



# Potomac Elementary School

## School Board Minutes

for

February 8, 2016

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

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### Call to Order

Board Chair Cliff Vann called the meeting to order at 7:00 pm by leading all in the Pledge of Allegiance. Those trustees present were: Craig Nelson and Jason Nordberg. Jill Thornton, clerk, and Angie Williams, Principal, were also in attendance.

**Public Input** (for issues not on the agenda) Bob White spoke to the board about concerns with bullying on the school bus. He would like the principal involved in the discipline, and suggests we have an adult on the bus to help the driver to observe. Mike Krout from Majestic Bus Service also attended the meeting. He agreed the school bus environment is imperfect as the drivers back is turned to the students so he is paying attention to the road. He feels with the video cameras on the busses another adult would be too costly to add. Bob feels it would still increase safety. Mike also said other schools have resource officers that help with this issue, and since Potomac does not have that, involving the Principal would help with the discipline.

### Consent Agenda

Warrant Lists – Total Claims = \$25,098.80, Total Payroll = \$66,321.76

Business Cards – Included in Total Claims noted.

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

Extracurricular (Student Accounts) – Beg. Balance Jan 1, 2015 - \$24,896.74; End Balance Jan 30, 2016 - \$30,776.09

Jason moved to approve the consent agenda. Craig seconded the motion. **Passed 3-0**

### Teacher Reports

Beth Ryan talked first about her Music program. She works with the music through dance and instruments (recorders) and by mixing that Music curriculum in with Physical Education. She also has Health every other Thursday which covers social, emotional and physical stressors. At this point the Health classes are working on Nutrition. Every quarter the students are also tested on their strength

Many of the classes have been researching and developing cultural dances. In k-2<sup>nd</sup> grades the students are learning their scales and singing. 3<sup>rd</sup> and 4<sup>th</sup> grades are singing as well as dancing. The upper classes work on all that plus instruments are added.

Terri Klein just wanted to say how great it is to see the student growth that is compiled and shown during Parent/Teacher conferences.

### Principals Report

Our enrollment is at 94 students. Student count was February 1st, and we were able to report 93 students!

**January Wrap up-** January was a busy month. We completed our Winter benchmark testing with MAPS and AIMSweb. I heard many reports of students' improvements since Fall. We had the geography bee and spelling bee. Miss Montana came and spoke about bullying to all the kids at an assembly.

I went to the state principal's conference in Helena. The focus was on literacy and the speakers gave me a lot to bring back to the teachers. I am looking into taking all of the teachers to a *Literacy in Motion* conference this summer. It will present a good opportunity for focused professional development as a team, and I think will help us with our implementation of standards based grading.

Kristina, Sarah and I also attended the MontCAS conference in Missoula which was presented by OPI. The window for the Smarter Balance assessments will be open from March 23-May 27 for 3rd-8th. This will assess Math and ELA. We'll still be doing the paper based CRT Science assessment for 4th and 8th graders.

Girl's basketball has begun. We have 6 girls participating. Dawn Downs and Lyndi Oien are coaching. Our first game is Tuesday at 4 at home.

**Technology Report-** We've received bids on our E-Rate proposal to update our infrastructure. It would include new cabling, wireless access points, firewall, switches and installation. Our E-Rate should pay for this less about \$1000 that we would have to pay. This is a really good opportunity to get started on our sustainability plan. The next step I am taking is to evaluate the efficiency and uses of the computers we have now. We have such a varying age of systems now that we need to realize what systems need to be recycled and which ones still have use left in them. Then we'll come up with a plan of rotation, and in the process simplify and organize what we have.

That's where coming up with a technology sustainability budget will come in. If we consider what Brandon and Mike from Pine Cove Consulting proposed, we could maintain our technology and know what it's going to cost us every month/year. I need to know from the Board whether you want to run a technology levy to help with this.

#### **Kitchen Report with Victoria-**

Victoria said the kitchen storage area needs to be updated as was also stated in our last County inspection. Currently most of the space is devoted to freezer space. Since we started working more towards fresh foods, we do not need all the freezer space. One of the other issues the County inspection noted was that the existing shelving cannot be cleaned properly. So Victoria has been working on the issue, and investigated selling the freezers and purchasing sanitary shelving as well as a walk in cooler that would use the space more efficiently and with less energy costs. Traditional walk-ins can cost \$24,000. She has an alternative called the CoolBot system. She uses this type of a walk in refrigerator at home, and it is approved by the county. The estimate for this kind of cooler is \$6,600 instead of the \$24,000 noted before. And as noted, it also uses less energy compared to a typical walk in condenser.

Her estimates for the entire project, which would include; a walk in cooler, new shelving that is cleanable and moveable, including a moveable can rack, paint and supplies, comes to approximately \$10,658. PTC has offered \$5,000 towards this project.

**Grants-** We received a \$400 grant from Phyllis Washington Foundation and \$250 from Blackfoot Telephone for the Missoula Children's Theater performance.

Other items I've been working on:

- School calendar
- Updating handbook with school/bus discipline procedures
- Observations
- Preparing for all staff evaluations

#### **Upcoming-**

**2/15-** No school

**2/18-** Hellgate counselors coming to visit with 8th graders

**2/26-** Teacher workday

### **Clerks Report**

Jill Thornton has final numbers for next year's General Fund budget. Due to the reduction in students in the past years we are going to receive approximately \$10,000 less next year.

### **Board Professional Development Reports**

Jason and Craig both participated in the Dodge ball Tournament and went to the MCT play. Cliff attended a high school orchestra performance and would like to get more of these opportunities at our school. Beth said she is working on a talent show that has three music stores interested in donating to it.

### **School Board Calendar**

Cliff is to review the next board meeting packet. That meeting with Jill will be March 11<sup>th</sup> at 10am.

### **Out of District Attendance Agreement**

Angie recommended approving a new out of district attendance agreement for one student. Craig moved to approve the attendance agreement. Jason seconded the motion. **Passed 3-0**

### **Call for an Election**

Jason moved to call for a Trustee Election and Technology Levy if needed. Craig seconded the motion. **Passed 3-0**  
The possibility of a Technology Levy will be investigated and resolved at the next meeting. That part of the election can be cancelled if it is determined it is not necessary.

### **Negotiation Committee**

PACE has requested opening negotiations for the 2016-2017 school year. Craig and Jason will comprise the committee for the board in these negotiations.

### **Adjourn**

Chair Vann adjourned the Board meeting at 8:33 pm.

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Cliff Vann, Chair

date

Jill M Thornton, Clerk

date