

COLLABORATION CARING INTEGRITY

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

April 25, 2013

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

Meeting called to order at 7:05.

Attending: Joseph Erhard-Hudson (J E-H), Brian Gardner (BG), Nils Peterson (NP), Della Bayly (DB), Anthony Warn (AW)

Absent:

Public: Greg Larson, Daniel Taylor & Glan Lanker (Hayden Canyon charter), Todd Broadman, Jacob Elsworth, Greg Miller-Pierce

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 published agenda

NP moved to amend adding approval of travel by to MOSS by 6th grade CREW, DB 2nd. Unanimous

3. Presentations & Reports (30 minutes total)

3.1 Report on Legislative Changes

Warn reported on post-Legislative tour meeting and the results of the legislative session just completed. 2.2% budget increase, portions are earmarked in the law for various uses. Not clear how

fungible the various allocations will be. Brightest side is new line of funding for facilities. Also a newly imposed Authorizer fee was imposed, the goal was to eliminate the financial burden to would be authorizer organizations. Also there is a major change to the charter review process (Notice of Defect) and replace with a performance contract that will be a 5-year contract with the authorizer.

3.2 Report from Strategic Plan Committee

The committee met April 24. They have a (near) final draft report which will come to the next Board meeting (May 8) for review. 3 themes: CREW/EL, Communications, Facilities.

3.3 Report from Fundraising Committee

Committee met again this AM. Have finished contacting families, now sending the "Grandparent Letter," and are now compiling a list of prominent folks in the area who could be contacted as major donors. There will be a packet and template letter, case document, and other materials. Nils shared the thank-you cards that have just come from the Printer.

Mr Warn reported two teacher grants awarded: Ellsworth \$700 and Staszko \$500.

3.4 YTD ADA figures

No report on ADA figures. Mr Warn reported on lessons learned from the state on maximizing revenue based on attendance in the first 8 weeks (thru about Nov. 1). A survey of families regarding calendar turned up the thought that ending before the District was a child care challenge.

4. Announcements (10 minutes)

4.1 Programmatic Audit plans

Have been planning a programmatic audit for May 8-9. While the new legislation released us from the obligation, but JE-H advises we do the audit. Nils will communicate to ICSN that we want to continue.

5. Approval of minutes

5.1 Approve minutes from April 11, 2013

<https://docs.google.com/a/palouseprairieschool.org/document/d/1bvU5aMfv3BIT9P37XZI3LqL0EaYgnM8-ApfwK7coYs/edit>

NP moved to approve with amended ending time for the meeting, BG 2nd. DB abstained. Passed.

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.

Greg Larson finds the Tu Times Newsletter helpful when the content (or a summary) is in the body of the email. He does not always follow links into the Blog.

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. Accept March Financial Reports

BG moved DB seconded unanimous

7.2. Approval of travel by to MOSS by 6th grade CREW

19th 6th graders will travel to McCall Outdoor Science School. Mr MP, and 4 parents will provide carpooling in private cars. 3.5 hr drive. stops planned. Leaving Monday AM, return Friday in time for the bus. Sue Clark/Megan Landers will split the week and Krista Kramer will chaperone. University students will be responsible for the environmental education. MOSS programming on Fire Ecology will align with the current Expedition on Forest and Fire Ecology. Todd Broadman asked for clarification on the programming at MOSS. NP moved to approve BG 2nd. Unanimous.

7.3 First Readings of Section 5000 policies

Discussion and proposed revisions noted after each policy.

5330 - [Online Resources](#)

Added guidelines for protecting student privacy. Anthony suggest moving to very top the principle that every communication reflects on the school and needs to reflect well on it.

5335 - [Personal Communication Devices](#)

Revise: Instead of a detailed set of rules in policy, set out principles of professional conduct, and charge director with setting norms consistent with those principles.

5340 - [Evaluation of Certificated Personnel](#)

Set dates with generic language to align with SDE requirements, rather than setting explicit dates in policy that might need to be amended as state rules change

Make sure EL contracted staff are not direct evaluators of staff? Need to consider and clarify whether/how EL have input into teacher evals.

Input from staff rep: the language presented tonight has the director personally represent multiple levels of appeal. need to clarify and have a perceivable course of appeal.

5350 - [Resignation of Personnel](#)

Perceptions that it may be wholly slanted in the school's favor.

5360 - Employee Dress Code (dropped from consideration)

5370 - [Non-school employment by Professional Staff Members](#)

General feedback from teacher representative: there is general concern and worry about the personnel policy work, that may warrant direct talks with the staff.

8. Workshops

8.1 Formulate guidelines for 2013-14 budget

Mr Warn recommends keeping the books in ways that align with State requirements and with Commission requirements and not doing a 3rd reporting to the Board.

Mr Warn is exploring pre-paying the current construction loan.

1. EL Contract, and associated travel, substitute teachers and other indirect costs to support it -- a robust commitment to EL, more than this current year.
2. Ratio "instruction cost/admin costs" as calculated by Cade - continue to get favorable
3. Deficit projected to get smaller than last year by whichever reporting scheme is used
4. Facility money spending plan to put us in best position considering the strategic plan' goals for new facilities.
5. Retention as a budget goal
6. Art program give it some kind of placeholder line in budget
7. Fund balance projected for June 30 2014 as recommended by Cade vis-a vis paying off loan early
8. Re-constitute some form of the CLL program

Budget hearing on May 23; final adoption of the Budget at the June 20 meeting

8.2 Discuss Charter revisions, including MSES revisions. Consider impact of changes to charter law and and charter school/authorizer relationships and contracts.

In the pipeline are the revisions to the Board selection process (from Jan-Feb meetings) and from the April Commission meeting recommendation to change the MSES in Tab 4. Commission has now requested we attend the Aug 15 meeting, to discuss our current MSES and/or changes to our MSES.

BG left at the beginning of this discussion.

9. Executive Session

Entered Executive session 9:47

Present: JE-H, DB, NP, AW

9.1 Director Annual Review followup

9.2 Renewal of Contract processes

Meeting adjourned at 10:37.

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