Pullman Community Montessori

Minutes

PCM Board Meeting

Date and Time
Tuesday April 27, 2021 at 5:00 PM

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

All board meetings are open to the public. Meetings begin at 5:00 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.

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Join Zoom Meeting
https://us02web.zoom.us/j/89620042723?pwd=akVHUTl3elMxSnoxejJwUTRwdEhodz09

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

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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 you 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. If you do not recieve confirmation please email JanW@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!

Trustees Present
A. Guyton (remote), C. Hill (remote), D. Main (remote), J. Cassleman (remote), T. Franklin (remote)

Trustees Absent
B. Wolff

Ex Officio Members Present
L. Sullivan (remote)

Non Voting Members Present
L. Sullivan (remote)

Guests Present
Ayad Rahmani (remote), Kara Lowe (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

J. Cassleman called a meeting of the board of trustees of Pullman Community Montessori to order on Tuesday Apr 27, 2021 at 5:05 PM.

C. Approve Minutes - 3/23/20

A. Guyton made a motion to approve the minutes with amendments from PCM Board Meeting on 03-23-21.

C. Hill seconded the motion.

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

Roll Call

D. Main   Aye

A. Guyton   Aye

B. Wolff   Absent

J. Cassleman   Aye

C. Hill   Aye

T. Franklin   Absent

D. Building our Board Muscles: SCENARIO

Board discussed the scenario presented.

Discussion on the usefulness of continuing these scenario issues - board indicated willingness to continue with these exercises as it was felt they were very useful.

E. DEI and Anti-racism Commitment

Request by J. Casselman that board members review and contribute to the DEI and Anti-racism document.

II. Public Comment

A. Making Public Comments

None.

III. LEADER Team Update

A. March Update

- See leader team March update for all the information. Some points noted:
  - Upper and lower elementary teachers now hired as well as two classroom assistants.
  - 79 students now enrolled.
  - Details on student classification by category will not be available until mid-July.
  - Request by C. Hill to learn more about the new hires - HoS responded that information is being collected and will be shared with the Board and the community when it is able to be shared.

IV. Committee Updates

A. LESC (Leadership Evaluation & Support Committee)

B.

DC (Development Committee)

C. GC (Governance Committee)

D. FC (Finance Committee)

A. Guyton made a motion to approve the March financials.

D. Main seconded the motion.

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

Roll Call

A. Guyton	Aye
C. Hill	Aye
D. Main	Aye
T. Franklin	Aye
J. Cassleman	Aye
B. Wolff	Absent

V. Compliance

A. HOS Update on pre-opening conditions

- We have met all our pre-opening conditions through the end of May and making progress on the June conditions.
- Request made by A. Guyon if the HoS could add an indicator to easily visualize which conditions have been met.

VI. Other Business

A. Planning Year Dashboard

- Procurement update request
  ◦ Procurement of furnishings and materials are 99% complete.
  ◦ Tech will be submitted shortly.

B. YMCA Service Agreement

D. Main made a motion to approve the YMCA MOU as presented.

A. Guyton seconded the motion.

- some discussion with the HoS about baseline costs, number of children.
- The YMCA pricing guide for before-care and after-care will be available soon
- PCM will host an orientation session with parents regarding the YMCA partnership.

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

C. RAZA Loan Finalization

A. Guyton made a motion to approve that the PCM Board of Trustees approves John Cassleman, and Doreen Main when relevant, to act on behalf of the full PCM Board of Trustees to sign all necessary documents to enter into a loan agreement with RAZA Development Fund for both the renovation and bridge loans. Additionally, to approve John Cassleman, and Doreen Main when relevant, to sign forthcoming loan documents that will be first reviewed by Apex Law which will complete the loan closing process.
C. Hill seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. 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 6:04 PM.

Respectfully Submitted,
C. Hill

Documents used during the meeting

- PCM Pre-Opening Meeting (5-6-21).docx
- PCM_YTD_Statement_of_Cash_Flows_March_2021.pdf
- PCM_Forecast_to_Actuals_March_2021.pdf
- PCM_P_L_March_2021.pdf
- PCM_Balance_Sheet_March_2021.pdf
- PCM_Budget_to_Actuals_March_2021.pdf
- PCM_Finance_Dashboard_March_2021.docx
- PCM Planning Year Board Dashboard.xlsx
- PCM-YMCA MOU 3-24-21.pdf
- RAZA Loan Overview and Docs Package.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: 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