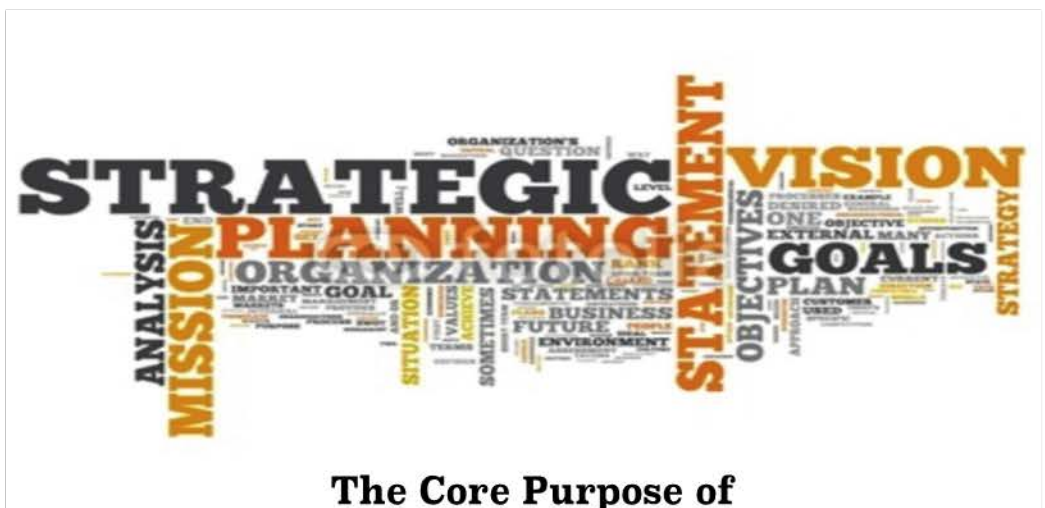




# CASCADE

PUBLIC SCHOOLS MT. DIST. 3&B  
HOME OF THE BADGERS



## The Core Purpose of Cascade Public School District:

*Through collective efforts of our community and school, we strive to be an innovative educational system committed to excellence and focused on developing responsible citizens.*

*Approved by the Cascade Board of Trustees January 2016*



**Align your governance with the 8 characteristics of effective school boards through MTSBA model policy:**

- |   |  |  |  |   |  |   |  |
|---|--|--|--|---|--|---|--|
| <b>1.</b>   | <b>2.</b>  | <b>3.</b>  | <b>4.</b>  | <b>5.</b>   | <b>6.</b>  | <b>7.</b>   | <b>8.</b>  |
| <b>Commit</b> to a vision of high expectations for student achievement and quality instruction. Define clear goals for that vision. | <b>Share</b> strong beliefs and values about what is possible for students and their ability to learn, and of the system and its ability to teach all children at high levels. | <b>Accountability driven,</b> spending less time on operational issues and more time focused on policies to improve student achievement. | <b>Collaborative</b> relationships with staff and the community. Establish a strong communications structure to inform and engage both internal and external stakeholders in setting end achieving district goals. | <b>Data savvy.</b> Embrace and monitor data, even when the information is negative, and use it to drive continuous improvement. | <b>Align and sustain resources,</b> such a professional development, to meet district goals. | <b>Lead as a united team</b> with the superintendent, each from their respective roles, with strong collaboration and mutual trust. | <b>Take part in team development and training</b> to build shared knowledge, values and commitments for their improvement efforts. |



# CASCADE PUBLIC SCHOOLS

Regular Monthly Meeting of the Cascade Board of Trustees  
Cascade Public Schools Conference Room #123  
321 Central Avenue West, Cascade MT 59421  
**March 16, 2021 at 6:00 p.m.**

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## Agenda

### Zoom Meeting Link:

Join Zoom Meeting <https://us02web.zoom.us/j/82056304529?pwd=VHFieTY5T3loQzArY0c1d3RPTGpWZz09>

Meeting ID: 820 5630 4529 Passcode: 43f71f

### Call to Order

6:00

Reading of Notice Regarding Public Comment and procedures to be followed when addressing the Board.

### Pledge of Allegiance

### Public Comment on Non-Agenda Items

Members of the community are given opportunity to make brief comments to the Board on any matters not included in the agenda. By law the Board cannot deliberate, debate or take any action on any matter presented during Public Comment. **Comments about any staff, student, or member of public are not allowed due to rights of privacy laws.**

Public Comment on action (A) agenda items is to be addressed when the item is being considered on the agenda. Informational and Staff Reports are reported to Board of Trustees as information only.

## REGULAR MONTHLY MEETING

### Informational (I)

#### Staff Reports (I)

- A. Michelle Price, Elementary Principal
- B. Nichole Pieper, JH/HS Principal
- C. Sonja Mazaira, AD
- D. Rick Miller, Superintendent
- E. Karsen Drury, Business Manager

#### Board Report (I)

- A. Board Training Report
- B. Finance Committee Report
- C. Transportation Committee Report
- D. Board Evaluation
- E. Board Training Hours

#### Old Business (A)

- A. Consideration of Recommendation for Purchase of Replacement Activity Bus
- B. Consideration of Recommendation of Superintendent Salary 2021-2022
- C. Consideration of updates to District Emergency Policies 1900-1912 in response to and compliance with changes to state and local health and emergency directives.

#### New Business (A)

- A. Resolution Under SB307, District 3
- B. Resolution Under SB307, District B
- C. Consideration of Recommendation for Spring Coaches
- D. Policy Updates & Revisions – Policy 1420 (R)

- E. Consent Agenda
  - a. Minutes Regular Board Meeting, February 16, 2021
  - b. Business Claims
  - c. Student Activity Account
  - d. Individual Transportation Contracts
  - e. Student Attendance Agreements
  - f. Sub List

### **Board Meeting Evaluation (I)**

### **Announcements (I)**

- A. Regular School Board Meeting, April 20, 2021
- B. Upcoming Trainings: MTSBA/MASBO School Finance & Budget Virtual Symposium

### **Adjournment (A)**

**7:30**

## REGULAR MONTHLY MEETING

### Informational (I)

#### A. Correspondence

Dear Rick & all of your staff,  
 I would like to express my sincerest thanks to all of you for a great job hosting the district 10C girls basketball tournament this past weekend.  
 Your entire staff is to be commended for a job well done. Your crew was outstanding & very hospitable.  
 I appreciated all of the hospitality that I was shown.  
 Your cleaning crew was 2nd to none, & overall you ran a great tournament in a great facility.  
 Thanks so much for hosting & for allowing me to come into your facility to work the bench.  
 Thanks,  
 Shannon + Brandon

### Staff Reports (I)

- A. Michelle Price, Elementary Principal
- B. Nichole Pieper, JH/HS Principal
- C. Sonja Mazaira, AD
- D. Rick Miller, Superintendent
- E. Karsen Drury, Business Manager
  - a. General Fund Budget

### PRIOR YEARS

CASCADE PUBLIC SCHOOLS  
 Statement of Expenditure - Budget vs. Actual Report  
 For the Accounting Period: February 2017, 2018, 2019, 2020

Month	Year	Fund		Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
Feb	2020	101	General	\$ 113,799.22	\$ 789,886.78	\$ 1,415,556.00	\$ 1,415,556.00	\$ 625,669.22	56%
Feb	2020	201	General	\$ 80,738.90	\$ 575,900.88	\$ 989,292.00	\$ 989,292.00	\$ 413,391.12	58%
Feb	2019	101	General	\$ 108,491.90	\$ 660,994.07	\$ 1,339,509.00	\$ 1,339,509.00	\$ 678,514.93	49%
Feb	2019	201	General	\$ 79,454.48	\$ 532,830.75	\$ 1,022,939.00	\$ 1,022,939.00	\$ 490,108.25	52%
Feb	2018	101	General	\$ 106,308.17	\$ 657,160.82	\$ 1,312,763.00	\$ 1,312,763.00	\$ 655,602.18	50%
Feb	2018	201	General	\$ 85,450.13	\$ 563,934.74	\$ 1,063,555.00	\$ 1,063,555.00	\$ 499,620.26	53%
Feb	2017	101	General	\$ 98,414.35	\$ 699,933.47	\$ 1,299,858.00	\$ 1,299,858.00	\$ 599,924.53	54%
Feb	2017	201	General	\$ 75,795.75	\$ 538,340.47	\$ 1,016,540.00	\$ 1,016,540.00	\$ 478,199.53	53%
<b>4 YR AVERAGE</b>									<b>53%</b>

### CURRENT YEAR

CASCADE PUBLIC SCHOOLS  
 Statement of Expenditure - Budget vs. Actual Report  
 For the Accounting Period: January 2021

Month	Year	Fund		Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
Feb	2021	101	General	\$ 105,658.90	\$ 708,133.39	\$ 1,445,690.00	\$ 1,445,690.00	\$ 737,556.61	49%
Feb	2021	201	General	\$ 64,112.00	\$ 474,132.25	\$ 1,014,350.00	\$ 1,014,350.00	\$ 540,214.75	47%
<b>Grand Total:</b>				<b>\$ 169,770.90</b>	<b>\$ 1,182,265.64</b>	<b>\$ 2,460,040.00</b>	<b>\$ 2,460,040.00</b>	<b>\$ 1,277,771.36</b>	<b>48%</b>

## Board Report (I)

A. Board Training Session

### Board Training Session

March 4, 2021

6:00 p.m.

#### Attendees:

Iain McGregor, John Rumney, Chris Wilson, Ruth Mortag, Val Fowler, Rick Cummings, Rick Miller, Karsen Drury

**Others present:** Debra Silk

Call to Order: 6:06 pm

#### Topics of Discussion:

- Debra Silk, MTSBA Attorney
  - Effective Boardsmanship
    - Responsibility to act collectively, limited authority, cannot act individually on behalf of the district.
    - Legal Obligations as a Trustee:
      - Duty of Care - act prudently, informed of agenda items, prepared to act upon issues.
      - Duty of Loyalty - ensure that as a trustee, your undivided loyalty is to the district & collective good of the students you are serving, regardless of personal impact.
        - Representative “of” vs. representative “for”
          - “For” - certain constituencies that elected you and your loyalty is to them. If loyalty is to them opposed to the district, that is a violation of duty. Highly ineffective form of governance & violation of legal obligation.
          - “Of” - know certain constituencies elected you, but once an oath of office is taken, your loyalties change. Must now open your mind and consider other perspectives. You owe the district undivided loyalty. Sometimes consistent with constituency; sometimes it is not. Highly effective form of governance.
        - Must be careful when people approach you with an issue and/or informal complaints. Apparent authority - potential liability if a person complains and assumes that the trustee will act and resolve the issue. Should state upfront - “I am one trustee on the board, I do not have the authority to do anything for you. If you have a formal complaint, you must follow the District’s complaint procedure under 1700 policy.” Trustees’ job is to educate on how grievances are filed.
      - Duty of Obedience - when serving on a board, you agree to comply with the mission and vision of the district. Once the board approves a vote, it is your responsibility to support it even if you voted against it. Trustees have an obligation to support the majority will.
    - Practical Duties of a Trustee:
      - Set the direction of the district (Strategic Plan).
      - Provide the resources necessary to move in the direction the board wants to go.
      - Oversight and accountability.
    - Cascade Board Effectiveness Ratings from Trustees: 9,8,7,7,7,7; avg: 7.5
  - Authority under MCA
    - 1700 Policies - Grievance Procedure
      - Encourages resolutions of issues at the lowest level of authority.
      - Do not want informal issues before the board.
      - Provides framework for “Chain of Command”.
      - Do not have the right under MCA to make complaints in public comment that involve students, staff or community members.
  - Distinction Between Role of Board & Administration

- Hire administrators to run school on a day to day basis.
  - Open Meeting Issues
    - Public's Right to Know and Participate:
      - Must have an agenda.
      - Must give the public notice what will be discussed and voted on.
      - Cannot engage in back and forth conversations during public comment.
      - Public's Right to Know vs Rights of Privacy
        - All employees have the right of privacy in performance and evaluations.
        - Do not necessarily have a right of privacy in conduct.
      - Public comment on non-agenda items - not a time for people to speak on complaints or grievances.
  - Questions and Discussion
    - Public requesting to be on the agenda - anyone can request to be on the agenda, but they are not automatically granted to be put on the agenda.

