

APPROVED



PULLMAN PUBLIC
COMMUNITY FREE
MONTESSORI K-9

Pullman Community Montessori

Minutes

PCM Board Meeting

Date and Time

Tuesday February 22, 2022 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, B. Wolff (remote), C. Hill (remote), J. Cassleman, M. Medalle (remote)

Trustees Absent

None

Ex Officio Members Present

L. Sullivan

Non Voting Members Present

L. Sullivan

Guests Present

M. Paolini (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

L. Sullivan called a meeting of the board of trustees of Pullman Community Montessori to order on Tuesday Feb 22, 2022 at 5:29 PM.

C.

Approve Meeting Minutes - 1/25

C. Hill made a motion to approve the minutes from PCM Board Meeting on 01-25-22.

J. Cassleman seconded the motion.

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

D. Community Building

Aubree hosted the community-building activity.

E. DEI and Anti-racism Commitment

Laylah shared that the first DEI training is scheduled for 2.5 hours in March, and upcoming meetings will also be scheduled for April and May.

F. "Governing for Greatness" Book Review

Each board member shared their thoughts on the topic read in Governing for Greatness (Financial Health). Questions posed for the group included what stood out most, and what was most useful? Board members expressed what they'd learned and reflected on future needs.

II. Public Comment

A. Making Public Comments

No members of the public present.

III. LEADER Team Update & Compliance Check-in

A. January Update

Laylah shared staffing and student enrollment updates. Enrollment growth updates/plans also shared, as well as budget updates and compliance updates.

IV. Committee Updates

A. LESC (Leadership Evaluation & Support Committee)

B. Wolff made a motion to accept the midterm evaluation and goals HOS as presented.

C. Hill seconded the motion.

One question posed by Aubree: how do we support Laylah as HOS or where does she get support to reach these goals? Bev shared that Laylah has regular meetings with Travis and with John and also has received offers of support from others on the committee.

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

B. Wolff made a motion to approve the name change from LESC to LSEC (Leadership Support and Evaluation Committee).

C. Hill seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. DC (Development Committee)

Ayad shared updates on development, including potential community resources that the DC will follow up on in a meeting tomorrow. Fundraising events are also being considered for spring. Also looking at branding options.

C. GC (Governance Committee)

John shared that the GC can be a resource to each committee in overcoming any barriers as they arise. (Checking on goals with committees: Are they SMART? Are they being completed?)

D. FC (Finance Committee)

A. Guyton made a motion to approve the January financials as presented.

C. Hill seconded the motion.

Aubree presented the January financial dashboard information.

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

A. Guyton made a motion to approve the revised 2022-23 school year budget as presented.

C. Hill seconded the motion.

Laylah and Matt presented the budget revision narrative reasoning and proposal. The board discussed the importance of enrollment and its impact on the budget proposal.

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

V. Other Business

A. Officer Elections

Tabled until next meeting.

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 7:08 PM.

Respectfully Submitted,

C. Hill

Documents used during the meeting

- WordItOut-word-cloud-4954731 (1) (2).png
- LESC-HOSmidyearReport.docx
- 6c._PCM_AP_Register_January_2022.pdf
- 6b._PCM_Payroll_Report_January_2022.pdf
- 6a._PCM_Auditing_Officer_Approval_January_2022.pdf
- 6._PCM_Payroll_and_AP_Certification_January_2022.pdf
- 5._PCM_Statement_of_Cash_Flows_January_2022.pdf
- 4._PCM_BvA_January_2022.pdf
- 3._PCM_P_L_January_2022.pdf
- 2._PCM_Balance_Sheet_January_2022.pdf
- 1._PCM_Finance_Dashboard_January_2022.pdf
- PCM Budget Revision - Presentation.pdf
- Budget Revision Resolution - PCM 21-22.docx.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](#)