



# Potomac Elementary School

## School Board Minutes

for

September 8, 2014

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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, Craig Nelson, Jason Nordberg and Kelsy Ployhar. Jill Thornton, clerk, and David Allen, Principal, was also in attendance.

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

### Consent Agenda

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

### Principals Report

#### *Community*

- Open House; 40-50 in attendance including staff and 3 board members

#### *School*

- 87 students
- Going to start with representatives for student council this week
- Kelsy and myself attended the legal primer in Missoula
- Met with coaches about schedules and policies
- New Behavior policy for Bus and in class. Majestic disciplines on busses, the principal is the second step for discipline in school, and the first step is within the classroom.
- The Blackfoot Church of Potomac gave a handmade gift bag to all the staff and put up a sign welcoming us all back.

#### *Activities*

- Flag Football! First game is @ Lolo on the 11<sup>th</sup> and the first home game is scheduled the 18<sup>th</sup> against Clinton. Since we have no materials to line the field, etc, the Student Council voted to donate \$500 for the supplies.
- Girls Volley Ball first game is @ Bonner on the 10<sup>th</sup> and home on the 15<sup>th</sup> against Target Range.

#### *Vision Impact*

- Very productive PIR days that facilitated a great start to the year. The subject of experiential learning and embracing our “culture of excellence that values the small community experience” Teachers becoming comfortable with out of their seat learning.
- RSA – Animate on You Tube. White board tutorials on what education is now.

**Clerks Report**

Alicia finalized the Missoula Parks Matching Grant submittal, and we have now received the \$17,500 towards the field.

**Board Professional Development Reports**

Kelsy went to MTSBA Legal Primer on September 4<sup>th</sup>. She said there were about 35 attendees for the Missoula presentation. Some of the notes she took were:

- Stick to the legal chain of command
- Maintain respect in discussions
- Open meeting laws were reviewed
- Make sure all discussions are with public knowledge
- The public can be asked for input after motions are made
- Make sure everyone knows when they can give input
- Nepotism laws – follow the policy and post 15 days prior to hire

Jason has been reviewing the policies and he attended the open house.

Gary has been working on information regarding the athletic field.

Craig attended the Open House.

Cliff would like to have the board bring something they see at the school to present during professional development. An example is what he sees with the lunch menu that was distributed. It shows the progress that is being made in the school and specifically in the lunch program.

**Teacher Presentation**

Nancy Linnell showed a Rubric intended to be used in 6<sup>th</sup> through 8<sup>th</sup> grade. It is one of the methods being used to integrate writing across the curriculum in all classes.

**District Priority discussion**

The first draft plan to deal with the districts goals and priorities is for David to start with our list of 15 goals developed during the 12-13 school year and develop action plans to show how he will work towards achieving those goals. This process is intended to be ongoing, with new goals added as needed. It is also noted that many of the goals are ongoing, and won't have an end date.

**Athletic Complex Update**

Gary Long met with Dale Hinkle and Alicia Vanderheiden to discuss the athletic field. He found that Phase II is not fully completed, as it needs more finish work. Some of the problems with the finish work is the original plan needs updating with more detail. A couple of other issues are; the north slope of the pit needs more work before it is finished, there is a need for a flat spot by the Pavilion pad, the outhouse needs to be removed, and we need a fence by the parking across from the Community Center. That fence is one of the issues Gary is working on.

The larger issue is that Dale has been managing the project by default. He feels the principal and board need to be involved. Cliff asked if Gary will be the field manager for the Athletic complex. He has agreed and will review the plan for the board.

**Personnel – none**

**Policy for Grants – First Reading**

The new policy is written as follows:

**Grants**

*The Board will oversee and approve all grant awards prior to funds being used, to ensure: 1) the grant is intended to support the schools’ goals and 2) to provide public visibility of all grants.*

*New grants awarded shall be presented to the Board at a public meeting with details of the award, and planned expenditures.*

*Grants renewing for subsequent years will be presented to the Board at a public meeting with details of the renewed award, and the new fiscal year’s planned expenditures.*

There were no changes or corrections, so the policy will be on the next agenda for a second reading.

**Credit Cards**

Gary moved to provide a credit card from our existing Business Card account to David Allen. Kelsy seconded the motion.

**Passed 5-0**

Jason moved to open a Costco and Costco American Express account, providing a card to Victoria Richardson. Craig seconded the motion. **Passed 5-0**

**Adjourn**

Board Chair Vann adjourned the Board meeting at 10:50 pm.

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Cliff Vann, Chair

date

Jill M Thornton, Clerk

date