At 7:41pm John Rumney moved, seconded by Iain McGregor to adjourn the meeting.

B. Finance Committee Meeting

- a. The Finance Committee met on March 11, 2021 at 4:30 pm. The topic of discussion was the Notice of Intent Resolution under Senate Bill 307. Karsen Drury presented the preliminary budget projections for FY2022. The projections are based on estimates of reappropriated funds, entitlement payments and expected tax levies in accordance with OPI data, averages and legislative expectations. The data figures are subject to change before final approval of the budget in August. The Finance Committee made one adjustment to the Tuition Fund from the original projections. All other data will be presented to the board at the regular meeting. Adjourned at 5:43 pm.

C. Transportation Committee Meeting

- a. The Transportation Committee met on March 12, 2021 at 11:00 am. The topics of discussion were the bus barn and the purchase of a new activity bus. The committee discussed possible clearance issues of the bus barn. Ideas pertaining to the renovation or possible relocation of the bus barn were discussed. The purchase of a new activity bus was discussed in length. The committee compared the Coachliner and the Bluebird. They also brought up the need for a second activity bus. They discussed that a second one could be purchased in the future or one of the current Bluebirds in the fleet could be converted to an activity bus. Adjourned at 11:53 am.

D. Board Evaluation

E. Board Training Hours

<b>Cascade Board Hours 2020-2021</b>			
<b>NAME</b>	<b>DATE</b>	<b>DESCRIPTION</b>	<b>CREDIT RECEIVED</b>
<b>Val Fowler</b>	2020/21	MTSBA Think Tank Thursdays	8
	09/09/20	2020 Summer Series	5
	September Series	Back to School Legal Primer	5
	10/15-16 Live	MCEL	30

		Delegate Assembly	2
		Caucus Meetings In Progress	0
		In District Governance Training	2
		<b>TOTAL</b>	<b>51</b>
<b>Chris Wilson</b>	September Series	Back to School Legal Primer	5
	10/15-16 Video	MCEL	30
		Think Tank – Dec. 3	1
		Deep Dive Video: <u>Exceptional Circumstances/Enrollments, HB 351</u>	1
		Deep Dive Video: <u>MT-PEC Collaborative Professional Development Plan</u> Video: <u>Part 1</u> Video: <u>Part 2</u>	2
		In District Governance Training	2
		<b>TOTAL</b>	<b>41</b>
<b>Rick Cummings</b>	08/04/2020	2020 MTSBA/MASBO Employment Hot Topics Training Videos	4
	2020/21	MTSBA Think Tank Thursdays	7
	08/18/20	2020 Summer Series	5
	09/07/20	School Activities Seminar 2020	4
	September Series	Back to School Legal Primer	5



	10/15-16 Live	MCEL	30
		In District Governance Training	2
		<b>TOTAL</b>	<b>57</b>
<b>Iain McGregor</b>	10/15-16 Video	MCEL	In Progress
	2/16/21	2020 Orientation for Newly Elected Trustees	
	3/4/2021	In District Governance Training	2
		<b>TOTAL</b>	<b>2</b>
<b>Ruth Mortag</b>	September Series	Back to School Legal Primer	5
	10/15-16 Video	MCEL	30
		In District Governance Training	2
		<b>Total</b>	<b>37</b>
<b>John Rumney</b>	September Series	Back to School Legal Primer	In Progress (5)
	10/15-16 Video	MCEL	30
		In District Governance Training	2
		<b>TOTAL</b>	<b>32</b>

## Old Business (A)

### A. Consideration of Recommendation for Purchase of Replacement Activity Bus

**Category:** Transportation/Finance

**Presented by:** Rick Miller/Transportation Committee

**Attachments:** National Bus Sales Quote, Design Mock-Up

**Superintendent Recommendation:** Approve the recommendation of the Transportation Committee to purchase the Coachliner for the replacement activity bus.

**Sample Motion:** I move to approve the recommendation to purchase the Coachliner for the replacement activity bus.



PROPOSAL # [ ] (800) 475-1439 www.nationalbus.com

### ULTRA COACHLINER SE 102

<b>COMPANY</b>	Cascade Public Schools	<b>REP</b>	Mike Curtis
<b>CONTACT</b>	Rick Miller	<b>DATE</b>	3-Dec-20
<b>ADDRESS</b>	321 Central Ave. West	<b>CHASSIS</b>	2021 Freightliner M2
<b>CITY</b>	Cascade	<b>VIN</b>	
<b>STATE/ZIP</b>	Montana 59421	<b>CAPACITY</b>	52 <b>SIZE</b> 45'
<b>PHONE</b>	406-781-0819	<b>INTERIOR</b>	Black or Tan
<b>EMAIL</b>	rick_miller@cascade.k12.mt.us	<b>EXTERIOR</b>	White
<b>FREIGHTLINER CHASSIS WARRANTY</b>		<b>CHASSIS SPECS</b>	
<b>BASIC CHASSIS</b>	2YRS UNLIMITED	FREIGHTLINER M2 GVWR: 33,000 LBS	
<b>FRAME</b>	5YRS/UNLIMITED	6.7L CUMMINS DIESEL ISB 300HP	
<b>ENGINE</b>	3YRS/ UNLIMITED	300 AMP ALTERNATOR	
<b>TRANSMISSION</b>	3YRS/ UNLIMITED	ALLISON 2500 PTS AUTO TRANSMISSION	
<b>AXLES</b>	4YRS/ UNLIMITED	PROGRAMMABLE FAST IDLE CONTROL	
<b>CONVERSION WARRANTY/3YRS/36,000 LIMITED WARRANTY</b>		ENGINE BLOCK HEATER, LIMITED SLIP AXLE	
<b>INTERIOR CONFIGURATION</b>		ADJUSTABLE FRONT AND REAR AIR-RIDE SUSPENSION	
AIRCRAFT STYLE WINDOW POST COVER TREATMENT		KNEELING CAPABILITY	
POLISHED STAINLESS STEEL ENTRY GRAB RAILS		RIDE-CONTROL STABILIZATION SYSTEM	
MODESTY PANEL AT ENTRANCE DOOR		SMOOTH-RIDE CONTROL SYSTEM FOR THE DRIVER'S AIR SEAT	
ALTRQ TRANSIT WOOD PATTERN FLOORING		100 GALLON FUEL TANK	
EURO RACKS W/ READING LIGHTS/ACCENT LIGHTING		13 GALLON DIESEL EXHAUSTED FLUID TANK	
LED STEPWELL LIGHTS W/AUTO OPERATION W/DOOR		ALCOA ALUMINUM ALLOY DUAL REAR WHEELS	
LED INTERIOR LIGHTS		CRUISE CONTROL	
LED CEILING SPOT LIGHTING SYSTEM		HEAVY DUTY CHASSIS BATTERY WITH ADDITIONAL BATTERY	
3/4" DURAGUARD PLUS UNDERLAYMENT COMPOSITE FLOORING TO RESIST FLOORING TO RESIST MOLD/MILDEW/FIRE		DAYTIME RUNNING LIGHTS	
<b>SAFETY FEATURES</b>		<b>ELECTRICAL AUDIO/VIDEO</b>	
6x EMERGENCY EGRESS WINDOWS WITH RED LED		PREMIUM AM/FM/DVD/USB/INPUTS STEREO WITH PA	
1x EMERGENCY ROOF ESCAPE HATCH		BACKUP CAMERA & BACKUP ALARM	
EMERGENCY DOOR EXIT RELEASE		110VOLT W/USB IN EVERY ROW	
FIRST AID KIT		TWO 19" MONITORS WITH FRONT WINDOW VIEW	
5lb FIRE EXTINGUISHER W/EMERGENCY TRIANGLE KIT		FRONT VIEW CAMERA ON ALL REAR TV MONITORS	
PRECISION LASER CUT BODY STEEL CAGE FRAMING		FOUR EXTERIOR FLOOD LIGHTS	
HIGH STRENGTH STEEL UTILIZED IN CAGING		<b>EXTERIOR</b>	
MULTIPLE DRIVE SHAFT GUARDS		ALCOA ALUMINUM WHEELS	
<b>SEATING</b>		LED EXTERIOR LIGHTS	
RECOVER DRIVER'S SEATS TO MATCH		EPOXY THE ENTIRE FLOOR FRAME FOR RUST PREVENTION	
19" WIDE HIGH COMFORT SEATS W/ARMREST AND TRAY TABLE		POWER SIDE VIEW MIRRORS (HEATED)	
UNDERSEAT RETRACTABLE 3 PT SEAT BELTS		POWER ENTRY STEP	
DUAL ARMRESTS		PLUG-STYLE DOOR	
RECLINER ON ALL SEATS EXCEPT BACK ROW		TINTED FLUSH FRAMELESS WINDOWS	
HIGH BACK AIR SUSPENSION DRIVERS SEAT		REAR LUGGAGE DOOR WITH AUTO LIGHT	
<b>HEATING &amp; COOLING HVAC</b>		REAR PASS-THROUGH UNDERBODY LUGGAGE BAY	
4 FAN ROOF TOP CONDENSER		DRIVERS SIDE UNDERBODY LUGGAGE W/TWO DOORS	
217,000 BTU A/C SYSTEM W/BLOWERS-HD DESERT PACKAGE		PASSENGER SIDE UNDERBODY LUGGAGE W/TWO DOORS	
HEATER COILS BUILT INTO A/C SYSTEM		<b>OPTIONS</b>	
DUAL A/C COMPRESSORS QP-25		2ND REI STEREO/DVD/PA: \$900	
DUCTED A/C RACK		ADDITIONAL REI 15" FLAT MONITORS: \$850 EACH	
HIGHER R-VALUE PREMIUM INSULATION PACKAGE		SOLID WOOD CONFERENCE TABLE: \$750 EACH	
<b>TOTAL PRICE</b>		WINDOW SHADES: \$1,300	
\$270,800.00		ADDITIONAL REI 15" FLAT MONITORS: \$850 EACH	
		ADDITIONAL FLOOR HEATERS: \$2,500	
		GRILL GUARD: \$2,000	
		WINTER FRONT: \$150	
		AIR-RIDE CO-PILOT SEAT: \$1,800	
<b>DELIVERY</b>	FOB - Tulsa, OK		
<b>QTY:</b>	1		
<b>TRADE-IN</b>	N/A		
<b>TOTAL COST</b>	\$270,800.00		

Cascade, MT SE 102 Vinyl Graphics



Cascade, MT SE 102 Vinyl Graphics



Cascade, MT SE 102 Vinyl Graphics



**B. Consideration of Recommendation for Superintendent Salary 2020-2021**

**Category:** Negotiations

**Presented by:** Negotiations Committee

**Facts to Consider:** For the first 2 years of Mr. Miller’s contract at Cascade Schools, he did not negotiate for a salary increase in order to help keep salary costs down due to declining budget. At year 3, he negotiated a 4% raise, of which 2.5% would be split between the EL & JH/HS Principals and 1.5% would be added on to his salary. Mr. Miller is asking for a 4% raise (\$3,816.40) for his 4<sup>th</sup> contract year (school year 2021-2022). This request is based off of the certified staff matrix, where each certified employee (whom is not maxed out on steps) receives a 4% increase in pay from year to year.

