



Potomac Elementary School

School Board Minutes

For

September 9, 2019

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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 Vann called the meeting to order at 7:00 pm by leading all in the Pledge of Allegiance. Those trustees present were: Gary Long, Kelsy Ployhar and Nicole Zupan. Jill Thornton, Clerk and John Rouse, Principal were also in attendance.

Public Input (for issues not on the agenda) None

Consent Agenda

Minutes of August 12, 2019 were on the Consent Agenda

Warrant Lists – Total Claims = \$29,926.38. Total Payroll = \$64,958.20.

Business Cards – Included in Total Claims noted.

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

Extracurricular (Student Accounts) –On Aug 1, 2019 - \$32,618.63 thru Aug 31, 2019 - \$32,118.63

Cliff moved to approve the consent agenda with corrections to the adjourning trustee listed as Kelsy Ployhar instead of Cliff Vann, and Steven attended the meeting was not noted. . Gary seconded the motion. **Passed 4-0**

8th Grade Presentation

Students from the 8th grade presented three trip possibilities depending on funds raised. The trips are:

1. Worldstrides – Splash into Science - Florida
2. Catalina Island Marine Institute – California
3. Mount Rainier Institute educational program – Washington

Teacher Reports

Karry Betson is covering grade 1 for Terri Klein while she is out of the classroom due to surgery. She has 14 students between Kindergarten and 1st grade, with one of those students a special needs student.

Jessica VanKerkhove introduced herself. She is our new Instructional Interventionist, does social studies, and 8th grade math help. She is currently testing to decide where intervention is needed.

2019-2020 Explorers Presentation

Christi Taillefer presented the proposed Explorers program for 2019-2020. It follows last years program, but funds for this year are short. Last year payroll came out of our rural education funds (REAP), and Christi is requesting an additional \$2,000 from those funds to make up the shortfall in Explorers. John said the school had the funds for this use.

Cliff moved to provide \$2,000 REAP funds to Explorers for 2019-2020. Gary seconded the motion. **Passed 4-0**

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

During our two PIR days in August, the staff went over our current MCLP grant goals and our most recent SBAC results to determine the extent to which we are reaching our identified goals. Our GPRA Goal #1 was to increase the percentage of children aged 3 to 5 who make significant gains on the E/ROWPVT from fall to spring. Although we only had three students who were of the age that we could track for the grant, those students all made gains ranging from 2% in expressive language to 27% in receptive language. The average gain in receptive language was about 16% while the average gain in expressive language was about 11%. GPRA Goal #2 was to increase the level of proficiency on the Smarter Balanced Assessment for 5th and 8th grade students. Our subgoals were written in terms of MAP scores. Here are some of our data on the Smarter Balance (SBAC):

ELA: Summative Assessment Breakdown (2017-2018)

Reading (# of students)	Writing (# of students)	Listening (# of students)	Research & Inquiry (# of students)
Below: 16	Below: 17	Below: 7	Below: 16
At/Near: 36	At/Near: 36	At/Near: 48	At/Near: 37
Above: 13	Above: 12	Above: 10	Above: 12

ELA: Summative Assessment Breakdown (2018-2019)

Reading (# of students)	Writing (# of students)	Listening (# of students)	Research & Inquiry (# of students)
Below: 10	Below: 17	Below: 4	Below: 15
At/Near: 43	At/Near: 42	At/Near: 50	At/Near: 36
Above: 17	Above: 11	Above: 16	Above: 19

ELA: Performance Task Breakdown (2017-2018)

Organization/ Purpose (4)	Evidence/ Evaluation (4)	Conventions (2)
0\4: 0 students	0\4: 0 students	0\2: 7 students
1\4: 35 students	1\4: 35 students	1\2: 23 students
2\4: 12 students	2\4: 12 students	2\2: 20 students
3\4: 2 students	3\4: 2 students	
4\4: 1 student	4\4: 1 student	
Insufficient: 6 students	Insufficient: 6 students	Insufficient: 6 students

Off-purpose: 7 students

Off-purpose: 7 students

Off-purpose: 7 students

Off-topic: 1 student

Off-topic: 1 student

Off-topic: 1 student

Field test item: 2 students

Field test item: 2 students

Field test item: 2 students

ELA: Performance Task Breakdown (2018-2019)

**Organization/
Purpose (4)**

0\4: 0 students
1\4: 31 students
2\4: 21 students
3\4: 3 students
4\4: 1 student

**Evidence/
Evaluation (4)**

0\4: 0 students
1\4: 28 students
2\4: 24 students
3\4: 3 students
4\4: 1 student

Conventions (2)

