

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

June 20, 2013

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

Meeting called to order at 7:10.

Attending: Joseph Erhard-Hudson (J E-H), Brian Gardner (BG), Nils Peterson (NP), [via remote connection, Anthony Warn (AW)]

Absent: Della Bayly (DB)

Public: Terri Summers, Nina Staszko, Jacob Ellsworth, Jessie Dahlin, Elizabeth Bromley-Vogel, Jeneille Branen, Rhonda Brooks, Debbie Berkana, Greg Larson, Amy Ball, Sarah Deming, 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 moved with amendments, BG 2nd, unanimous

3. Presentations & Reports

3.1 Final ADA for 2012-13

3.2 Status Report: Hood/ventilation system in Kitchen

3.3 Status Report: New employee hiring **When resumes are collated for the vacant positions a hiring team will be assembled: potential members: teachers, interested parents, Board**

- 3.4 Status Report: Lunch program for next year
- 3.5 Status Report: Submission of 2013-14 calendar to SDE. **Completed**
- 3.6 Report from attendees of ISBA board training event. **Attendees: BG, Greg Larson, Amy Ball, Todd Broadman. Much was learned regarding funding formulas and legal framework in which Boards operate.**

4. Announcements

- 4.1 - **PCSC emailed on 6/20 to notify us that Staff are recommending that PPSEL be pulled off of the August 2013 meeting agenda. When PPSEL presented its annual update in April, the PCSC asked you to return in August to provide an academic update based on your star rating and the results of your MSES report. However, Michelle has notified us of your initial star rating, and based on the strong improvement that PPSEL has made, Staff do not feel it is necessary for PPSEL to make an additional report to the PCSC. We will ensure that the PCSC is notified of the reason that you were removed from the agenda. Congratulations on your strong star rating and on making such a significant improvement.**

5. Approval of minutes

- 5.1 Approve minutes from May 23, 2013

https://docs.google.com/document/d/1WLDYN8oRbBVz0ojAjFRyofurkx6BJwyA1VOR_UNPWDM/edit

[1WLDYN8oRbBVz0ojAjFRyofurkx6BJwyA1VOR_UNPWDM/edit](https://docs.google.com/document/d/1WLDYN8oRbBVz0ojAjFRyofurkx6BJwyA1VOR_UNPWDM/edit)

NP moved, BG 2nd, Unanimous

- 5.2 Approve minutes from May 30, 2013

https://docs.google.com/document/d/1RydXX4w6ss_Jib4kcw5Jajdoek5xdQLF7eXZby938y0/edit

[1RydXX4w6ss_Jib4kcw5Jajdoek5xdQLF7eXZby938y0/edit](https://docs.google.com/document/d/1RydXX4w6ss_Jib4kcw5Jajdoek5xdQLF7eXZby938y0/edit)

NP moved, BG 2nd, Unanimous

- 5.3 Approve minutes from June 9, 2013

[https://docs.google.com/document/d/1mrS-](https://docs.google.com/document/d/1mrS-2si9pBsleNaqzo3WKgf5GxS6JamND4-ZB61XF6I/edit)

[2si9pBsleNaqzo3WKgf5GxS6JamND4-ZB61XF6I/edit](https://docs.google.com/document/d/1mrS-2si9pBsleNaqzo3WKgf5GxS6JamND4-ZB61XF6I/edit)

BG moved, NP 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.

Jacob Ellsworth announced that the teachers have decided to work collectively (informally, but not in association with any union organization)

Things the group would like to see addressed:

1. **Removal of Policy 5350 from consideration tonight for further research.**
2. **Eliminate the reduction in the PE position in the new budget (from ¾ to ½ time)**
3. **Longer range development of a communication policy (Board, director, employees) to ensure effective collaboration and a voice for teachers in the school's leadership**

Jacob stated that it was the intention of the collective group to decide if they were satisfied with the outcomes

Nina Stazkow asked to get a copy of the current policy (MSD as modified)

Greg Larson spoke with Mayor Nancy Chaney who had encouraging words to say about the school and her observations of it.

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 May 2013 Financial Reports

7.1.B Approval of school service contracts

7.1.B.1 Cleaning Services

7.1.B.2 Auditor Letter of Understanding

7.1.B.3 Student Information System

7.1.B.4 Legal Services

7.1.B.5 ISB Educational Solutions (Medicaid)

NP moved, BG 2nd, Unanimous

7.2 Consider Board Nominees Amy Ball and Sarah Deming

On May 23 Todd Broadman and Greg Larson were appointed to fill 3-year terms beginning July 1 -- the seats occupied by Erhard-Hudson and Peterson -- their terms will end June 2016. Gardner and Bayly hold seats expiring June 2014.