**Negotiation Committee Recommendation:** Approve a 4% salary increase for Mr. Miller for the 2021-2022 school year.

**Sample Motion:** I move to approve a 4% salary increase for Mr. Miller for the 2021-2022 school year.

**C. Consideration of updates to District Emergency Policies 1900-1912 in response to and compliance with changes to state and local health and emergency directives.**

**Category:** Policy

**Presented by:** Rick Miller

**Attachments:** Appendix A – Policy 1905

**Superintendent Recommendation:** Approve the updates to Emergency Policy 1905.

**Sample Motion:** I move to approve the updates to Emergency Policy 1905.

## New Business (A)

### A. Resolution Under SB307, District 3

**Category:** Finance

**Presented by:** Karsen Drury

**Attachments:** Resolution

**Facts to Consider:** See Resolution

**Superintendent Recommendation:** Approve the resolution under Senate Bill 307 for District 3.

**Sample Motion:** I move to approve the resolution under Senate Bill 307 for District 3.

# CASCADE BOARD OF TRUSTEES

## RESOLUTION UNDER SENATE BILL 307

### RESOLUTION OF INTENT TO IMPOSE AN INCREASE IN LEVIES FOR FISCAL YEAR 2022

As an essential part of its budgeting process, the Cascade Board of Trustees is authorized by law to impose levies to support its budget. The Cascade Board of Trustees estimates the following increases/decreases in revenues and mills for the funds noted below for the next school fiscal year beginning July 1, 2021, using certified taxable valuations from the current school fiscal year as provided to the district:

### CASCADE PUBLIC SCHOOL DISTRICT 3 - ELEMENTARY

Fund	2020-21 Actual Levies		2021-22 Projections				Est. Annual Tax Impact \$100K home	Est. Annual Tax Impact \$200K home
	\$	Mills	\$	Mills	Change \$	Change Mills		
General - BASE	\$ 275,397	35.98	\$ 271,757	35.50	\$ (3,639)	(0.48)	\$ (0.65)	\$ (1.30)
General - OverBASE	\$ 148,489	19.40	\$ 148,489	19.40	\$ -	-	\$ -	\$ -
Transportation	\$ 174,037	22.73	\$ 133,280	17.41	\$ (40,757)	(5.32)	\$ (7.18)	\$ (14.36)
Bus Depreciation	\$ 79,075	10.33	\$ 79,721	10.41	\$ 646	0.08	\$ 0.11	\$ 0.22
Tuition	\$ 64,292	8.40	\$ 122,000	15.94	\$ 57,708	7.54	\$ 10.18	\$ 20.36
Adult Ed	\$ -	0.00	\$ -	-	\$ -	-	\$ -	\$ -
Technology	\$ 50,000	6.53	\$ 50,000	6.53	\$ -	-	\$ -	\$ -
Flexibility	\$ -	0.00	\$ -	-	\$ -	-	\$ -	\$ -
Debt Service	\$ 66,650	8.71	\$ -	-	\$ (66,650)	(8.71)	\$ (11.76)	\$ (23.52)
Building Reserve Permissive	\$ 23,489	3.07	\$ 36,300	4.74	\$ 12,811	1.67	\$ 2.25	\$ 4.50
Building Reserve Voted	\$ -	0.00	\$ -	-	\$ -	-	\$ -	\$ -
<b>Grand Total</b>	<b>\$ 881,428</b>	<b>115.15</b>	<b>\$ 841,547</b>	<b>109.93</b>	<b>\$ (39,881)</b>	<b>(5.22)</b>	<b>\$ (7.05)</b>	<b>\$ (14.10)</b>

\*Impacts above are based on current certified taxable valuations from the current school fiscal year, as well as pre-session OPI preliminary data figures. All figures are best estimates and are subject to change before the 2022 budget is finalized in August of 2021.

The decrease in the General Fund is due to the annual inflation-related adjustments to basic entitlements and per-ANB entitlements (MCA 20-9-326), related to a slight ANB drop. The decrease in the Transportation Fund is a result of the expectation for year-end funds to reappropriate and an overall reduction in budget by \$7,614. The increase in the Bus Depreciation Fund is to continue depreciating our yellow school buses on a timely schedule to ensure the District is able to replace those buses at the end of their useful life. The increase in the Tuition Fund is to provide proper attention and resources to our students with special needs and the District's ability to provide those students with one-on-one aides, as well as the cost of tuition to Great Falls if we are unable to provide services to those special needs students. The reduction in the Debt Service Fund is due to the expiration of the 2002 bond. The Building Reserve levy will allocate funding for necessary and critical facility improvements to an aging infrastructure, prevent higher long term replacement costs, and ensure student safety in a conducive learning environment. The increase is due to the State Major Maintenance amount increasing due to enrollment. Overall, the District anticipates a tax decrease for FY2022.

**B. Resolution Under SB307, District B**

**Category:** Finance

**Presented by:** Karsen Drury

**Attachments:** Resolution

**Facts to Consider:** See Resolution

**Superintendent Recommendation:** Approve the resolution under Senate Bill 307 for District B.

**Sample Motion:** I move to approve the resolution under Senate Bill 307 for District B.

## CASCADE BOARD OF TRUSTEES

### RESOLUTION UNDER SENATE BILL 307

#### RESOLUTION OF INTENT TO IMPOSE AN INCREASE IN LEVIES FOR FISCAL YEAR 2022

As an essential part of its budgeting process, the Cascade Board of Trustees is authorized by law to impose levies to support its budget. The Cascade Board of Trustees estimates the following increases/decreases in revenues and mills for the funds noted below for the next school fiscal year beginning July 1, 2021, using certified taxable valuations from the current school fiscal year as provided to the district:

#### CASCADE PUBLIC SCHOOL DISTRICT B - HIGH SCHOOL

Fund	2020-21 Actual Levies		2021-22 Projections					
	\$	Mills	\$	Mills	Change \$	Change Mills	Est. Annual Tax Impact \$100K home	Est. Annual Tax Impact \$200K home
General - BASE	\$ 173,834	18.87	\$ 172,794	18.76	\$ (1,040)	(0.11)	\$ (0.15)	\$ (0.30)
General - OverBASE	\$ 128,915	13.99	\$ 128,915	13.99	\$ -	-	\$ -	\$ -
Transportation	\$ 179,413	19.48	\$ 111,045	12.05	\$ (68,368)	(7.43)	\$ (10.03)	\$ (20.06)
Bus Depreciation	\$ 82,613	8.97	\$ 79,650	8.65	\$ (2,962)	(0.32)	\$ (0.43)	\$ (0.86)
Tuition	\$ 11,712	1.27	\$ 21,500	2.33	\$ 9,788	1.06	\$ 1.43	\$ 2.86
Adult Ed	\$ 13,574	1.47	\$ 16,290	1.77	\$ 2,717	0.30	\$ 0.41	\$ 0.82
Technology	\$ 100,000	10.86	\$ 100,000	10.86	\$ -	-	\$ -	\$ -
Flexibility	\$ -	0.00	\$ -	-	\$ -	-	\$ -	\$ -
Debt Service	\$ 66,650	7.24	\$ -	-	\$ (66,650)	(7.24)	\$ (9.77)	\$ (19.54)
Building Reserve Permissive	\$ 12,660	1.37	\$ 24,500	2.66	\$ 11,840	1.29	\$ 1.74	\$ 3.48
Building Reserve Voted	\$ -	0.00	\$ -	-	\$ -	-	\$ -	\$ -
<b>Grand Total</b>	<b>\$ 769,370</b>	<b>83.52</b>	<b>\$ 654,695</b>	<b>71.07</b>	<b>\$ (114,675)</b>	<b>(12.45)</b>	<b>\$ (16.80)</b>	<b>\$ (33.60)</b>

\*Impacts above are based on current certified taxable valuations from the current school fiscal year, as well as pre-session OPI preliminary data figures. All figures are best estimates and are subject to change before the 2022 budget is finalized in August of 2021.

The decrease in the General Fund is due to the annual inflation-related adjustments to basic entitlements and per-ANB entitlements (MCA 20-9-326), related to a slight ANB drop. The decrease in the Transportation Fund is a result of the expectation for year-end funds to reappropriate and an overall reduction in budget by \$12,990. The decrease in the Bus Depreciation Fund is due to on-schedule changes in the levy amount to depreciate the yellow buses for the High School obligation. The increase in the Tuition is to account for students with special needs and the District's ability to provide those students with one-on-one aides, as well as the cost of tuition to Great Falls if we are unable to provide services to those special needs students. The reduction in the Debt Service Fund is due to the expiration of the 2002 bond. The Building Reserve levy will allocate funding for necessary and critical facility improvements to an aging infrastructure, prevent higher long term replacement costs, and ensure student safety in a conducive learning environment. The increase is due to the State Major Maintenance amount increasing due to enrollment. Overall, the District anticipates a tax decrease for FY2022.

**C. Consideration of Recommendation for Spring Coaches**

**Category:** Personnel

**Presented by:** Rick Miller/Sonja Mazaira

**Facts to Consider:**

- Christa Hardy – Track Head Coach
- Heather Lewis – Track Assistant Coach
- Allen Heisler – Track Assistant Coach
- Mike Moore – Golf Co-Head Coach
- Eric Tilleman – Golf Co-Head Coach

**Superintendent Recommendation:** Hire the coaches as listed for the spring 2021 sports season.

**Sample motion:** I move to approve the recommendation to hire the coaches as listed for the spring 2021 sports season.

**D. Policy Updates and Revisions – Policy 1420 (R)**

**Category:** Policy

**Presented by:** Rick Miller

**Attachments:** Appendix A - Policy 1420 Mock Up

**Facts to Consider:** **1420 - School Board Meeting Procedure - OP** - There has been some discussion in districts on the interpretation of the current language in the first paragraph. MTSBA staff discussed the concerns and developed alternate language that clarifies the concerns raised.

**Superintendent Recommendation:** Approve and adopt the revisions and updates to Policy 1420

**Sample Motion:** I move to approve and adopt the revisions and updates to Policy 1420.

**E. Consent Agenda**

- a. Minutes of Regular Board Meeting, February 19, 2021

**Regular Meeting**

**DRAFT MINUTES – Subject to change & Board Approval**

Cascade School District 3B  
 Board of Trustees  
 February 16, 2021 - 6:00 pm

**Board Members Present**

High School Board

- Val Fowler - Chair
- Iain McGregor - Vice Chair
- John Rumney
- Ruth Mortag
- Chris Wilson
- Rick Cummings (Zoom)

Elementary Board

- Iain McGregor - Vice Chair
- John Rumney
- Ruth Mortag
- Chris Wilson
- Rick Cummings (Zoom)

**Others Present:** Karsen Drury - District Clerk, Rick Miller - Superintendent, Michelle Price, Nichole Pieper, Sonja Mazaira, Katey Marquis, Sonja Mazaira, Dave Sewak, Liz Edmundson, Tracy Taft, Crystal Lemanski, Tina Mann, Lindsay Orem, Tabatha Othiem, Kandra Ludvigson, Jeanne McKamey, Tami Snyder, Josh Pepos, Sarah Pederson, Becca Cooper, Jodie Campbell, Wendy Hanawalt, James Martz, Eric Tilleman, Andrea Ethridge, Roberta Tilleman, Rick Mazaira, Christa Hardy, Matti McKamey, Alissa Johnson, Jennifer Ward, Farrah McGregor, Merrill McKamey.

Val Fowler - Board Chair, called the Board of Trustees meeting to order at 6:06 pm. The Board said the Pledge of Allegiance. Mrs. Fowler asked for public comment on non-agenda items. No public comment.

**Public Comment on Non-Agenda Items**

- A. David Sewak made a public comment on District rating.
- B. Tabatha Othiem made a public comment school experience.
- C. Tenella Carroll made a public comment on the ICU program.
- D. Cindy McKamey made a public comment on bathroom usage.

