

APPROVED



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

## Pullman Community Montessori

# Minutes

### PCM Board of Trustees Meeting

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#### **Date and Time**

Tuesday October 13, 2020 at 5:30 PM

#### **Location**

Due to impacts of COVID-19, PCM board meetings will be held virtually via the Zoom platform until further notices. Thank you for understanding and we look forward to seeing you virtually!

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#### **Trustees Present**

B. Wolff (remote), D. Main (remote), H. Merrill (remote), J. Cassleman (remote), N. Batmunkh (remote), T. Franklin (remote)

#### **Trustees Absent**

*None*

#### **Ex Officio Members Present**

L. Sullivan (remote)

#### **Non Voting Members Present**

L. Sullivan (remote)

#### **Guests Present**

Nate McClennen (6:00 - 6:40) (remote), Yecica Nashid (remote)

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### **I. Opening Items**

#### **A. Record Attendance**

- Discussed need for either longer board meeting or additional meeting - voted for additional meeting
- Reminder to share new committee members names and emails to Laylah so she can add them into BoT
- Reminder to schedule committee meetings through BoT
- Reminder to check in regularly with BoT
- Encouraged to suggest changes to BoT

## **B. Call the Meeting to Order**

J. Cassleman called a meeting of the board of trustees of Pullman Community Montessori to order on Tuesday Oct 13, 2020 at 5:34 PM.

## **C. Approve Minutes**

H. Merrill made a motion to approve the minutes from PCM Board Working Group Meeting on 09-22-20.

T. Franklin seconded the motion.

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

### **Roll Call**

D. Main	Aye
N. Batmunkh	Aye
T. Franklin	Aye
B. Wolff	Abstain
H. Merrill	Aye
J. Cassleman	Aye

## **II. LEADER Team Update - NA this meeting**

### **A. Q&A**

- Leaders update will move to once a month (last meeting of month)
- Business of the month Chamber of Commerce news - we picked up the November spot as well as keeping our spot for March 2021.
- Submitting a COVID relief grant application to WA Charters for \$15K tomorrow.
- Reminder about new footer material, is there anything else that should be added? Bev suggested that mission and vision should be added to the top of the agenda. Useful for many reasons. Henry agreed, as did John.
- Yecica Nashid introduction by Laylah - Yecica is the new branch manager at the Banner Bank in Pullman. Laylah has had discussions about her potentially joining the BoT in the Treasurer position.

## **III. PD or Partnership Time**

### **A.**

## **TSS Place Network Intro and Q&A**

B. Wolff made a motion to move committee reports up while we await guest presenter to arrive.

H. Merrill seconded the motion.

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

- Laylah provided a brief introduction to Nate McClellan from Teton Place Schools
- Nate provided a more detailed introduction to himself and TSS Place Network
- Q&A with Nate
- Our initial Assets Map developed by in collaboration between TSS & Laylah: <https://docs.google.com/spreadsheets/d/1jD4jUudw1Xo23UpPmsTWwerKLPverBq5tq8eq7ZLDRI/usp=sharing>
- Link to draft of TSS and Montessori comparisons: <https://mypcm21.box.com/s/bx45h0mbiikqdihxvm9yi65zm5a9q5rk>

## **IV. Leadership Support & Evaluation Committee**

### **A. LESC Update**

Committee still requires one more member to have a quorum, Bev and Travis will work on recruitment of members.

## **V. Development Committee**

### **A. DC Update**

Reported at the last board meeting.

Will meet tomorrow and provide minutes to the board ahead of reporting at the next board meeting.

## **VI. Governance Committee**

### **A. GC Update**

A new member, Mr Schmitt, has been added to the Governance Committee.

The committee met, minutes included in agenda.

John opened it up to questions.

No questions.

John noted we should still be seeking new board members. Legal and HR are desired acumens.

## **VII. Other Business**

**A. Board Review and Approval for Corporate Memberships**

B. Wolff made a motion to Move board review and approval for Corporate Memberships to next Board meeting.

T. Franklin seconded the motion.

This will be at the special meeting mentioned earlier

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

**B. Board Assessment**

Please let Laylah know if you have not received the BoT invitation to complete the Board Assessment and if you have an questions. The missing link that was indicated in the Agenda to review due date and the why of the board assessment is as follows (<https://mypcm21.box.com/s/lvnsfkn8vj6d5lbzsh192nijgyqi1uhu>).

John suggests allowing yourself some time to complete as it is a detailed survey.

**C. Board Schedule: Looking ahead**

Training at next board meeting will be 5.30 to 7.30.

Be on the look out for a preparation email form Laylah or John.

Come prepared, mentally and HW wise.

Cameras need to be on, contact Laylah or John if this is not feasible. This type of training requires heavy engagement.

**VIII. 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 7:14 PM.

Respectfully Submitted,

H. Merrill

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