

COLLABORATION CARING INTEGRITY

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Palouse Prairie Educational Organization  
Doing business as  
Palouse Prairie Charter School  
Special Meeting

May 21, 2018

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

Time: 6pm

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

Attending: Debbie Berkana, Jeneille Branen, Tiffanie Braun, Jessica Long, Carole Bogden, Amy Ball, Brittany Cooper (on phone).

Absent: Robert Wilson, Zac Crist

Public: Rebekka Boysen-Taylor

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 made to add item 7.3 to the Consent Agenda - approve ordering an appraisal and environmental assessment. Request made to remove item 5 - approval of the minutes from 4/23/2018 board meeting. Request to switch items 7.5 and 7.6 so that item 7.6 is discussed first.**

**Tiffanie Braun moved to approve the agenda with the above changes. Carole Bogden seconded the motion. Passed by unanimous vote.**

3. Presentations & Reports (20 min)

3.1 Update on Ground Breaking Ceremony

**Ground-breaking ceremony set to take place immediately after Gallery Night. Board members discussed details of ceremony.**

3.2 Report on Elections and Board Candidates

**We currently have two candidates, and one to two potential candidates. Need to get bios from the candidates to publish in the Quail Call. Carole Bogden discussed needs and logistics for upcoming election. We still need to find someone to staff the ballot box during gallery night.**

4. Announcements - **None.**

5. Approval of minutes (5 minutes) - **Tabled.**

5.1 Approve Minutes from 4-23-2018

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.*

**Ms. Boysen-Taylor expressed her appreciation for the Board and the work done by its members.**

7. Action Items (90 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 April Financial Statements*

*7.1B First Reading of ISBA Policy Updates*

*7.2 First Reading of 6000 series Policies*

**The Board agreed that all members will read and provide edits, if necessary, then do the second reading and approve at the June meeting.**

*7.3 Approve appraisal and environmental assessment on land.*

**Carole Bogden moved to approve the Consent Agenda, Tiffany Braun seconded the motion, passed by unanimous vote.**

#### 7.2 Update and Discussion on New Facility and Financing

**Zac Crist has contacted numerous banks regarding financing. Discussion of responses from various banks. Carole Bogden offered to follow up with Columbia Bank. Umpqua Bank won't fund unless we have 30-35% for a down payment. Potlatch Federal Credit Union is ready for us to fill out an application; it would then be 2-3 weeks for final approval and we must open an account. Banner Bank has the necessary information and will need 2-3 weeks to process. Idaho Central Credit Union has the necessary information also.**

**The next step is to get an appraisal and environmental assessment, which Zac has ordered. The contractor has agreed not to withdraw from the project and is willing to give us a few more weeks to secure financing. But construction costs are going up dramatically. In exchange for extending the May 18th deadline, the contractor may want more money because costs are going up. This would be done as change order.**

#### 7.3 Consider Feedback on Student Dress Code -

**The Board discussed comments received regarding the student dress code and acknowledged that valid concerns have been raised. Jeneille Branen and Jessica Long will review and revise the dress code, and then present to the Board for consideration and approval.**

#### 7.4 Approve Teacher Stipends -

**Jeneille Branen requested that each member of the leadership team receive a \$500 stipend for their service this year. The \$500 stipend would go to Trish Gardner, Erin Corwine, Alissa Klemencic, Cassie Schierman, and Andrika Kuhle. Carole Bogden moved to approve, Tiffanie Braun seconded the motion, passed by unanimous vote.**

#### 7.5 Approve Teacher Pay Scale -

**The Board discussed two different salary scales, and the original scale approved by the Board in 2015.**

**Jessica Long moved that all newly hired teachers will be placed on the salary scale based on the number of full time (.5 of above) years of certified teaching experience at a public school or an accredited private school/parochial school/college/university as defined in the Idaho System for Educational Excellence (ISEE). Carole Bogden seconded the motion. Passed with one abstention.**

For current teachers, the Board discussed the decision by the Board in 2015 to credit teachers with .4 time as full time on the salary scale. The Board decided not to reconsider that decision.

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

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

Jessica Long moved to authorize Amy Ball to approve and sign the contracts under the new salary schedule, Tiffanie Braun seconded the motion, passed by unanimous vote.

#### 7.6 Consider Draft Budget for Next Fiscal Year

The Board discussed the draft budget. Income received will be similar to this year, with more money from the state and less income from the federal government for free and reduced lunches. The Board decided to estimate donations at \$40,000, Debbie Berkana advised the Board that the amount of raises the Board initially wanted to give is not feasible.

The Board then discussed the salary scale and the original scale approved by the Board. See item 7.5.

The one question remaining is whether to finalize the hiring of a .5 adventure coordinator, a .8 PE teacher, and an instructional aide next year. These positions will be finalized at a later date.

8. Workshops - **None.**

**Meeting adjourned at 9:03 p.m.**