

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

March 25, 2019

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

Time: 6pm

**Meeting called to order at: 6:06 p.m.**

Attending: Debbie Berkana, Jeneille Branen, Amy Ball, Gabe Baker, Brittany Cooper, Jessica Long, Jessica Bearman

Absent: Zac Crist, Robert Wilson

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

**Gabe Baker moved to approve the agenda, Brittany Cooper seconded the motion, passed by unanimous vote.**

3. Presentations & Reports (15 minutes)

3.1 Directors Report

**Jeneille Branen presented her Director's report.**

Jeneille was advised that Don, our project manager, is no longer employed with Golis. She is still waiting for details about how this might impact construction of the new facility.

The lottery is this Friday, March 29th. We currently have full classes in grades K-5, with waitlists for all but 3rd grade. Middle school enrollment is low, approximately 50 students total, but some families are still deciding.

Debbie Berkana is now on the landscaping committee, replacing Jeneille. She is also working on technology for the new school. The State is mandating a parent/staff report card, details forthcoming. David Yopp, a professor at UI, is teaching 8<sup>th</sup> grade math right now.

Jeneille expressed her thanks to the development committee for a successful celebration at the new facility, over 200 people attended. As for financial needs, staff want to revamp their libraries, Renee Hill is still trying to raise money for her canoe project, and we will need a shed at the new facility to store adventure gear.

Bridget's work on migrant workers has been accepted as a Model of Excellence. EL reached out to PPCS seeking work for 6-8<sup>th</sup> expeditions because we have more models of Excellence than any other school.

### 3.2 Facilities Report

A parent has offered to do the fencing at a lower cost. We are looking into whether this is a possibility. Another parent with a seed company has offered assistance. We have purchased the portable classroom, the contract was signed on March 14th. Jessica Long will draft promissory note and continue efforts to get quote/commitment to move portable classroom. Debbie Berkana will talk with insurance about coverage during move.

### 4. Announcements

**None.**

### 5. Approval of minutes (5 minutes)

5.1 Approve minutes from: 2/25/2019

Amy Ball corrected an error with the date. With this correction, Brittany Cooper moved to approve the minutes, Jessica Long seconded the motion, passed with two 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 (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 February 2019 Financial Statements**

**7.1 B Approve emergency school closures on 2/27/19 and 3/7/19 for the entire day due to snow and unsafe driving conditions.**

**Gabe Baker moved to approve the Consent Agenda, Jessica Bearman seconded the motion, passed by unanimous vote.**

### 7.2 Debrief PPCS New School tour and next steps

**The Board discussed the recent celebration at the new facility, and ideas for additional events/fundraisers in May and over the summer. Kamiak Coffee has created a Palouse Prairie blend, and a portion of the sales will go toward PPCS. Kamiak donated \$175 to PPCS from coffee sales at the recent celebration.**

### 7.3 Discuss Leadership for Landscaping Committee

**The Board discussed the Landscaping Committee. Nils Peterson and Carole Bogden are no longer on the Committee. We need to recruit new members. Two people signed up to serve on the Committee at the celebration so we now have 4 members. Gabe Baker agreed to be the Board liaison. The next meeting is tomorrow at 3:15 p.m.**

### 7.4 Plan School Move-Out

**The Board discussed the upcoming move to the new facility. Robert Wilson has agreed to help Jeneille develop a moving plan. We need to be out of our current space by June 30th, and the space needs to be returned to its original condition. We are currently working on emptying the warehouse.**

#### 7.4 Discuss Board Elections

**Board elections are scheduled for the week of gallery night. Amy Ball will be resigning at the end of June so we will be electing 4 new board members. The newspaper ad must run 30 days before the election; Jessica Long will take care of this. Jessica Long will also find example email to interested individuals and circulate to the Board.**

#### 7.5 April Board Tasks

**In April, the Board needs to finalize the director review process and manage the Board elections. The Development Committee will continue working on fundraising. At our April meeting, the Board will set budget priorities for the upcoming fiscal year. We also need to hold a Middle school information night. This event is currently being planned but date/details are not set yet.**

**Meeting adjourned at 7:39 p.m.**

#### **2018-2019 Board of Directors**

Brittany Cooper, 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