



Potomac Elementary School

School Board Minutes

For

December 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: Kelsy Ployhar, Gary Long, Steven Van Grinsven and Nichole Zupan. John Rouse, Principal and Clerks Jill Thornton & Heather Marcella were in attendance.

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

Consent Agenda

Minutes of November 11 & November 14, 2019 were on the Consent Agenda

Warrant Lists – Total Claims = \$ 18,130.01. Total Payroll = \$75,647.17.

Business Cards – Included in Total Claims noted.

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

Extracurricular (Student Accounts) –On Nov 1, 2019 - \$31,670.37 thru Nov 30, 2019 - \$52,750.74

Kelsy moved to approve the consent agenda. Steven seconded the motion. **Passed 5-0**

8th Grade – Trip Update Presentation

Students Lauren Nordberg and Anna France gave a summary of recent and upcoming fundraisers. The class has earned \$14,183.88 to date, and is on track to meet their goal for the World Strides capstone trip. The class has chosen Catalina Islands as their backup trip with a projected budget of \$15,000. The final decision will need to be made by February 5th in order to receive a refund from World Strides. The students and parents were unsure of the deadline to register for Catalina Islands, if needed. The students shared which fundraisers they have enjoyed most, and those that presented opportunities for leadership and interpersonal skill development and growth.

Teacher Reports

Christi Taillefer brought in student narrative examples. In her ELA class they are using the program Amplify to work on narratives. Amplify was obtained thru the MCLP grant. The class is basing narratives on literature written by Dahl. Amplify helps the students to breakdown their compositions and isolate details and structures. This is helping them develop their narratives – such as focusing on sentence structure, dialogue, and backstory. In her P.E. class students are completing a Hockey unit.

Ashley Olsen's 2nd and 3rd grade students are completing a study on Astronomy. She has taught this as a combined ELA and Science unit. All students have engaged in hands-on projects such as modeling moon phases, and solar and lunar eclipses. The 3rd grade has done quick writes after each chapter. Using the CPLA program students are learning writing skills including compare and contrast, planning, revising and editing to a final “published” work. CPLA was received thru the MCLP grant. Students participated in a field trip to the Planetarium at the University of Montana.

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

- We have reached out to the University of Montana Learning and Belonging (LAB) Preschool program as part of our effort to reach preschool-aged students from the Potomac area. The staff members at the LAB program were enthusiastic about being able to collaborate with our school. Mr. Rouse visited the LAB school program and met with the program director to discuss our current and future collaborative efforts. Currently there are two students attending the LAB school whose families reside in the Potomac School District boundaries.
- Our next MCLP Friday is scheduled for December 13th. Our consultant, Leah, will be on site beginning on Wednesday, December 11th. On Wednesday and Thursday, she will observe in classrooms along with Sarah Schmill. On Friday during our MCLP professional development day, we will review our most recent assessment results including our latest MAPS testing data. Mr. Rouse will share the most recent test data with the board during our December board meeting.

Budget and Finance

- Mr. Rouse is still waiting to hear from the Department of Commerce regarding the infrastructure grant that we discussed during the September board meeting.
- Mr. Rouse has completed and submitted a grant to OPI for \$5,500 for some additional professional development funds to support trainings in areas related to student safety and security. Should we receive this grant, we will provide Youth Mental Health First Aid training for all of our staff members. This training includes training in awareness of the social and emotional needs of students including suicide prevention.
- Mr. Rouse also completed and submitted a grant application to the Montana History Foundation for \$10,000 to help offset the expenses of replacing our existing wooden ramp with a concrete ramp. We will not know until April if we will receive these funds.

Student Activities

- Our boys’ basketball season is drawing to a close with the tournament starting on December 9th. We appreciate our volunteer coaches- Gary Flomer, and Jake Nissen. The tournament schedule is shown below.
- Monday, December 9th -1st Round Games.
 - Large Schools #4 vs. #5 and #6 vs. #3 (@ Frenchtown)
 - Small Schools #4 vs. #5 @ #4 (1 game only)
- Tuesday, December 10th 2nd Round Games - Small School Semifinals
 - Small Schools #1 vs. Lowest Remaining and #2 vs. Highest Remaining (@ Target Range)
 - Large School Losers of Game 1/Game 2 (@ Target Range)
- Wednesday, December 11th 2nd Round Games – Large School Semifinals
 - Large Schools #1 vs. Lowest Remaining and #2 vs. Highest Remaining (@ Hellgate)
- Thursday, December 12th Championship/Consolation
 - Large School Championship 4:00 pm/ Small School Championship 5:15 pm (@ Hellgate)

Board of Trustees..... 3

- Large School Consolation 4:00 pm/Small School Consolation 5:15 pm (@ Frenchtown)

- The loser of the opening round (#4 vs. #5) will only play one game in the tournament.
- The 8th graders are continuing their fun-raising efforts in order to meet their goal for funding their end-of-the-year culminating activity.

Facilities

- Justin Iverson installed a couple of motion-activated solar-powered lights along the walking path area between the school and the community center because that area is so dark for evening events such as Open House and Parent-Teacher conferences.

Safety

- As mentioned earlier, we have applied for some additional professional development funds from OPI in order to provide training to our staff members regarding social-emotional needs of students and suicide prevention.

Clerks Report

No official report. Clerk notified board of upcoming elections.

Board Professional Development Reports

Gary has attended basketball games. Nichole completed her first Board Packet Review and has volunteered for Mrs. Betson's class. Kelsy has attended basketball games, the community Craft Fair, and joined Leadership Missoula. Cliff attended 8th grade Cat/Griz fundraiser.

Old Business

School Board Calendar – The Board discussed changes to the calendar. Move “School Strategic Plan & Goals” from October to September. In February add “permissive levy” to clarify and contrast against special levy. For March change to “Preliminary General Fund Budget Review for Current and Subsequent Year”. In May change to “Consider, discuss, strategize for future special levies.”

Friday Explorers – The Board discussed funding for the Friday Explorers Program. Cliff researched school budgets back to 2008, looking for a baseline budget without the aid of grant money. He found there has not been a school year since 2008 that did not have some type of grant money available. John advised that the school would have a better idea on upcoming grants in March. Friday Explorers Funding will be revisited in March when reviewing the preliminary general fund budget review.

Personnel

Shilo Miller – Substitute Custodian.
Steven moved to approve Shilo as a new substitute custodian. Gary seconded the motion. **Passed 5-0**

What it means to be a School Board Member (Christmas Program)

Cliff provided MTSBA content on the duties of School Board Members. The board discussed the different elements presented. Kelsy volunteered to speak at the Christmas Program on behalf of the Board and to express what being a School Board Member means to her.

MTSBA Fall Policy Updates

Gary moved to approve the first reading of the listed policies, with the addition of “12 weeks” inserted into Policy 5330 line 20. Kelsy seconded the motion. **Passed 5-0**

Principal Evaluation

The Board discussed and presented the principal evaluation.

Adjourn

Chair Vann adjourned the Board meeting at 10:54 pm.

Cliff Vann, Chair

date

Heather Marcella, Clerk

date