Pullman Community Montessori

Minutes

Governance Committee (GC) Meeting

Date and Time
Monday May 3, 2021 at 12:00 PM

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

Committee Members Present
B. Anderson (remote), H. Schmidt (remote), J. Cassleman (remote), L. Sullivan (remote)

Committee Members Absent

None

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

J. Cassleman called a meeting of the Governance Committee (GC) Committee of Pullman Community Montessori to order on Monday May 3, 2021 at 12:07 PM.

C. Approve Minutes

II. Updates, Reports, and Discussion Items

A. Intentions, Outcome, and Efficacy.

Discussed individual ownership model of projects.

John mentioned a need to broaden the conversation and expand input for Governance Committee work such as the DEI statement.

WA Charters will require an equity plan. Guidelines for the plan have the potential guide/frame DEI statement.

B. Goals and Tasks

John will communicate to the board that the guidelines for the equity plan will inform the DEI statement.

III. Action Items

A. Governance Committee Tasks - Update

Laylah - Top priorities include:

(1) Planning around the retreat

- Solicit potential agenda topics from the board
- Brainstorm engaging events that are achievable
- Community building is an objective in itself

(2) Identifying individuals for the Development Committee who have experience with fundraising

- Initial call to action to existing families

        • Investigate/map networks of individuals with fundraising experience

(3) What does an onboarding packet for new board members look like?

        • Owner must collaborate with Laylah to codify onboarding procedures
        • Owner should reach out to board members for their feedback on onboarding
        • Once requirements are compiled, build a shared tracker in Excel/Google Sheets

B. Clarify and establish strategic assumptions (recruitment)

IV. Closing Items

A. Assign tasks

John owns retreat planning and identifying an outcome

Hans owns identifying experienced fundraisers

Brian owns onboarding packet for new board members

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:04 PM.

Respectfully Submitted,
H. Schmidt

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