## Staff Reports

- A. Michelle Price, EL Principal
  - a. Fastbridge Data
- B. Nichole Pieper, JH/HS Principal
  - a. Fastbridge Data
- C. Sonja Mazaira, AD
  - a. Girls District Basketball tournament will be held in Cascade; Boys will be held in Simms.
  - b. Girls State Wrestling will be held in Billings; 4 Cascade Girls attending.
  - c. Boys Divisional Wrestling will be held in Cut Bank; State will be held in Shelby the first week of March.
  - d. JH Wrestling will be running the month of March.
  - e. Track will be starting on March 15th.
  - f. State BPA (virtual) - 11 out of 13 members will be competing.
  - g. National FFA week.
- D. Rick Miller, Superintendent
  - a. Fastbridge Data - Principals and teachers working to improve scores.
- E. Karsen Drury, Business Manager
  - a. General fund budgets

## Board Report

- A. Transportation Committee Report
- B. Facility Committee Report
  - a. Met with WGM to discuss the track several times.
  - b. Discussing the possibility of a wellness center.
  - c. Other items - window upgrades, cooling for classrooms.
- C. Board Training Hours
- D. Board Evaluation

## New Business

- A. Resolution Calling for Election, District 3

Ruth Mortag moved, seconded by John Rumney to approve the resolution calling for an election for District 3. Karsen Drury explained that the General Fund Levy is always included in the resolution in case of the unexpected need to run a levy. Portions of the election may always be canceled, but may never be added. Historically, the levy has always been canceled and it is expected to be canceled again this year.  
Passed unanimously.
- B. Resolution Calling for Election, District B

Iain McGregor moved, seconded by John Rumney to approve the resolution calling for an election for District B.  
Passed unanimously.
- C. Consideration of Acceptance of Memorandum of Understanding with Cascade Education Association

Chris Wilson moved, seconded by John Rumney to approve the Memorandum of Understanding with Cascade Education Association, as presented.  
Ruth Mortag explained that the memorandum is to extend the FFCRA leave that expired on December 30, 2020 to the end of the fiscal year.  
Passed unanimously.
- D. Consideration of Recommendation for Purchase of Replacement Activity Bus

Ruth Mortag moved, seconded by Iain McGregor to approve the recommendation to purchase the Coachliner for the replacement activity bus.

Iain McGregor made a motion to table the original motion. Chris Wilson seconded.

The Transportation Committee would like to meet again to discuss the bus before the Board votes.

Lindsay Orem made public comment in favor of the table motion.

Motion tabled.

E. Consideration of Recommendation for Superintendent Salary 2021-2022

John Rumney moved, seconded by Ruth Mortag to approve a 4% salary increase for Mr. Miller for the 2021-2022 school year.

Iain McGregor explained that the Negotiations Committee met and discussed Mr. Miller's contract for FY2022. They figured that he has received a 1.8% raise over 3 years of eligible contracts. They agreed that they would propose a 4% salary increase to be approved by the Board.

Lindsay Orem made public comment in opposition of the motion.

Dave Sewak made public comment in opposition of the motion.

Tabatha Othiem made public comment in opposition of the motion.

Tenella Carroll made public comment in opposition of the motion.

Cindy McKamey made public comment in opposition of the motion.

Katey Marquis made public comment.

John Rumney explained the public comment policy.

Dave Sewak made public comment.

Board discussion: John Rumney expressed his support for the motion based on the bimonthly evaluations. He commended Mr. Miller on how the COVID year was handled and keeping school open, as well as holding public meetings for the community to provide input for reopening. He appreciates the work done by the Negotiations Committee to come to the recommendation and supports the motion.

Chris Wilson would like to table the motion.

Ruth Mortag expressed her support for the motion. She acknowledges that more improvement in the District is needed, but also expressed the need to keep highly trained personnel in the District.

Iain McGregor stated that improvements have been made from prior years.

Rick Cummings expressed his support for the motion.

Val Fowler expressed her support for the motion and support for the Negotiations Committee coming to the recommendation.

Rick Miller recommended that the board table the motion.

Iain McGregor moved to table. Ruth Mortag seconded the motion.

Motion tabled.

F. Consideration of Recommendation for JH Wrestling Assistant Volunteer Coach, Pat Ober

John Rumney moved, seconded by Chris Wilson to approve Pat Ober as the JH Wrestling Assistant Volunteer Coach for 2020-2021.

Passed unanimously.

G. Consideration of Recommendation for Contract Addendum, Brenda Langenderfer

Ruth Mortag moved, seconded by John Rumney to approve the addendum to Brenda Langenderfer's contract.

Mr. Miller explained that the addendum was a duty reassignment.

Passed unanimously.

H. Consideration of updates to District Emergency Policies 1900-1912 in response to and compliance with changes to state and local health and emergency directives.

John Rumney moved, seconded by Ruth Mortag to approve the updates to Emergency Policies 1900-1912.

John Rumney moved to table the motion. Iain McGregor seconded the motion.

The board would like to wait until the CCHD meets and makes a determination before revising the policies.



Motion tabled.

- I. Consent Agenda
  - a. Minutes of Regular Board Meeting, January 19, 2021
  - b. Business Claims
  - c. Student Activity Account
  - d. Individual Transportation Contracts
  - e. Student Attendance Agreements
  - f. Sub List

John Rumney moved, seconded by Iain McGregor to approve the consent agenda.  
Passed unanimously.

### **Board Meeting Evaluation (I)**

- A. Complete evaluation and turn into Mr. Miller.

### **Announcements (I)**

- A. Regular School Board Meeting, March 16, 2021
- B. MTSBA/MASBO Finance & Budget Seminar

### **Adjournment (A)**

At 7:49 pm Chris Wilson moved, seconded by Ruth Mortag to adjourn. Passed unanimously.

\_\_\_\_\_  
Val Fowler, Board Chair

\_\_\_\_\_  
ATTEST: Karsen Drury, District Clerk

Date Signed \_\_\_\_\_

*For additional details on items presented in the minutes of the meeting, please see coinciding board agenda found on Cascade Public Schools' webpage: [www.cascade.k12.mt.us/District/1141-Board-Agendas-and-Packet.html](http://www.cascade.k12.mt.us/District/1141-Board-Agendas-and-Packet.html)*

**b. Business Claims**

03/11/21  
08:36:50

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 2/21

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Report ID: AP100

\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
7154	11576S	1809 MUST	778.00					
1		FEB21 02/01/21 Nov Retiree Insurance - CM	740.00		289	100-1000	260	
2		FEB21 02/01/21 Nov Retiree Insurance - LC	38.00		289	100-1000	260	
7155	11578S	3994 AWARE	8,587.62					
1		916684 01/18/21 AWARE Services - Jan 2021	512.43*		115	100-2100	330	555
2		921155 01/25/21 AWARE Services - Jan 2021	2,685.84*		115	100-2100	330	555
3		925908 02/01/21 AWARE Services - Feb 2021	2,526.81*		115	100-2100	330	555
4		930501 02/08/21 AWARE Services - Feb 2021	2,862.54*		115	100-2100	330	555
7156	11577S	1821 ADVANCED CHIROPRACTIC CENTER	100.00					
1		02/02/21 DOT Physical - Manning	50.00		110	100-2700	330	
2		02/02/21 DOT Physical - Manning	50.00		210	100-2700	330	
7157	11579S	1207 BLACK MOUNTAIN SOFTWARE	14,193.00					
1		26536 02/01/21 BMS Renewal	1,471.63		101	100-2500	681	
2		26536 02/01/21 BMS Renewal	1,471.62		201	100-2500	681	
3		26536 02/01/21 BMS Renewal	1,169.10		110	100-2500	681	
4		26536 02/01/21 BMS Renewal	1,169.10		210	100-2500	681	
5		26536 02/01/21 BMS Renewal	2,500.00		128	100-2500	681	
6		26536 02/01/21 BMS Renewal	6,411.55		228	100-2500	681	
7158	11580S	1157 BUG DOCTOR	163.00					
1		3122 02/02/21 Pest Control	81.50		101	100-2600	340	
2		3122 02/02/21 Pest Control	81.50		201	100-2600	340	
7159	11581S	92 CASCADE COURIER	30.00					
1		1087 02/01/21 Regular Classified Ad	10.20		101	100-2300	540	
3		1087 02/01/21 Regular Classified Ad	19.80		201	100-2300	540	
7160	11583S	2163 CENTURY LINK	111.87					
1		02/01/21 Phone Lines - February 2021	38.04		101	100-2600	531	
2		02/01/21 Phone Lines - February 2021	23.49		110	100-2700	531	
3		02/01/21 Phone Lines - February 2021	25.73		201	100-2600	531	
4		02/01/21 Phone Lines - February 2021	24.61		210	100-2700	531	

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\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
7161	11582S	1772 CENTURY LINK	2,017.26					
1		191204718 01/20/21 Internet - February 2021	1,008.63*		128	100-2500	530	
2		191204718 01/20/21 Internet - February 2021	1,008.63*		228	100-2500	530	
7162	11584S	3987 CULLIGAN	71.00					
1		01/31/21 Water Services	32.66		101	100-2600	452	
2		01/31/21 Water Services	38.34		201	100-2600	452	
7163	11585S	163 ECKROTH MUSIC CO.	189.84					
1		3969524 01/25/21 Band Books	189.84		101	100-1000	610	
7164	11586S	855 ENERGY WEST	5,275.78					
1		01/27/21 Gas - January 2021	2,585.13		101	100-2600	411	
2		01/27/21 Gas - January 2021	896.88		110	100-2700	411	
3		01/27/21 Gas - January 2021	791.37		201	100-2600	411	
4		01/27/21 Gas - January 2021	1,002.40		210	100-2700	411	
7165	11587S	242 HARTLEY'S SCHOOL BUS	253.46					
1		41566 01/18/21 Switch & Plate, Window	21.31		110	100-2700	610	
2		41566 01/18/21 Switch & Plate, Window	21.32		210	100-2700	610	
3		T2021-0088 01/29/21 Brake, Parking, Bosch	105.41		110	100-2700	610	
4		T2021-0088 01/29/21 Brake, Parking, Bosch	105.42		210	100-2700	610	
7166	11589S	3876 HOME DEPOT PRO INSTITUTIONAL	634.18					
1		594362089 01/13/21 Oil Absorbant	43.35		110	100-2700	610	
2		594362089 01/13/21 Oil Absorbant	41.65		210	100-2700	610	
3		594520777 01/13/21 Disposable Gloces, Nitrile	58.50		101	100-2600	610	
4		594520777 01/13/21 Disposable Gloces, Nitrile	56.20		201	100-2600	610	
5		594691628 01/14/21 Shower Curtain Hook	22.46		101	100-2600	610	
6		594691628 01/14/21 Shower Curtain Hook	21.58		201	100-2600	610	
7		594794281 01/14/21 Airlift Urinal Scrn	34.20		101	100-2600	610	
8		594794281 01/14/21 Airlift Urinal Scrn	32.86		201	100-2600	610	
9		594794299 01/14/21 Shower Liners, Garbage Bags	94.81		101	100-2600	610	
10		594794299 01/14/21 Shower Liners, Garbage Bags	91.10		201	100-2600	610	
11		597908870 02/01/21 Brooms & Dust Pans	50.53		101	100-2600	610	
12		597908870 02/01/21 Brooms & Dust Pans	48.54		201	100-2600	610	
13		597663525 01/29/21 Renew Restorer	19.58		101	100-2600	610	
14		597663525 01/29/21 Renew Restorer	18.82		201	100-2600	610	



