

APPROVED



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

Pullman Community Montessori

Minutes

PCM Board Meeting

Date and Time

Tuesday November 23, 2021 at 5:15 PM

Location

PCM Board of Trustees meetings are held in the Gladish Community and Cultural Center room 100a. 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 5:15 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 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

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 (remote), B. Wolff (remote), C. Hill (remote), J. Cassleman (remote)

Trustees Absent

M. Medalle

Ex Officio Members Present

L. Sullivan (remote)

Non Voting Members Present

L. Sullivan (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 Nov 23, 2021 at 5:23 PM.

C. Approve Meeting Minutes - 10/26

J. Cassleman made a motion to approve the minutes from PCM Board Meeting on 10-26-21.

A. Rahmani seconded the motion.

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

D. Community Building

Clara led the community-building activity called "Connections."

E. DEI and Anti-racism Commitment

We are scheduling out with Buffalo Cloud Consulting.

II. LEADER Team Update

A. November Update

Laylah shared [HOS update](#).

III. Committee Updates

A. LESC (Leadership Evaluation & Support Committee)

B. DC (Development Committee)

Ayad introduced Melisa to DC committee and progress.

C. GC (Governance Committee)

J. Cassleman made a motion to approve GC committee goals once deadlines added to goals, and that the committee also add recruiting goal.

C. Hill seconded the motion.

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

D. FC (Finance Committee)

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

A. Rahmani seconded the motion.

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

A. Guyton made a motion to approve October financials.

A. Rahmani seconded the motion.

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

E. FC (Finance Committee)

A. Guyton made a motion to approve FC goals.

C. Hill seconded the motion.

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

F. Auditing Officer Appointment

A. Guyton made a motion to appoint Aubree Guyton as the Auditing Officer.

C. Hill seconded the motion.

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

IV. Compliance

A. 2021-22 Compliance Calendar

Updates were provided by Laylah. Can follow up via email if needed.

B. Review OPMA Compliance

Updates were provided by Laylah. Can follow up via email if needed.

V. Other Business

A. SIA Contract

A. Rahmani made a motion to Add SIA contract to today's meeting agenda.

A. Guyton seconded the motion.

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

Laylah shared information about Spokane International Academy and a potential contract to provide operations and admin/compliance support to PCM for the 2021-2022 school year, within financial restraints guided by WA Charters and Joule.

The board discussed the process and procedural elements of this type of motion and decided to discuss further on 11/29 at 5:45pm.

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 7:00 PM.

Respectfully Submitted,

C. Hill

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](#)