Each candidate is a parent, Sarah brings financial experience as treasurer for the Bellingham Farmers Market. Amy has been very active in multiple volunteer roles.

NP moved to appoint Amy Ball and Sarah Deming to fill the vacant positions expiring June 2015. BG 2nd, unanimous.

7.3 Resolution to Adopt New Personnel Policies. See full text of draft resolution at: https://docs.google.com/a/palouseprairieschool.org/document/d/1icDlcPIR7_VIOqoilUHll826dV4az_BrvyeP5sahTfY/edit to be incorporated into the meeting minutes.

NP moved to strike Policy 5350 from the package under consideration. BG 2nd. Unanimous

Discussion of a desire by the teachers to have better dialog between teachers, administration and the Board. Praise for Jacob as liaison between Board and teachers.

BG moved to approve the resolution as amended. NP 2nd unanimous.

7.4 Approval of budget for school year 2013-14

Analysis of the budget against 8 pieces of guidance from April 24

1. Robust EL contract - Contract and implied costs (travel and sub days) are adequate if not robust 512-303 512-440 provide \$875/classroom

2. Ratio instruction/admin. - ration 2:1 is good

3. Reduction of Deficit - planned -1.65% deficit (better than FY13)

4. Facility spending plan - paying off the debt is a suggestion that the Board review with Cade and undertake.

5. Staff Retention- commitment to make base pay greater than last year; increase number of sub-days to support teacher PD; supplemental contracts funded outside of state funding. The intention of the supplemental contracts was to provide more PD on a weekly basis. It did work, but it was a large job for the level of compensation provided.

6. Art program - there is a line with \$500 and a partial Americorp position

7. Pay off loan - this is the strategy for facilities recommended for FY14

8 Re-establish CLL - there is a line with \$500 and a partial Americorp

7.4.A Consideration of amendments

Budget from May 23 compared with current proposal .

<https://docs.google.com/spreadsheet/ccc?>

[key=0AtFkxahBHwN4dDFWVDQtN0tFRnhfQzRPS3hGRERpdmc#gid=10](https://docs.google.com/spreadsheet/ccc?key=0AtFkxahBHwN4dDFWVDQtN0tFRnhfQzRPS3hGRERpdmc#gid=10)

Motion- NP Amend the budget to recognize prepayment of the loan to save \$17000 in interest and principal; paying the prepayment fee (est. \$4200); and increasing the PE position to $\frac{3}{4}$ time including benefits est additional cost \$15,000). 2nd BG, unanimous.

7.4.B Motion to accept final version BG moved to approve the amended budget. NP 2nd, unanimous

7.5 Teacher Contracts

NP moved to approve all contracts that have been offered to date and are returned on or before July 1 2013, and to authorize the Board chair sign those contracts and the Director to start searches for any that are not returned. An email to Director, Board Chair and Business Manager is acceptable to indicate intent. Delivery of the signed document should be made to the folder in the Board box. BG 2nd unanimous

**Motion to enter executive session pursuant to Idaho code 67-2345(1) (b) to discuss non-renewal of contracts. BG moved; NP second, unanimous
BG Yes, NP Yes, J E-H Yes
entered Exec Session at 10:33
returned from Exec Session at 10:40**

BG moves the Board accepts the recommendation of the Director to not renew the contract of Klarissa Calloway. NP 2nd. unanimous.

BG moves to not accept the recommendation for non-renewal of Rhonda Brooks. NP 2nd. unanimous.

7.6 Director Contract

**Motion to enter executive session pursuant to Idaho code 67-2345(1) (a),(b) to discuss Director performance and contract. BG moved; NP second. BG Yes, NP Yes, J E-H Yes
entered Exec Session at 10:44
returned from Exec Session at 11:00**

AW Requests special Board meeting on 6/28/2013 to meet in person on issue of Director Contract.

JE-H Agrees to call special meeting

NP Moved to table the offering of a contract.. BG 2nd. unanimous.

7.7 Charge to incoming board

Incoming Board members take office July 1, 2013. The new Board can undertake any business except that of the Annual Business meeting. The Annual Business meeting will be July 24, 2013.

Meeting adjourned at _11:19_.

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