



Potomac Elementary School

School Board Minutes

For

August 10th, 2020

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*“Potomac School equips each student for his/her future
within a culture of excellence that values the small community experience.”*

Call to Order

Chair Vann called the meeting to order at 7:00 pm by leading all in the Pledge of Allegiance. Trustees Kelsy Ployhar, Gary Long, and Courtney Hathaway were present. Principal John Rouse and Clerk, Heather Marcella, were also in attendance.

Public Input (for issues not on the agenda) None.

Consent Agenda

Minutes of June 29th were on the Consent Agenda

Warrant Lists – Total Claims = \$11,459.55. Total Payroll = \$14,478.64

Business Cards – Included in Total Claims noted.

Petty Cash – Supplemental to monthly warrants used between Board Meetings – Reimbursed thru Claims.

Extracurricular (Student Accounts) – On July 1, 2020- \$36,857.86 thru July 31, 2020 - \$38,357.86.

Kelsy moved to approve the consent agenda. Gary seconded the motion. **Passed 4-0**

Teacher Reports – Terri Klein

Terri expressed the teachers' excitement to begin the new year. No official report.

Trustee Wes Mitchell joined the meeting – 7:10 pm

Principal's Report – John Rouse

All of the following activities and accomplishments would not have been possible without the full cooperation and engagement of all of the Potomac School staff members.

Teaching and Learning- MCLP Grant-

- The teaching staff will return to work early on Wednesday, August 19th. They have chosen to spend the first three days as part of our literacy grant focusing on the objectives for our final year of our MCLP grant and planning for the transition to our new literacy grant (Montana Comprehensive Literacy State Development Program - MCLSDP) which will overlap with the previous grant during a portion of the 2020-21 school year. These three days are above and beyond the regular employment contract and are funded through the original MCLP grant. Due to the likelihood that we might need to offer some type of off-site instruction as a result of the Covid-19 virus, the teachers will be preparing to provide live streaming of the core curriculum areas. Beginning August 24th, the teaching staff will be involved in two days of additional professional development and planning as part of the regularly scheduled PIR days. During this time, the full staff will receive training in preparation for the opening of the school year. This year's training will include a discussion of our health and safety plan relative to social distancing and other measures required by the governor and/or the county health department.

- As a staff we previously discussed ways we will assess our students when they return in the fall to determine how much academic ground was lost as a result of the school closure. We have put in place two instructional interventionists in addition to Ms. Abbott to provide extra support to those students who need it. In addition, we will be providing opportunities for students who need some additional academic support to receive that support in small groups and/or individually on several Fridays throughout the year in conjunction with the Explorers program. At this point, we are calling this program the Academic Push Program (APP).
- The Academic Push Program is possible because of additional Covid-relief funds from the federal government and administered by the governor’s office. Mr. Rouse applied for these funds as soon as they became available. Potomac School will receive an additional \$38,508 to be used to lessen the financial impact of the virus on our school. Some of our current teachers and paraprofessionals will be providing the instructional support through the Academic Push Program. We plan to have two staff members present at about 15 of the Fridays throughout the year to offer the academic support in small groups or individually in 30 - 45 min. blocks between 8:00 – 12:00. When the students are not engaged in the APP, they will be participating in the Explorer program activities.

In discussions with the staff, it was decided that we would use a portion of the funds to pay for the Academic Push Program and to provide us with the equipment necessary to live stream instruction to those students who will not be attending in-class instruction as a result of the pandemic.

Budget and Finance

- Our school is to receive just over \$20,000 from the federal government through the CARES Act to support our efforts in addressing the needs of students as a result of the school closure. A portion of these funds will be used to cover some of the expenses associated with the additional instructional interventionist position. We also anticipate using some of the funds to secure additional technology equipment to support future distance learning efforts should another school closure take place. In addition, we will receive another \$38,508 in Covid-relief aid as previously mentioned. Some of the funds will be used to cover the expenses for PPE, cleaning and sanitizers materials, and for additional compensation for the increased custodial responsibilities resulting from the pandemic.

