



# Potomac Elementary School

## School Board Minutes

for

February 14, 2011

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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 Robert O'Boyle called the meeting to order at 7:00 PM by leading all in the Pledge of Allegiance. Those trustees present were: Jeff Hahn, Gary Long, Victoria Richardson and Jim Wrobel. Principal Tim Johnson and Jill Thornton, clerk, were also in attendance.

**Public Input** (for issues not on the agenda) The PEA and PACE unions have submitted their notice of intent to reopen their contracts for the purpose of bargaining a successor agreement.

**Consent Agenda** Jeff moved to approve the consent agenda. Gary seconded the motion. **Passed 5-0.**

### Presentation from Hellgate Principal Russ Lodge

Russ Lodge joined Potomac School for the board meeting with information about Potomac students who have continued onto Hellgate High School. He said he finds our students "well prepared". Out of all the students in Hellgate who came from Potomac, the statistics are: 100% graduate, 2/3 are in extracurricular (compared to an average of 1/2 for the rest of the student body), and only 2% have any trouble.

The current freshman class of 9 students is in the first class at Hellgate to be required to complete 24 classes to graduate. That requirement was increased from 22 for prior graduating classes. A couple of the freshmen are also taking Chinese!

The typical backgrounds for students who have trouble in school are students who have moved often and jumped between 4 – 5 different schools. He feels however that the Potomac community provides a stable background for students.

Jim asked if there are any plans for feedback on preparation so middle schools can prepare better.

Russ said he has been thinking of this for a while and what he would like is for teachers from both schools to get together on curriculum planning.

Jim asked how Potomac could help.

Russ said he would be the logical coordinator. He will contact Potomac, Clinton, Bonner and Hellgate Elementary to pick a day and get the teachers together.

Gary asked if there were any plans for additional college credit classes at Hellgate HS.

Russ said the current college classes are in Math, but he could see adding Agricultural Education and Veterinary Tech in the future. As of now, their Digital Academy, which made some of these programs possible, has lost its funding from the state.

The board thanked Russ for coming to talk to them.

### Principal's Report

*Community*

-State of Potomac School address January 27th

~40 attended – It was a good first step, but the question came up of holding this annually. It was not the intent, but Tim thinks it could be a good thing.  
-Lance Melton shared state funding (current legislation = Potomac would have a \$37k deficit)  
-KPAX broadcasted a news clip of that night – Tim has the link for that broadcast.

*School*

-MCT play “Snow White” Jan 15<sup>th</sup>. It was good fun!  
-AIMS web testing finished.  
-MAP testing is almost finished.  
-Continued technology integration: Title 1, Spec Ed, Science, Math, etc. Teachers are accessing online training that gives them the resources to help students through the use of technology.  
-4th grade took NAEP test – which is the ‘Nations Report Card’. We were selected to be one of the schools participating.  
-Seeley Lake HS visited 8th grade class; Hellgate HS reps will visit soon.  
-Scheduling committee has been formed for revamping math courses based on performance using MAP and AIMS web standardized testing. The committee started mid march. The final schedule will depend on our staffing budget next year.

*Activities*

-The all school Ski Trip to Discovery had outstanding weather and fun, with many parents also attending.  
-Volleyball begins practice week of February 21st  
-Boosters is purchasing new uniforms for both boys and girls basketball.  
-Athletic field upgrade funding and irrigation is being investigated by the PTC, Boosters and the Athletic Director. The plan is to put together a grants team for academics as well as sports.  
-Field Trips: the 4th grade went to the Missoula symphony “Bad Bart” on January 28th and the 6-8th grades went to the UM theatre to see “Bus Stop” Feb 2<sup>nd</sup>. These were fun as well as good experiences.

*Vision Impact*

-Meeting with Technology committee discussed a narrow focus for each student’s future, developing a culture of technology excellence while accentuating the small community experience.

**Clerks Report** The clerks report is under new business with the elections and budget.

**School Policy Manual**

3<sup>rd</sup> reading of the 4000’s – Jim moved to approve the 4000 policy series with the corrections previously discussed. Victoria seconded the motion. **Passed 5-0.**

2<sup>nd</sup> reading of the 5000’s – Victoria moved to approve the 5000 policy series with the corrections previously discussed. Gary seconded the motion.

5329 is waiting on final information from Joe Brott at MTSBA that would tie it in with the PEA and PACE contracts. The motion will be reviewed at the next meeting.

**Personnel**

The following list is presented for approval by the board:

- David Heinrich - an IT intern
- Shayla Ralston-Smith - substitute and
- Allyson Nelson – substitute

Shayla Ralston-Smith has not been interviewed yet.

Jim moved to approve hiring David Heinrich and Allyson Nelson, contingent on approved background checks. Victoria seconded the motion. **Passed 5-0.**

Jim moved to approve hiring Shayla Ralston-Smith contingent on Tim’s approval after an interview, and on an approved background check. Victoria seconded the motion. **Passed 5-0.**

**School Budget**

Next years budget will see an increase of approximately 3.5% in personnel costs based on the annual step in the PEA matrix and a continuation of existing personnel. The goal is to cap our total personnel costs at 80% of the general fund. Currently our payroll costs are slightly over the desired 80% limit in the General Fund. Jim stated that priorities for funding - such as should we maintain a full staff, music program, etc. - need to be discussed. Bob agreed and also commented on the necessity for that information when dealing with the upcoming contract negotiations with PACE, PEA, Community Center, Majestic Bus company, the Principal and Clerk.

More information is needed on the possible budgets for next year. Jill will gather that information.

**School Policy Manual**

*1<sup>st</sup> reading of the 6000's – notes:*

- Policies #6121 & 6141, Are missing in index.
- Policies #6110 & 6110P, Replace 'Superintendent' title in index with 'Principal'.
- Policy #6110P, box number 7, Remove 'Prepare and'
- Policy #6110P, box number 8, replace 'Administrator' with 'Principal'.
- Policy #6110P, box number 10, specify what 'major construction' is.
- Policy #6110P, pg 2, box number 1, Supervise negotiation only for Superintendants? Jill will call MTSBA.
- Policy #6121, line 7, replace 'develop' with 'follow existing

**Call for Election**

Jim moved to call for an election to elect two trustees for a three-year term each, and to seek approval of additional levies to operate and maintain the Potomac School District for the 2011-2012 school year. Jeff seconded the motion. **Passed 5-0.**

**'Field of Dreams' sports field**

Tim Johnson brought up the need for the sports field to be upgraded. It needs leveling, grass and an irrigation system. He is looking into outside funding and grants to make this possible. He will have the process broken down by the April meeting, with information costs, grants, and options.

**Contract Negotiation Committees**

Bob started the discussion on contract negotiation by asking the entire board to be involved. He would like to see one person be consistent on the committees. He also feels it would be good to first set up priorities, based on our vision statement, for the schools future direction and how it affects negotiations.

Jim said we should have a special meeting to work on this before contract negotiations begin.

All agreed, and a meeting was set up for Friday, February 18 at 8:45 am in the library. The committee selections and levy will be discussed at that meeting.

**Adjourn**

Chair O'Boyle adjourned the Board meeting at 9:02 pm.

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Robert O'Boyle, Chair

Date

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Jill M Thornton, Clerk

Date