



Potomac Elementary School

School Board Minutes

For
April 13, 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 7:04 pm by leading all in the Pledge of Allegiance. All trustees were present and included Kelsy Ployhar in person; Gary Long, Steven Van Grinsven and Nichole Zupan via Zoom. John Rouse, Principal, was present and Clerk Heather Marcella attended via Zoom.

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

Consent Agenda

Minutes of March 9 & March 23, 2020 were on the Consent Agenda

Warrant Lists – Total Claims = \$25,089.65. Total Payroll = \$71,656.88.

Business Cards – Included in Total Claims noted.

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

Extracurricular (Student Accounts) – On Mar 1, 2020- \$51,702.54 thru Mar 31, 2020 - \$51,300.01.

Kelsy moved to approve the consent agenda. Steven seconded the motion. **Passed 5-0**

Teacher Reports

Jen Vogel discussed her 7th and 8th graders and a recent novel they read entitled “The Boy Who Dared”. The book follows the life of a teenager during the rise of Nazism who became the youngest German to be executed for treason. Jen was surprised to learn that the students new various elements of the history related to this time period, but not the geography of the countries involved. By the end of the novel the students could identify 15 countries and 10 cities on a map, as well as additional details and important events pertaining to World War II.

Sarah Schmill discussed the details of remote learning and strategies the staff is using to provide continued education during school closure. The staff is holding bi-weekly meetings. Google classroom and Amplify are being used for older students. Emails and printed packets are being used for younger students. All teachers are scheduling weekly meetings with families and students through email, phone, and/or Zoom and Facetime.

Principals 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- **As impacted by the school closure**

- Due to the school closure, we cancel our April visit with our consultant, Dr. Leah Esmont. We have remained in contact with her via email, and we have rescheduled her consultant days for the remainder of this year to next August and September.
- As part of our data analysis and planning associated with the current MCLP grant and with the application process for the new MCLSDP, the staff identified which of our students were on track to demonstrate “proficiency” on the

SBAC according to the MAP assessment projections. Under the flexibility elements in current Montana statutes, we have the authorities to declare these students as proficient. This might be necessary if the school closure continues throughout the end of this school year. For those students whose most recent MAP results show that they are not yet on a trajectory to demonstrate proficiency, we are working hard to encourage the students’ parents to support our efforts to serve these students through our distance learning efforts during the school closure. If the closure period is extended until the end of the school year, we might need to provide some compensatory services for these students.

- If necessary compensatory services could be provided during August prior to the start of the school year.
- Potomac School District is scheduled to receive a little over \$20,000 from the recently passed CARE Act at the federal government level. Those funds could be used to offset the expenses for offering these compensatory services to these students.
- Strategic Planning- The Board previously has discussed scheduling a time to do strategic planning this month; however, because of the virus outbreak that will not be able to take place. However, in an effort to move our planning forward, I have made some revisions to our existing strategic plan for board members to consider. Primarily the changes involved reorganizing our previous plan to place Teaching and Learning as the top priority in the plan by putting it first on the plan. I also changed the wording related to the goal under School Climate to place the focus on creating and maintaining an environment where all students feel safe, welcomed, and valued.

Budget and Finance

- Mr. Rouse received a letter indicating that we did not get approval from the Department of Commerce regarding the infrastructure grant that we submitted for the replacement of our furnaces. No reasons were given in the letter of notification.; however, because these funds were allocated by counties based on needs Seeley Lake with MCPS in Missoula County received all of the funds allocated to our county in order to replace the lead pipes in their water system.
- We are still waiting to hear about the Montana History Foundation grant for \$10,000 to help offset the expenses of replacing our existing wooden ramp with a concrete ramp. We will not know until April if we will receive these funds.

Student Activities

- The 8th grade trip will be discussed during the board meeting with respect to the travel restrictions and the Stay-at-Home orders.

Safety

- We are taking extra precautions to help keep our students and staff members as safe as possible from infections of viruses like the flu and the recent Corona virus. We are following guidelines that were distributed by the Center for Disease Control with respect to social distancing to the extent possible. It is difficult for our staff members who are preparing the meals for distribution each day to fully comply with the social distancing given the size of our kitchen facilities. Staff members have been advised to wear facemasks and to exercise distancing when delivering meals.
- **We are currently distributing 70 or more meals per day to people in our community. The administration would like to recognize the important work that Debra Blodgett, Janette Ployhar, and Sarah Duello are doing each day. In addition, the administration appreciates the work that Gail Abbott and Justin Iverson are doing to keep our buildings clean and ready for the return of our students.**
- **Finally I would like to express my thanks to our teaching staff members who are working diligently to provide the best possible learning experiences for our students during this difficult time.**

Clerks Report – Heather Marcella

The open Trustee positions have been filled. Election Deadlines were listed. The Current Budget and Preliminary 20-21 Budget were presented for review.

Board Professional Development Reports

Gary Long attended Zoom meetings. Kelsy Ployhar, Nichole Zupan, Steven VanGrinsven, and Cliff Vann engaged in homeschooling.

Old Business

None

Consideration of suspension of *District Policy 1310* for the purpose of consideration of adopting *Policies 1900 & 1901* after one reading.

Kelsy moved for the Board of Trustees of Potomac School District to suspend District Policy 1310 for the limited purpose of considering adopting Policies 1900 and 1901 after one reading. The motion is exclusive to the consideration of Policies 1900 and 1901 at the meeting held on April 13th, 2020, and will not apply to other meetings or topics. Gary seconded the motion. **Passed 5-0**

Consideration of adoption of *Policies 1900 & 1901* after one reading for the purpose of establishing emergency policy framework and implementing OPI guidance on Transportation funds.

Kelsy moved for the Board of Trustees of Potomac School District to adopt Polices 1900 and 1901 after one reading as permitted by the motion authorizing the limited suspension of Policy 1310. The purpose of adopting Policies 1900 and 1901 after one reading for the purposes of establishing emergency policy framework and implementing OPI guidance on transportation funds. Gary seconded the motion. **Passed 5-0**

Consider Possible Action Regarding the 8th Grade Trip

The Board discussed possible actions regarding the 8th Grade Trip. The Board asked for further information on possible scholarships and inter-school student activity fund transfers. With current circumstances the Board cannot support gatherings or a trip, Chair Vann closed the discussion.

Approve Community Center Contract

Negotiations continue for the Community Center Lease.

Approve Health Insurance

PEA voted to remain with MUST. The Board reviewed the new insurance premiums for 20/21. Kelsy moved to approve the health insurance plan for 20/21. Gary seconded the motion. **Passed 5-0**

Approve Certified Intent to Hire

Principal Rouse presented the Board with a list of certified staff members and his recommendation for employment contracts. Kelsy moved to approve the certified intent to hire. Steven seconded the motion. **Passed 5-0**

Approve Clerk Contract

Gary and Steven presented clerk contract for FY20/21. Gary motioned to approve the clerk contract for FY20/21. Steven seconded the motion. **Passed 5-0**

Review Current and Preliminary Budget

The Board reviewed the current and preliminary budget.

Consider Possible Revision to the 2020-2021 School Calendar

The Board revisited the previously approved School Calendar. Cliff moved to revise the calendar to align with high school calendars for 2020-2021. Kelsy seconded the motion. **Passed 5-0**

Adjourn

Chair Vann adjourned the Board meeting at 8:21 pm.

Cliff Vann, Chair

date

Heather Marcella, Clerk

date