

APPROVED



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

## Pullman Community Montessori

### Minutes

#### Leadership Support & Evaluation Committee (LSEC)

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

Monday January 23, 2023 at 2:30 PM

##### **Location**

\*Current conference URL is a Teams link, but we can shift to Zoom if that's easier.

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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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##### **Committee Members Present**

B. Wolff (remote), J. Cassleman (remote), S. Lawson (remote), T. Franklin (remote)

##### **Committee Members Absent**

L. Sullivan

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#### **I. Opening Items**

**A. Record Attendance**

**B. Call the Meeting to Order**

B. Wolff called a meeting of the Leadership Evaluation & Support Committee (LESC) Committee of Pullman Community Montessori to order on Monday Jan 23, 2023 at 2:30 PM.

## II. Identifying areas in need of support and ways to provide support

### A. Prioritizing and providing a strategic timeline

Areas identified as priorities for the future success of the school and to be priorities suggested for the HOS's attention,:

- Setting realistic enrollment goal, and articulating plans to reach goal and alternative plans, should goal not be reached.
- Student and family retention
- Staff retention
- Articulating plans for growth towards academic excellence

### B. Assign tasks

Bev will draft a letter and meet with Laylah to discuss priorities identified by LSEC as areas in need of focus and growth to ensure the future success of the school.

## III. Other Business

### A. Any other business?

Need to set date for next meeting, to plan Head of School's Evaluation.

## IV. 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 3:30 PM.

Respectfully Submitted,  
B. Wolff

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**Grounding Docs:** [LESC Description & Responsibilities](#), [Norms-We are LEADERS too-Structure and Responsibilities Overview](#), [LESC Description & Responsibilities](#), [Bylaws](#) (read committees section), [HOS Position Description](#), [HOS PD & Accountability Plan](#)

**Evaluation Tools:** [NCMPS Executive Appraisal Instrument](#) (sup. [Annual Review Portfolio](#), [Reflective Practice Inventory](#)) [PCM Logic Model](#), [EEMPS Rubric](#), [School-Wide Reflective Practice Inventory](#)

**Resources:** [Why LESC?](#), [Example 12-month Calendar](#) (more for operation), [Montessori Assessment Playbook Chapter 4](#)