



Potomac Elementary School

School Board Minutes

For

February 10, 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.”*

Call to Order

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 Clerk Heather Marcella were in attendance.

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

Consent Agenda

Minutes of January 13, 2020 were on the Consent Agenda

Warrant Lists – Total Claims = \$38,323.26. Total Payroll = \$70,252.05.

Business Cards – Included in Total Claims noted.

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

Extracurricular (Student Accounts) – On Jan 1, 2020- \$54,462.56 (different from reported Dec ending balance of \$54,414.31 – correction made and noted in board packet) thru Jan 31, 2020 - \$54,605.57.

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

8th Grade Report

The class met in January to determine which trip they would choose – World Strides in Florida or Long Beach Marine Institute in California. The class voted for the Long Beach Marine Institute in California. They have the funds needed to cover airfare, registrations and lodging. Their trip is scheduled for May 15th – 22nd. Their scheduled activities include visiting a science and art museum, visiting an aquarium, attending the Long Beach Marine Institute on Catalina Island, and a day at Disneyland. Continued fund raising will include concessions and Bingo. It is their intent to donate all left over moneys to the 7th grade class. Chair Vann requested a short presentation upon their return, including a picture and description from each day of their trip.

Teacher Reports

Kristina Davis discussed 6th grade volcano research projects and brought in iMovie presentations for the board to view. This was the first time the students had experienced using the greenscreen and iMovie. Kristina discussed Sarah Schmill's coaching sessions and how they have helped her to try new strategies in class.

Sarah Schmill discussed her role this year as the MCLP Instructional Coach. Using walk-throughs Sarah has been looking for trends and helping the staff identify instructional goals. Professional development is extensive with the help of the MCLP grant. Identifying students that need help has changed from intuitive to real time tracking with data provided from the iStation program. The staff is using a tiered approach to identify whether a class is understanding new material, then finding those students who need additional help.

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

- Our next MCLP Friday is scheduled for February 28th. Our consultant, Leah, will be on site beginning on Thursday, February 27th. On 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 will use the analysis of our most current data to help us begin to plan for our new literacy grant application. for a new literacy grant. A few of us will be attending a pre-grant training session in Missoula on February 20th. The grant application must be submitted by March 31st. We should receive word in late May if we received the grant.
- We provided the Youth Mental Health First Aid training for all of our staff members on February 7th from a grant we received for that purpose. This training included training in awareness of the social and emotional needs of students including suicide prevention.
- Mr. Rouse will be attending the Learning and the Brain conference in San Francisco from February 12th through the 17th as part of the MCLP grant.
- Sarah Schmill will be attending a two-day training entitled, *Fair Isn't Equal*, in Milwaukee on April 27-28th. This training is focused on standards-based assessments and grading.

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 as well as the Montana History Foundation grant 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.
- We have received one estimate to replace the wooden ramp.

Student Activities

- Our girls' basketball season began with our first game on February 4th. We appreciate our volunteer coaches- Beth Copenhaver, and Christi Taillefer.
- The 8th graders voted to go to Catalina Island for their end-of-the-year culminating experience.
- In anticipation of next year's 8th graders, we have made some additional adjustments to the 8th grade trip criteria. These changes are in the revised version of the Handbook for 2020-21 that is on the board's agenda for consideration. The main clarification points were relative to attendance, academic eligibility requirements, and fundraising participation.

Safety

- The additional solar-powered lighting has helped with the walkway between the community center and the main building.
- Our latest water samples from the community center are below 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.

Clerks Report – Heather Marcella

Clerk advised the 18-19 audit would not be complete until the end of February. The auditor is expected to attend the March Board Meeting to present the audit. Permissive Levy change estimates were provided for consideration. Election Deadlines were listed. The 20-21 Budget process is beginning.

Board Professional Development Reports

Steven Van Grinsven attended girls' basketball games. Gary Long came to the MCT Play and completed the Board Packet Review. Kelsy Ployhar went to the MCT play, attended the Missoula Economic Outlook Seminar, and assisted Cliff Vann with the principal contract negotiations. Cliff Vann engaged in negotiations on the principal contract and is studying for an extensive coaching workshop.

Old Business

None

Approve Principal Contract

Gary moved to approve the 2020-2021 Principal's Contract. Steven seconded the motion. **Passed 5-0**

Call for an Election

Kelsy moved to Call for an Election. Nicole seconded the motion. **Passed 5-0**

Discussion/committee for Future Levy

The Board discussed the option of a future levy. Cliff asked the Clerk to provide information on the base vs. maximum mill levy amount for the General Fund.

Consideration & Adoption of Resolution estimating changes in Revenues/Mills from Transportation, Building Reserve and Tuition Funds.

Steven moved to approve the estimated changes in levies for 2020-2021. Kelsy seconded the motion. **Passed 5-0**

Consider & Approve Recommended Changes to 19-20 Student/Parent Handbook

Kelsy moved to approve the recommended changes to the 19-20 Student/Parent Handbook. Gary seconded the motion. **Struck Down 5-0**

Consider & Approve the 20-21 Student/Parent Handbook

Kelsy moved to approve the amended changes to the 20-21 Student/Parent Handbook. Steven seconded the motion. The proposed changes were labeled alphabetically A thru L. The amendments include those changes labeled A, B, C, D, E, F, G and K as struck down; changes labeled H, I, and L approved; the change labeled as J lists "activities" to be replaced with "effort" and approved. **Passed 5-0**

Adjourn

Chair Vann adjourned the Board meeting at 10:07 pm.