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\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
7173	11595S	1630 MARLIN BUSINESS BANK	436.62					
1		18719086 01/19/20 Auto Scrubber Contract	218.31		101	100-2600	350	
2		18719086 01/19/20 Auto Scrubber Contract	218.31		201	100-2600	350	
7174	11596S	48 MEADOW GOLD GREAT FALLS	1,815.40					
1		573512 01/05/21 Dairy	524.45		112	910-3100	630	
2		574313 01/12/21 Dairy	424.93		112	910-3100	630	
3		575068 01/19/21 Dairy	446.46		112	910-3100	630	
4		575853 01/26/21 Dairy	419.56		112	910-3100	630	
7175	11597S	1555 MOBYMAX, LLC	3,495.00					
1		217799 01/28/21 MobyMax ALL SW License	3,495.00*	257	115	434-1000	681	421
PRICE M								
7176	11598S	401 MTSBA	4,188.00					
1		0006449 06/01/21 Public School Dist Board of T	2,512.80		101	100-2300	330	
2		0006449 06/01/21 Public School Dist Board of T	1,675.20		201	100-2300	330	
7177	11599S	1272 NAPA AUTO PARTS	373.57					
1		62-5241449 01/19/21 Supplies	186.78		110	100-2700	610	
2		62-5241449 01/19/21 Supplies	186.79		210	100-2700	610	
7178	11600S	2788 NATIONAL LAUNDRY	103.00					
1		42787 01/13/20 Kitchen Supplies	149.17*		112	910-3100	610	
2		C42787 01/20/21 CREDIT	-46.17*		112	910-3100	610	
7179	11601S	400 NORTHWESTERN ENERGY	6,414.43					
1		02/04/21 Electricity - January 2021	1,924.34		101	100-2600	412	
2		02/04/21 Electricity - January 2021	1,411.17		110	100-2700	412	
3		02/04/21 Electricity - January 2021	1,411.17		201	100-2600	412	
4		02/04/21 Electricity - January 2021	1,667.75		210	100-2700	412	
7180	11602S	1822 PIEPER, NICHOLE	1,000.00					
1		01/20/21 Bobby Jones Speaks Reimburse	1,000.00		115	434-1000	330	421
7181	11603S	4495 PURCHASE POWER	200.00					
1		02/03/21 Postage	86.00		101	100-2300	532	
2		02/03/21 Postage	114.00		201	100-2300	532	

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\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
7182	11604S	1823 RANDY'S GLASS REPAIR	125.00					
1		3828 01/31/21 Glass Repair	62.50		110	100-2700	440	
2		3828 01/31/21 Glass Repair	62.50		210	100-2700	440	
7183	11605S	1710 REPUBLIC SERVICES	1,100.64					
1		000256044 01/31/21 Disposal Services - Feb 202	550.32		101	100-2600	431	
2		000256044 01/31/21 Disposal Services - Feb 202	550.32		201	100-2600	431	
7184	11606S	1645 RUDD & COMPANY	2,000.00					
1		295937 01/15/21 FY2020 Audit - Final Bill	1,200.00		101	100-2300	330	
2		295937 01/15/21 FY2020 Audit - Final Bill	800.00		201	100-2300	330	
7185	11607S	1691 SCHOOLHOUSE IT	3,949.00					
1		1806 02/01/21 Contract Tech Services	1,303.17		128	100-2580	350	
2		1806 02/01/21 Contract Tech Services	2,645.83		228	100-2580	350	
7186	11608S	616 SYSCO FOOD SERVICES OF MONTANA	5,163.61					
1		343062999 01/06/21 Food	1,206.85		112	910-3100	630	
2		343071633 01/13/21 Food	707.04		112	910-3100	630	
3		343080009 01/20/21 Food	1,876.67		112	910-3100	630	
4		343088547 01/27/21 Food	1,349.43		112	910-3100	630	
5		343093484 01/30/21 Food	23.62		112	910-3100	630	
7187	11609S	3734 THE CHEMNET CONSORTIUM	150.00					
1		106922 01/20/21 Annual Random Selection Fee	75.00		110	100-2700	330	
2		106922 01/20/21 Annual Random Selection Fee	75.00		210	100-2700	330	
7188	11610S	505 TOWN OF CASCADE	2,264.84					
1		01/25/21 Water/Sewer - January 2021	702.10		101	100-2600	421	
2		01/25/21 Water/Sewer - January 2021	543.56		110	100-2600	421	
3		01/25/21 Water/Sewer - January 2021	452.97		201	100-2600	421	
4		01/25/21 Water/Sewer - January 2021	566.21		210	100-2600	421	
7189	11611S	2047 US FOODS	9,340.75					
1		5984354 01/13/21 Food	2,006.89		112	910-3100	630	
2		5986003 01/15/21 CREDIT	-77.28		112	910-3100	630	
3		5987267 01/20/21 Food	1,156.87		112	910-3100	630	
4		5990228 01/27/21 Food	1,551.33		112	910-3100	630	
5		5993165 02/03/21 Food	1,662.54		112	910-3100	630	
6		5996260 02/10/21 Food	2,259.53		112	910-3100	630	
7		5984355 01/13/21 After School Snack	222.47		115	434-1000	630	421
8		5987269 01/20/21 After School Snack	142.86		115	434-1000	630	421

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CASCADE PUBLIC SCHOOLS  
Claim Details  
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\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
9		5990229 01/27/21 After School Snack	93.01		115	434-1000	630	421
10		5993166 02/03/21 After School Snack	162.25		115	434-1000	630	421
11		5996261 02/10/21 After School Snack	100.82		115	434-1000	630	421
12		5996262 02/10/21 After School Snack	64.04		115	434-1000	630	421
13		5997225 02/11/21 After School Snack	-4.58		115	434-1000	630	421
7190	11612S	1814 WGM GROUP	3,480.00					
1		61806 02/08/21 Track/Wellness Center Tech Wor	3,480.00*		282	100-2600	340	
7191	11613S	1310 BMO HARRIS COMMERCIAL CARD	10,785.98					
1		CC-514 01/24/21 Do It Wiser - Toner Cartridges	205.15		101	625		
		BOARD OF TRUSTEES			CC Accounting: 101-	-100-1000-681		
		MISC. VENDOR.						
2		CC-515 01/24/21 Trash Cans	127.24		101	625		
		DIST SUPERINTENDENT			CC Accounting: 101-	-100-2600-610		
		HOME DEPOT						
3		CC-515 01/24/21 Trash Cans	122.26		201	625		
		DIST SUPERINTENDENT			CC Accounting: 201-	-100-2600-610		
		HOME DEPOT						
4		CC-516 01/08/21 Kandao Meeting 360 Camera	704.21		115	625		30
		BUSINESS OFFICE			CC Accounting: 115-	-765-1000-681- 30		
		AMAZON.COM						
5		CC-516 01/10/21 Amazon Business	3.74		128	625		
		BUSINESS OFFICE			CC Accounting: 128-	-100-2300-681		
		AMAZON.COM						
6		CC-516 01/10/21 Amazon Business	11.21		228	625		
		BUSINESS OFFICE			CC Accounting: 228-	-100-2300-681		
		AMAZON.COM						
7		CC-516 01/12/21 Office Supplies	32.49		101	625		
		BUSINESS OFFICE			CC Accounting: 101-	-100-2300-610		
		AMAZON.COM						
8		CC-516 01/21/21 Cardstock, Paper, Misc Supplie	627.96		115	625		421
		BUSINESS OFFICE			CC Accounting: 115-	-434-1000-610-421		
		SAMS CLUB						
9		CC-516 01/27/21 Kleenex	59.19		101	625		
		BUSINESS OFFICE			CC Accounting: 101-	-100-2600-610		
		SAMS CLUB						
10		CC-516 01/27/21 Kleenex	44.65		201	625		
		BUSINESS OFFICE			CC Accounting: 201-	-100-2600-610		
		SAMS CLUB						
11		CC-516 02/03/21 Business Account Renewal	119.00		201	625		
		BUSINESS OFFICE			CC Accounting: 201-	-100-2300-810		
		AMAZON.COM						

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CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 2/21

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\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
12	CC-517 01/05/21 SAM Registration - Price	250.00		101 625		
EL PRINCIPAL SAM			CC Accounting:	101-	-100-2300-330	
13	CC-518 01/08/21 Supplies	152.98		112 625		
FOOD SERVICE AMAZON.COM			CC Accounting:	112-	-910-3100-610	
14	CC-518 01/08/21 Supplies	85.60		112 625		
FOOD SERVICE AMAZON.COM			CC Accounting:	112-	-910-3100-610	
15	CC-518 01/11/21 Supplies	149.98		112 625		
FOOD SERVICE AMAZON.COM			CC Accounting:	112-	-910-3100-610	
16	CC-518 01/18/21 Food	9.95		112 625		
FOOD SERVICE 468 MARKET			CC Accounting:	112-	-910-3100-630	
17	CC-518 01/18/21 Food	33.98		112 625		
FOOD SERVICE 468 MARKET			CC Accounting:	112-	-910-3100-630	
18	CC-518 01/31/21 Food	60.14		112 625		
FOOD SERVICE SAMS CLUB			CC Accounting:	112-	-910-3100-630	
19	CC-518 02/01/21 Food	11.96		112 625		
FOOD SERVICE 468 MARKET			CC Accounting:	112-	-910-3100-630	
20	CC-518 02/03/21 Food	15.21		112 625		
FOOD SERVICE 468 MARKET			CC Accounting:	112-	-910-3100-630	
21	CC-519 01/11/21 Emergency Lights, Misc	265.30		101 621		
AMAZON.COM			CC Accounting:	101-	-100-2600-610	
22	CC-519 01/11/21 Emergency Lights, Misc	254.90		201 621		
AMAZON.COM			CC Accounting:	201-	-100-2600-610	
23	CC-519 01/19/21 15w 500k 1930LM LEDT8	397.80		101 625		
CED			CC Accounting:	101-	-100-2600-610	
24	CC-519 01/19/21 15w 500k 1930LM LEDT8	382.20		201 625		
CED			CC Accounting:	201-	-100-2600-610	
25	CC-519 01/19/21 Fastners	4.57		101 625		
GREAT FALLS ACE 10TH			CC Accounting:	101-	-100-2600-610	
26	CC-519 01/19/21 Fastners	4.39		201 625		
GREAT FALLS ACE 10TH			CC Accounting:	201-	-100-2600-610	
27	CC-519 01/29/21 4' LED Vaportight Eco	328.68		101 625		
CED			CC Accounting:	101-	-100-2600-610	
28	CC-519 01/29/21 4' LED Vaportight Eco	315.80		201 625		
CED			CC Accounting:	201-	-100-2600-610	



