

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 School of Expeditionary Learning  
Business Meeting

March 21, 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); Jacob Ellsworth (Teacher Rep)

Absent: Anthony Warn (Director)

Public: Elizabeth Bromley-Vogel; Trish Gardner

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 move; BG 2nd; Unanimous**

3. Presentations & Reports (60 minutes total)

3.1 Holiday Fundraiser presentation - Trish Gardner

**In Dec 2011 the school did a fall fundraiser which entailed marketing/ re-selling local products. The primary audience was families. Non-families need to work through a family to resolve logistics of payment and shipping.**

3.2 Strategic Planning Committee update

**BG reported that meeting was postponed (from March 6) and again now.**

## 3.3 2013 Fundraising Campaign update

**BG reported on progress. Letter mailed during break. Key donors got a handwritten note in addition to the general form letter. First caller orientation Wed 20th. More calling to happen in next few days. Calling follow-up meeting Sunday 24. Goal to finish calling by April 1.**

## 3.4 PCSC Annual Update status report

**J E-H reported (in Anthony's absence) on AW's work to complete the PCSC Dashboard reporting form. It was submitted incomplete on March 11 and with an extension submitted a complete version on March 18. A change in PCSC practice is to allow the possibility of not attending the meeting (and letting the Commission work from the written documentation and staff report) J E-H will request materials to be included by Staff in the PCSC packet. Some strategizing about the meeting and if J E-H or BG should attend.**

## 3.5 Check-in on data gathering for Director annual review

**39 parent responses on SurveyMonkey; NP did 1 staff member, rescheduled 2. J E-H met 2, has 2 scheduled Friday. BG did 3, has 3 scheduled as a group Friday. DB is still getting meetings arranged.**

## 3.6 Update on annual report to commission

**this is the same item as 3.4**

## 3.7 Informal staff report on EL National Conference

**Four teachers and Anthony traveled to Baltimore in early March for a 3-day conference. Elizabeth and Jacob described their experience attending and presenting at the Conference. Keynote speaker talked about performance traits (perseverance, curiosity, etc) and how to develop them.**

## 4. Announcements (up to 10 minutes)

4.1

## 5. Approval of minutes (10 minutes)

5.1 Approve minutes from February 28, 2013

[https://docs.google.com/a/palouseprairieschool.org/document/d/1TxIld31EbbiULegWrCgIOZPM4ot6\\_8ae3QfZo\\_L8K68/edit](https://docs.google.com/a/palouseprairieschool.org/document/d/1TxIld31EbbiULegWrCgIOZPM4ot6_8ae3QfZo_L8K68/edit)

**NP moved; BG 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.*

## 7. Action Items (20 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. Accept January 2013 Financial Reports **removed from consent agenda**

7.2 Accept January 2013 Financial Reports

**Discussion of why they are not arriving in a timely manner. Motion to accept NP; 2nd BG; unanimous**

7.3 Call special board meeting for Thursday March 28

Agenda:

1. Dry run for PCSC presentation
2. Executive Session to discuss Annual Review data in preparation for meeting with Director

**NP moved; DB 2nd; unanimous; J E-H to post notice of meeting**

7.4 Consider approval of Holiday Fundraiser

**Guidelines**

**Products and processes consistent with school Vision, Mission, Values**

**No prizes or sales goal imposed on families/students**

**Attach the funding to some aspect of the school; give something that families can talk about concretely, eg expeditions**

**This activity to operate under the supervision and coordination of the Fundraising Committee.**

**A fully formed plan to be presented to the Board in September 2013.**

**NP moved; DB second; unanimous**

7.5 Final Adoption of Bylaw and Charter revisions

Motion: Approve changes to the Bylaws and Charter to alter the process for the recruitment and selection of Board members to take immediate effect when the Charter revisions are approved by the Commission, and to proceed with Board recruitment using the new mechanisms.

ByLaws: <https://docs.google.com/a/palouseprairieschool.org/file/d/0B417qTOPAIHoX1NSdGZGTERTR0U/edit>

Charter: <https://drive.google.com/#folders/0B417qTOPAIHoMmhHZDE1VE5iSkk>

**Board has done due diligence in terms of legal review and SDE Sufficiency review but the Calendar of the Commission may delay final adoption into June. The Board feels that in the interest of the school it would be best to move forward with Board recruitment**

**using the new process.**

**BG moved, DB 2nd; unanimous**

8. Workshops

8.1

9. Executive Session

None.

**Meeting adjourned at \_\_8:43\_\_.**

**2012-2013 Board of Directors**

Nils Peterson, Secretary; term expires 2013

Joseph Erhard-Hudson, Chair; term expires 2013

Brian Gardner, Vice Chair and Treasurer; term expires 2014

Della Bayly, term expires 2014

Vacant: term expires 2015