

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 Charter School  
Business Meeting

February 25, 2019

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

Time: 6pm

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

Attending: Amy Ball, Zac Crist, Jessica Long, Brittany Cooper, Robert Wilson

Absent: Jessica Bearman, Gabe Baker, Tiffanie Braun

Public: None.

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 requested to add an action item to the agenda after item 7.2. Item 7.3 would now be Item 7.4, and Item Number 7.3 would be to accept Tiffanie Braun's letter of resignation. With this addition, Zac Crist moved to approve the agenda, Brittany Cooper seconded the motion, passed by unanimous vote.**

3. Presentations & Reports (10 minutes)

3.1 Development Committee Report

**Amy Ball presented on behalf of the Development Committee. The**

**Development Committee is busy writing and submitting grants. They are in the second stage of the grant process with Kaboom for playground equipment. We are seeking a grant for flooring for the multi-purpose room; Golis has offered to match the grant. The Committee is also working with Renee Hill to apply for a grant with the Giving Circle to fund the canoe expedition. Zac Crist announced that he is also looking into grants. Trish Gardner is organizing families to hold small fundraisers; her goal is 10 events raising \$10,000.**

**Jeneille Branen was traveling – no Director’s report.**

4. Announcements

4.1 Building Walk through at our new facility is planned for March 7th at 3:30?

**Amy Ball announced that there would be a tour of the new facility on March 7th. She will verify time and details.**

5. Approval of minutes (5 minutes)

5.1 Approve minutes from: 1/28/2019

**Zac Crist moved to approve the Minutes, Brittany Cooper seconded the motion, passed with 1 abstention.**

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 (75 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.*

**7.1 A Approve January 2019 Financial Statements**

**7.1 B Approve emergency school closures on 1/23/19 and 2/11/19 for the entire day due to snow and unsafe driving conditions.**

**7.1 C Approve Policy 3535 and 3535P: Suicide Prevention**

**Zac Crist moved to approve the Consent Agenda, Brittany Cooper seconded the motion, passed by unanimous vote.**

7.2 Discuss offer to GEM Innovation Schools for Portable Classroom

**The Board discussed purchasing a portable classroom from GEM Innovation Schools in Pocatello. GEM has lowered the price of the portable to \$50,000.**

**Zac Crist discussed financing with the bank, and explained that if we rolled the purchase price of the portable into our loan, that would eliminate most of our contingency budget. A family has offered to make a private loan to the school for up to \$72,000 to cover the purchase price (\$50,000), and all moving and installation costs (estimated at a maximum of \$22,000). The loan would be for a period of 5 years, with a 3% rate of interest. The loan would begin on June 10th. There would also be an inspection fee with the Idaho Division of Building Safety. The portable classroom would be moved to our new facility site or stored at our expenses between June 17th and June 30th.**

**Amy discussed additional terms of the purchase - it would be contingent on obtaining financing, contingent on being able to move and install for a maximum cost of \$22,000, and contingent on the plan being approved by the Idaho Division of Building Safety. If GEM receives another offer, then we would have 72 hours to remove the contingencies. We would put down a deposit of \$2,500, with the remainder payable on June 17<sup>th</sup>.**

**Zac Crist moved to authorize himself and Amy Ball to enter into a contract with the family to borrow up to \$72,000 on the terms set forth above, Brittany Cooper seconded the motion, passed by unanimous vote.**

**Brittany Cooper moved to authorize Amy Ball and Zac Crist to enter into a contract with GEM Innovation Schools to purchase a portable classroom on the terms set forth above, Zac seconded the motion, passed by unanimous vote.**

7.3 Accept Tiffanie Braun's letter of resignation

**The Board discussed Tiffanie Braun's letter of resignation. Brittany Cooper moved to accept Tiffanie's resignation, Zac Crist seconded the motion, passed by unanimous vote.**

7.4 Discuss Leadership for Landscaping Committee

**Nils Peterson has announced that he is stepping down as chair of the Landscaping Committee. Amy Ball will reach out to Gabe Baker about assuming the chair role on the Committee.**

7.5 Review Board tasks for March

**The Governance Committee will work on board elections - we have at least two seats to fill. Amy Ball will put an announcement in the Quail Call. The Facilities Committee will start working on the plan for moving into the new facility. We will need to move by the end of June. There are ISBA policy updates; Amy Ball will review the updates and determine whether this task can wait until a summer board meeting.**

**Meeting adjourned at 6:55 p.m.**

**2018-2019 Board of Directors**

Brittany Cooper, term expires 2019

Tiffanie Braun, term expires 2019

Jessica Long, 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