



# Potomac Elementary School

## School Board Minutes

For

May 11, 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.”*

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### Call to Order

Chair Vann called the meeting to order at 7:00 pm by leading all in the Pledge of Allegiance. Trustees present included Kelsy Ployhar, and Gary Long, trustees Steven Van Grinsven and Nichole Zupan attended remotely via Zoom. Principal John Rouse and the Clerk, Heather Marcella, were also in attendance.

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

### Consent Agenda

Minutes of April 13 & April 27, 2020 were on the Consent Agenda

Warrant Lists – Total Claims = \$48,718.91. Total Payroll = \$69,376.54.

Business Cards – Included in Total Claims noted.

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

Extracurricular (Student Accounts) – On Apr 1, 2020- \$51,3001.01 thru Apr 30, 2020 - \$50,210.91.

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

### Reorganization of the Board

#### Canvas Trustee Election by Acclamation

Kelsy moved to declare Courtney Hathaway, Wes Mitchell and Kelsy Ployar elected as Trustees by Acclamation for the 2020 election. Gary seconded the motion. **Passed 3-0**

The Trustee certificates for Kelsy, Courtney and Wes will be filed with the County Superintendent of Schools.

#### Board Chair

Gary nominated Cliff Vann for Chairmanship for the 2020-2021 school year. Kelsy seconded the motion. **Passed 5-0**

#### Vice Chair

Cliff nominated Kelsy Ployhar for Vice Chairman for the 2020-2021 school year. Gary seconded the motion. **Passed 5-0**

#### Clerk

Gary moved to appoint Heather Marcella as Clerk for the 2020-2021 school year. Courtney seconded the motion.

**Passed 5-0.**

### Teacher Reports

Terri Klein will be returning in the fall. Her thanks for the tremendous support from the school, students, and families.

Abby Stitt discussed the details of remote learning and strategies for the 4<sup>th</sup> and 5<sup>th</sup> grades.

**Due to the large number of parents and students attending the board meeting via Zoom, and their interest to discuss the 8<sup>th</sup> grade trip, Chair Vann decided to address the second and first agenda items before Reports and Old Business.**

**Consider cancelling the 8<sup>th</sup> Grade Trip and authorizing the use of 8<sup>th</sup> Grade Students' fundraising revenues for alternate purposes.**

The Board discussed alternate purposes for revenues fundraised by the 8<sup>th</sup> grade students for a capstone experience. Courtney moved to allow the school to use funds appropriated by the 8<sup>th</sup> grade class in order to purchase computers to be loaned to the 8<sup>th</sup> grade graduating students due to the unprecedented times resulting from the Covid-19 school closure. Gary seconded the motion. **Passed 5-0**

**Consider modifications to Kindergarten and 8<sup>th</sup> Grade Graduation Ceremonies.**

Kelsy moved to consider modifications to the Kindergarten and 8<sup>th</sup> Grade Graduation Ceremonies. Courtney seconded the motion. The board discussed available options for each graduating class and their ceremonies. Kelsy amended her motion to modify the 8<sup>th</sup> grade graduation to an outdoor graduation exclusive to 8<sup>th</sup> graders and up to 10 guests each. Courtney seconded the motion. **Passed 5-0**

### **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**

- As a staff we have begun discussing 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 plan to have two instructional interventionists on staff to be prepared to provide extra support to those students who need it.

#### **Budget and Finance**

- Mr. Rouse received a letter indicating that we did not get approval from the Montana History Foundation that we did not receive our grant to replace the wooden ADA ramp because the project did not fit their guidelines. They considered this ramp “new construction” which they do not do.
- We received word that our REAP funding will be decreased by about 50% because Potomac Valley is no longer considered a “low income” area. WE will receive just \$6,000 this next year in REAP funding. In the past, we have used these funds to support the Explorers program.

#### **Student Activities**

- The 8<sup>th</sup> 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.

**Clerks Report – Heather Marcella**

The preliminary State Major Maintenance Aide Distributions for Fiscal Year 2020 were reviewed, details were provided to better understand the role of state matching aide and the permissive Building Reserve levy. The Board was advised of new MTSBA recommended policy for Covid-19 to be included in the next meeting.

**Board Professional Development Reports**

The Board participated in the re-organization process for fiscal year 20-21.

**Old Business**

**Community Center Lease** – Cliff and Kelsy gave an update on the status of the negotiations. A contract has not been approved. Negotiations will continue.

**Personnel**

**The Principal recommended Lauren Wilson for a Full-Time teaching position for the 2020-2021 school year.**

Kelsy moved to approve Lauren Wilson for a full-time teaching position pending a background check for the 2020-2021 school year. Courtney seconded the motion. **Passed 5-0**

**The Principal recommended Bryanna Peterson for a Full-Time Teaching position for the 2020-2021 school year.**

Kelsy moved to approve Bryanna Peterson pending a background check for a full-time teaching position for the 2020-2021 school year. Gary seconded the motion. **Passed 5-0**

**“What it Means to be a Board Member.”**

The Board discussed what it means to be a Board Member.

**PEA remote educating FY 19/20 MOU**

Kelsy moved to approve the PEA remote educating for FY 19/20 MOU. Gary seconded the motion. **Passed 5-0**

**PEA adjusted hours for FY 20-21 MOU**

Kelsy moved to approve the PEA adjusted hours for FY 20/21 MOU. Gary seconded the motion. **Passed 5-0**

**Approve Bus Route**

Kelsy moved to approve the bus routes for 2020-2021. Gary seconded the motion. **Passed 5-0**

**Approve contract with Missoula County Elections Office**

Gary moved to approve the Missoula County Elections Office contract for 2020-2021. Kelsy seconded the motion.  
**Passed 5-0**

**Adjourn**

Chair Vann adjourned the Board meeting at 10:30 pm.

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Cliff Vann, Chair

date

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Heather Marcella, Clerk

date