0\2: 8 students
1\2: 23 students
2\2: 25 students

Insufficient: 4 students

Insufficient: 4 students

Insufficient: 4 students

Off-purpose: 6 students

Off-purpose: 6 students

Off-purpose: 6 students

Off-topic: 1 student

Off-topic: 1 student

Off-topic: 1 student

Math: Summative Assessment Breakdown (2017-2018)

Concepts and Procedures

Below: 25 students

At/Near: 25 students

Above: 16 students

**Problem Solving and Modeling
& Data Analysis**

Below: 21 students

At/Near: 34 students

Above: 11 students

Communicating Reasoning

Below: 24 students

At/Near: 30 students

Above: 12 students

Math: Summative Assessment Breakdown (2018-2019)

Concepts and Procedures

Below: 29 students

At/Near: 27 students

Above: 14 students

**Problem Solving and Modeling
& Data Analysis**

Below: 20 students

At/Near: 35 students

Above: 15 students

Communicating Reasoning

Below: 19 students

At/Near: 41 students

Above: 10 students

Here is a sample 8th grade math problem from SBAC...

Mary is buying tickets for a movie.

**Each adult ticket costs \$9.
Each child ticket costs \$5.
Mary spends \$110 on tickets.
Mary buys 14 total tickets.**

Enter the total number of adult tickets and total number of child tickets she buys.

- **Budget and Finance**
 - We have received notification that will continue to receive some funding to support safety and security for 2019-20. We were having some mechanical issues with our door locking mechanisms, so we replaced the door locking mechanism on the main building.
 - We have received confirmation that we will receive around \$250,000 for 2019-20 and \$125,000 for 2020-21 from our MCLP grant.
- **Student Activities**
 - We are starting up volleyball and flag football for the fall.
 - The 8th graders should be present to give an update on their trip planning.
- **Facilities**
 - We have installed sidewalks around the south side of the main building that will make it possible for someone in a wheelchair to navigate from the west side of our building to the east side as well as access the playground slab area.
 - We have also installed a new 20' x 35' slab on the playground that was funded by the PTC.
 - Greg replaced a number of boards on our large wooden play structure in June. The PTC funds also helped with this expense.
- **Safety**

We now have a part-time nurse, Lindsay Larson. We share Ms. Larson's time with Bonner and Clinton as part of a grant submitted by Jim Howard, superintendent of Bonner Schools.

Clerks Report

Jill Thornton is retiring at the end of December 2019. Training details are currently being worked out. John is hoping to have someone for the board to approve at the next meeting and then start the next day, October 15th.

Cliff suggested having a board interview for the recommended applicant at 6 pm before the next meeting. Cliff also asked Jill to provide information to the Board so they have a more complete understanding of the budget and their oversight responsibilities.

Board Professional Development Reports

Cliff attended Football and Volleyball and will teach Archery in Explorers.
Gary attended a get together with Senator Daines and Congressman Gianforte and brought up issues in rural schools. He learned that they have been working on developing technology in Montana.
Kelsy attended Football and visited Terri Klein during her recuperation.
Nicole is attending the MTSBA Legal Primer tomorrow.

Personnel – Kayler Brewer Substitute

Gary moved to hire Kayler Brewer as a substitute contingent on a clear background check. Nicole seconded the motion. **Passed 4-0**

Personnel – Approve Classified Offer of Employment

Cliff moved to approve the offer of employment for the listed Classified employees. Gary seconded the motion. **Passed 4-0**

Consider the recommendation of the administration and facilities committee to prepare and submit a grant application to the Montana Department of Commerce for infrastructure funding to cover the projected expenses for the replacement of the existing furnaces in the main building of Potomac School District #11.

Cliff moved to support the grant application to the Montana Department of Commerce to cover the projected expenses for the replacement of the existing furnaces in the main building of Potomac School District #11. Nicole seconded the motion. **Passed 4-0**

Appointment of Authorized 19-20 Representative to Missoula Area Education Coop Advisory Board

Nicole moved to appoint John Rouse as Potomac’s authorized 19-20 representative to the Missoula Area Education Coop Advisory Board. Cliff seconded the motion. **Passed 4-0**

Policy 3225 - Sexual Harassment, Sexual Intimidation and Sexual Misconduct

Gary moved to leave lines 12-14 on page 2 of policy 3225. Nicole seconded the motion. **Passed 4-0**

Credit Card for Explorers – Christi Taillefer

Cliff moved to approve a credit card for Christi Taillefer. Gary seconded the motion. **Passed 4-0**

Adjourn

Chair Vann adjourned the Board meeting at 8:53 pm.

Cliff Vann, Chair

date

Jill M Thornton, Clerk

date