



Potomac Elementary School

School Board Minutes

for

January 11, 2016

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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: Craig Nelson 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 = \$29,012.38, Total Payroll = \$60,518.32

Business Cards – Included in Total Claims noted.

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

Extracurricular (Student Accounts) – Beg. Balance Dec 1, 2015 - \$25,710.27; End Balance Dec 31, 2015 - \$24,896.74

Kelsy moved to approve the consent agenda. Craig seconded the motion. **Passed 3-0**

Pine Cove Consulting Technology Presentation

Brandan Bassett and Matt Hall came to the board meeting to present information on Pine Cove and their mission. They are a family company that is focused on educational needs in technology. They noticed a need for technology advisors for rural schools in particular. Their core belief is all students deserve the same education and the same opportunities. What they do is help schools develop a sustainable technology solution that includes equipment replacement and budgeting considerations. They do this by analyzing the schools needs and developing a sustainable plan that can be budgeted for. They do not charge a consulting fee for this. They work to get a schools business by developing a good plan, and implementing it through an agreed on budget that is paid for with a monthly fee. When there is any problem with the system or a piece of equipment, they fix or replace it.

Teacher Reports – Classroom Volunteers

Terri Klein reported on volunteers in the school. She said the support that the volunteers provide is huge. In just the 1st and 2nd grades volunteers provide 18.5 hours help at a minimum. 3rd grade has about 4 hours per week, and 4th grade about 2. Cliff feels that is a big tribute to the teachers. He said it would not work if the teachers didn't work with the volunteers so they are included and feel helpful. Terri agreed, and said she does some training with her volunteers.

Principals Report

Our enrollment is at 91 students.

Asbestos testing- The State requires schools to test for asbestos every three years. The last report we have is from 2010. Abatement Contractors of Montana came in on the 1st to do a current assessment and took some samples. We'll get a report within a couple weeks.

Furnace- I had to have maintenance done on the furnaces over winter break. The company, Design Air, is going to come in and look at repairing our duct work. I became aware that it is not connected going into Abby's room upstairs, in which case her room is often 20 degrees different in temperature to Sarah's room.

Special Education- I have been teaching special education students for about 2 ½ hours a day as well as completing new evaluations and IEP's. Some weeks are much busier than others!

Adult Ed- Adult education classes will begin this month. Crissina Quinn will be teaching classes on using Google, and Sarah will be teaching a 5 week class on chimes in April. We are still looking for anyone interested in teaching a class or requests for certain classes. There is a sign-up sheet in the office and a link on our website.

Grants- We received the \$15,000 from Missoula Parks and Recreation. We were denied the Plum Creek Grant. Apparently funds are less and more people requesting it this year than in the past. I'll keep looking for new grants to apply for. We also received \$1500 from Missoula Electric to purchase a new sound system.

Our winter benchmark testing in MAPS and AIMSweb will begin next week.

Other items I've been working on:

- School calendar- I've begun working on next year's calendar and begun conversations with staff on it.
- Employment application paperwork- This needed updating. It will also be available on the website once ready.
- Observations
- Required inspection upgrades to the Kitchen and Kitchen Storage. PTC is donating \$5,000 towards this requirement. The plan and cost for the upgrades will be on a future agenda to discuss.

Upcoming-

1/15- Staff Professional Development- Standards based grading

1/19- Two Valley Stage field trip K-8 to Seeley Swan High School

1/21- End of 2nd quarter

2/1-2/6- Missoula Children's Theater

2/3-2/4 Parent Teacher Conferences

Clerks Report

Jill Thornton added a quick reference on expenditure codes to the claims detail and expenditure detail included in the board packet. She also posted the Board calendar on the website. It can be found through the drop down menu under Trustees on the home page.

Board Professional Development Reports

Craig, Kelsy and Cliff all attended the Potomac School Christmas Show. Craig has been continuing work on planning the January 23rd Dodge Ball Tournament and went with Explorers to the Nutcracker. He said it was a great program, and some of the students wouldn't have had the opportunity to go without Explorers. Kelsy also participated in two archery practices and went with the students to watch them ski. Cliff has been coaching archery. He would like to see more students participate and said it is possible by including it in Physical Education during school. The only requirement for that is teacher certification.

School Board Calendar

The School Board Calendar has been posted on the school web site, with 'subject to change' noted on it. It can be found through the drop down menu under Trustees on the home page.

Policy Reviews and Additions

Kelsy moved to approve the second reading of policy numbers 2110, 2158, 4330P, 5222 and 6410 with changes noted. Craig seconded the motion. **Passed 3-0**

Personnel

Victoria Richardson has notified Angie that she will not be returning next year. Craig moved to open the position. Kelsy seconded the motion. **Passed 3-0**

Out of District Attendance Agreement

Angie recommended approving attendance agreements for students. Kelsy moved to approve the attendance agreements. Craig seconded the motion. **Passed 3-0**

Committee for PEA Insurance Discussion

Cliff and Kelsy will be the boards committee for the PEA Insurance discussion, with Craig observing.

Policy Reviews and Additions – first reading

Policy numbers 4330, 4330F and 5122F were read with changes noted. The last reading will be at the February meeting.

Principal Review

Chair Vann closed the meeting for the Principal review. The meeting was reopened at 9:39

Adjourn

Vice-Chair Ployhar adjourned the Board meeting at 9:40 pm.

Cliff Vann, Chair

date

Jill M Thornton, Clerk

date