Student Activities

- The Copper League is still discussing the impact that the Covid-19 virus will have on the athletic programs. We will have a discussion during the board meeting as to what restrictions we want to place on athletic practices and competitions. The Copper League has released some guidance with regard to volleyball, soccer, and wrestling, but our school board needs to consider the parameters for gatherings and events as outlined in the recently adopted policy 1900 series and clarify those parameters in light of the current level of risk from the virus.
- There were some remaining student activity funds from last year’s 8th grade class (about \$2,700) because these students did not get the opportunity to participate in an end-of-the-year trip. The administration recommends that the balance of these funds be allocated to the 2020-21 8th grade class because their fund-raising opportunities have been or will likely continue to be negatively impacted by the pandemic.

Safety

- We will be following the procedures and practices as identified in Policy 1905 and any other requirements with regard to social distancing, the use of PPE, and large gatherings as ordered by the governor or the county health department.

Facilities

- The current wooden ADA ramp is being replaced because during cold weather the ramp freezes up, and it becomes difficult and dangerous to get students in wheelchairs up and down the ramp safely.
- A portable building has been purchased for the purpose of storing athletic and PE equipment and thereby creating additional storage space for instructional resources. The delivery of this building is expected around August 14th

Principal Rouse provided additional information on the Administration’s “Return to School Plan”, the Board opened the meeting to public comment. As a result a motion was made with regard to Masks and the 1900 Policies.

Main Motion: Gary moved to leave 1900 Policies in place with no revisions. Kelsy seconded the motion. The Board discussed. **Not Passed: 1 aye - 4 nays.**

Substitute Motion: Wes moved to require anyone over 18 to wear a mask inside the building with the exception of staff members in their own work areas. The Board discussed the motion. **Passed 3-2**

Clerk’s Report – Heather Marcella

The Clerk reported on the details of the CARES Act funds (grants received from OPI and the Governor’s Office), as well as the new MCLSDP grant. Also reported was the significant reduction in permissive levy amount for the Building Reserve in 2020-2021. This was a result of the matching funds in State Major Maintenance Aid and the District’s calculated rate of return at 2:1.

Board Professional Development Reports

None

Old Business

None

New Business

Personnel

The Principal recommended Susanne Tommer for substitute cook.

Courtney moved to approve Susanne Tommer as a substitute cook. Kelsy seconded the motion. **Passed 5-0**

Clerk requested a school credit card for the head cook, Amy Truett.

Gary moved to approve a school credit card for Amy Truett. Courtney seconded the motion. **Passed 5-0**

Consider Class of 2020 gifting remaining funds to Class of 2021

Kelsy moved to approve gifting Class of 2020 remaining funds to the Class of 2021. Courtney seconded the motion. **Passed 4-1**

Appoint Principal Rouse as representative to MAEC’s Joint Advisory Board

Kelsy moved to appoint Principal Rouse to the MAEC advisory board. Courtney seconded the motion. **Passed 5-0**

PEA COVID-19 MOA

Kelsy moved to approve the PEA COVID-19 MOA. Courtney seconded the motion. **Passed 5-0**

Approval of Classified Offer of Employment

Courtney moved to approve the classified offer of employment as outlined by Principal Rouse. Gary seconded the motion. **Passed 5-0**

Approval of 2019-2020 Trustees' Financial Summary

Kelsy moved to approve the 2019-2020 Trustees' Financial Summary. Courtney seconded the motion. **Passed 5-0**

Approval of 2020-2021 State Budgets

Kelsy moved to approve the 2020-2021 State Budgets. Courtney seconded the motion. **Passed 5-0**

Adjourn

Chair Vann adjourned the Board meeting at 9:39 pm.

Cliff Vann, Chair

date

Heather Marcella, Clerk

date