



Potomac Elementary School

School Board Minutes

for

September 14, 2015

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

Board Vice-Chair Kelsy Ployhar 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 and Jason Nordberg. Jill Thornton, clerk, and Angie Williams, Principal, were also in attendance.

Public Input (for issues not on the agenda) None

Consent Agenda

Warrant Lists – Total Claims = \$52,922.29, Total Payroll = \$64,928.52

Business Cards – Included in Total Claims noted.

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

Class of 2016 High Impact Trip

Lars E, Kyla N, and Brian R from our Class of 2016 presented the plans for this year's High Impact Trip. Their goal is to spend 5 days at the Marine Institute on Catalina Island, then go to Sea World. The total estimated cost for their trip is \$22k, and they have already raised about \$4k of that. They are currently working on the dates, looking in May 2016. They will have 2 teachers with their group of 7 students. If they do not raise enough funds to go, their plan B is Lagoon Park in Utah plus rope courses, or other places similar to Catalina Island.

Gary moved to approve the Class of 2016 High Impact Trip as planned. Craig seconded the motion. **Passed 4-0**

Principals Report

It's been incredibly busy but going well. Our enrollment is at 92.

Sports- Volleyball is underway. There are 11 girls playing. Their first game is September 14th in Frenchtown. The 1st home game is the 15th. We were unable to find a football coach so it was cancelled. At the time the air quality was also quite unhealthy so practice would have been postponed anyway.

Explorer's- Explorer's is going well. We had almost 20 kids Friday learning about fish and tying flies.

Assessments- The teachers are busy giving the AIMSweb and MAPS testing to the kids and we will be discussing data as soon as it's compiled.

Safety Planning- Our emergency and safety plan committee met before school began and discussed important components to our emergency plan which I am working on. We agreed to fine tune our communication system when it comes to emergencies. You may notice numbers above each door in the school building and Community Center. We are getting a floor plan drawn up of all the buildings with the numbers or corresponding rooms. This makes for easier communication to emergency personnel in the instance of an emergency to where a situation is occurring.

This summer every door was installed with magnetic latches. When the fire alarm goes off these latches release, as well as during a lockdown. Every classroom and the office is equipped with a lockdown button that when pushed will release

the magnets and notify the building of a potential threat. We will be training on this a few times during the year. A camera and intercom were also installed at the exterior doors of both buildings. This will give us the capability to keep those doors locked and “buzz” in people wishing to enter. I only see this being used in the case of an emergency situation (for example- escaped convict in the area, etc...).

I have scheduled Active Threat training with the Missoula County Sheriff’s office on October 9th. This will be all day and all staff and substitute teachers are asked to be there. We’ve rescheduled Explorer’s for that day so that staff is also available and we can use both buildings

Art - From our discussion at the last board meeting, I have contacted Two Valley Stage in Seeley Lake and was told that we are welcome to participate in their events. Next year, we will look at being added to their itinerary of performances. October 1st, we’ll be taking K-3 to Seeley Elementary to view Norman Foote and will take the 5-8 next time. The link to their website is <http://www.alpineartisans.org/2valleysstage/> and will show all of the performers they are having this year. The PTC has graciously offered to pay for 3 bus trips to Seeley to attend these! Hopefully, we’ll be able to get one or two of their performers to come here as well. I’ll keep working on that.

School Schedule of events-

- September 4-** Explorer’s- Team Building
- September 11-** Explorer’s- Ecology and Fly Fishing
- September 11-** Swan Release in Ovando-Kristina took a group of kids
- September 17-** Open House 6:30
- September 18-** Teacher work day- Data discussions September 18- Explorer’s- Field trip to fish hatchery September 24- Picture day
- September 25-** Explorer’s- Rock Climbing W/ J. Porter Hammitt
- October 2-** Field trip to Traveler’s Rest
- October 8-** Bike-a-thon
- October 9-** Teacher work day- All Staff Active Threat training

If there is anything else you would like to see in my reports please let me know!

Kelsy asked if the board would like to see a PTC report. All agreed, and Gary said the PTC can also be asked what the board can do for them the same way the teachers were asked.

Preliminary General fund Budget Report

Angie presented the preliminary general fund budget report with clarifications from Jill. The board was comfortable with the detail.

Board Professional Development Reports

Jason and Kelsy helped move playground wood chips. Gary attended the Swan Release. Craig also helped with the playground wood chips, and volleyball. Kelsy attended the PTC meeting, and accompanied the 3rd grade on a field trip.

Athletic Complex Update

Gary said the majority of Phase III of the Potomac sports field has been completed. The open items left are a bathroom refurbishment and moveable stands/ball field bleachers. Volunteer opportunities include picking and moving rocks, replacing lumber on the seating in the grandstands, weeding the base and paths on the ball diamond, and constructing the dugout.

Angie will get estimates on a fence for the field. Craig will get the measurements for the bids.

Special Ed Administration with Woodman School

Angie went to the Missoula Consortium Coop meeting with 8 other principals and Erin Lipkind. While there, she was approached for help with Woodman Schools' special education program. They would like her to come to their school 3 times during this year, which she could do on 3 different Fridays, and help with their program. They are willing to pay \$1,200 to Potomac for this service.

Craig moved to approve the Special Education Administration contract with Woodman School. Gary seconded the motion. **Passed 4-0**

Board Legal Presentation approval

Bea Kaleva has agreed to give a presentation to the board at 5pm, 2 hours before our November meeting on the 9th. The presentation will be 'What Makes an Effective School Board'. The cost for her 2 hour presentation is \$500.

Gary moved to hire Bea Kaleva to present to the board. Jason seconded the motion. **Passed 4-0**

Adjourn

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

Cliff Vann, Chair

date

Jill M Thornton, Clerk

date