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Palouse Prairie Educational Organization

Doing business as
Palouse Prairie Charter School
Special Meeting

Pursuant to the recent proclamation by Governor Little in response to the COVID-19 pandemic, PPCS will hold its March 23, 2020 Business Meeting virtually. The public is welcome and encouraged to attend. The public may access the meeting using Zoom, which enables video, document sharing, and more. To join the meeting, you can log-in with your computer, call in with your phone, or both. Contact Amy at aball@palouseprairieschool.org with questions. Please send any Public Comments to aball@palouseprairieschool.org by 4pm on 4/27/20 for inclusion in this meeting.

Topic: PPCS Board Meeting

Time: Apr 27, 2020 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

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Meeting ID: 885 5958 7020

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April 13, 2020

Location: Virtual

Time: 6:00pm

Meeting called to order at: 6:09 p.m.

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

Absent: None

Public: Catherine Strickland, Mike Strickland

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

Mike Connell moved to approve the agenda, Gabe Baker seconded the motion, passed by unanimous vote.

3. Presentations & Reports

3.1 Director's Report

Jeneille Branen presented her director's report.

-The lottery was held; we currently have 197 students enrolled for the 2020-21 academic year. There are still openings in 1st, 3rd and 7th grade. Middle school has 82 students, with a waiting list for 6th grade. There could be some melt over the summer, especially given the economic situation and the UI budget issues.

-Staff disclosed whether they intend to return next year. Ms. Sorenson, Ms. Brooks, and Ms. Dahlin will not return.

-Jeneille held two meetings with families via zoom. Approximately 40 families attended. They are responding to some of the concerns raised, and have tried to

implement some of the families' suggestions. They have also designated some support staff to help families whose kids are struggling.

-They will go forward with the planned blood drive on April 30th. They need to have another successful blood drive in order to receive the funds. The blood drive will be from 9:30 to 3:00 on April 30th.

-Jeneille also provided a playground update on behalf of the facilities committee. She has been meeting with Jen Elliott and Gabe Baker weekly. They sent a survey to students to gather input. We currently have \$40,000 budgeted for the playground (amended 8/23/21 to add: phase one and the committee has been authorized to make spending decisions within budgeted amounts). So far, we have spent \$10,000 for the contract with Learning Landscapes; \$1,000 to remove the fence; and \$10,000 to Hodge and Associates to grade and move dirt. We have approximately \$19,000 left for playground equipment. We are waiting on a bid for irrigation. Jen thinks we can get a grant from the Palouse Prairie Foundation to plant trees.

-The SBOE is recommending a soft closure through the end of the academic year. All of the region 2 schools will close through the end of the academic year. Federal funds should be provided through the CARES act to help schools, but there is not even an application at this point.

4. Announcements

None.

5. Approval of Minutes

N/A

6. Public Comment Period (limit 15 minutes)

At this point in the agenda the Board will acknowledge receipt of any public comment submitted for inclusion in this meeting. The Board Chair will state the name of the person submitting the comment and share a short summary of the topic. All comments will be shared with the Board in advance and summarized in the meeting minutes.

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 extension of soft closure of PPCS through the end of the 19/20 academic year due to COVID-19.

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

7.2 Budget shifts due to COVID-19

The Board discussed the need for budget shifts due to Covid – 19 and holdbacks in state funding. Debbie and Jeneille think we'll be o.k. this year because we are saving money that we had budgeted to spend on professional development, expeditions and busing. Concerns were raised about anticipated budget cuts for the next academic year, but the actual amount of the cuts is still unknown.

7.3 Policy changes, temporary suspensions, and temporary amendments due to COVID-19

The Board first discussed policy 5400 and recognized that some provisions of the policy conflict with or contradict the Families First Coronavirus Response Act (FFCRA). Amy identified the specific provisions that are in conflict. Juan Albeitero moved to suspend the conflicting provisions of policy 5400 until December 31, 2020, Zac Crist seconded the motion, passed by unanimous vote.

The Board then discussed how to address staff that cannot work the full 8 hours each day and under what circumstances staff should be required to take sick or personal leave. The Board emphasized that flexibility should be given to staff during this challenging time. The Board made the following suggestions. Staff should be required to attend weekly meetings and be available for specific hours during the day. The Board suggested having staff available from 9:00 to 3:00 or for a 6-hour block during school hours. Staff should notify the director in advance if they cannot attend weekly meetings or be available during the set times on a given day; this notice should be given a week in advance. If staff have to take at least half a day off, they should take sick or personal leave. The Board also supported tracking leave taken.

The Board then conducted the first reading of policies 7218, 7235, 7235P, 7236, 7237, 7320, 7320P1, 7320P2, 7400, 7400P1, 7400P2, 7400P3, 7400P4, 7430, 7450, 7450P1, 7450P2. Debbie gave an overview of the policies and explained that some were added or changed to comply with federal guidelines. The Board did not have any further suggested changes.

7.4 Changes to Board elections process due to COVID-19

Because we will not hold gallery night, and will not be able to provide and accept paper ballots, the Board discussed changes to the election process. Voting will be done electronically via survey monkey; ballots will be sent to all primary and secondary households and each ballot will have a special link so each household can only vote once. The Board discussed potential candidates. Jessica Long will place the ad in the Moscow-Pullman Daily News, and will send the ad to Laura to place in the Quail Call.

At the conclusion of the meeting, Amy Ball discussed board tasks to be completed before the next meeting. Amy sent out the new director review rubric. Board members were asked to review and be prepared to discuss and vote on at the next meeting. We will also set budget priorities at the next meeting, and Zac will present a rolling 5-year budget.

Meeting adjourned at 7:30 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