

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

September 25, 2017

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

Time: 6pm

Meeting called to order at: 6:07 p.m.

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

Absent: Brittany Cooper

Public: Nils Peterson, Kevin Smith, Jacob Scott, Bailey Scott, Laura Flanagan, Gabby Leong, Andrika Kuhle, Justin Rasmussen, Laurence Rose, Larry Korn, Ben Larsen.

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

Amy Ball added item 3.2 to the agenda - Jeneille to report on criminal activity at the school. Amy Ball added item 7.5 to the agenda - employee requesting bereavement leave. Tiffanie Braun moved to approve agenda with additional items, Zac Crist second, passed by unanimous vote.

3. Presentations & Reports (45)

3.1 Financial Audit

Kevin Smith from Hayden Ross reported the school's financial audit. Conclusion: clean opinion. Positive financial audit.

3.2 Students in the building Thursday evening.

Three minors entered the building through a back door on Thursday, 9/21, went through classrooms and stole two staff computers, chromebooks, and a backpack. Individuals spotted by Jeneille downtown and she contacted police. Individuals arrested. Items recovered but still in custody of police department. Should discuss costs of installing security cameras. Jeneille was able to fix lock on back door.

4. Announcements ()

None.

5. Approval of minutes (10 minutes)

5.1 Approve minutes from: 8/21/2017

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

5.2 Approve minutes from: 9/11/2017

Carole Bodgen moved to approve the minutes, Tiffanie Braun seconded, passed by unanimous vote.

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 (60 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 July Financial Statements

7.1B Approve August Financial Statement

7.1C Approve Daily Pay Rate of \$80/Day for Substitutes

Tiffanie Braun moved to approve the Consent Agenda, Zac Crist seconded, passed by unanimous vote.

7.2 Approve Audited FY17 Financial Statements

Robert Wilson moved to approve, Carole Bodgen second, passed by unanimous vote.

7.3 Discuss Sellers Request to Move Future Park Site

Seller wants to relocate the park, asked City if it would allow them to move it north of the Grove. Before park was going to be located next to the school, adjacent to Alice. But seller cannot develop land on Alice or Southview sufficiently if park does not get moved. Answer from City expected after October 10th. Board members expressed desire to move forward with purchase, even if park is moved to other side of Southview.

7.4 Presentation of Design Options for Future School Facility and Selection of Path Forward

Larry Korn presented different designs/options for the new building and site. One option to lower the cost is to change how much earth is moved. Board members expressed desire to construct a building with larger classrooms and use modulars as short term solution until we have the funds to pay for the entire building. Expressed favor for Option D or Option F. Facilities Committee will work with architects on site and earth moving. Proposed closing date is December 15th. Site work in spring 2018. Financing locked down in mid-February. Development committee needs new schematics and new time frame for grant writing and fundraising.

7.5 Bereavement leave.

In the past, bereavement leave has been paid. Used to pay 5 days of bereavement leave. Removed from policy 5400 because of belief it was unpaid leave and therefore not part of our paid leave policy. Then advised it has historically been paid leave.

Zac Crist moved to continue implied policy of offering up to 5 days of paid bereavement leave, employee may request additional unpaid leave from the Board. Policy would be in effect for this year, and would then be reviewed by the Board as part of the quarterly review of all policies. Carole Bodgen seconded,

Passed by unanimous vote.

8. Workshops (60 min)

8.1 Finalize Strategic Plan

Board members worked on preparing Continuous Improvement Plan and Annual Reporting.

8.2 Create Board Work Plan and Calendar

The Board identified goals/tasks for year. Amy will compile calendar.

Meeting adjourned at 9:10 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