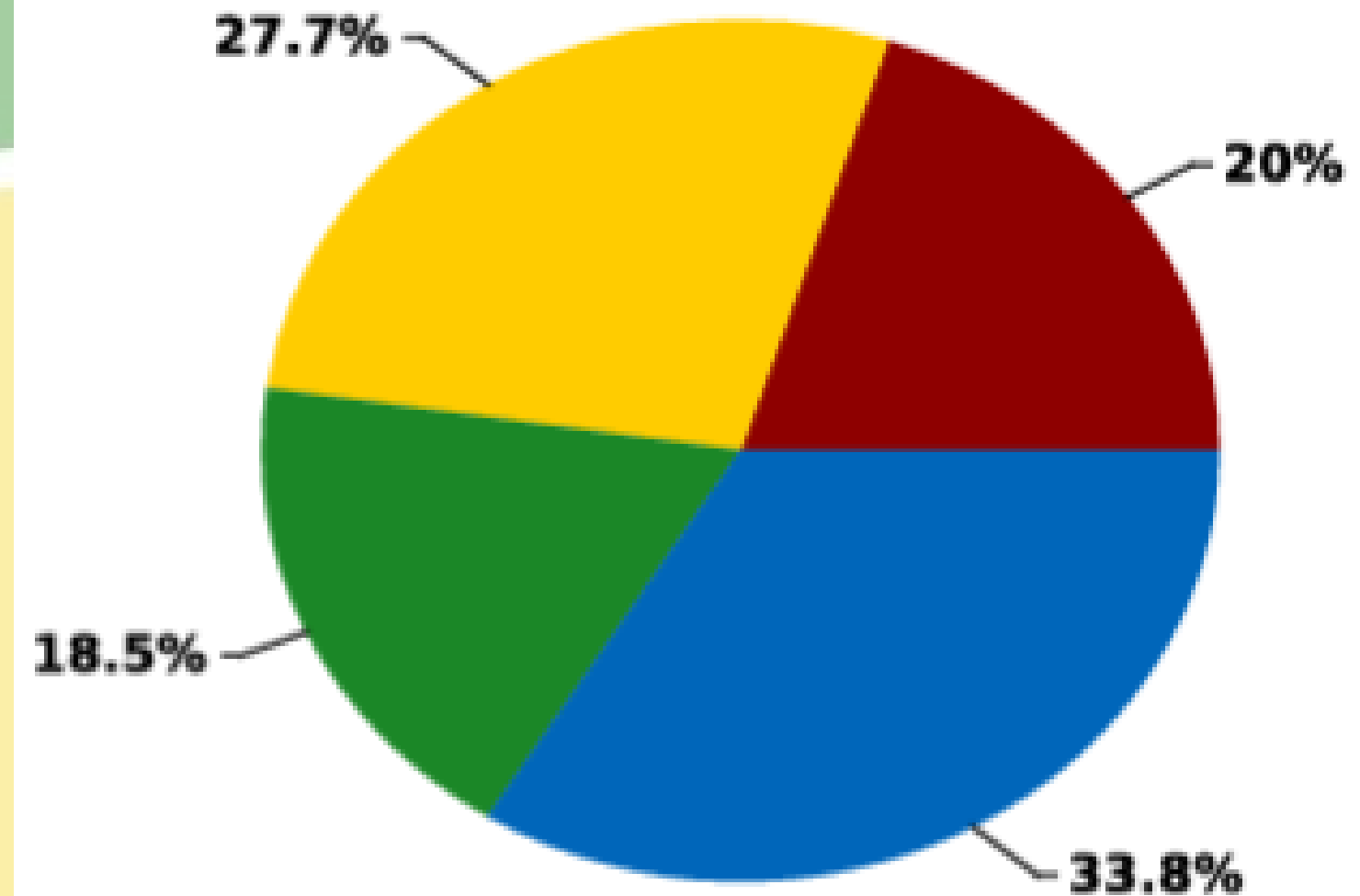
Percentiles Key ● 1st - 20th ● 21st - 40th ● 41st - 60th ● 61st - 80th ● >80th

Projected Proficiency - S 2024 SBA (Academic - ELA)

Of the students eligible to actually take the ELA SBA the following was *projected* based on Fall scores:

3rd - 7th Grade:
20% L1, 28% L2, 19% L3, 34% L4

Grade	Student Count	Level 1		Level 2		Level 3		Level 4	
		Count	Percent	Count	Percent	Count	Percent	Count	Percent
2	20	5	25.0%	9	45.0%	2	10.0%	4	20.0%
3	13	3	23.1%	4	30.8%	2	15.4%	4	30.8%
4	11	3	27.3%	1	9.1%	1	9.1%	6	54.5%
5	8	1	12.5%	2	25.0%	2	25.0%	3	37.5%
6	7	0	0.0%	1	14.3%	3	42.9%	3	42.9%
7	6	1	16.7%	1	16.7%	2	33.3%	2	33.3%
Total	65	13	20.0%	18	27.7%	12	18.5%	22	33.8%

