



# Potomac Elementary School

## School Board Minutes for November & December, 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.”*

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### 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, Jason Nordberg and Craig Nelson. Angie Williams, Principal and Jill Thornton, Clerk were also in attendance.

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

### Consent Agenda

#### *November Consent Agenda*

Warrant Lists – Total Claims = \$26,899.01. Total Payroll = \$65,479.23

Business Cards – Included in Total Claims noted.

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

Extracurricular (Student Accounts) – Oct 1, 2016 - \$25,159.15 thru Oct 31, 2016 - \$31,071.94

#### *December Consent Agenda*

Warrant Lists – Total Claims = \$18,481.87. Total Payroll = \$66,924.37

Business Cards – Included in Total Claims noted.

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

Extracurricular (Student Accounts) – Nov 1, 2016 - \$31,071.94 thru Nov 30, 2016 - \$30,415.70

Jason moved to approve the consent agendas. Craig seconded the motion. **Passed 4-0**

### Teacher Presentations

Karry Betson and Terri Klein both explained how the Literacy Conference they attended in summer is applying in their classrooms.

Karry has been doing author studies with her Kindergarten. They study an author and the moral lesson the book is presenting and then they do writing and craft projects to show what they learned.

Terri has her 1<sup>st</sup> grade read a book, then they talk about the author's ideas. After that the students write their own story.

Both teachers felt it was an amazing conference and they have been able to use what they learned in their classrooms!

### Principals Reports

#### **November 2016**

**Veteran's Assembly-** Our breakfast and assembly went really well. Our speaker was Senior Master Sergeant English who has spent 20+ years in the National Guard Air Force. It was enjoyable watching the student's

enthusiasm, and they asked some great questions. We had over 10 veterans attend. I hope that this can become an annual event.

**Parent Teacher Conferences-** Parent teacher conferences went well. The teachers and I were really busy preparing for the end of the quarter with using the math standards for the first time and a new report card system with Infinite Campus. We pulled it together though and from now we'll be able to continue adding more standards and streamlining our report cards. We received positive feedback from parents!

**Basketball-** We have 15 boys playing basketball. Brad and Sam Hall are coaching. Mrs. Clairmont has also been a big help at practices. We have a great team with lots of enthusiasm from all!

**EEE Grant-** We received Amazon gift cards totaling \$450 from the EEE Grant. I took 2 students Thursday to the luncheon in Missoula to receive the cards.

**Upcoming-**

- November 15th- 5th/6th field trip UM
- November 15th- Home game against Lolo
- November 17th- Home game against Desmet
- November 22nd - 2 Valley Stage - Brass Quintet 1 pm
- November 22nd- Home game against Clinton
- November 23rd-25th No school
- November 29th- Home game against Target Range
- December 1st-Away game Seeley
- December 2nd- Teacher Work Day

**December 2016**

**Basketball-** The boys have played great this season! They will be playing in the small schools' championship game at the Adam's center Tuesday. They're pretty excited.

**Website Accessibility-** I've been made aware of school districts being put on notice about their websites not being handicap accessible according to new regulations from the DOJ. In order to become compliant, I have taken our website down and have begun looking into creating a new accessible one.

**MACC-** I notified you earlier this year that the schools belonging to the Missoula Area Curriculum Consortium discussed withdrawing and having their own curriculum directors to fulfill the state requirements. Official withdrawal needed to occur before the first of the year. As the District's appointed representative, I gave written notice to the MACC that Potomac would no longer be a member beginning with the 2017-18 school year.

**Safety Committee-** We received a surprise visit from the Department of Labor and Industry this last week. I had been notified that schools were receiving such visits across the state. We were given a small list of things to accomplish, one of which is to establish a safety committee. We're supposed to get a written report soon, and I'll be going over it with the committee.

**Accomplishments for the month**

- Teacher observations
- Title I desk review report
- Special Education reports and meetings

**Upcoming-**

- December 13- Championship game 1:15 Adam's Center
- December 15- 5/8 Elective field trip
- December 21- Winter Program 6:30
- December 26-30 Winter break

**Clerks Report** Jill Thornton presented a preliminary detail of the school's \$703,435 General Fund budget for discussion.

**Board Professional Development Reports**

Craig attended the Veterans Breakfast and Assembly. He also read the MTSBA Question of the Week on November 4<sup>th</sup> and thought it would be a good thing to bring to the board. Jason went to Employment Law training. And Cliff trained two teachers, Crissina Quinn and Raynee Clairmont, in 'Archery in the Schools'

**Board Calendar**

Changes to make to the board calendar are: move the Principal Evaluation to December, and move intent to rehire the Principal from April to January.

**Personnel**

Angie recommends the rehire of Kathy Kimmel as a sub for the 16-17 school year. Jason moved to rehire Kathy Kimmel as a sub for the 16-17 school year. Craig seconded the motion. **Passed 4-0**

**12 Out of District Students**

Craig moved to acknowledge 12 students attending out of district schools. Gary seconded the motion. **Passed 4-0**

*Meeting closed at 8:05 pm for Principal Review  
Meeting reopened at 9:08 pm.*

**Adjourn**

Chair Vann adjourned the Board meeting at 9:08 pm.

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Cliff Vann, Chair

date Jill M Thornton, Clerk

date