

APPROVED



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

## Pullman Community Montessori

### Minutes

#### PCM Board Meeting

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

Tuesday July 26, 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=akVHUTI3eIMxSnorexjJwUTRwdEhodz09>

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), A. Rahmani, J. Cassleman (remote), L. Bruno (remote)

#### **Trustees Absent**

B. Wolff, M. Medalle

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

L. Sullivan

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

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 board of trustees of Pullman Community Montessori to order on Tuesday Jul 26, 2022 at 5:21 PM.

#### **C. Approve Meeting Minutes: Regular Meeting on 06-28-22**

Move to August because link was not made public for board members to view in time

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

Community Building led by John. "Share interactions you have had out in the community about PCM"

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

Laylah shared an update on the school's DEI and Anti-racism commitment. She shared she received candid and open feedback from families about the work they did this year. She is looking at joining a fellowship to engage in this year. We will hear more details at the August retreat.

### **II. Public Comment**

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

No public comments.

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

#### **A. July Update**

Enrollment at 113 accepted seats, budgeted enrollment at 115

Compliance: all items are turned in

The school calendar will be approved by commission, but will need an adjustment to the charter contract as the number of days has changed.

Finances: targeted to meet cash convenience

#### **B. Staffing Discussion**

Staff hiring: everyone is hired except one position where we have 3 potential options

### **IV. Committee Updates**

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

Bev absent, no verbal update.

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

Did not meet in July

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

Did not meet in July

John brought forth that it has been challenging to ensure that all tasks are complete in a timely manner. One way to have group accountability and support would be to have a time during the board meeting to share out update on action items that are assigned in BoT.

**D. FC (Finance Committee)**

A. Guyton made a motion to Approve June financials as written.

J. Cassleman seconded the motion.

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

**V. Other Business**

**A. Governance Vs. Management Refresh**

Moved to August retreat

**B. Adjustment to Salary Scale & Updates to Staff Handbook**

J. Cassleman made a motion to Approve the additions to the staff handbook as drafted with the updated and added compensation schedules.

A. Rahmani seconded the motion.

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

**C. Equity Plan**

Will postpone to August board meeting

**D. Sector Update**

There is currently discussion at the legislative level about finding ways to hold charter schools more accountable. The sector is working together to figure out how to educate people around the accountability measures that are already in place. As a board and PCM community, we look at things that we can do to ensure our community understands our values and are aware of the process that governs the school.

**E. Year in Review**

Moved to August Retreat

**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 6:51 PM.

Respectfully Submitted,

A. Guyton

**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](#)