



Potomac Elementary School

School Board Minutes

For
September 14th, 2020

Phone (406) 244-5581

Fax (406) 244-5840

www.potomacschoolmontana.us

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

Call to Order

Vice Chair Ployhar called the meeting to order at 7:00 pm by leading all in the Pledge of Allegiance. Trustees Gary Long, Courtney Hathaway, and Wes Mitchell 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 August 10th were on the Consent Agenda

Warrant Lists – Total Claims = \$50,087.49. Total Payroll = \$76,093.43

Business Cards – Included in Total Claims noted.

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

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

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

Teacher Reports –

Damian Gaglia

Damian reported on the blended classroom setting, with instruction both on-site and live streamed (distance learning). The staff continues to identify and work through issues, improvements are being made. In ELA the 7th and 8th grade students have begun their personal narrative writing project. The process takes a large writing project and breaks it down, starting with a basic outline and adding new levels of development with each revision, looking at different forms of expression and description.

Jessica Van Kerkhove

In eighth grade Social Studies students are working on a Native American Reservations and Tribes project/presentation. They have learned about east coast tribes, and are now focusing on local native tribes within Montana. The seventh grade class is currently in the “Rise of Islam” unit, students are learning that Islam is both a religion and a culture. The sixth grade students are learning about early human civilizations with a focus on homo sapiens. They are also learning about professions such as anthropologists and archeologists.

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-

- Our first two and a half weeks of schools have gone by quickly and relatively smoothly. The students adjusted quickly to returning to the classroom. We have had very few problems with regard to students’ wearing face

coverings and social distancing in class. The plans we put in place to try to keep students in their cohort groups also are working well. By utilizing all available staff members, we have been able to keep students in their respective grade level groupings throughout the day. Our largest class – the 8th graders with 19 students—spends the majority of the day in our largest classroom located in the main building. Our PE classes are also large, but we have been using three staff members to split those classes into grade level groupings.

- Our outside consultant, Dr. Leah Esmont, will be here the entire week of September 14-18 to work closely with each of our teachers to provide instructional coaching support and to help us remain focused on our goals for our literacy grants. Dr. Esmont works closely with Sarah Schmill to assist her in the creation of individual coaching plans for each teacher. Dr. Esmont will return on September 30th for a three-day visit to follow up on her initial visit.
- During our Professional Development Day (September 11, 2020), the instructional staff discussed the impact that the Covid-19 virus has had on our students’ academic progress. We developed plans for addressing individual student’s needs through the use of our interventionists and paras. We also discussed several other ways that the covid-19 virus has impacted our school. We have developed some initial plans as to how we will handle any future covid-related impacts.

Covid-19 Impact Planning

- In response to the notification that we received regarding a student who has been in close contact with a family member who has tested positive for Covid-19, we have reviewed our health and safety protocols impacting students, staff members, and members of the general public.
- Because our Return-to-School Plan is focused on maintaining students in their small cohort (or grade level) groups, we have decided to implement the following temporary measures:
 - Explorers will be canceled until further notice due to the fact that cohort groups of students would be mixed under our current level of staffing (paid staff and parent volunteers). We have not had an adequate number of parent volunteers to provide the staffing level necessary to maintain cohort groups.
 - Outdoor School- This activity will be restricted to daytime activities only. There will be no overnight stays this year due to concerns over social distancing with regard to overnight housing arrangements.
 - Academic Push Program will be temporarily delayed until we can ensure adequate levels of adult supervision for the Explorers program.

Budget and Finance

- Our level of funding for Year 1 of the MCLSDP grant was significantly increased from around \$13,000 to \$200,000.

Student Activities

- Volleyball and flag football are practicing twice a week. While the participation numbers are low, we appreciate our volunteer coaching staff members who are dedicated to using this opportunity to teach student the fundamentals of the sports and to help our students maintain their level of conditioning.

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 has been replaced, and we are waiting for the welder to complete the railing.
- A portable building has been constructed for the purpose of storing athletic and PE equipment and thereby creating additional storage space for instructional resources.

In addition to the written report, Principal Rouse advised the board on new developments from earlier in the day. Principal Rouse received a call from the Missoula County Health Department informing him that Potomac School had one individual known to have tested positive for COVID-19. Working with the health department, a close-contact list was generated and 12 individuals were asked to self-quarantine. The health department confirmed the school’s mitigation procedures are in alignment with the health department and Governor’s guidelines and as a result the exposure remained low and contained.

Clerk’s Report – None

Board Professional Development Reports - None

Old Business - None

New Business

Personnel

Approval of the 2020-2021 Substitute List

Gary moved to approve the substitute list as presented on page 38 of the board packet. Courtney seconded the motion. **Passed 4-0**

Approval of the FY20 Standard Audit Contract

Courtney moved to approve the standard audit contract as written. Gary seconded the motion. **Passed 4-0**

MTSBA Fall Policy Updates

Gary moved to approve the 1st reading of the policies as presented. Courtney seconded the motion. **Passed 4-0**

Adjourn

Vice Chair Ployhar adjourned the Board meeting at 8:15 pm.

Cliff Vann, Chair

date

Heather Marcella, Clerk

date