

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 Charter School
Business Meeting

January 22nd, 2018

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

Time: 6pm

Meeting called to order at: 6:12 p.m.

Attending: Zac Crist, Carole Bogden, Robert Wilson, Jeneille Branen, Jessica Long, Debbie Berkana, Tiffanie Braun, Amy Ball

Absent: Brittany Cooper

Public: Erin Corwin

Note Taker: Jessica Long

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

Tiffanie Braun moved to approve the agenda, Carole Bogden seconded the motion, passed by unanimous vote.

3. Announcements (5 minutes)

3.1 PPCS Charter was renewed by PCSC without conditions

Our PPCS charter has been renewed without any conditions. Thanks to everyone for helping with the renewal process.

4. Presentations & Reports (60 minutes)

4.1 Update on 3rd Grade Teacher Vacancy

Jeneille Branen presented on the 3rd grade teacher vacancy. Although Ms. Dahlin is currently covering this class, this is an area of need at PPCS as Ms. Dahlin is our behavior specialist and needs to be available for other duties. At this time, Ms. Dahlin will teach for the first half of the day. Bob Goodrich will teach for the second half of the day, and will assist Ms. Dahlin in the morning with morning meeting, literacy, and expedition. We will try to hire someone to work part-time to oversee lunch and to provide support to other teachers in the afternoon. We will advertise and hire a 3rd grade teacher to start next fall.

4.2 Development Committee Update

Tiffanie Braun reported on behalf of the Development Committee. We are in the final stages of our capital campaign. Dinner hosted by Board at Peterson barn has been canceled because we did not receive any RSVPs. Hopefully, dinner will be rescheduled to a later date. Carole Bogden volunteered to help with Board fundraiser. We have 10 families hosting fundraising events this month. Board discussed different naming opportunities.

4.3 Facilities Committee Update

Robert Wilson reported on behalf of the Facilities Committee. Putting together final plans to go out to bid, with optional cuts/add-ons depending on what the bid amounts are coming in.

4.4 Finance Committee Update

Zac Crist reported on behalf of the Finance Committee. Amy Ball, Debbie Berkana, Jeneille Branen and Zac Crist met with a representative of Zions bank on Thursday. Zac Crist summarized the meeting. Discussion concerning financing options. Finance Committee will continue exploring financing options. Next step in financing will be to get the construction documents out to bid.

5. Approval of minutes (5 minutes)

6.1 Approve minutes from: 12/12/2017

Tiffanie Braun moved to approve the Minutes, Robert Wilson seconded the motion, passed with Carole Bogden abstaining.

6.2 Approve minutes from: 1/4/2018

Zac Crist moved to approve the Minutes, Tiffanie Braun seconded the motion, passed with Carole Bodgen and Robert Wilson abstaining.

7. 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.

None.

8. Action Items (60 minutes)

8.1 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.

7.1A. Approve disposal of property in accordance with provided schedule

7.1B Approve revised November Financial Statements

7.1 C Approve December Financial Statements

7.1 D Approve Contract with Hodge and Associates for Civil Engineering Work Related to Design and Construction of New Facility and Authorize Payment of all Invoices within the Scope and Budget of the Agreed upon Work.

7.1 F Approve ISBA Policy Update Service Renewal

Carole Bodgen moved to approved the Consent Agenda, Zac Crist seconded the motion, passed by unanimous vote.

7.2 Approve ISBA Policy Updates

Jessica Long presented on the ISBA policy updates under consideration. Board tabled discussion on policies 6100, 2365, 2420 and 2420P. Board discussed policies 2380, 3255, 4170, 5710, and 8245, and suggested revisions. Jessica Long moved to approve adoption of policies 3255, 4170, 5710, and 8245 with agreed upon revisions, Zac Crist seconded the motion, passed by unanimous vote. Jessica Long moved not to adopt policy 2380, Tiffanie Braun seconded the motion, passed by unanimous vote.

7.3 Discuss Path Forward on New Facility Construction

Board members discussed path for moving forward with construction of

new facility. Debbie Berkana and Zac Crist will meet with Fundraising Committee to determine exactly how much money has been raised to date so we know exactly how much we still need to raise. Need to give final approval on plans before they go out to bid. The Facilities Committee is in the process of finalizing the plans. Board members may provide comments on final plans or attend Facilities Committee meetings to provide input on final plans.

Zac Crist moved to authorize the Facilities Committee to approve the final construction documents so they can go out for bid, Jessica Long seconded the motion, passed by unanimous vote.

7.4 Review February Tasks

Facilities Committee to approve final construction documents; Development Committee to work on raising additional funds; Finance Committee to continue exploring financing options; Governance Committee to review additional policies. At the next meeting, the Board will discuss upcoming board elections; Zac Crist and Amy Ball's terms open. Amy Ball announced that she will not be running for another term.

8. Workshops ()

None.

Meeting adjourned at 8:08 p.m.

2017-2018 Board of Directors

Jessica Long, term expires 2020

Carole Bogden, term expires 2020

Robert Wilson; term expires 2020

Brittany Cooper, term expires 2019

Tiffanie Braun, term expires 2019

Amy Ball, term expires 2018

Zac Crist, term expires 2018