

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

May 20, 2019

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

Time: 6pm

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

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

Absent: Zac Crist

Public: Michael Connell, Rusty Vineyard, Juan Albaitero

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 remove item 5.2 from the agenda. With the removal of item 5.2, Jessica Bearman moved to approve the agenda, Gabe Baker seconded the motion, passed by unanimous vote.

3. Presentations & Reports (40 minutes)

3.1 Directors Report

Jeneille Branen gave her Director's report.

They held a middle school curriculum night. We have picked up 5 students for the middle school, and now have 50 students enrolled.

We have raised \$7,000 for flooring; bio-tracking will pay \$5,000 so we will get flooring for the multi-purpose room. We are still waiting to hear back on a grant so we may get additional funds for the flooring.

Better World Day was on May 15th. The students and volunteers put in most of the required landscaping at the new facility. Will do more planting on May 28th.

Martha will be here on June 3rd and 4th. She has worked with Martha on the moving plan; Jessie Dahlin will be in charge of the move. Tom Golis will help with deconstructing the old facility before the lease expires at the end of June.

Gallery night will be on Thursday, May 23rd. Run the Palouse will be on the last day of school. The 4th grade campout was a success, the Orcas trip was a success, and the 5th grade class is leaving tomorrow for Seattle.

Jeneille also discussed hiring for the new 5th grade teacher.

3.2 Elections Report

Amy Ball presented about the upcoming board elections. We have 3 candidates for 3 open board positions. Amy will stay on the board until someone is prepared to take over as Board President.

3.3 Facilities Report

Jeneille Branen presented on behalf of the Facilities Committee. The flooring and plumbing are being installed in the new facility, should be done next week. They will do the punch list review on May 29th. Jeneille is still trying to find a mover for the portable classroom.

3.4 Landscaping Report

Debbie Berkana presented on behalf of the Landscaping Committee. Students and volunteers did most of the required planting on Better World Day. They will do more planting on May 28th. Tom Gollis said we can now do the hydro-seeding. Gabe Baker has found someone who will take care of watering this summer.

3.5 Development Report

Jessica Bearman presented on behalf of the Development Committee. The Committee met in early May, and will meet again in June. This summer, they will work on some larger grant proposals. They are still waiting to hear from the Idaho Community Foundation on a grant to cover flooring in the multi-purpose room, and are waiting to hear back about a grant for playground equipment. The Committee is also collaborating with the Parent Crew on plans for celebrating PPCS's 10 year anniversary. The Board discussed some ideas being considered. Jessica requested feedback from the Board on the different ideas.

4. Announcements (5 min)

4.1 ISBA Board training 5/24 5:30pm

Amy Ball announced the upcoming board training on Friday, May 24th at 5:30 p.m. at Jeneille's house. The board candidates were invited to attend.

5. Approval of minutes (5 minutes)

5.1 Approve minutes from: 4/22/2019

Debbie Berkana suggested some edits to the draft minutes. With these edits, Gabe Baker moved to approve the Minutes, Jessica Bearman seconded the motion, passed by unanimous vote.

5.2 Approve minutes from: 5/16/2019

Item 5.2 removed from the agenda.

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.

Each of the board candidates introduced themselves and explained why they are interested in being on the Board.

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 April 2019 Financials
- 7.1 B Approve Lunch Contract with MSD
- 7.1 C Approve List of Items for Surplus
- 7.1 D Approve School Payment of up to \$450/Month Towards Eligible Employee Medical, Dental and 1/2 of Optional Vision Insurance Costs for FY20
- 7.1E Approve USBAFlex as Continuing Provider of a Flexible Spending Plan for Medical and Childcare Expenses to Insured Employees.
- 7.1 F Approve Lunch Prices for FY20: \$3.75 K-8, \$5.50 Adults
- 7.1 G Approve FY20 Classified Salary Schedule
- 7.1 H Approve Updated Policy 5100

Jessica Bearman moved to approve the Consent Agenda, Brittany Cooper seconded the motion, passed by unanimous vote.

7.2 Discuss Draft Budget for 2019/2020

The Board discussed the proposed draft budget for fiscal year 2020, and some proposed hiring changes.

7.3 Discuss Plans for Move to New Facility

Jeneille Branen discussed the move to the new facility. Staff are identifying items to move during their staff development meetings, and are boxing up items in the warehouse. A sign-up genius has been sent to families to help with the move. The next phase will be working on the old facility - the facility must be returned to its original condition before the lease expires at the end of June.

7.4 Discuss Board Plans For Gallery Night

The Board discussed Gallery Night. Amy Ball will make a presentation about the board elections; Jessica Bearman will make a presentation about PPCS's 10 year anniversary and ideas to celebrate; Jeneille Branen will make a presentation about the upcoming move to the new facility.

8 Executive Session (45 minutes)

8.1 Pursuant to Idaho § 74-206(1):b The PPCS Board will hold an Executive Session.

Each board member moved to go into executive session at 7:48 p.m. Each board member moved to go out of executive session at 8:34 p.m.

Meeting adjourned at 8:34 p.m.

2018-2019 Board of Directors

Brittany Cooper, term expires 2019

Jessica Long, term expires 2020

Amy Ball, term expires 2021

Zac Crist, term expires 2021

Jessica Bearman, term expires 2021

Gabe Baker, term expires 2021