

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
Annual Meeting

September 24, 2018

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

Time: 6pm

Meeting called to order at: 6:08 p.m.

Attending: Tiffanie Braun, Robert Wilson, Jessica Bearman, Jessica Long, Debbie Berkana, Gabe Baker, Amy Ball, Jeneille Branen, Carole Bogden, Zac Crist

Absent: Brittany Cooper

Public: Kevin Smith

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

Jessica Bearman moved to approve the agenda, Tiffanie Braun seconded the motion, passed by unanimous vote.

3. Presentations & Reports (90 minutes)

3.1 Presentation of Financial Audit by Hayden and Ross.

Kevin Smith presented the results of the financial audit conducted by Hayden and Ross. PPCS received a clean report. Smith discussed the various sections of the report with the Board.

3.2 Directors Report

Jeneille Branen presented her Director's report. October 11th is the upcoming credentialing meeting at the 1912 Center; Branen encouraged all Board members to attend. For staffing, PPCS still hasn't be able to hire an Americorps volunteer.

3.3 Facilities Report

Jeneille Branen presented on behalf of the Facilities Committee. A concern was raised by the contractor regarding payment requests. Apparently, Golis will submit a request for payment and lien release for work completed. The request then goes to bank, the bank inspects to ensure the work is done, then the architect signs off, then the title company has to sign off on the lien release, then money is released. The process takes about one week.

A decision has to be made regarding portables. Robert Wilson is looking into options, including whether we lease or buy them.

4. Announcements

Tiffanie Braun announced that the Development Committee met this morning and 11 people attended. Half of those attending are new participants.

5. Approval of minutes (5 minutes)

5.1 Approve minutes from: 8/27/2018

Tiffanie Braun moved to approve the minutes, Zac Crist seconded the motion, passed by unanimous vote.

5.2 Approve minutes from 9/12/2018

Revisions to the 9/12/2018 minutes proposed. Jessica Bearman moved to approve the minutes with the revisions, Carole Bogden seconded the motion, passed with 2 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 Audited FY 2018 Financial Statements

7.1B Approve August 2018 financial statements

7.1C Approve PPCS Emergency Management Plan

7.1 D Authorize Closing Bank Accounts with Zions Bank

Item 7.1B was removed from the Consent Agenda because Debbie Berkana found one error on the statements.

Zac Crist moved to approve the Consent Agenda, Gabe Baker seconded the motion, passed by unanimous vote.

7.1B Approve August 2018 financial statements

Zac Crist moved to approve the August 2018 financial statements with one revision by Debbie Berkana to correct the interest amount, Jessica Bearman seconded the motion, passed by unanimous vote.

7.2 Discuss PPCS Continuous Improvement Plan

The State requires that all schools develop a continuous improvement plan. Last year, the Board reviewed our achievement reports and set goals for the academic year. The Board discussed and gave feedback on the plan.

7.3 Revise Policy 3000, 3010, and 3080

Jeneille Branen discussed the issue of caps on new students. According to our attorney, PPCS can only impose caps on students transferring from out of district, but our district is the entire state of Idaho. So PPCS can only impose caps for out of state students. Language was added pertaining to kids that have previously been suspended or expelled. Robert Wilson moved to approve policies 3000, 3010 and 3080 as revised, Jessica Bearman seconded the motion, passed by unanimous vote.

8. Workshops (30 minutes)

8.1 Board Work Plan and Calendar

The Board identified tasks for the upcoming Board year and suggested when these tasks should be completed.

Meeting adjourned at 7:58 p.m.

2018-2019 Board of Directors

Brittany Cooper, term expires 2019

Tiffanie Braun, term expires 2019

Jessica Long, term expires 2020

Carole Bogden, term expires 2020

Robert Wilson; term expires 2020

Amy Ball, term expires 2021

Zac Crist, term expires 2021

Jessica Bearman, term expires 2021

Gabe Baker, term expires 2021