

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 24, 2020

Location: Palouse Prairie Charter School, 406 Powers Ave., Moscow ID.

Time: 6:00pm

**Meeting called to order at: 6:04 p.m.**

Attending: Amy Ball, Jessica Bearman, Zac Crist, Gabe Baker, Juan Albaitero, Jessica Long, Debbie Berkana

Absent: Mike Connell, Jeneille Branen

Public: Jen Elliott

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, Juan Albaitero seconded the motion, passed by unanimous vote.**

3. Presentations & Reports

3.1 Presentation on Funding Initiative for K-12 Schools

**Jen Elliott presented on the "Invest in Idaho" ballot initiative, which if passed, will increase funding for all K-12 public schools. Reclaim Idaho, the**

**organization proposing the initiative, is still gathering signatures to get the initiative on the ballot.**

### **3.2 Report on Playground Progress**

**Jen Elliott provided an update on the playground. We have a signed contract with Learning Landscapes LLC. Jen investigated the site, and has determined that the first task is to complete the final site grading. As the final site grading is being done, the soil can be incorporated into the playground design. Jen recommended soliciting bids and securing a contractor as soon as possible, with site grading to begin in late May/early June. Jen was asked to provide a proposed budget at the next board meeting. Jen intends to seek feedback from students, staff and families after she gets designs from Learning Landscapes.**

**Debbie Berkana shared Jeneille's director report. The school bus will be painted March 14-15. Martha, our school designer, has accepted a new position; her last day is March 4th. We will use the last 2 days on our contract for professional development; Jeneille is hoping to have our 3rd and 5th grade teachers attend an EL training. We had our first tours on Friday, 7 families attended. We will have one more tour before the lottery. Jeneille encouraged board members to comment on the proposed salary scale being considered by the legislature. The 6<sup>th</sup> graders will present their final project to the Moscow Fair and Affordable Housing Commission on March 5<sup>th</sup> at 5:15. The school climbing competition will take place on March 7<sup>th</sup>; we are still in need of judges.**

### **3.3 Development Committee Report**

**Jessica Bearman presented on behalf of the Development Committee. Jessica has organized a small ad hoc committee to focus on marketing; the committee is comprised of parents and individuals with marketing backgrounds and experience. The Committee has put together a message to prospective families. Board members were encouraged to post this message on their Facebook pages. The Committee is also putting together "Hey did you know?" videos. These will be short, fun videos about PPCS for prospective families. The Committee is also discussing ideas to connect with neighbors, and whether to seek grant funds for a part-time marketing person. The Committee has applied for a grant to help fund the outdoor classroom space. The Committee is also setting up small-scale fundraisers, such as at Jamms, Mod Pizza, and through events hosted by PPCS families. They will also connect with Bloom regarding their non-profit dinners.**

## **4. Announcements**

**None.**

5. Approval of Minutes

5.1 Approve Minutes from 1/27/2020 board Meeting

**Gabe Baker moved to approve the minutes, Juan Albaitero seconded the motion, passed by unanimous vote.**

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

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 Financial Statements*

*7.1 B Approve School Closure on January 13, 2020 Due to Poor Weather Conditions*

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

7.2 Approve the Solicitation of Bids for Playground Site Work

**Zac Crist moved to approve soliciting bids for the playground site work, Jessica Bearman seconded the motion, passed by unanimous vote.**

7.3 Updated Annual Report from PCSC

**Amy Ball presented the updated annual report from the Public Charter School Commission.**

7.4 Lice Policy

**The Board discussed the current policy regarding lice and considered whether the policy should be revised to be a no nit policy. PPCS currently has a no live lice policy. The current policy is consistent with scientific evidence and the**

recommendations of the medical community. The board expressed concerns about how a no-nit policy could impact children, particularly if the children were forced to miss multiple days of school. The board also expressed concerns about how a no nit policy could disproportionately impact families that cannot afford to completely treat for nits.

The board decided to keep the current policy. The reasons behind this policy should be shared with the PPCS community, and donations should be solicited to help with the treatment, such as donating hair treatment kits and vouchers for local laundromats.

#### 7.5 Marketing and Recruitment

**No discussion.**

#### 7.6 Procedures for Policy Updates

Amy Ball discussed the need to establish uniform procedures for tracking and making policy updates. The board discussed the process for making policy updates, and agreed that one person should be tasked with this responsibility. Jessica Bearman will contact Mike Connell to discuss serving in this role. The board secretary will continue to be responsible for sending approved board minutes to Debbie and Gina Wilson.

#### 7.7 Thank You Notes

Tabled to next board meeting. The board discussed the process of sending personal hand-written thank you notes to donors. The Development Committee will consider alternative options for recognizing donors.

#### 7.8 March Board Tasks

Jessica Long and Amy Ball will begin planning for upcoming board elections. At the March board meeting, we will determine how many spots will be open at the end of this term. Amy Ball will provide an updated rubric for the director review. The Finance Committee will present a 5 year rolling budget. The Facilities/Wellness Committee will present an update on the playground and landscaping and provide a projected budget. They will also review and make recommendations regarding our current wellness policies.

**Meeting adjourned at 7:35 p.m.**

**2019-2020 Board of Directors**

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

Juan Albaitero, term expires 2022

Mike Connell, term expires 2022