\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj	
29	CC-519 02/04/21 Pliers, Tool Kit	158.24		101 621			
AMAZON.COM			CC Accounting:	101-	-100-2600-610		
30	CC-519 02/04/21 Pliers, Tool Kit	152.03		201 621			
AMAZON.COM			CC Accounting:	201-	-100-2600-610		
31	CC-519 02/04/21 Condensor Fan Motor, Vibration	106.27		101 625			
GRAINGER			CC Accounting:	101-	-100-2600-610		
32	CC-519 02/04/21 Condensor Fan Motor, Vibration	102.10		201 625			
GRAINGER			CC Accounting:	201-	-100-2600-610		
33	CC-520 01/06/21 ART - Ceramic Supplies	837.04		101 625			
MISC. VENDOR.			CC Accounting:	101-	-100-1000-610		
34	CC-520 01/06/21 ART - Ceramic Supplies	837.03		201 625			
MISC. VENDOR.			CC Accounting:	201-	-100-1000-610		
35	CC-520 01/08/21 ART - Ceramics Supplies	15.74		101 625			
AMAZON.COM			CC Accounting:	101-	-100-1000-610		
36	CC-520 01/08/21 ART - Ceramics Supplies	5.25		201 625			
AMAZON.COM			CC Accounting:	201-	-100-1000-610		
37	CC-520 01/11/21 ART - Ceramics Supplies	73.78		101 625			
AMAZON.COM			CC Accounting:	101-	-100-1000-610		
38	CC-520 01/11/21 ART - Ceramics Supplies	24.60		201 625			
AMAZON.COM			CC Accounting:	201-	-100-1000-610		
39	CC-520 01/11/21 ART - Ceramics Supplies	181.38		101 625			
AMAZON.COM			CC Accounting:	101-	-100-1000-610		
40	CC-520 01/11/21 ART - Ceramics Supplies	60.46		201 625			
AMAZON.COM			CC Accounting:	201-	-100-1000-610		
41	CC-520 01/15/21 ART - Ceramics Supplies	16.49		101 625			
AMAZON.COM			CC Accounting:	101-	-100-1000-610		
42	CC-520 01/15/21 ART - Ceramics Supplies	5.50		201 625			
AMAZON.COM			CC Accounting:	201-	-100-1000-610		
43	CC-520 01/13/21 Student Desk	241.20		115 625		421	
TODAY'S CLASSROOM			CC Accounting:	115-	-434-1000-610-421		
44	CC-520 01/13/21 Student Desk	479.39		115 625		421	
TODAY'S CLASSROOM			CC Accounting:	115-	-434-1000-610-421		
45	CC-520 01/19/21 Cereal, Mashmallows, Toothpick	36.52		115 625		421	
468 MARKET			CC Accounting:	115-	-434-1000-630-421		
46	CC-520 01/20/21 Misc Crafts/Supplies	234.64		115 625		421	
ORIENTAL TRADING CO.			CC Accounting:	115-	-434-1000-610-421		
47	CC-520 01/20/21 Misc Crafts/Supplies	23.99		115 625		421	
ORIENTAL TRADING CO.			CC Accounting:	115-	-434-1000-610-421		
48	CC-520 01/22/21 Playground Toys	67.28		115 625		421	
AMAZON.COM			CC Accounting:	115-	-434-1000-610-421		
49	CC-520 01/22/21 K - Snacks	81.59		115 625		421	
SAMS CLUB			CC Accounting:	115-	-434-1000-630-421		
50	CC-520 01/22/21 K - Distance Learning Containt	21.71		115 625		421	
WALMART			CC Accounting:	115-	-434-1000-610-421		

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CASCADE PUBLIC SCHOOLS  
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\* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/			
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj Proj
51	CC-520 01/27/21 Ulm Prizes	111.28		115 625		421
	ORIENTAL TRADING CO.		CC Accounting:	115-	-434-1000-610-421	
52	CC-520 02/02/21 FCS - Sewing Supplies	29.90		101 625		
	HOBBY LOBBY		CC Accounting:	101-	-300-1000-610	
53	CC-520 02/03/21 ART - Ceramics Supplies	178.53		101 625		
	AMAZON.COM		CC Accounting:	101-	-100-1000-610	
54	CC-520 02/03/21 ART - Ceramics Supplies	178.52		201 625		
	AMAZON.COM		CC Accounting:	201-	-100-1000-610	
55	CC-521 01/06/21 MATH - Algebra 1 & 2 Review	59.98		201 625		
	ATHLETICS 2		CC Accounting:	201-	-100-1000-610	
	TEACHERS PAY TEACHERS					
56	CC-523 01/06/21 FCS - Groceries	45.79		201 625		
	468 MARKET		CC Accounting:	201-	-300-1000-610	
57	CC-523 01/12/21 FCS - Groceries	44.46		201 625		
	468 MARKET		CC Accounting:	201-	-300-1000-610	
58	CC-523 01/08/21 HIS - American Gov't Book	89.00		201 625		
	AMAZON.COM		CC Accounting:	201-	-100-1000-640	
59	CC-523 01/12/21 AG - Wings	46.38		201 625		
	SMITHS		CC Accounting:	201-	-300-1000-610	
60	CC-523 01/18/21 FCS - Groceries	34.34		201 625		
	468 MARKET		CC Accounting:	201-	-300-1000-610	
61	CC-523 01/26/21 FCS - Groceries	19.06		201 625		
	468 MARKET		CC Accounting:	201-	-300-1000-610	
62	CC-523 01/22/21 FCS - Groceries	24.34		201 625		
	SAMS CLUB		CC Accounting:	201-	-300-1000-610	
63	CC-523 01/21/21 FCS - Groceries	25.89		201 625		
	468 MARKET		CC Accounting:	201-	-300-1000-610	
64	CC-523 01/19/21 AG - Humidifier	49.99		201 625		
	AMAZON.COM		CC Accounting:	201-	-300-1000-610	
65	CC-523 01/19/21 SCI - Gloves, Dissection Trays	144.95		201 625		
	AMAZON.COM		CC Accounting:	201-	-100-1000-610	
66	CC-523 01/19/21 SCI - Gloves, Dissection Trays	118.90		201 625		
	AMAZON.COM		CC Accounting:	201-	-100-1000-610	
67	CC-523 01/20/21 K - Sand Hourglass Timers	48.93		101 625		
	AMAZON.COM		CC Accounting:	101-	-100-1000-610	
68	CC-523 01/20/21 AG - Fetal Pigs	180.00		201 625		
	AMAZON.COM		CC Accounting:	201-	-300-1000-610	
69	CC-523 01/21/20 AG - Misc Supplies	103.21		101 625		
	AMAZON.COM		CC Accounting:	101-	-300-1000-610	
70	CC-523 01/26/21 AG - Fetal Pigs	291.18		101 625		
	AMAZON.COM		CC Accounting:	101-	-300-1000-610	
71	CC-523 01/27/21 AG - Desk Calendar	13.71		101 625		
	AMAZON.COM		CC Accounting:	101-	-300-1000-610	



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CASCADE PUBLIC SCHOOLS  
Claim from Another Period Cancelled in  
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\* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
		*** Cancelled in 2/21 ****						
		*** Claim from another period (11/20) ****						
7048		401 MTSBA	4,455.00					
1		0005246 09/30/20 Legal Services - Personnel Ma	2,673.00		101	100-2300	330	
2		0005246 09/30/20 Legal Services - Personnel Ma	1,782.00		201	100-2300	330	
		*** Cancelled in 2/21 ****						
		*** Claim from another period (12/20) ****						
7093		4705 I STATE TRUCK CENTER	331.12					
1		C252132991 11/16/20 Windshield	165.56		110	100-2700	610	
2		C252132991 11/16/20 Windshield	165.56		210	100-2700	610	
		# of Claims 2	Total: 4,786.12					
			4,786.12					



**c. Student Activity Account**

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CASCADE PUBLIC SCHOOLS  
Statement of Activity by Account Name for 02/01/21 to 02/28/21

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Account	Opening Balance	Receipts				Invest (+)	Misc.	Misc.	Closing Balance
		Disbursed (-)	in Transi t (+)	Deposits (+)	Transfers (+)		Earni ngs (+)	Charges (-)	
1 ANNUAL	658.83	0.00	0.00	0.00	0.00		0.12	0.00	658.95
36 ART	754.91	0.00	0.00	448.28	0.00		0.24	0.00	1203.43
2 ATHLETICS	25540.52	5196.75	0.00	2777.00	0.00		4.61	0.00	23125.38
5 BAND	2989.56	0.00	0.00	0.00	0.00		0.60	0.00	2990.16
51 BOOK FAIR	61.45	0.00	110.00	0.00	0.00		0.01	0.00	171.46
3 BPA	6514.20	0.00	0.00	0.00	0.00		1.30	0.00	6515.50
4 CHEER/PEP CLUB	987.81	0.00	0.00	0.00	0.00		0.20	0.00	988.01
7 CHOIR	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
60 CLASS OF 2021	1511.10	0.00	0.00	0.00	0.00		0.30	0.00	1511.40
16 CLASS OF 2022	955.88	0.00	0.00	0.00	0.00		0.19	0.00	956.07
61 CLASS OF 2023	242.96	0.00	0.00	0.00	0.00		0.05	0.00	243.01
62 CLASS OF 2024	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
13 CONCESSIONS	21494.46	0.00	0.00	1260.55	0.00		4.53	0.00	22759.54
47 COUNSELING	1551.57	0.00	0.00	196.00	0.00		0.35	0.00	1747.92
65 DRIVERS EDUCATION	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
32 FCS	0.23	0.00	0.00	0.00	0.00		0.00	0.00	0.23
15 FFA	9813.59	1000.00	0.00	81.40	0.00		1.77	0.00	8896.76
64 FOOD SERVICE CLEARING	1015.97	0.00	0.00	199.19	0.00		0.24	2.92	1212.48
12 HS BOYS' BB	272.39	0.00	0.00	0.00	0.00		0.05	0.00	272.44
46 HS CROSS COUNTRY	308.56	0.00	0.00	0.00	0.00		0.06	0.00	308.62
38 HS FOOTBALL	3769.01	0.00	0.00	0.00	0.00		0.75	0.00	3769.76
40 HS GIRLS' BB	782.15	95.00	0.00	0.00	0.00		0.14	0.00	687.29
66 HS GOLF	261.49	0.00	0.00	0.00	0.00		0.05	0.00	261.54
19 HS HONOR SOCIETY	3777.19	86.00	0.00	0.00	0.00		0.74	0.00	3691.93
29 HS STUDENT COUNCIL/MBI	803.87	0.00	16.00	0.00	0.00		0.16	0.00	820.03
37 HS TRACK	551.63	0.00	0.00	0.00	0.00		0.11	0.00	551.74
10 HS VOLLEYBALL	3963.85	0.00	0.00	0.00	0.00		0.79	0.00	3964.64
34 HS WRESTLING	965.38	0.00	0.00	0.00	0.00		0.19	0.00	965.57
57 JH BOYS BB	335.55	0.00	0.00	0.00	0.00		0.07	0.00	335.62
39 JH FOOTBALL	1.72	0.00	0.00	0.00	0.00		0.00	0.00	1.72
56 JH GIRLS BB	506.94	0.00	0.00	0.00	0.00		0.10	0.00	507.04
35 JH HONOR SOCIETY	205.59	0.00	0.00	0.00	0.00		0.04	0.00	205.63
27 JH STUDENT COUNCIL	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
53 JH TRACK	783.31	0.00	0.00	0.00	0.00		0.16	0.00	783.47
54 JH VOLLEYBALL	254.09	0.00	0.00	0.00	0.00		0.05	0.00	254.14
43 JMG	206.58	0.00	0.00	0.00	0.00		0.04	0.00	206.62
6 JUNIOR TIRP	1.43	0.00	0.00	0.00	0.00		0.00	0.00	1.43
18 K-8 MISC EARNINGS	3344.31	0.00	0.00	29.20	0.00		0.67	0.00	3374.18
26 LIVING 2 SERVE	796.98	0.00	0.00	0.00	0.00		0.16	0.00	797.14
25 REVOLVING	4646.88	0.00	0.00	0.00	0.00		0.93	0.00	4647.81
24 ROBOTICS	96.27	0.00	0.00	0.00	0.00		0.02	0.00	96.29
9 SCHOLARSHIP	2152.22	0.00	0.00	0.00	0.00		0.43	0.00	2152.65
33 SHOP FUND	1292.59	0.00	0.00	0.00	0.00		0.26	0.00	1292.85
31 TECHNOLOGY	6488.76	0.00	0.00	370.00	0.00		1.37	0.00	6860.13
17 XCELL	725.99	0.00	0.00	0.00	0.00		0.14	0.00	726.13
898 MISC EARNINGS	119.08	0.00	0.00	0.00	0.00		0.00	0.00	119.08
899 MISC CHARGES	-49.96	0.00	0.00	0.00	0.00		0.00	0.00	-49.96
<b>Total for Student Accounts</b>	<b>111456.89</b>	<b>6377.75</b>	<b>126.00</b>	<b>5361.62</b>			<b>21.99</b>	<b>2.92</b>	<b>110585.83</b>
<b>Bank Account Totals</b>	<b>111456.89</b>	<b>6377.75</b>	<b>126.00</b>	<b>5361.62</b>	<b>0.00</b>		<b>21.99</b>	<b>2.92</b>	<b>110585.83</b>

