

APPROVED



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

## Pullman Community Montessori

# Minutes

### Governance Committee (GC) Meeting

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#### **Date and Time**

Monday November 1, 2021 at 12:00 PM

#### **Location**

Join Zoom Meeting

<https://us02web.zoom.us/j/85244305860?pwd=ZVdNYmd5amJsanpwU2thSFpiWnE3QT09>

Meeting ID: 852-4430-5860

Password: 6302

Dial by your location

(301) 715 8592

(312) 626 6799

(929) 205 6099

(253) 215 8782

(346) 248 7799

(669) 900 6833

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**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!

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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

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### **Committee Members Present**

B. Anderson (remote), H. Schmidt (remote), J. Cassleman (remote)

### **Committee Members Absent**

L. Sullivan

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## **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 Nov 1, 2021 at 12:09 PM.

### **C. Approve Minutes**

## **II. Updates, Reports, and Discussion Items**

### **A. Community Building**

### **B. Goals and Tasks**

Reviewed board goals

Discussed the need for metrics to evaluate progress toward achieving board goals

Committee goals should be measurable and should operationalize board goals

Distinguished between goals (aspirational) and objectives (operational)

What is the 'why' behind the board's goals? This will drive measurement and implementation.

### **C. Board Effectiveness: Accountability, Meetings, and Composition**

#### **III. Action Items**

##### **A. Board Goals & GC Goal Setting**

Possible GC Goal: Ensure that all committee goal are stated as smart goals.

Possible GC Goal: Monitor posting and completion of committee goals. Conduct monthly audits and record

Possible GC Goal: By the end of the year, every committee is consistently using BoT to track goals. Every committee will receive training on using BoT to track goals.

##### **B. Orientation Packet (if needed)**

#### **IV. Closing Items**

##### **A. Assign tasks**

All GC members will come to next meeting with recommendation on additional goals.

Come with name of one person for governance committee.

##### **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

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**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](#)