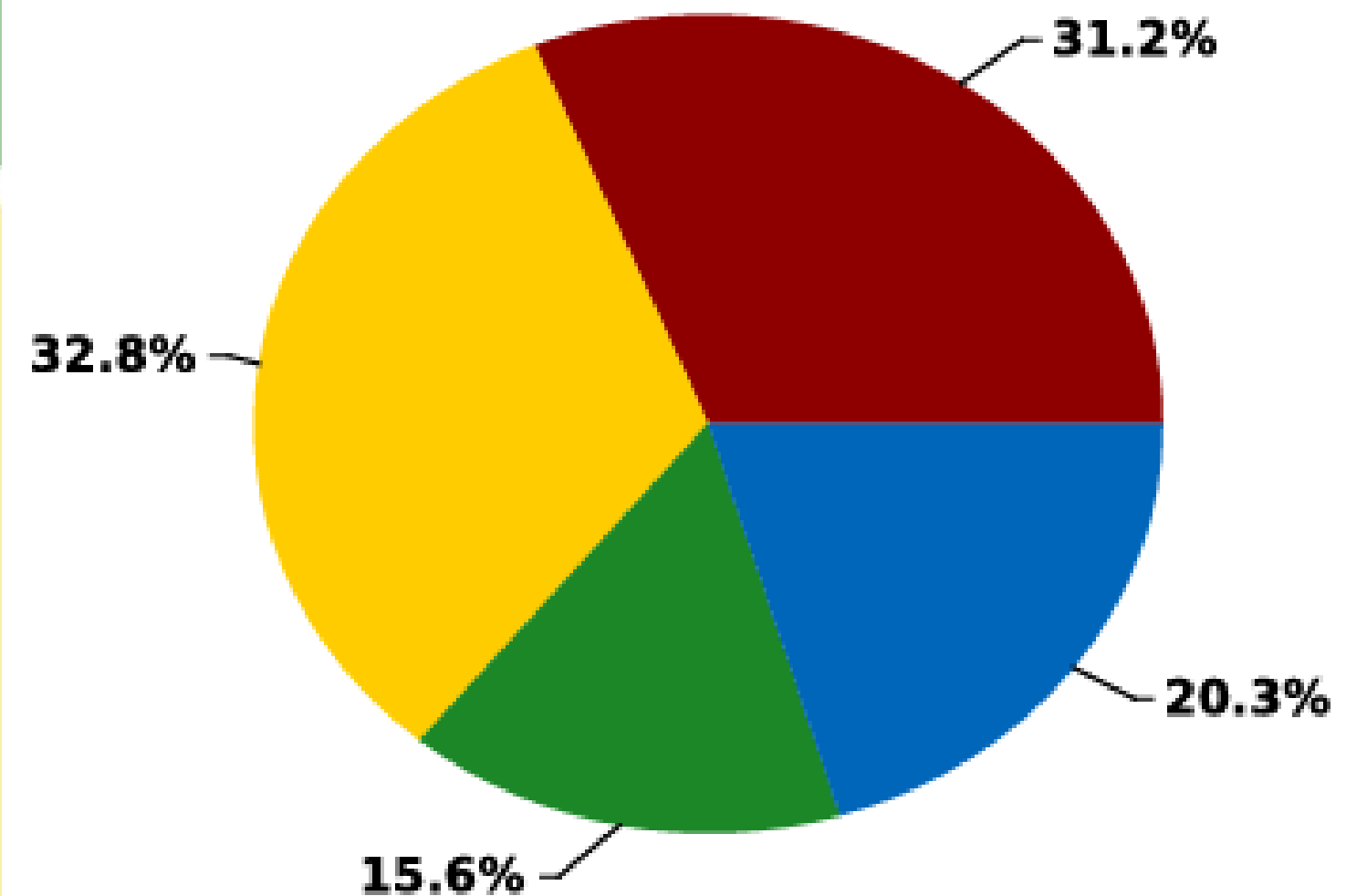


Projected Proficiency - S 2024 SBA (Academic - Math)

Of the students eligible to actually take the MATH SBA the following was *projected* based on Fall scores::

3rd - 7th Grade:
31% L1, 33% L2, 16% L3, 20% L4

Grade	Student Count	Level 1		Level 2		Level 3		Level 4	
		Count	Percent	Count	Percent	Count	Percent	Count	Percent
2	20		20.0%		40.0%		15.0%		25.0%
3	13		23.1%		30.8%		15.4%		30.8%
4	11		45.5%		18.2%		18.2%		18.2%
5	7		57.1%		28.6%		0.0%		14.3%
6	7		28.6%		28.6%		28.6%		14.3%
7	6		33.3%		50.0%		16.7%		0.0%
Total	64	20	31.2%	21	32.8%	10	15.6%	13	20.3%



RESPONSIVENESS TO NEEDS.....

2023-24 Goals

- Strengthen, refine, systematize SEL programming
- Increase training around de-escalation and Nautilus protocol
- Increase number of trauma-inform restraint trained staff
- Strengthen core ELA & Math programming
- School-wide use of MCSA (Montessori Curriculum to Standards Alignment albums)
- Increase fidelity and training around the use of Tier II interventions.

RESPONSIVENESS TO NEEDS.....

Actions to expediently attain goals =

- Hired a full-time Counselor - SEL Lead
- Expand relationship with Reflection Sciences
- Increase staff training around SEL, de-escalation
- TMC - targeted coaching, universal design for learning PD
- WA Charters - NWEA MAP Partnership - targeted PD & data analysis
- **One Stone (AC Specific)
- Teton Science Schools Place Network (TSS)
- Instructional Partners
- Reflection Sciences