**d. Individual Transportation Contracts**

**Individual Transportation Contracts  
2020-2021**

<b>Elementary</b>	<b>R</b>	<b>BA</b>	<b>Miles to School</b>	<b>Miles To Bus Stop</b>	<b>Rate</b>	<b>Grade</b>
49375	X	X		5.0	1.40	K-8
49374	X	X	16.3	9.8	4.76	K-8
49376	X	X	11.3	3.6	0.42	K-8

<b>High School</b>	<b>R</b>	<b>BA</b>	<b>Miles to School</b>	<b>Miles To Bus Stop</b>	<b>Rate</b>	<b>Grade</b>

"x" ITC received  
 R=Received  
 BA=Board Approved  
 New contract received since last Bd Mtg

**e. Student Attendance Agreements**

**Student Attendance Agreements 2020-2021 School Year**  
**Students attending school in Cascade from out of district**

Helena School Dist. 7th-12th	R	BA	Grade	Great Falls Dist. EK-12th	R	BA	Grade
894946519	X	X	7	474297023			11
263495229	X	X	8	962329575			7
786886594	X	X	10	350453394			6
325091193			11	769818381	X	X	11
369516214			10	699995302			2
371572865			8	778175791			6
128987907	X	X	8				
668820035	X	X	10				
562199993	X	X	9				

Wolf Creek School Dist. EK-6th	R	BA	Grade	Ulm School Dist. EK-8th	R	BA	Grade
894946519			7	984778905	X	X	7
577599978			K	460553346	X	X	K
138046453			3	166258568			K
766131616	X	X	6	210696706	X	X	6
311029920			7	995606834			8
553314595	X	X	3	209695897	X	X	6
241906049			7	716650003			7
629270386			K	795493940	X	X	5
776549683			4	579302936	X	X	7
587965022	X	X	5				
347557517	X	X	7				
411276242			2				
541643256	X	X	7				
784986491	X	X	1				

Simms Elementary School District	R	BA	Grade
876729059			1

Sun River Valley District	R	BA	Grade

**Cascade students attending school in another District**

Ulm students attend Cascade School when they are in the 9th grade  
 All Helena District (Wolf Creek, Craig area) students regardless of grade need agrmt.

- "x" student attendance agreement received
- R=SAA received
- BA=SAA Board Approved
- New agreement received since last Bd Mtg



**f. Sub List**

<b>Substitute Teachers</b>	
Name	
<b>CERTIFIED</b>	
Burcusa, Michael	C/FP
Eisenzimer, Joann	C/TB/FP
Gist, Virginia	C/FP
LaLiberty, Frank	C/TB
Manning, Diana	C/TB/FP
McKamey, Jeanne	C/TB/FP
Pieper, Frank	C/FP
Skogley, Melody	C/TB/FP
Speidel, Kelly	C/FP
Strobbe, Peggy	C/FP
<b>NON-CERTIFIED</b>	
Aker, Virginia	FP
Alatorre, Michelle	FP
Baker, Enrico	FP
Castellanos, Toni Marie	TB/FP
Holbrook, Maryfrances	FP
Ethridge, Andrea	FP
Getzenberg, Anne	FP
Hall-Elmore, Roberta	TB/FP/PH
Price, Alexi	FP
Ryster, Ganetta	FP
<b>Secretarial</b>	
Name	
Schlotter, Ashtyn	
Thaut, Niki	TB/FP

**\*Need Approval by the Trustees**

**T.B. Approved (No longer required)**

**C - Some teaching certification**

**FP - FINGERPRINTED**

**PH - Physical Approved**

<b>Bus Drivers</b>	
Name	
Aker, Virginia	FP
Correll, Michele	FP
Grismer, Tina (shuttle only)	
Isbell, Bill	
Nelsen, Mark	FP/PH
Skogley, Jeff	TB/FP
Tilleman, Eric	TB/FP
<b>Custodian</b>	
Name	
Aker, Virginia	
Correll, Michele	FP
Hall-Elmore, Roberta	TB/FP/PH
Hunter, Tina	TB/FP/PH
Johnson, Angela	TB/FP/PH
Roso, Victor	FP
Sukut, Earl	FP/TB/PH
<b>Kitchen</b>	
Name	
Hickam, Jay	
Sukut, Earl	FP/TB/PH
Vinson, Joanne	FP/TB/PH
<b>Volunteers</b>	
Name	
Lewis, James (JHBB/FB)	FP
Nelsen, Jessica (piano)	
<b>XCELL! Afterschool Program</b>	
Name	
Antonich, Myrtle	ULM
Hastings, Angela	ULM
McCullough, Riley	ULM
Pepos, April	FP
Periman, Madison	ULM
Reum, Julianne	C/FP
Strobbe, Peggy	C/FP
Wilson, Madison	FP

**Board Meeting Evaluation (I)**

- A. Complete evaluation and turn in to Mr. Miller

**Announcements (I)**

- A. Regular School Board Meeting, April 20, 2021
- B. Upcoming Trainings: MTSBA/MASBO School Finance & Budget Virtual Symposium

**Adjournment (A)**

1 **Cascade School District**

2

3 **COVID-19 Emergency Measures**

1905

4

5 Student, Staff, and Community Health and Safety

6

7 The School District has adopted the protocols outlined in this policy during the term of the  
8 declared public health emergency to ensure the safe and healthy delivery of education services  
9 provided to students on school property in accordance with Policy 1906, and a safe workplace  
10 when staff are present on school property in accordance with Policy 1909, and the safety, health  
11 and well-being of parents and community members. The supervising teacher, principal,  
12 superintendent or designated personnel are authorized to implement the protocols in coordination  
13 with state and local health officials.

14

15 Symptoms of Illness

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17 Students and staff who are ill, feeling ill, diagnosed as ill, or otherwise demonstrating symptoms  
18 of illness must not come to school or work. Students who have a fever or are exhibiting other  
19 signs of illness must be isolated in a designated area until such time as parents or caregiver may  
20 arrive at the school to retrieve the ill student. All surfaces and areas should be thoroughly  
21 cleaned and disinfected once the student has vacated the area by staff utilizing safety measures in  
22 accordance with state and/or local health standards as applicable. Students may engage in  
23 alternative delivery of education services during the period of illness or be permitted to make up  
24 work in accordance with District Policy 1906. Staff members will be provided access to leave in  
25 accordance with District Policy 1911 or the applicable Master Contract or Memorandum of  
26 Understanding.

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28 Parents, guardians, or caregivers of students who are ill, feeling ill, diagnosed as ill, or otherwise  
29 demonstrating symptoms of illness must not be present at the school for any reason including but  
30 not limited events or gatherings or to drop off or pick up students excepted as provided by this  
31 policy. To avoid exposing others to illness, parents or caregivers who are ill must make  
32 arrangements with others to transport students to school or events, if at all practicable. If not  
33 practicable, parents, guardians or caregivers must not leave their vehicle during pickup or drop  
34 off and must arrange with District staff to supervise students in accordance with physical  
35 distancing guidelines in this Policy.

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38 Physical Distancing

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40 Option 2

41 To the extent possible, elementary school courses will be delivered to the same group of students  
42 each day, and the same teachers will remain with the same group in the same separate and  
43 designated room each day. If physical distancing is not possible during meal service and courses  
44 delivered in a separate area such as the library, gymnasium, and music room, the service or  
45 course will be delivered in the designated classroom for each group of students. Recess and use  
46 of playgrounds during recess are permitted on an adjusted schedule to maintain appropriate

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4 student groupings. Transportation services will be provided in accordance with cleaning and  
5 disinfection procedures outlined in this policy.

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7 Secondary school courses will be delivered using a restructured bell system to minimize student  
8 interaction in common areas. Upon arriving in a classroom, secondary school students will be  
9 provided disinfecting wipes or disinfecting spray and disposable paper towel and time to clean  
10 their learning area or desk. Meal service for secondary students will be provided through a grab  
11 and go lunch that will be eaten in designated areas.

12  
13 Parent arrival times to drop-off and pick up students riding with parents and caregivers will be  
14 staggered in designated intervals by grade level through a schedule set by the supervising teacher  
15 or building administrator.

16  
17 Drop off and pick up of students will be completed in a manner that limits direct contact between  
18 parents and staff members and adhere to social distancing recommendations in the exterior of the  
19 building.

20  
21 Visitors to the school authorized by District Policy 1903 will maintain a six-foot distance  
22 between themselves and others. This distancing requirement does not apply to individuals who  
23 are a part of the visitor's regular household isolation group when the group is authorized to  
24 present at the school facility.

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27 Face Coverings as Personal Protective Equipment

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29 Option 3

30 In accordance with directives from the State of Montana, if the number of active COVID-19  
31 cases in the county in which the School District is located is four (4) or more, the School District  
32 requires all staff, volunteers, visitors, and students aged five (5) and over to wear a face covering  
33 peers while present in any school building. In accordance with directives from the State of  
34 Montana, if the number of active COVID-19 cases in the county in which the School District is  
35 located is four (4) or more, the School District also requires all staff, volunteers, visitors, and  
36 students aged five (5) and over to wear a face covering while present at any outdoor school  
37 activity with fifty (50) or more people where physical distancing is not possible or is not  
38 observed. Face covering means disposable or reusable masks that cover the nose and mouth or  
39 face shields. The School District will provide masks or face shields to students, volunteers, and  
40 staff. If a student or staff wears a reusable mask or face shield, the School District expects that  
41 the masks be washed on a regular basis to ensure maximum protection. The School District will  
42 assist students or staff members who request help washing or replacing a mask.

43  
44 Students, staff, volunteers, and visitors are not required to wear a mask or face shield under this  
45 provision when:

- 46 1. consuming food or drink;

2. engaged in physical activity;
3. communicating with someone who is hearing impaired;
4. giving a speech, lecture, class presentation, course lesson, or performance when separated by at least six feet of distance from the gathering, class, or audience;
5. identifying themselves;
6. receiving medical attention; or
7. precluded from safely using a face covering due to a medical or developmental condition. The superintendent, building principal, or their designee shall request documentation from a care provider when considering an exception to this provision for medical or developmental reasons. The School District will comply with all applicable disability and discrimination laws when implementing this provision.

Teachers may allow students to remove their masks or face shields if students are seated at their desks in a classroom and six feet of distance is strictly maintained between each of the students. If a teacher is working one on one with a student, both teacher and student must wear a mask or face shield. If students are working in small groups, the students must be wearing masks or face shields.

All points of entry to any school building or facility open to the public shall have a clearly visible sign posted stating: "Mask or face covering use required for ages 5 and older." The School District authorizes the administration to report any violations of this provision to the county attorney.

Allegations of harassment of any person wearing a mask or face shield or those with recognized exemptions to the face covering requirement will be promptly investigated in accordance with District policy. A student, staff member, or visitor who, after an investigation, is found to engaged in behavior that violates District policy is subject to redirection or discipline. Failure or refusal to wear a mask or face shield by a staff member or student not subject to an exception noted above may result in redirection or discipline in accordance with District policy and codes of conduct, as applicable.

