

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  
Workshop Meeting

Thursday October 10, 2012

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

**Meeting called to order at \_7:07\_.**

Attending: Joseph Erhard-Hudson (JEH), Brian Gardner (BG), Nils Peterson (NP), Melinda Schab (MS); Anthony Warn (AW) Ex-officio

Absent: Jen Whitney

Public: Greg Larson

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 for tonight's meeting

**NP moves, BG 2nd. Unanimous**

3. Announcements & Reports (15 minutes)

3.1 Luna visit. **Tom Luna will be in the area in the next 2 weeks. He is pleased to be invited, schedule is still being finalized.**

3.2 Star Rating review with Charter School Commission **Fri 19th, by phone. They requested this meeting to discuss the school's rating. No agenda provided by them yet. SDE cancelled their "Fall Tour" to talk about the state's school improvement plan. SDE has created a tool, called "Wise" but we don't have access to it. Goal is to understand Wise by Friday 19th.**

3.3 Potential new board member(s) **Della Bayly has expressed interest in joining the Board. She is at School of Family and Consumer Sciences @UI. Joseph is setting up a meeting with her in the coming week.**

3.4 Upcoming financial audit **Cade Konan, Hayden & Ross will be presenting his audit of FY12 at the coming meeting.**

3.5 Avista grant application. **Karen Flint is working on a grant application to Avista, its a kickback to organizations that have already done improvements. Question: How will grant be acknowledged? Do we want a more standard way of doing this? Several ideas were generated and Joseph will take a solution to Karen.**

4. Approval of minutes (10 minutes)

4.1 Approve minutes from September 27, 2012 <https://docs.google.com/document/d/1OEAqnh8kEM845Wh32fbBMGcncbMRjVKEHiLoJR1mVpE/edit>

**BG moved, MS 2nd; Ayes: BG, NP, JEH. Abstain: MS**

5. 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 outlined staff requests regarding asking for clarification about fund raising, what can be asked, when there will be clarity.**

6. Action Items (15 minutes)

6.1 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.*

6.1.A.

6.2 Donation letter to parents.

**There was a long discussion of the merits of the draft letter to parents for donations to support fieldwork and expedition costs. A question was asked about is this an annual or semester. Follow up phone calls by Parent CREW to parents in classrooms. Timeline for letter: Sunday for mailing Monday.**

**Motion: Melinda revise & finish By Sunday. Letter go out no later than Tues. by US Mail, director front \$8K (\$1000/room), suggested range of \$150-200/child as an annual amount; remove idea of donation of time from letter. Phone follow up to letter by Board & Parents, completed by Board mtg Oct 25. Nils to build tracking mechanism for that. Nils moved. MS 2nd; unanimous.**

## 7. Presentations (15 minutes)

### 7.1 Draft Strategic Plan Development Framework - Jessica Bearman

*Scheduling note: this item will not occur sooner than 8:15, depending on Ms. Bearman's availability. We may need to commence with Item 8 and insert Ms. Bearman's presentation where convenient.*

**Jessica Bearman shared ideas about strategic planning for the school. She presented a concept for a set of Learning Targets to scaffold the process and stakeholders to engage. A few milestones were sketched. A process was outlined.**

**Motion: Create a guiding small working group for the strategic planning process (members: 1 Board, 1 teacher?, 2 parents, Anthony). Jessica Bearman to lead this group. Timeline: kickoff in October, membership of the group to be confirmed at next Board meeting in October, end product in April. NP moved; MS 2nd: unanimous.**

## 8. Workshops

### 8.1 Policy Revisions - Personnel (new series 5000) - First Reading

*These policies are being presented for their first reading. At a subsequent meeting, after time for public input, they will be finalized and approved for adoption. The personnel section of the current policies will be revoked and the new 5000 series policies adopted as a whole after all have been presented and approved.*

8.1.A 5000 - Goals, severability, definitions (**edited 10.11**)

8.1.B 5100 - Hiring and contracts

8.1.C 5105 - Re-employment

8.1.D 5107 - Informal review

8.1.E 5110 - Criminal History/Background Checks/Volunteers (**needs**

**work)**

8.1.F 5120 - Equal Employment Opportunity (**edited 10.11**)

8.1.G 5125 - Reporting New Hires (**edited 10.11**)

8.1.H 5200 - Applicability of Policy

8.1.I 5205 - Job descriptions & annual reviews

8.1.J 5210 - Work Day (**edited 10.11**)

8.1.K 5220 - Assignments and Reassignment

8.1.L 5230 - Americans with Disability Act Compliance

8.1.M 5240 - Sexual Harassment

8.1.N 5250 - Grievance (**edited 10.11**)

8.1.O 5260 - Abused Child Reporting (includes forms 5270) (**edited**

**10.10)**

8.1.P 5280 - Personal Conduct

8.1.Q 5281 - Professional Standards/ Code of Ethics (**edited 10.11**)

8.1.R 5285 - Solicitations (**edited 10.11**)

8.1.S 5290 - Political activity

8.1.T 5310 - Tobacco free

**Each policy was presented for discussion. Edits were proposed and made by consensus. No action was taken to adopt the policies. All the proposed policies will be posted publicly online and advertised to the school community. Anyone with comments can come to the next Board meeting (10.24) or email [jerhardhudson@palouseprairieschool.org](mailto:jerhardhudson@palouseprairieschool.org)**

**Meeting adjourned at 9:40.**

**2012-2013 Board of Directors**

Nils Peterson, Co-Secretary; term expires 2013  
Joseph Erhard-Hudson, Chair; term expires 2013  
Jennifer Whitney, Vice-Chair; term expires 2014  
Brian Gardner, Treasurer; term expires 2014  
Melinda Schab, Co-Secretary; term expires 2015