



# Potomac Elementary School

## School Board Minutes

For

January 14, 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.”*

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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, Kelsy Ployhar and Steven Van Grinsven. Jill Thornton, Clerk and John Rouse, Principal were also in attendance.

**Public Input** (for issues not on the agenda) The 8<sup>th</sup> grade presented updates on their trip, including fundraising plans to the board.

### Consent Agenda

Minutes of December 10, 2018 were on the Consent Agenda

Warrant Lists – Total Claims = \$41,206.82. Total Payroll = \$67,646.33

Business Cards – Included in Total Claims noted.

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

Extracurricular (Student Accounts) – On Dec 1, 2018 - \$37,164.78 thru Dec 31, 2018 - \$38,117.09

Kelsy moved to approve the consent agenda with a small editing correction replacing a comma with a period. Craig seconded the motion. **Passed 5-0**

### Terri Klein Gold Star Award Winner – KECI TV 13 & Town Pump Charitable Corporation

Terry Klein was acknowledged as KECI TV 13 & Town Pump Charitable Corporations Gold Star Award Winner.

### Teacher Reports

Ike Wallace is very impressed with the Amplify program purchased with our Literacy Grant. Students are writing on a daily basis, they're exposed to 'classics' and are working on a personal narrative piece. He also said the Explorers program had about 30 students attending the Friday that had an ice fishing trip.

Ashley Olsen also talked about how the literacy program purchased for 2<sup>nd</sup> & 3<sup>rd</sup> grades is working. She said she really likes how it bridges literacy with science and social studies. At her classes age's students are learning to read as well as seeing how they can read to learn.

### Principal's Report

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**

- As part of our comprehensive literacy grant, we are continuing our instructional coaching efforts with all of our teachers. Abby Stitt works with each teacher to create an individual coaching plan for that teacher that is tailored to address those instructional strategies or techniques that both the teacher and the

instructional coach believe would be most beneficial to the teacher. In addition, our teachers are observing each other in action in the classroom as another way to foster improvements in our instructional delivery approaches. Given that some of our teachers either share the same students currently or have had some of the same students in his or her classrooms previously, seeing how another teacher works with a specific student is often helpful.

- On January 25-26, Leah Esmont, our outside instructional coach/consultant, will be in our school again. Typically, on the first day of her visits, she observes in each of the teacher's classrooms and meets with Abby and Mr. Rouse. On the second day of her visit, we schedule a full day of staff development during which time we focus on our implementation plan. As part of the structured agenda for those days, we review. Our most recent student achievement data in order to consider areas of growth or the lack of growth. Based on the data, we may adjust our implementation plan or some specific strategy.
- On Sunday, February 3<sup>rd</sup>, seven of our staff members will be departing for the Plain Talk conference in New Orleans. This conference is one of the best conferences with respect to literacy education. Our staff members will have the opportunity to learn from some of the best-known practitioners and researchers in the field of literacy development. All costs associated with attending this conference are being covered by grant funds. Some of our teachers will provide a summary of what they learned at this conference during our February board meeting.

• **Budget and Finance**

- The board needs to be considering what, if any, changes they are anticipating with respect to our mill levies. There is a March deadline for providing a public notice about any possible proposed changes.

• **Student Activities**

- Our girls' basketball season is set to begin this week with practice sessions for our lady athletes. This year's coaching staff includes: Ashley Olsen, Christianna Taillefer, and Jesse Salter. Ms. Olsen and Ms. Salter were able to attend a coaches' meeting last week to establish our game schedule. Ms. Olsen and Ms. Taillefer are enthusiastic and energetic new coaches, and they are thankful for the help and assistance Ms. Salter brings to the coaching squad. Try to find an opportunity to come watch them compete.

**Girls Basketball Games**

<u>When</u>	<u>Where</u>
Tues. Feb. 5th	St Joe @ Home
Mon. Feb. 11th	Clinton @ Home
Wed. Feb 13	Potomac @ Seeley
Thurs. Feb. 14th	Desmet @ Home
Wed. Feb 20th	Seeley @ Home
Thurs. Feb 21	Hellgate @ home
Tues Feb 26	Potomac @St. Joe
Wed. Feb 27th	Desmet @ Home
Thurs Feb. 28th	Potomac @ MIS
Mon. March 4	MIS @ Home
Wed. March 6	Potomac @ Clinton

• **Facilities**

- We have scheduled the installation of some additional electrical strip heating in the two upstairs classrooms to help alleviate some of our heating issues in those classrooms.

• **Safety**

- This is the time of year when we need constantly aware of slippery walkways and steps at the school. Our staff members have Yak Trax to wear over their shoes that were provided by our liability insurance company.

**Board Professional Development**

Steven Van Grinsven and Gary Long have been reading through the legislative emails. Kelsy and Cliff finalized the Community Center Lease negotiation. Gary has also attended Basket Ball games.

**School Board Calendar**

Change all language that states 'offer of employment' to 'intent to hire'. Add future levy discussion to February.

**Community Center Lease**

The Community Center Lease has been approved and signed by the Community Center.

**Personnel**

John Rouse recommended the board hire Diane Strickland as a substitute teacher. Kelsy moved to approve Diane Strickland as a substitute teacher contingent on an approved background check. Gary seconded the motion. **Passed 5-0**

**Approve Principal Offer of Employment**

Steven moved to approve offering Principal Rouse employment for the 2019-2020 school year. Kelsy seconded the motion. **Passed 5-0**

**Negotiation Committees – Principal, PEA, PACE and Clerk**

The negotiating committees for the Principal is Kelsy and Steven. The PEA committee is Kelsy and Cliff. The PACE committee is Steven and Gary. And the Clerk will negotiate with Craig.

**Adjourn**

Board Chair Vann adjourned the Board meeting at 10:26 pm.

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Cliff Vann, Chair

date

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Jill M Thornton, Clerk

date