



Potomac Elementary School

School Board Minutes

for

September 12, 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.”*

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: Gary Long, Craig Nelson, Kelsy Ployhar and Jason Nordberg. Angie Williams, Principal and Jill Thornton, Clerk were also in attendance.

Public Input (for issues not on the agenda)

Tadd Downs presented an issue he felt the board should be aware of. Our school relies on volunteer coaches. He feels it is great when a teacher is available to coach. But he feels if it replaces a volunteer the volunteer should be asked if they would like the teacher to coach with the volunteer, instead of replacing them. It would avoid bad feelings for the volunteers that have volunteered their time in past years.

Consent Agenda

Warrant Lists – Total Claims = \$22,811.39. Total Payroll = \$59,630.35

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, 2016 - \$22,962.15 thru August 15, 2016 - \$23,721.15

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

Principals Report

September was a busy month at school. Open House went well. Thank you for introducing yourselves and being there. I've been attempting to use our school Facebook page more this year, to post pictures and inform everyone of what's happening. It seems to be working very well. It reaches a lot of people, and I've received some great feedback, all positive!

Kitchen- I met with Neil McDaniel to look at the kitchen and discussed the health department's requirements. At this time we just need to have some minor plumbing issues addressed and another sink installed for hand washing. He is working on it, then will work on a plan for more remodeling to create a kitchen that meets the standards for a school. I am in contact with the Community Center Board as well, as we move forward with this and will keep you updated.

Safety- I invited Potomac Fire Department and local Law Enforcement to come into the school for a training so that they can become familiar with our procedures and layout and offer suggestions if they see something that can be improved on. This will happen this Wednesday evening at 7 pm.

Explorer's- We've had an amazing number of students participating in Explorer's so far. We've been averaging 20-30 students every Friday. Great job Crissina! Also thanks to Gail, Diane, Kristina and Lyndi for helping on Fridays. The kids are having a blast! Robotics is also happening on Wednesdays and a great turnout.

8th grade- I have had a lot of conversations regarding our 8th grade trip with teachers and parents. There was a lot of concern with both, that every year was going to become a competition to do bigger and better than the year before. I feel the trips that past students have taken are invaluable experiences and a testament to the support of their families and the community. I am greatly concerned that the trip does not seem school centered even though it takes place during school

time and too much responsibility is put on the parents to “make it happen”. I do not question the educational value of the past trips, as great care has been taken to make it so.

I feel we also need to address the issue of participation. Are we promoting a class trip that has some students and families feeling that if they can't voice their opinions strongly enough that they have no choice but to withdraw from the whole thing? We are planning for 8th graders, students that are 13 and 14 years old. Not every parent is comfortable sending their children away for overnight a great distance away without them. I have been asked many times since I've been here about the parameters for the 8th grade trip. Parents have asked for guidance from the school, but I have had little understanding myself about the District's expectations of this trip or what my role is expected to be. During the last couple months' school board meetings, the conversation has turned to just fundraising ideas for the 8th graders and their parents, but I am asking that the board discuss the District's goals for our 8th graders and what the school's role is in this trip since it is taking our students out of the classroom.

It is my opinion that we need to begin with what Potomac School's goals are for our 8th graders and how can a class trip fulfill that purpose. I have been working on a proposal with the middle school teachers, (see attached) for what this could look like and look forward to hearing your feedback. This is just a preliminary proposal. There are still a few details to put in but it can begin the discussion anyway.

Technology- I have been working with Pine Cove Consulting on a technology plan. I will share it with you at the meeting.

Veteran's Day- In celebration of Veteran's Day this year, we are inviting all of our local veterans to join us on Thursday, November 10, for breakfast and an assembly. More information to come, but please help us get the word out!

Upcoming

- October 12-** Author visit-4th-8th Ben Mikaelson 1:30
- October 13-** Fire Prevention Week visit from Fire Department 8:15
- October 17-19** Artist Sharon Lamar here 4th-8th
- October 19-** Field trip to Seeley for 2 Valley Stage performance K-3
- October 20&21- No School**
- October 24-** Boys' basketball begins
- November 1-** Bball game Clinton Away
- November 3-** Home game against Missoula International School
End of 1st quarter
- November 4-** Teacher work day
- November 9-10** Parent teacher conferences

Clerks Report No Report.

Board Professional Development Reports

Jason attended the employment law training. Gary read the book Angie gave him at the last meeting – The Key Work of School Boards'. Kelsy and Craig spent their time with the students at the Fair. Craig also met with Jill to go over the current bills. Cliff read a book he feels would benefit the board and administration. 'The Leader in Me' along with the '7 habits..' book.

School Board Calendar combined with Set Principal Evaluation Date

The board decided to give the principal one formal evaluation in January, and put a review of the Strategic Plan & Goals Assessment in June.

Fundraising Policy

The board agreed the policy covers what the board wants to see. They asked that the 8th grade trip is addressed at the next board meeting.

Priority Plan

Cliff is interested in bringing a music program to the school. He would also like to see information and/or needs on our Technology early in the year.

Angie referred to her review and goals presented in August. Her work on the area of fine arts is using an artist in residence and the Two Valley Stage performances. In Technology she is working on a sustainability plan. The list is:

Academic Achievement

- Create a smooth process in our academic program to meet the needs of all our students regardless of needs
Continuing process. Hiring a resource teacher for the 2016-17 school year is going to help.
- Increase academic excellence in all areas
We are moving forward with the implementation of standards based grading. I had professional development for the teachers this year and with using Infinite Campus this year, we will slowly begin the process of changing our report cards. We'll have more teachers for our math program too, with the resource teacher teaching a class, and so will not have any classes doubled up making it difficult for the students to learn fully. We are also decreasing our AIMSweb and Map testing frequency to twice a year instead of three times. This will still give us sufficient data but will allow more instructional time.
- Develop a fine arts program
We will have Two Valley Stage performances and an artist in residence this year.
- Increase our early childhood program
Time For Tots was a great success and will continue this year.

Resource Stewardship

- Seek grants and other ways to supplement our income
Still seeking more grants than what we had last year
- Technology sustainability plan
I'm still trying to come up with a sustainability plan. I'm waiting on other things to happen first such as Blackfeet putting in the increase in optic fiber which will determine what we are really able to do. Also waiting for our E-Rate payment to replace infrastructure on campus.

Campus Pride

- Create a plan for maintenance and improvements of buildings and grounds, including Athletic Complex. This last year has been really a chance for me to assess and learn what the real needs are. This is going to be a big part of my new goal for 2016-17.
- Follow up on security training and updates to facilities.
This has gone very well. Training will still occur, especially with new staff, but everyone has become accustomed to our new security system and the bugs have gotten worked out.

Family and Community

- Newsletter
Did not get accomplished
- Visibility
This year has been a great time to get to know the community and for people to get to know me.

Angie will ask input in the newsletter and at the open house. She will also present a preliminary tech plan next month.

Personnel

Angie Williams recommended accepting Karmen Braulik as a substitute for the kitchen pending a clear background check. Kelsy moved to accept Karmen Braulik as a substitute for the kitchen pending a clear background check.. Jason seconded the motion. **Passed 5-0**

