

APPROVED



PULLMAN **PUBLIC**
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MONTESORI **K-9**

Pullman Community Montessori

Minutes

Board Meeting--Special

Board Work Session

Date and Time

Tuesday August 15, 2023 at 5:00 PM

Location

PCM board working meetings are open to the public. Meetings are conducted in Gladish Community and Cultural Center, 115 NW State St Pullman WA 99163. Work will be conducted in room 100a. If you have difficulty accessing the remote meeting link please email board@myPCM.org

Trustees Present

A. Guyton (remote), B. Wolff, D. Main, K. Torres (remote)

Trustees Absent

None

Guests Present

CMWTK (remote), D. Porter, D. White

I. Opening Items

A. Record Attendance

D. Main made a motion to Add a new agenda item D "Interview prospective board member".

K. Torres seconded the motion.

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

Roll Call

A. Guyton Aye
B. Wolff Aye
K. Torres Aye
D. Main Aye

B. Call the Meeting to Order

B. Wolff called a meeting of the board of trustees of Pullman Community Montessori to order on Tuesday Aug 15, 2023 at 5:17 PM.

II. Working Meeting Item

A. Quick HOS Update

Laylah was unable to attend this board meeting and sent a summary of her update for Bev to read aloud at the meeting. Bev read the updates.

[HOS Board Update Document](#)

B. HOS Annual Contract

The board discussed the HOS Annual Contract which was presented at the August 3 board meeting and was voted to be deferred to this meeting.

[Response from Matt \(Joule Growth Partners\)](#)

[Sullivan, Laylah - HOS 2023-24 to 2025-26 Employment Contract \(Proposed\).docx](#)

Sreejith Thankappan Arrived at 5:40pm

DJ White Left at 5:42pm

A. Guyton made a motion to approve the head of school's employment contract for the three school years with the discussed grammatical errors fixed.

D. Main seconded the motion.

Kim pointed out the following date and grammatical errors needed to be fixed:

- Line 1 >August 12, 2022
 - Change to: August 12, 2023
- Third Paragraph > Line 1
 - Change "Your 2022-23" to "Your 2023-24"
- Third Paragraph > Line 4
 - Change "Rational" to "Rationale"
- Fourth Paragraph > Line 4
 - Change "reviews for the 2022-23" to "reviews for the 2023-24"

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

Roll Call

K. Torres Aye
B. Wolff Aye
D. Main Aye
A. Guyton Aye

C. Board Retreat Planning

Bev lead a planning session around the board retreat.

[PCM Board Retreat 2023 updated.docx](#)

D. Interview prospective board member

The board interviewed prospective board member: Sreejith Thankappan (Sree)

[PCM Board Candidate Evaluation Tool & Questions \(3\).pdf](#)

Sreejith Thankappan Left at 6:11pm

A. Guyton made a motion to invite Sree to the Pullman Community Montessori Board.

D. Main seconded the motion.

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

Roll Call

B. Wolff Aye
K. Torres Aye
A. Guyton Aye
D. Main Aye

III. 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 6:20 PM.

Respectfully Submitted,
B. Wolff

Documents used during the meeting

- Sullivan, Laylah - HOS 2023-24 to 2025-26 Employment Contract (Proposed).docx
- PCM Board Retreat 2023 updated.docx
- Prospective board member questionnaire (Fillable) updated.pdf
- Resume-SreejithThankappan- updated.docx

- PCM Board Candidate Evaluation Tool & Questions (3).pdf