

COLLABORATION CARING INTEGRITY

We hear and value multiple perspectives · We are comfortable being uncomfortable · We act responsibly. We are accountable for our actions· We give our most · We reflect on our vision mission values

Palouse Prairie Educational Organization
Doing business as
Palouse Prairie School of Expeditionary Learning
Business Meeting

6/23/2014:

Location: Palouse Prairie School Building, 1500 Levick St, Moscow ID

Current Board: Brian Gardner (BG) Directors: Jacob Ellsworth (JE)
Della Bayly (DB) Jeneille Branen (JB)
Sarah Deming (SD)
Amy Ball (AB)
Greg Larson (GL)

Meeting called to order at 6:10 pm.

Attending: BG, AB, GL

Absent: SD, DB

Public: JE, Debbie Berkana

Note Taker: GL

1. Welcome to public audience and guests (5 min)
2. Approval of agenda (5 min) BG requests adding approval of SchoolDex contract as 7.1.F
AB moves to approve agenda as ammended, GL seconds. Unanimous approval
3. Presentations & Reports (20 minutes total)
 - 3.1 status of remodel effort JE/BG. Exit doors must be built to meet code before a wall can be built. Efforts are now made in that direction, seeking bids for installing exit doors. Carpet Mill will be installing flooring in multipurpose room. City inspector wants a new gate added to the north play yard.
 - 3.2 status of teacher hiring JE. Candidates are being hired for Kindergarten and first grade positions. Interviews for grade 3-4 teachers scheduled for 6/16/14. New teachers will be sent to 'crash courses' in EL.
4. Announcements (0 minutes)
 - 4.1 none

5. Approval of minutes (10 minutes)

5.1 Approve minutes from 5/19/2014 AB moves to approve, GL seconds, unanimous approval.

5.2 Approve minutes from 6/9/2014 AB moves to approve, GL seconds, unanimous approval.

https://docs.google.com/a/palouseprairieschool.org/document/d/1uJe3eHcSiljzy5BsHyfPr73yZvUH7DnaGOjobLo8kMk/edit?usp=drive_web

6. Public Comment Period (limit 15 minutes)

Nina Stazkow and Teri Summers express gratitude for their time teaching at PPSEL.

7. Action Items

7.1 Consent Agenda (10 minutes)

Any member can ask to have an item removed from the Consent Agenda and considered as part of the regular meeting. These alterations to the agenda will happen at this point in the meeting. Removed items will be addressed immediately after the Consent Agenda. Consent Agenda items are not discussed and will be addressed as a single motion.

7.1.A. Financial report for May

7.1.B Teacher contract approval (2 contracts; one for K and one for 1st grade)

7.1.C Release N. Stazkow and T. Summers from contract

7.1.D Approve Gritman Therapy contract

7.1.E. Approve EL Collaboration Agreement

7.1.F. Approve SchoolDex contract

AB moves to approve Consent Agenda as presented, GL seconds.
Unanimous approval.

7.2.a Budget Hearing for 2014-2015 school year

final hearing regarding budget and any final adjustments

Debbie Berkana reviews changes to the draft budget since May.

Changes are:

1. Instead of 1 FT (full time) and 2 PT teaching assistants (TAs), 2 FT TAs. This will allow for cross-training of employees, more robust TA staff, involves increase in amount of benefits paid by school.

2. EL contract increasing from 31,400 to \$34,400, for increased EL mentor days. Includes to paid slots at the EL national conference.

Debbie Berkana reports that this budget projects .44% budget surplus.

7.2.b Budget approval

GL moves to approve the Budget as presented. AB seconds that motion. Unanimous approval.

7.3 Determination of Director bonuses for 2013-2014SY

Both directors have shown performance that exceeds expectations and has helped transform PPSEL systems and culture over the past year. In addition J. Branen stepped in as Director of Operations for 3 weeks.

After discussion and consultation with accountant Debbie Berkana, GL moves to approve \$1500 bonus for JE, and \$1500 bonus for JB plus \$200 compensation for her extra hours as Director of Operations for JE's 3 week absence for a total of \$1700 for JB. AB seconds this motion.
Unanimous approval.

7.4 Discuss work priorities for summer such as director job descriptions, Mission Specific Goals development, 3000 series policy review and adoption etc.

AB suggests making a long-term 7-10 year facilities plan in line with best practices in capital planning campaigns. BG suggest the Facilities Committee should meet in August to discuss future plans.

JE wants to develop 3000 series student policies using current ISBA model policies as a starting point.

BG suggests that renewed Director job descriptions are required for performance evaluations this year, and a subset of board members could work with directors to develop job descriptions.

BG notes that a generalized Annual Board Business Calendar could be developed, and a specific business calendar for this year needs to be worked on.

8. Workshops

8.1 none

Meeting adjourned at 7:11 pm.

2013-2014 Board of Directors

Brian Gardner, Chair, term expires 2014

Della Bayly, term expires 2014

Sarah Deming, Treasurer, term expires 2015

Amy Ball, term expires 2015

Greg Larson, Secretary, term expires 2016

Vacant, term expires 2016