

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

1/27/2014:

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

Current Board: Brian Gardner (BG) Directors: Jacob Ellsworth (JE)
 Della Bayly (DB) Jeneille Branen (JB)
 Sarah Deming (SD)
 Amy Ball (AB)
 Todd Broadman (TB)
 Greg Larson (GL)

Meeting called to order at.

Attending: BG, TB, AB, SD, GL

Absent: DB

Public: JE, JB

Note Taker: GL

1. Welcome to public audience and guests (5 min)

2. Approval of agenda (5 minutes)
BG adds update 4.1, JE adds calendar update 3.3
GL moves to approve amended agenda, SD seconds. Unanimous 'in favor.'

3. Presentations & Reports (20 minutes total)
 - 3.1 Enrollment plan for 2014-2015 SY; Description of Middle School options(JB)
JE: Lottery will be held on last Saturday of March. JE will contact last fall's kindergarten wait list and inform them of openings for first grade. It is anticipated that Kindergarten and 1st grade will be full classes, and JE's goal is to add 10 students to the student body for a total of 180 students for the '14-'15 school year. Adding another 7-8 classroom next year has academic and financial downsides.

Academic downside: with turnover and new students coming in at grades 6 and 7, the school is challenged to instill/maintain CREW culture in the middle school grades. Many students have difficulty adjusting to the EL process, and EL expectations of learners. Sticking to one class will help the school focus on Crew culture for middle school grades.

How to retain PPSEL students from lower grades into middle school?

Establishing a block schedule for the middle school which allows for students to change classrooms and take electives will prevent the burnout of being in same classroom with same people all day long, it will offer more of a 'middle school feel' to the PPSEL experience.

JB and JE suggest that the school formulate class size limits and enrollment cut-off dates to help ensure quality teaching and learning.

3.2 Letter to legislators on funding issues

BG asks board members to read and reflect on the letter to policymakers submitted for this meeting's packet by GL.

3.3 School Calendar issues

JE discusses that the calendar is not yet set for Moscow School District. The MSD may choose to have early dismissal on Fridays, in which case PPSEL would need to adapt to that schedule for its bus-riding students.

4. Announcements

4.1 **BG has received feedback from SBOE and Idaho Charter School Commission on charter revisions re: board elections. BG calls for board meeting on 1/30/14 to address feedback and submit revised charter language.**

5. Approval of minutes (5 minutes)

5.1 Approve minutes from 12/09/2013

**SD moves to approve the above minutes, TB seconds the motion.
Unanimous in favor.**

6. Public Comment Period (limit 15 minutes)

none

7. Action Items (45 minutes)

7.1 Consent Agenda

7.1.A. Approve December financials (5 minutes)

SD moves to approve, TB seconds the motion, unanimous in favor.

7.2 Status of Directors review process (10 minutes)

Final comments on review questions proposed for parents, teachers, staff. Create timeline for gathering responses and reviewing results.

Action=establish clear process and end date to accomplish reviews

JB: schoolwide data matters belong to JE's duties. The score of "Exemplary" is hard to determine, it is part of the rubric which will be given to staff for their part of the director evaluation. JB recommends asking staff for feedback on appropriateness of questions and categories in order to revise the rubric before next year's directors' evaluations.

JE: would like school staff, beyond faculty, to have input on the directors' evaluations. "50% of what I do is not covered by this rubric."

BG asks for final feedback from JE and JB about the drafted directors evaluations by the end of the business day on Wednesday 1/30/14.

7.3 Election committee and election date for vacating board seats (10 minutes)
Establish an election date for seats vacating this year. Decide number of seats up for election. Select board representative to begin formation of an election committee.

Action=establish election date and scope, identify board rep. to begin committee formation

AB volunteers as board representative to election committee. She will identify both teacher and parent/family candidates for the committee and report back to the board on her progress at the Feb 10 2014 board meeting.

7.4 Adoption of enrollment plan/middle school option for 2014-2015 (10 minutes)

Establish a target enrollment and Middle School design to facilitate student recruitment, budgeting and facilities improvement proposals

Action = adopt enrollment target and Middle School design for next school year.

GL moves to adopt a lottery target of 192 seated students for the 2014-2015 school year, that conforms to the class limit targets of 20 Kindergarten students, 24 students per class for grades 1-5, and 26 students per class for grades 6-8. The enrollment cap may be exceeded with board approval.

TB seconds the motion, unanimous in favor.

7.5 Board training opportunity with ISBA on Feb 13 (10 minutes)

Respond to offer of board training on or about Feb 13th. Consider topics available, cost and board member availability.

TB expresses concerns of spreading the board education too thin, instead of digging down into the training already received. To BG's question if any board member is strongly in favor of having a session on Feb 13th, there are no 'yes' opinions expressed. The board will not invite ISBA to present on Feb 13.

8. Workshops (60 minutes)

8.1 Strategic Plan report in on Goals/Objectives/activities

fill in all goals and objectives

complete activities/timeline/measures/RASCI for next 18mos.

assign project manager w/ check-in timeline where needed

Next Steps

reaffirm timeline for write up of document

timeline to present to stakeholders

The 4 priority goal areas were divided between two groups for discussion. BG and JB will send TB their revisions. TB will collate and add questions for further discussion to the strategic plan, with the goal of establishing Goals, Objectives, and Activities under each priority area, the document to be presented to the public (parents) for review on March 1, 2014

Meeting adjourned at 9:30 pm.

2013-2014 Board of Directors

Brian Gardner, Chair, term expires 2014

Della Bayly, term expires 2014

Sarah Deming, Treasurer, term expires 2015

Amy Ball, term expires 2015

Todd Broadman, Vice-Chair, term expires 2016

Greg Larson, Secretary, term expires 2016