

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

September 27, 2012

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

Meeting called to order at _7:12_.

Attending: Brian Gardner (BG), Nils Peterson (NP), Joseph Erhard-Hudson (JEH)

Absent: Jen Whitney, Melinda Schab

Public: Own Warn, Nathan Warn, Anthony Warn (Ex Officio); Greg Larson

Note Taker: NP

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

We welcome our guests to this evening's Palouse Prairie School board meeting. The meeting is public and has a structure to meet the legal requirements on public governing boards. At the same time we strive to have the meeting reflect the values of Palouse Prairie School. Our vision is for an inclusive, respectful and supportive learning environment. The goal for this meeting is to meet our vision, our legal requirements, and our practical need to accomplish business in an efficient manner.

Board Members will now introduce themselves.

Now, we would like to welcome members of the audience. Further in the agenda is a place for comment from the public within this board meeting. Please say your name, if you wish, so we may know who is presenting.

2. Approval of published agenda for this meeting

NP Moved, BG 2nd; unanimous

3. Presentations (15 minutes total)

3.1 Followup to safety inspections: responses and planned actions.

Total of 22 items to resolve with State of Idaho Safety Inspector, including:

Exit lights in play room several not working

Fire extinguishers; LaPaglia will do monthly inspection

Various issues in warehouse including weight rating of upper shelves

Windows in multi-purpose room need crash-protection; need to establish maximum occupancy amounts and signs (Contact Brotnov).

No materials safety sheets in janitor room

No personal protective equipment in janitor's room - purchased

Eye wash station needed for hazardous chemicals

Several bookcases need to be secured at the top against tipping

Need GFI's in janitor's closet

Main office first aid kit needs to be restocked

Emergency evacuation maps - each teacher is tasked with primary and 2ndary exit routes and assembly sites. Plans are being documented.

3.2 Kitchen report. **Kitchen is finally functional with completion of some electrical work; remaining issue regarding a moisture exhaust hood over the new dishwasher.**

4. Announcements (10 minutes)

4.1 Review upcoming calendar items

Plan for a strategic plan, Sept 28

Oct 11 meeting, FY12 financial audit presentation

4.2 Enrollment & Attendance

Enrollment as of today - 166; Checking 4 Random days attendance - average 94% $166 * 0.94 = 156$

Nils thinks Summer built her budget using Enrollment of 170 with attendance at 91%, but Nils will check this with Debbie $170 * 0.91 = 154$

5. Approval of minutes (10 minutes)

5.1 Minutes from July 28, 2012. <https://docs.google.com/document/d/1qU40HqaB7HHzrdcC51o2H1ogQQhIAqyoBCzdhZAeWgE/edit>

NP moved; BG 2nd; Passed: NP & JEH yes; BG abstain

5.2 Minutes from Sept 13, 2012 <https://docs.google.com/document/d/1YaZpCwarFXAEZcJLR1l6byBGr80bkXtbylZAIACvH5s/edit>

NP moved; BG 2nd; Passed: unanimous

6. Public Comment Period (limit 15 minutes)

At this point in the agenda, members of the public are welcome to come forward, identify themselves (name and address) and speak on any topic relevant to Palouse Prairie School and not on the agenda of this meeting. The time allotted for a speaker is three minutes. The Board will refrain from responding beyond asking for a clarification. The comments presented at this time will be reviewed by the Board.

Nathan sang the Star Wars anthem

7. Action Items (15 minutes)

7.1 Consent Agenda

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. Approve Financial Statements for July and August, 2012

Move to accept BG, 2nd NP; passed unanimous

8. Workshops

8.1 Series 5000 Policy review

The folder of 5000 series policies is here <https://drive.google.com/#folders/0B417qTOPAIHoYWxBszIVM3ZQc2c>

That folder contains an Index to all the 5000-series policies https://docs.google.com/document/d/1nD3pwEgtSxW1L_Wwu0rfy1vkkLVbxZslcJi_JbxrzVQ/edit

Nils led a discussion of the index of the 5000 series policy index. He proposes to review up to 5400 and revise, noodle, and prepare for 2nd read at the Oct 11 meeting. Some notable issues need to be tweaked to better describe PPSEL, eg, 5210 - Work Day or 5360 - Appearance

Also need to do a first reading on the By-Laws at the Oct 11 meeting

How to promulgate the draft policies to the community? School community - we will use TuTimes. Specific attention of the issue via Jacob to the staff.

While documents will be maintained in Google Docs, to meet requirements of open meeting law, NP will set up the documents as Read-only so that on-line (and therefore non-public) collaboration will not happen.

BEFORE THE MEETING, review the Index. (I suggest you print a copy and make notes.) Identify policies that you think the school MUST HAVE and policies that are NOT NEEDED. The Table of Contents should help you focus, but you can also read the policies in the folder.

MEETING ACTIVITY. In our workshop we will attempt to focus our policy review energy by classifying the policies:

1. Clearly must have
2. Might want
3. Probably don't need
4. Don't apply

Remember, if PPSEL does not have a policy, then Idaho statute governs, but in some areas the school may want to spell out and give guidance to the Administrator, or provide more specifics than the basics that Idaho requires.

Meeting adjourned at 8:28.

2012-2013 Board of Directors

- Nils Peterson, Co-Secretary; term expires 2013
- Joseph Erhard-Hudson, Chair; term expires 2013
- Jennifer Whitney, Vice-Chair; term expires 2014
- Brian Gardner, Treasurer; term expires 2014
- Melinda Schab, Co-Secretary; term expires 2015