

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

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Palouse Prairie Educational Organization  
Doing business as  
Palouse Prairie Charter School  
Business Meeting

08/10/2015:

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

Time: 6:00 pm

Current Board: Brian Gardner (BG)      Directors: Jacob Ellsworth (JE)  
Della Bayly (DB)                              Jeneille Branen (JB)  
Jessica Long (JL)  
Amy Ball (AB)  
Carole Bogden (CB)  
Greg Larson (GL)  
Zac Crist (ZC)

**Meeting called to order at 6:10 pm.**

Attending: AB, DB, ZC, BG, GL

Absent: JL, CB

Public: JB, JE, Jessica Dahlin

Note Taker: GL

**1. Welcome to public audience and guests (5 min)**

**2. Approval of agenda**

Motion to Amend Agenda: Amy Ball moves, pursuant to Idaho code 67-2343, to amend the agenda for this meeting as follows:

Addition of 7.5: Review terms of Board on Track contract

**Good faith reason** that the item was not included in posted agenda:

Board on Track communicated some of the terms of working with them too late to be included in the original minutes. These are terms which board members should be made aware of as of this meeting because Board on Track has recently been engaged to provide training in board conduct to this board.

Roll Call Vote: AB: yes, ZC: yes, DB: yes, BG: yes, GL: yes.

*Electronically signed by the note taker: Greg Larson*

3. Presentations & Reports (30 minutes total)

**3.1 Director's Report : State of the School Report (JE)**

29% of students qualify for Free/Reduced lunch.

Title 1 funding requires greater than or equal to 25% of student population be eligible for Free/Reduced lunch.

Enrollment shows uptrend over the years.

Suggested foci for upcoming year:

- Finish PPCS policy manual
- Develop Board Committee Structure
- Continue developing Mission Specific Goals (MSGs)
- Start EL Credentialing Process
- Get Parent Crew established
- Get a facilities plan and commitment
- Review/Revise Strategic Plan

**3.2 Report on ISBA training (BG,ZC)**

BG and ZC report that they found the training helpful.

4. Announcements (10 minutes)

**5. Approval of minutes (10 minutes)**

5.1 Approve minutes from 07/20/2015

<https://docs.google.com/document/d/1HgTOflaqwseos9KXSzxf9IXrXQYRQBZj7g4XB0lyzc/edit>

- BG moves to approve minutes as presented
- DB seconds the motion
- vote: unanimous 'in favor'

6. Public Comment Period (limit 15 minutes)

*no comments received*

7. Action Items (45 minutes)

**7.1 Consent Agenda**

7.1.A. Approval to Release Ms. Zylstra From her Contract

7.1.B. Approval of Katie Sorenson as New Kindergarten Teacher

7.1.C Approval of Understanding that Ellsworth is on an Alternative Authorization Certification

7.1.D. Employee Insurance Plan: Board agrees that we want to continue to contribute \$300 towards each monthly insurance premium for employees who work 25 hours a week or more.

7.1.E. Flexible Benefits: Board agrees that we want to continue to allow employees to use flexible benefit options.

- BG moves to approve the consent agenda
- DB seconds the motion
- vote: unanimous 'in favor'

**7.2 After school program for SY16 (JE)**

Policies and procedures must be developed for after school clubs/programs. Organizing a high quality program properly integrated with expeditionary learning character of school requires trained and well supervised staff. The demand on administrator and teacher time is unclear and potentially disruptive.

- GL moves to dismiss discussion of after school program until this year's Chinese language program and other potential after school activities make clear the resources (personnel/training) required to run an after school program.
- BG seconds the motion
- vote: unanimous 'in favor'

**7.3 Pick dates for Board Workshop** meetings and discuss possible topics (AB)

AB suggests three board meeting dates for workshops. Possible workshop topics discussed.

October 12: Fundraising workshop

January 11: Strategic Planning workshop

February 8: Reviewing our experience with Board on Track

**7.4 Approve removal of Sarah Deming and addition of Zac Crist as authorized signer on America West account.**

- BG moves to remove Sarah Deming as a signer on PPCS America West bank account, and to approve the following board members as signers on the said account:

Brian Gardner, Amy Ball, Zac Christ, Greg Larson, Della Bailey, Jessica Long, and Carol Bogden.

- DB seconds the motion:|

aball 8/19/15 11:21 PM

**Comment:** The Chair can not make motions or second. Was it DB?

- Vote: unanimous 'in favor.' The motion passes.

**7.5 Review terms of Board on Track contract:**

We will have telephone link with Board on Track for our next three meetings

8. Workshops

8.1

**Meeting adjourned at 8:15.**

**2015-2016 Board of Directors**

Amy Ball, Chair, term expires 2018

Brian Gardner, Vice Chair, term expires 2018

Della Bayly, term expires 2016

Zac Crist, Treasurer, term expires 2018

Greg Larson, Secretary, term expires 2016

Carol Bogden, term expires 2016

Jessica Long, term expires 2017