



Potomac Elementary School

School Board Minutes

for
April 10, 2017

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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 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 Angie Williams, Principal were also in attendance.

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

Consent Agenda

Warrant Lists – Total Claims = \$37,838.94. Total Payroll = \$64,994.14.

Business Cards – Included in Total Claims noted.

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

Extracurricular (Student Accounts) –On Mar 1, 2017 - \$31,852.41 thru Mar 30, 2017 - \$25,473.58

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

Teacher Presentations

Kristina Burtch teaches Special Education. This month she's been working with the 2nd grade on fractions by using flowers as equal vs non-equal petal amounts, and their fractions of the whole, as well as marshmallow for fraction fun. Then they are moving into graphing. K-1 are using Easter Art to learn patterns as well as rabbit information. Then they will move into 'line of symmetry'.

Kristy Pohlman received 5 chromebooks through Donors Choose. Using chromebooks helps her since she can control all of them set them up one time. And that translates into all of the chromebooks being set up the same way. She is also working with the 2nd and 3rd curriculum on taking a paragraph and turning it into a Power Point. She has the students create this through learning to publish. They set up a title slide, then 5 more pictures with words.

Principals Report

Technology Update- Pine Cove Consulting came in over spring break and worked on our network infrastructure. We now have seamless wireless throughout the whole campus. Before we had different wireless signals that would be lost as you moved up and down the stairs. Now it is one signal that is picked up from 10 new access points in the main building, library and community center. The school login is private and there is a guest login that does not require a password. We did not have a firewall that filtered inappropriate material on the web before and now we do. We are very happy with everything they did.

I have talked to the teachers about their Smartboards and right now we are going to try updating the software. If that doesn't completely solve the problems they are having, I will schedule a day for the tech support from the company we bought them from, to come out and go through the Smartboards. The company feels that we can get a few more years out of them with some updates, which will save money for now.

The next step will be to purchase Chromebooks as the older desktops are quitting. Since K & 1st grades prefer Ipads, chromebooks would only be used for 2nd through 8th grades. Using a rotation plan of approximately 20 chromebooks a year would give a 4 year rotation schedule.

Accreditation- We received our accreditation for both schools from the Board of Public Education.

Track has begun. Ms. Raynee is the coach with Amy Vann and Beth Copenhaver as helpers. 18 students are participating. The first track meet is Tuesday, in Frenchtown.

Parent Teacher Conferences- Our parent teacher conferences were well attended. Thanks to the PTC and parents who provided meals for us. It was wonderful!

Infinite Campus- We now have the parent portal on Infinite Campus set up, so that every parent can log in to see their student's schedule, classes, assignments, grades, etc... The teachers and Janette have become much more confident in using Infinite Campus, but there are many features that we still aren't using. This will require more training and support for them in the next couple years.

Upcoming Calendar Events

April 12- Track meet Frenchtown @9

April 13- Kindergarten Roundup @ 3:15
PTC Easter Egg Hunt 2 pm

April 17- Animal Wonders assemblies

April 18 & 20- Wildlife Film Festival field trips

April 24- Smarter Balance window begins

April 27- Track meet Frenchtown @9

May 5- Track meet Frenchtown @9

Clerks Report - Our election had two trustees running for two open positions. So the Election has been called.

Board Professional Development Reports

Kelsy attended the MCT performance as well as negotiating the Bus Contract with Craig. Cliff worked with club VolleyBall.

School Board Calendar – Add Policy Review in June

Personnel

Angies recommends hiring Emma Chmara as a substitute. Kelsy moved to approve hiring Emma Chmara as a substitute. Craig seconded the motion. **Passed 5-0**

Angies recommends hiring Starla Dugger as our Special Ed Teacher. Kelsy moved to approve hiring Starla Dugger as our Special Ed Teacher. Craig seconded the motion. **Passed 5-0**

Gary moved to accept Angie Williams resignation as principal. Kelsy seconded the motion. **Passed 5-0**

MUST Insurance Approval

Kelsy moved to approve the new 2017-2018 MUST contract. Jason seconded the motion. **Passed 5-0**

Majestic Bus Contract

Kelsy moved to approve the Majestic Bus Contract. Jason seconded the motion. **Passed 5-0**

Certified Offer of Employment

Angie recommended the rehire of the following Certified Staff: Karry Betson, Raynee Clairmont, Kristina Davis, Damian Gaglia, Terri Klein, Kristy Pohlman, Sarah Schmill and Abby Stitt.

Craig moved to approve rehiring the Certified Staff listed. Kelsy seconded the motion. **Passed 5-0**

Negotiation Committees – PEA, PACE & Clerk

The negotiation committees are: PEA – Cliff and Craig, PACE – Kelsy and Cliff and the Clerk - Kelsy

Policy Manual Approval

Policy 1310 was updated to read:

District Policy and Procedures

Adoption and Amendment of Policies

Proposed new policies and proposed changes to existing policies shall be presented in writing for reading and discussion at a regular or special Board meeting. Interested parties may submit views, present data or arguments, orally or in writing, in support of or in opposition to proposed policy. Any written statement by a person, relative to a proposed policy or amendment, should be directed to the District Clerk prior to the ~~second (2nd)~~ reading **[final reading]**. The final vote for adoption shall take place ~~not earlier than~~ at the **[final]**~~second (2nd)~~ reading of the particular policy. **[New or revised policies that are required, or have required language changes based on State or Federal law, or are required changes by administrative rule, may be adopted after the first (1st) reading if sufficient notice has been given through the board agenda.]**

All new or amended policies shall become effective on adoption, unless a specific effective date is stated in the motion for adoption.

Policies, as adopted or amended, shall be made a part of the minutes of the meeting at which action was taken and also shall be included in the District’s policy manual. The board shall review new and updated policies of the District quarterly.

Policy Manuals

The District Clerk shall develop and maintain a current policy manual which includes all policies of the District. Staff, students, and other residents, shall have ready access to District policies. ~~All policy manuals distributed to anyone shall remain the property of the District and shall be subject to recall at any time.~~

Suspension of Policies

Under circumstances that require waiver of a policy, the policy may be suspended by a majority vote of the trustees present. To suspend a policy, however, all trustees must have received written notice of the meeting, which includes the proposal to suspend a policy and an explanation of the purpose of such proposed suspension.

Administrative Procedures

The Principal shall develop such administrative procedures as are necessary to ensure consistent implementation of policies adopted by the Board.

When a written procedure is developed, the Principal shall submit it to the Board as an information item. Such procedures usually need not be approved by the Board, although the Board may revise them when it appears they are not consistent with Board intentions as expressed in its policies.

Legal References: § 20-3-323, MCA District policy and record of acts
 10.55.701, ARM Board of Trustees

This is the first reading of this policy.

Principal Application Reviews

The school board reviewed applications for the Principal to choose who would be interviewed.

Adjourn

Chair Vann adjourned the Board meeting at 9:50 pm.

Cliff Vann, Chair

date

Jill M Thornton, Clerk

date