Pullman Community Montessori

Minutes

PCM Board Meeting

Date and Time
Tuesday May 24, 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=akVHUTl3elMxSnoxejJwUTRwdEhodz09

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 you 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 recieve 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, J. Cassleman, M. Medalle (remote)

Trustees Absent
C. Hill

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

        J. Cassleman called a meeting of the board of trustees of Pullman Community Montessori to order on Tuesday May 24, 2022 at 5:20 PM.

    C.   Approve Meeting Minutes 04-26-22

J. Cassleman made a motion to approve the minutes from PCM Board Meeting on 04-26-22.
The board **VOTED** unanimously to approve the motion.

D. **Approve Special Meeting Minutes 5-10-22**

J. Cassleman made a motion to approve the minutes from Board Meeting--Special on 05-10-22.
The board **VOTED** unanimously to approve the motion.

E. **Community Building**

Board members were invited to list communities they are actively apart of.

Any thoughts on community involvement/parent advisory council. Culture surveys, commission report, and other surveys to serve as additional data points for a June report.

Side note: Last student led tours on 6/15
J. Cassleman made a motion to Move the finance update up in the agenda.
The board **VOTED** unanimously to approve the motion.

F. **DEI and Anti-racism Commitment**

BCC Training Reflection

Reflecting on last BCC session on Tuesday, May 10, ideas on how to put these trainings into action:

- Be cognizant of representation in school communications
- Use intentional language within grant writing, as an example
- Focusing on change within the Self

Educational Equity Plan

Extension to July for conversion

Vote to postpone vote on the proposed Educational Equity Plan
B. Wolff made a motion to Move the vote on the equity plan until the June meeting.
A. Guyton seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Public Comment

A. **Making Public Comments**

No public in attendance.

III. LEADER Team Update & Compliance Check-in

    A. March Update

        High Level Takeaways:

        Read with a grain of salt because some information is difficult to project.

        - Part time para could turn into a full time para for sped
        - 10 students away from estimated enrollment
        - Demographics shifted, best estimated
        - Financials pulled from dashboard
        - Compliance is the same as last presented
        - WA Charters updates have been added
        - Dyslexia screen protocol: robust plan in place, designed by staff
        - Logic model: reminder that it is year 1, hard to compare to anything else, coming out of Covid, we are working toward goals outlined
        - Review of MAPS testing, realistically in future it should be in June, maybe May. However, realistically, it may be July this year depending on timing of other reports for submission.

IV. Committee Updates

    A. LSEC (Leadership Evaluation & Support Committee)

    B. DC (Development Committee)

        Moving forward with reaching out to donors.

        Dev Com meeting 5/25 at 4:30 pm to tour locations Downtown.

        Fall fundraiser: Black Cypress available the first week of October, likely a Sunday.

        Grants: Researching grant opportunities.

    C. GC (Governance Committee)

        Board Goal Tracker: Excel document to monitor progress, including SMART goals

        Development Committee to present goals for vote, moving forward.

    D. FC (Finance Committee)

        - Budget presentation
        - Dashboard looking strong
        - One big change: budget based on actual number of students for the current school year

- Awaiting WA charters grant, ETA this week

A. Guyton made a motion to Approve the April financials as presented.

M. Medalle seconded the motion.

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

V. Other Business

A. Annual Budget Intro & Five-year Budget Projection Review

Matt Paolini presented revision presentation going from high level and eventually to more detailed information within the narrative, learnings from the 21/22 school year, and changes planned for the 22/23 school year. More invoices incoming, updates to come.

Summary of standing going into next school year (e.g. Grades offered increase to K-6, enrollment goal 115 (+45).)

State revenue breakdown, PCM vs Typical Charter, enrollment scenarios, budgeting process and timeline, budget detail, enrollment scenarios.

Saved the BoT Smart Questions for next meeting.

B. Adjustment to Salary Scale

A. Guyton made a motion to Postpone auditor approval and salary schedule vote to June meeting.

A. Rahmani seconded the motion.

Significant changes not expected, giving staff a chance to review

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

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 7:33 PM.

Respectfully Submitted,
M. Medalle

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