

APPROVED



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

## Pullman Community Montessori

### Minutes

#### PCM Board Meeting

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##### **Date and Time**

Tuesday March 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.

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##### Join Zoom Meeting

<https://us02web.zoom.us/j/89620042723?pwd=akVHUTI3eIMxSnoxejJwUTRwdEhodz09>

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 your consideration. Please email to [board@mypcm.org](mailto: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](mailto:DesireeP@myPCM.org)

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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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#### **Trustees Present**

A. Guyton (remote), B. Wolff (remote), C. Hill (remote), J. Cassleman, M. Medalle (remote)

#### **Trustees Absent**

A. Rahmani

#### **Ex Officio Members Present**

L. Sullivan

#### **Non Voting Members Present**

L. Sullivan

#### **Guests Present**

B. Kiolbasa (remote), M. Paolini (remote)

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### **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 Mar 22, 2022 at 5:21 PM.

#### **C. Approve Meeting Minutes - 2/22**

J. Cassleman made a motion to approve the minutes from PCM Board Meeting on 02-22-22.

C. Hill seconded the motion.

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

#### **D. Community Building**

Bev led the community-building activity.

#### **E. DEI and Anti-racism Commitment**

The board discussed takeaways from the March meeting with Buffalo Cloud Consulting. Participants from that meeting shared takeaways and each also shared a planned next step.

#### **F. Scenario**

The board discussed altering how we present and discuss scenarios for this section of the agenda. Ideas shared included role playing interactions with community/school members, as well as providing scenarios far enough ahead to spend some time thinking about them.

### **II. Public Comment**

#### **A. Making Public Comments**

No members of the public present.

### **III. LEADER Team Update & Compliance Check-in**

#### **A. March Update**

Laylah shared March updates, including the Special Education audit and enrollment number updates.

### **IV. Committee Updates**

#### **A. LESC (Leadership Evaluation & Support Committee)**

LESC will meet again in April.

#### **B. DC (Development Committee)**

#### **C. GC (Governance Committee)**

John shared Task Dashboard and we discussed ways in which committees track goals and can improve goal-tracking processes.

#### **D.**

## **FC (Finance Committee)**

Aubree shared and discussed the February finance dashboard.

## **V. Other Business**

### **A. 2022-23 Academic Calendar**

B. Wolff made a motion to accept the 2022-2023 school year as presented.

A. Guyton seconded the motion.

Laylah shared updates on the process of developing the 2022-2023 academic calendar. The board discussed various pros and cons of changes and weighed priorities. Members shared their reasoning behind their votes.

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

### **B. Officer Elections**

J. Cassleman made a motion to changing Secretary nomination from Clara Hill to Melisa Medale.

C. Hill seconded the motion.

Officer elections were incomplete in August, and as Clara is stepping down this Spring, the board agreed to nominate Melisa.

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

J. Cassleman made a motion to accept the slate of officers as presented.

Chair: John Cassleman

Vice Chair: Bev Wolff

Secretary: Melisa Medale

Treasurer: Aubree Guyton

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

### **C. Fiduciary Training**

Matt presented a PowerPoint with the training. Board members asked questions throughout to clarify points throughout.

### **D. Five-year Budget Projection Update**

Laylah discussed the five-year budget projection and updates to it after this year.

## **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 7:31 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](#)