



# Potomac Elementary School

## School Board Minutes

For

January 13, 2020

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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

Vice Board Chair Ployhar called the meeting to order at 7:00 pm by leading all in the Pledge of Allegiance. Those trustees present were: Gary Long and Nichole Zupan. John Rouse, Principal and Clerk Heather Marcella were in attendance.

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

### Consent Agenda

Minutes of December 9, 2019 were on the Consent Agenda

Warrant Lists – Total Claims = \$30,591.36. Total Payroll = \$71,751.57.

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, 2019 - \$52,735.74 (different from reported Nov ending balance of \$52,750.74 – correction made and noted in board packet) thru Dec 31, 2019 - \$54,414.31.

Gary moved to approve the consent agenda. Nichole seconded the motion. **Passed 3-0**

### Teacher Reports

Kristina Davis discussed 6<sup>th</sup> grade volcano research projects. The class first read about volcanoes in class, then students were placed in groups and directed to do independent research guided by a rubric. Students incorporated the green screen with pictures of volcanoes for presentations. In addition, student groups were asked to go above and beyond the rubric and come up with additional information and research not originally outlined. Kristina plans to bring some example reports/presentations to the next meeting.

Jen Vogel discussed her experience with providing in-class math support to the 4<sup>th</sup> and 5<sup>th</sup> grade students. For one period each day she has been going into math class as support for students with needs. This has been in the general ed setting without pulling them out. Jen expressed a new perspective and insights gained with regard to how the material is being presented in class. This has also presented the opportunity for interaction with students she would not normally see as a Special Education instructor.

### 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 have submitted a request for some books and other materials that will help support the students attending their program

as part of our MCLP grant. 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 January 24th. Our consultant, Leah, will be on site beginning on Wednesday, January 22nd. 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. We have had a strong emphasis on writing for the past several weeks in order to have students prepared for the types of writing that they will be expected to do as part of the SBAC testing later this spring.
- We have received (informally) word from OPI that Potomac School District will be eligible to apply for a new literacy grant. If we are to secure this grant, it will provide us with additional financial support through the 2024-25 school year. We are expecting the application process to open soon.
- We will provide Youth Mental Health First Aid training for all of our staff members on February 7th from a grant we received for this purpose. This training includes training in awareness of the social and emotional needs of students including suicide prevention.

**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 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 girls’ basketball season will be starting on January 27th. We appreciate our volunteer coaches- Beth Copenhaver, and Christi Taillefer. The game schedule has not been set at this point in time.
- The 8<sup>th</sup> graders are continuing their fund-raising efforts in order to meet their goal for funding their end-of-the-year culminating activity.

**Safety**

- The additional solar-powered lighting has helped with the walkway between the community center and the main building.
- We have received a notice that the latest water samples from the community center exceeded the limits for arsenic. While no additional action or filtration is required at this time; however, we should be aware that there is a potential that filtering devices may need to be added at some point in the future.

Respectfully submitted:

John P. Rouse, Principal

**Clerks Report**

No official report. Clerk advised the board on the time-line for the completion of the audit. Clerk passed out Election paperwork for those Trustees with ending terms.

**Board Professional Development Reports**

Kelsy spoke at the Christmas Program and completed the Board Packet Review for January’s meeting. Nichole accompanied Explorers to the Nutcracker Ballet and continues to volunteer for Mrs. Betson’s class. Gary attended the Christmas Program.

**Old Business**

**School Board Calendar** – The Board looked over School Board Calendar changes approved in the December meeting.

**Policy** – The board completed the second reading and advised with amendments.

Gary moved to accept the policies as listed in the Board Agenda as amended. Nichole seconded the motion. **Passed 3-0**

**Personnel**

**Tylar Cooney** – Substitute Custodian

**Amy Truett** – Substitute Custodian

**Alison Potts** – Substitute

Gary moved to approve Tylar Cooney, Amy Truett, and Alison Potts as substitutes pending background checks. Nichole seconded the motion. **Passed 3-0**

**Justin Iverson** – Clerk Marcella requested Justin Iverson be approved for a purchasing credit card per his position as school custodian.

Gary moved to approve a purchasing credit card for Justin Iverson. Nichole seconded the motion. **Passed 3-0**

**Approve Principal Intent to Hire**

Gary moved to approve the intent to hire John Rouse as Principal for the 2020-2021 School Year. Nichole seconded the motion. **Passed 3-0**

**School Calendar for 2020-2021**

Nichole moved to approve the 2020-2021 School Calendar. Gary seconded the motion. **Passed 3-0**

**Adjourn**

Vice Chair Ployhar adjourned the Board meeting at 8:02 pm.

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Cliff Vann, Chair

date

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Heather Marcella, Clerk

date