

APPROVED



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

Pullman Community Montessori

Minutes

PCM Board Meeting

Date and Time

Tuesday August 23, 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=akVHUTI3eIMxSn0xejJwUTRwdEhodz09>

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, J. Cassleman, L. Bruno

Trustees Absent

M. Medalle

Trustees who arrived after the meeting opened

L. Bruno

Ex Officio Members Present

L. Sullivan

Non Voting Members Present

L. Sullivan

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 Aug 23, 2022 at 5:24 PM.

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

A. Rahmani made a motion to approve the minutes from PCM Board Meeting on 06-28-22.

A. Guyton seconded the motion.

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

Roll Call

J. Cassleman Aye

A. Rahmani Aye

B. Wolff Abstain

A. Guyton Aye

M. Medalle Absent

L. Bruno Absent

D. Approve Meeting Minutes: Regular Meeting on 07-26-22

A. Rahmani made a motion to approve the minutes from PCM Board Meeting on 07-26-22.

A. Guyton seconded the motion.

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

Roll Call

J. Cassleman Aye

A. Rahmani Aye

L. Bruno Absent

B. Wolff Abstain

M. Medalle Absent

A. Guyton Aye

E. Community Building

Team building exercise: what was your first job?

All Board members shared

L. Bruno arrived at 5:35 PM.

F. DEI and Anti-racism Commitment

We will have to our cancel our contract with BCC due to unforeseen circumstances with BCC. They are no longer able to provide services.

We would like to write a card to Christine and Kora, Bev will take on this action item.

II. Public Comment

A. Making Public Comments

No public comment.

III. LEADER Team Update & Compliance Check-in

A. Governance - Management 2.0 Board PD session

Mike, a representative from Board On Track, gave the board a presentation about Government Management

B. August Update

Laylah shared details about the LEADERS update

Big ideas:

- Enrollment closer to 100

- SES at 22%

- Received grant funding for a school counselor and a nurse

IV. Committee Updates

A. LSEC (Leadership Evaluation & Support Committee)

Memo will come to the board with the full results and recommended next steps in an upcoming meeting

B. DC (Development Committee)

C. GC (Governance Committee)

D. FC (Finance Committee)

A. Guyton made a motion to The FC recommends the Board approve the August financials as presented.

J. Cassleman seconded the motion.

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

A. Guyton made a motion to The FC recommends the Board of trustees allow the Head of School to sign the forthcoming engagement letter with Eide Bailly as the year 1 audit firm as long as the engagement letter fees do not to exceed \$25K.

J. Cassleman seconded the motion.

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

V. Other Business

A. Updated 2021-22 Policies/Procedures/Handbooks

We will move this to the next meeting.

VI. 2022-23 Annual Budget

A. Review of the 2022-23 Annual Budget

A. Rahmani made a motion to Approve the Annual Budget for SY 2022-20233 as presented.

B. Wolff seconded the motion.

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

VII. 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 8:03 PM.

Respectfully Submitted,

J. Cassleman

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](#)