

APPROVED



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

Pullman Community Montessori

Minutes

PCM Board Meeting

(Annual Budget Meeting)

Date and Time

Tuesday September 28, 2021 at 5:00 PM

Location

PCM Board of Trustees meetings are held in the Gladish Community and Cultural Center room 100. To increase accessibility we offer a virtual option for attendance. The Zoom link can be found below. If you attend in person please wear a mask upon entry into the building. Thank you for understanding and complying with these safety mitigation measures!

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.

Join Zoom Meeting

<https://us02web.zoom.us/j/89620042723?pwd=akVHUTI3eIMxSnoxeljWUTRwdEhodz09>

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

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. You should receive confirmation of receipt of your written statement within 48 hours of submission. If you do not receive 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), A. Rahmani, B. Wolff (remote), C. Hill (remote), J. Cassleman

Trustees Absent

T. Franklin

Ex Officio Members Present

L. Sullivan

Non Voting Members Present

L. Sullivan

Guests Present

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 Sep 28, 2021 at 5:08 PM.

C.

Approve Meeting Minutes - 8/24

B. Wolff made a motion to approve the minutes from PCM Board Meeting on 08-24-21.

A. Guyton seconded the motion.

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

D. Community Building

Bev shared a quote from Maria Montessori; the board had open discussion about themes that arose for them.

E. DEI and Anti-racism Commitment

Update on consultant options: Laylah shared that Dr. Scott has left his organization, so we are looking for other options for 3 DEI sessions (that WA charters would support).

Clara shared that she will be reading *Why Are All the Black Kids Sitting Together in the Cafeteria? And Other Conversations about Race* and let the board know that others are welcome to join in reading it together.

II. LEADER Team Update

A. August Update

Laylah updated the board on changes to the kindergarten classrooms (combined due to lower numbers than expected for K), staffing, and what a budget revision process looks like.

III. Committee Updates

A. LESC (Leadership Evaluation & Support Committee)

No discussion.

B. DC (Development Committee)

Ayad shared that they are in the process of finding a third individual for the DC. Ayad also shared about local connections he has made and suggestions they provided. He also shared that he has mentioned PCM to the local newspaper and may help formulate a story.

C. GC (Governance Committee)

No discussion.

D. FC (Finance Committee)

Aubree shared revisions to Enrollment & Budget tracking document.

The board had an open discussion about donations, how they are tracked, how they can be used.

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

C. Hill seconded the motion.

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

IV. Compliance

A. 2021-22 Compliance Calendar

Laylah shared the Compliance Calendar and discussed goal markers, student assessments.

V. Equity Pause

A. Inclusion Discussion

John asked the board to consider the question "Who are we not hearing from, and why?"

The board discussed how to connect with people who may not reach out directly.

VI. Other Business

A. Review 2021-22 Board Goals

LESC, GC shared updates on their board goals from the retreat. FC will share next time.

B. Deferred Compensation Program

A. Rahmani made a motion to approve approve the Board Chair, on behalf of the board, to sign the DCP resolution to request PCM participate in the Washington State Deferred Compensation Program.

A. Guyton seconded the motion.

Clara asked a clarifying question about DCP. No further discussion.

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

C. Test To Stay Protocol

PCM has the option to use the "Test to Stay" protocol to shorten the quarantine period experienced by students when they are exposed to or experience symptoms of COVID-19.

C. Hill made a motion to approve the Test to Stay Protocol as presented.

A. Rahmani 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 6:49 PM.

Respectfully Submitted,
C. Hill

Documents used during the meeting

- 1._PCM_Finance_Dashboard_Aug_2021.docx
 - 3._PCM_P_L_August_2021.pdf
 - 2._PCM_Balance_Sheet_August_2021.pdf
 - 5._PCM_Statement_of_Cash_Flows_August_2021.pdf
 - 4._PCM_BvA_August_2021.pdf
 - 2021-22 Compliance Calendar 09-02-2021.pdf
 - Oversight Guidance Manual Final 09-02-2021.pdf
 - DCPResolution - PCM.pdf
 - Test to stay letter.docx
 - Testing Permission (PCM-Family) 2021-22 (Fillable Form).pdf
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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: [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](#)