

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 Charter School  
Special Meeting

April 23, 2018

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

Time: 6pm

**Meeting called to order at: 6:11 p.m.**

Attending: Amy Ball, Jessica Long, Tiffanie Braun, Brittany Cooper, Carole Bogden, Zac Crist, Erin Corwine

Absent: Robert Wilson

Public: None.

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 (5 minutes)

**Request to remove item 7.4 from the agenda. Request to add item 7.7 - discussion on groundbreaking celebration - to the agenda. With these revisions, Brittany Cooper moved to approve the agenda, Tiffanie Braun seconded the motion, passed by unanimous vote.**

3. Presentations & Reports

3.1 Update from Landscape Committee

**Carole Bodgen presented on behalf of the Landscape Committee. The Committee is pursuing grants to pay for landscaping projects. The Committee is developing its mission statement and discussing various ideas for landscaping projects. Next meeting May 1st.**

3.2 Update on Board Elections

**Carole Bogden presented on behalf of the Election Committee. We have four open seats on the Board - Amy Ball and Zac Crist are running, looking for candidates to run for other two seats. Carole discussed the election process and the various tasks that need to be completed before and after the election.**

3.3 Update on New School Financing

**Zac Crist discussed the status of securing financing for our new facility. We are still negotiating with the bank. We will need a letter from the bank guaranteeing financing in order to sign the construction contract and secure the grant from the Calder Foundation. Should know more tomorrow.**

4. Announcements - **None**

5. Approval of minutes

5.1 Approve Minutes from 4-9-18

**Request to make one correction to item 7.2 - commence work on May 1st, not September 1st. With correction, Carole Bogden moved to approve the minutes, Robert Wilson seconded the motion, passed with one abstention.**

5.2 Approve Minutes from 3-26-18

**Zac Crist moved to approve the minutes, Tiffanie Braun seconded the motion, passed with two abstentions.**

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.*

**None**

## 7. Action Items (30 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.*

#### 7.1A Approve March Financial Statements

**Zac Crist moved to approve the March Financial Statements, Carole Bogden seconded the motion, passed by unanimous vote.**

### 7.2 Consider Feedback from Attorney on Facilities Construction Contracts

The Board discussed Attorney Susan Wilson's comments and concerns about the construction contracts. Amy Ball will follow up with Ben Larson about questions raised by the Board. Amy Ball will share responses from the architects to the Board. The Board will then provide additional feedback, and Amy will negotiate the terms of the construction contracts based on Board feedback.

Zac Crist moved to authorize Amy Ball to negotiate the terms of the contracts with Golis Construction after we have reviewed the architects' responses to Attorney Susan Wilson's comments and concerns. Robert Wilson seconded the motion. Passed by unanimous vote.

Robert Wilson moved to authorize Debbie Berkana to pay Susan Wilson for her review of the construction contracts, Carole Bogden seconded the motion, passed by unanimous vote.

### 7.3 Approve Cost Sharing Development Agreement

Brittany Cooper moved to authorize Amy Ball to sign the Cost Sharing Development Agreement for the grading work, Zac Crist seconded the motion, passed by unanimous vote.

### 7.4 Approve Construction Contract with Golis Construction - **Tabled**

### 7.5 Create Priorities to Inform FY19 Budget

The Board discussed priorities for the FY19 budget. Provided information regarding how many hours teachers work per week, average 55-60 hours. Discussed proposal to hire a full-time PE teacher, and a second person to serve

as adventure coordinator/field work coordinator. Other priorities identified included money for moving expenses (break down/set up of classrooms and pay for staff to set up during summer), pay raises for staff and director, ¼ new staff position, other academic support, and a bus. Debbie Berkana and Jeneille Branen will present draft budget at May meeting with pay schedule.

7.6 Create Process for Facilities Approvals - **Tabled**

7.7 Discuss groundbreaking celebration

**Groundbreaking celebration will take place on gallery night. The Board decided to have the celebration immediately after gallery night, with everyone walking to the site together for the celebration.**

8. Workshops - **None**

**Meeting adjourned at 9:00 p.m.**