

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
Workshop Meeting

February 14, 2013

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

Meeting called to order at _7:08__.

Attending: Nils Peterson (NP); Brian Gardner (BG); Della Bayly (DB); Joseph Erhard-Hudson(JEH); Anthony Warn (Director);

Absent: Melinda Schab; Jacob Ellsworth (Teacher Rep)

Public: Roz Gardner; Trish Gardner; Jessica Bearman

Note Taker: Nils Peterson

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 agenda **NP moved; BG 2nd; unanimous**

3. Presentations (15 minutes total)

- 3.1 Preview of Idaho Public Charter School Commission Site Visit - Anthony Warn & Joseph Erhard-Hudson (10 minutes) **Anthony shared materials prepared by PCSC at their visit last year and rehearsed beginnings of the talking points for the visit on Feb 20.**
- 3.2 ADA and Lottery update (10 minutes) **Reviewed status of new applicants for fall lottery: 14K 1 2nd 1 in 5th.**

- 3.3 Updated Board recruiting/info sheet - "Job Description" - **JEH led discussion of draft materials for "job board description" This is planned to be used in Board member recruiting this spring.**

4. Announcements

- 4.1

5. Approval of minutes (5 minutes)

- 5.1 Approve minutes from January 24, 2013 <https://docs.google.com/a/palouseprairieschool.org/document/d/1by29HGiahZYQbyjBOx0LDYjNWZWGpHSrXcJwutmGf8/edit>

BG moved; DB 2nd; 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.

Trish Gardner spoke about the "Buy Local Moscow" fundraising activity from last year and to explore implementing the same or similar fund raising process for FY14. Last year Trish approached 10 local businesses to request they provide product(s) to be sold by PPSEL. Business gave a 25-30% of the sales gross to the school. Sales were managed at/by the school. To simplify the mechanics it is proposed that the sale would be of "gift cards." The intention was to evolve a this into a "go to" resource like Girl Scouts are a resource for cookies.

7. Action Items (5 minutes total)

- 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. none

- 7.2 Accept Melinda Schab resignation from board (5 minutes)

NP moved; BG 2nd; unanimous. Joseph read Schab's letter to be included below these minutes.

8. Workshops

- 8.1 Strategic Plan - Board workshop (30)

1. Jessica Bearman provided an update on the strategic planning process. A great group of committed parents on ad hoc committee: Kirsten Lapaglia, Paul Clark, Greg Larson, Colette Dephelps, Rachel & Chris Caudil. Facilitated by Jessica and BG. Key question for the committee to resolve: What are the critical

priorities for the school? Visioning process is underway. There is an online survey 24 responses; a paper-based survey 5-6 responses; in-person event about 30 people. Questions: What is the bedrock that should not be changed? What is the vision of the school at its best? What should the school be doing in the next 3-5 years? Popcorn and Post-its activity prompted responses across a wide universe of dimensions: physical, volunteers, safety, etc...

Envisioning a document that is key themes and priorities organized by category, with some effort to rank items as short-term vs longer-term.

Currently the committee anticipates that the goals and aspirations of the community is in line with the current school mission and vision.

2. There are potentially several phases and stages. Asked for clarity on Board objectives. Board goal is to get visions and to know the size(s) of the various undertakings.

3. Jessica led the Board in a sharing of Board priorities.

By mid-March- will have a distillation of the priorities; will not have time to ground-truth the distillation with the community. Will have a set of key priorities for fund raising. Will have a bullet list of steps to share April 11 with the Charter Commission.

Board answers

Bedrock: strong implementation EL model; fiscally sound operations; strong community (CREW mentality among families and connection to larger community, e.g, Community-led Learning) (may have to organize differently to accomplish); Sense of welcoming; Spirit of volunteerism

3-5 year vision for school: Green space (play and garden); teacher training and retention; full EL contract; help families understand the EL model and how to contribute from home. Be the outstanding charter school between Sandpoint and Boise; Build a relationship with UI that extends EL understanding into the university. Creation of an advisory Board; intend to be operating in the black with an endowment.

Process will expand to include input from key stakeholders: kids, alumni, staff, teachers,

8.2 First reading of by-law amendments: selection and replacement of board members(15 minutes)

NP reviewed creation of preliminary draft; review of the draft by Amy ___ at ___ NP will bring a review of Charter and Articles of Incorporation for conflict with the proposed ByLaws changes.

Question: What is best mechanism for promulgating the proposed changes to school community?

Proposal to create a 1-page document regarding these changes. What is best channel to reach families? A space on the web page. A space on the front door. JEH writes one pager about bylaws change. NuTuTimes, email blast. sign on door

8.3 Spring Fundraiser (15 minutes)

NP presented proposal for a reading from Kim Klein (Fundraising for Social Change, Chap 18: Building Major Gifts Program, pp 241-252) in preparation for a workshop at next meeting. BG wanted Board to agree to a phone-a-thon to fund the EL contract (approx \$40K) and offered to develop a letter as part of the campaign. Committee to also brainstorm a fundraising event later this spring. And we need strategy for reaching the business community.

Gallery Night - May 22. Bring outside people to the event. Should there be a 1912 Center event. How to reach out to former Board. Trish and BG will work on letter. NP will bring 2012 donor records; Committee forming for a 1912 center event.

8.4 Director Annual Review planning

NP to propose matrix of audiences and questions; prepare survey of families; bring to next meeting to launch.

Entered exec session at 9:33

9. Executive Session

9.1 School Director formative mid-year review

Adjourned 10:40

Meeting adjourned at _____.

2012-2013 Board of Directors

Nils Peterson, Co-Secretary; term expires 2013

Joseph Erhard-Hudson, Chair; term expires 2013

Brian Gardner, Vice Chair and Treasurer; term expires 2014

Melinda Schab, Co-Secretary; term expires 2015

Della Bayly, term expires 2014

Melinda Schab
1034 Virginia Avenue
Moscow, ID 8343

January 17, 2013

Board of Directors
Palouse Prairie School of Expeditionary Learning
1500 Levick Street
Moscow, ID 83843

Dear Joseph Erhard-Hudson, Board President:

It is with profound regret that I must resign from the PPSEL Board of Directors, effective immediately. Although I had hoped that my new responsibilities at the Moscow Food Co-op would not interfere with my ability to continue serving on the board, the unfortunate truth is that I have found myself stretched too thin by the conflicting schedules of work and family to devote the time that PPSEL deserves from a board member.

Please accept my most sincere apology for the poor timing of my decision and any negative impact that results from my leaving the board. I am fully committed to the continued success of PPSEL and will continue to support and advocate for our school as my significantly more complicated schedule allows.

Sincerely,

Melinda C. Schab