If the number of active COVID-19 cases in the county where the school district is located is three (3) or fewer after this provision is adopted, the Board of Trustees authorizes the supervising teacher, principal, superintendent or designated personnel to waive the requirement for masks or face shields to be worn in the school building or at school events. The supervising teacher, principal, superintendent or designated personnel shall coordinate with the county health department each day to determine whether masks or face shields are required at the school in accordance with requirements issued by the State of Montana. The supervising teacher, principal, superintendent or designated personnel shall announce the applicability of a face covering requirement to students, parents, staff, volunteers, and visitors for the immediate successive school day each day by 3:00 pm. If the supervising teacher, principal, superintendent or designated personnel determines masks or face shields are not required, signs will be removed but students, parents, staff, volunteers, and visitors may wear a mask or face shield while present

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4 in any school building or at any school event. The standard requirements for face coverings  
5 outlined in this provision will govern if the number of cases in the county where the school is  
6 located is again four (4) or more.  
7

### 8 9 Cleaning and Disinfecting

10  
11 School district personnel will routinely both clean by removing germs, dirt and impurities and  
12 disinfect by using chemicals to kill germs on all surfaces and objects in any school building and  
13 on school property that are frequently touched. This process shall include cleaning  
14 objects/surfaces not ordinarily cleaned daily.  
15

16 Personnel will clean with the cleaners typically used and will use all cleaning products according  
17 to the directions on the label. Personnel will disinfect with common EPA-registered household  
18 disinfectants. A list of products that are EPA-approved for use against the virus that causes  
19 COVID-19 is available from the supervising teacher or administrator. Personnel will follow the  
20 manufacturer's instructions for all cleaning and disinfection products.  
21

22 The District will provide EPA-registered disposable wipes to teachers, staff, and secondary  
23 students so that commonly used surfaces (e.g., keyboards, desks, remote controls) can be wiped  
24 down before use. Supervising teacher or administrators are required to ensure adequate supplies  
25 to support cleaning and disinfection practices.  
26

### 27 28 Student Arrival

29  
30 Hand hygiene stations will be available at the entrance of any school building, so that children  
31 can clean their hands before they enter. If a sink with soap and water is not available, the School  
32 District will provide hand sanitizer with at least 60% alcohol. Hand sanitizer will be kept out of  
33 elementary students' reach and student use will be supervised by staff.  
34

35 A District employee will greet children outside the school as they arrive to ensure orderly  
36 compliance with the provisions of this policy.  
37

### 38 39 Temperature Screening

40  
41 Designated School District staff are authorized to test the temperature of students with an  
42 approved non-contact or touchless temperature reader. Students who have a fever or are  
43 exhibiting other signs of illness must be isolated in a designated area until such time as parents or  
44 caregiver may arrive at the school to retrieve the ill student. All surfaces and areas should be  
45 thoroughly cleaned and disinfected once the student has vacated the area by staff utilizing safety  
46 measures in accordance with state and/or local health standards as applicable.

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4 When administering a temperature check on a possibly ill student, designated staff members will  
5 utilize available physical barriers and personal protective equipment to eliminate or minimize  
6 exposures due to close contact to a child who has symptoms during screening.  
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### 8 9 Healthy Hand Hygiene Behavior

10  
11 All students, staff, and others present in the any school building will engage in hand hygiene at  
12 the following times, which include but are not limited to:

- 13 • Arrival to the facility and after breaks
- 14 • Before and after preparing, eating, or handling food or drinks
- 15 • Before and after administering medication or screening temperature
- 16 • After coming in contact with bodily fluid
- 17 • After recess
- 18 • After handling garbage
- 19 • After assisting students with handwashing
- 20 • After use of the restroom

21  
22 Hand hygiene includes but is not limited to washing hands with soap and water for at least 20  
23 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol  
24 can be used if soap and water are not readily available.  
25

26 Staff members will supervise children when they use hand sanitizer and soap to prevent  
27 ingestion. Staff members will place grade level appropriate posters describing handwashing  
28 steps near sinks.  
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### 30 31 Vulnerable Individuals

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33 Vulnerable individuals (defined by the Centers for Disease Control at the time of this policy's  
34 adoption as those age 65 or older or those with serious underlying health conditions, including  
35 high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune  
36 system is compromised such as by chemotherapy for cancer and other conditions requiring such  
37 therapy) are authorized to talk to their healthcare provider to assess their risk and to determine if  
38 they should telework during the period of declared public health emergency.  
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40 Employees who have documented high risk designation from a medical provider are entitled to  
41 reasonable accommodation within the meaning of that term in accordance with the Americans  
42 with Disabilities Act and Section 504 as outlined in District Policy 5002. These accommodations  
43 may include but are not limited to teleworking in accordance with a work plan developed in  
44 coordination with and authorized by the supervising teacher, administrator or other designated  
45 supervisor. Such employees may also be eligible for available leave in accordance with the  
46 applicable policy or master agreement provision.

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4 Food Preparation and Meal Service  
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6 Facilities must comply with all applicable federal, state, and local regulations and guidance  
7 related to safe preparation of food.  
8

9 Sinks used for food preparation must not be used for any other purposes.  
10

11 Staff and students will wash their hands in accordance with this policy.  
12  
13

14 Transportation Services  
15

16 The Board of Trustees authorizes the transportation of eligible transportees to and from the  
17 school facility in a manner consistent with the protocols established in this policy. The  
18 transportation director and school bus drivers will clean and disinfect each seat on each bus after  
19 each use.  
20  
21

22 Public Awareness  
23

24 The School District will communicate with parents, citizens, and other necessary stakeholders  
25 about the protocols established in this policy and the steps taken to implement the protocols  
26 through all available and reasonable means.  
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28

29 Confidentiality  
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31 This policy in no way limits or adjusts the School District's obligations to honor staff and student  
32 privacy rights. All applicable district policies and handbook provision governing confidentiality  
33 of student and staff medical information remain in full effect.  
34  
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36 Transfer of Funds for Safety Purposes  
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38 The Board of Trustees may transfer state or local revenue from any budgeted or non-budgeted  
39 fund, other than the debt service fund or retirement fund, to its building reserve fund in an  
40 amount not to exceed the school district's estimated costs of improvements to school and student  
41 safety and security to implement this policy in accordance with District Policy 1006FE.  
42

43 Legal Reference: Governor Directive implementing Executive Orders 2-2020 and 3-2020 –  
44 Face Coverings - August 12, 2020.  
45

46 Cross Reference: Policy 1901 – School District Policy and Procedures



2  
3 THE BOARD OF TRUSTEES

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5 School Board Meeting Procedure

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7 Agenda

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9 **The authority to set the board agenda lies with the Board Chair in consultation with board**  
10 **members and the administration. The act of preparing the board meeting agendas can be**  
11 **delegated to the Superintendent.**

12 ~~The agenda for any Board meeting shall be prepared by the Superintendent in consultation with the~~  
13 ~~Board Chair. The Board Chairperson must approve any items submitted by Board members or~~  
14 ~~members of the public, to be placed on the agenda ~~must have prior approval of the Board~~~~  
15 ~~Chairperson. Citizens may also suggest inclusions on the agenda. Such suggestions must be received~~  
16 ~~by the Superintendent at least \_\_\_ days before the Board meeting, unless of immediate importance.~~  
17 ~~Individuals who wish to be placed on the Board agenda must also notify the Superintendent, in~~  
18 ~~writing, of the request. The request must include the reason for the appearance. If the reason for the~~  
19 ~~appearance is a complaint against any District employee, the individual filing the complaint must~~  
20 ~~demonstrate that the Uniform Complaint Procedure has been followed. Citizens wishing to make~~  
21 ~~brief comments about school programs or procedures will follow the public comment procedures in~~  
22 ~~district policy. or items on the agenda need not request placement on the agenda, and may ask for~~  
23 ~~recognition by the Chairperson at the appropriate time.~~

24  
25 The agenda also must include a “public comment” portion to allow members of the general public to  
26 comment on any public matter under the jurisdiction of the District which is not specifically listed on  
27 the agenda, except that no member of the public will be allowed to comment on contested cases,  
28 other adjudicative proceedings, or personnel matters. The Board Chairperson may place reasonable  
29 time limits on any “public comment” period to maintain and ensure effective and efficient operations  
30 of the Board. The Board shall not take any action on any matter discussed, unless the matter is  
31 specifically noticed on the agenda, and the public has been allowed opportunity to comment.

32  
33 With consent of a majority of members present, the order of business at any meeting may be  
34 changed. Copies of the agenda for the current Board meeting, minutes of the previous Board  
35 meeting, and relevant supplementary information will be prepared and distributed to each trustee at  
36 least twenty-four (24) hours in advance of a Board meeting and will be available to any interested  
37 citizen at the Superintendent’s office twenty-four (24) hours before a Board meeting. An agenda for  
38 other types of Board meetings will be prepared, if circumstances require an agenda.

39  
40 Consent Agenda

41  
42 To expedite business at its meetings, the Board approves the use of a consent agenda, which includes  
43 those items considered to be routine in nature. Any item that appears on the consent agenda may be  
44 removed by a member of the Board. Any Board member who wishes to remove an item from the  
45 consent agenda must give advance notice in a timely manner to the Superintendent. Remaining items  
46 will be voted on by a single motion. The approved motion will be recorded in the minutes, including  
47 a listing of all items appearing on the consent agenda.

1 Minutes

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3 Appropriate minutes of all meetings required to be open must be kept and must be available for  
4 inspection by the public. If an audio recording of a meeting is made and designated as official, the

5 1420  
6 page 2 of 3

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8 recording constitutes the office record of the meeting. If an official recording is made, a written  
9 record of the meeting must also be made and must also include:

- 10  
11 • Date, time, and place of the meeting;  
12 • Presiding officer;  
13 • Board members recorded as absent or present;  
14 • Summary of discussion on all matters discussed (including those matters discussed during the  
15 “public comment” section), proposed, deliberated, or decided, and a record of any votes  
16 taken;  
17 • Detailed statement of all expenditures;  
18 • Purpose of recessing to closed session; and  
19 • Time of adjournment.

20  
21 When issues are discussed that may require a detailed record, the Board may direct the Clerk to  
22 record the discussion verbatim. Any verbatim record may be destroyed after the minutes have been  
23 approved, pursuant to § 20-1-212, MCA.

24  
25 If the minutes are recorded and designated as the official record, a log or time stamp for each main  
26 agenda item is required for the purpose of providing assistance to the public in accessing that portion  
27 of the meeting.

28  
29 Unofficial minutes shall be delivered to Board members in advance of the next regularly scheduled  
30 meeting of the Board. Minutes need not be read publicly, provided that Board members have had an  
31 opportunity to review them before adoption. A file of permanent minutes of Board meetings shall be  
32 maintained in the office of the Clerk, to be made available for inspection upon request. A written  
33 copy shall be made available within five (5) working days following approval by the Board.

34  
35 Quorum

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37 No business shall be transacted at any meeting of the Board unless a quorum of its members is  
38 present. A majority of the full membership of the Board shall constitute a quorum, whether the  
39 individuals are present physically or electronically. A majority of the quorum may pass a resolution,  
40 except as provided in § 20-4-203(1), MCA, and § 20-4-401(4), MCA.

41  
42 Electronic Participation

43  
44 The Board may allow members to participate in meetings by telephone or other electronic means.  
45 Board members may not simply vote electronically but must be connected with the meeting  
46 throughout the discussion of business. If a Board member electronically joins the meeting after an  
47 item of business has been opened, the remotely located member shall not participate until the next  
48 item of business is opened.

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2 If the Board allows a member to participate electronically, the member will be considered present  
3 and will have his or her actual physical presence excused. The member shall be counted present for  
4

8 purposes of convening a quorum. The Clerk will document it in the minutes, when members  
9 participate in the meeting electronically.  
10

11 Any Board member wishing to participate in a meeting electronically will notify the Chairperson and  
12 Superintendent as early as possible. The Superintendent will arrange for the meeting to take place in  
13 a location with the appropriate equipment so that Board members participating in the meeting  
14 electronically may interact, and the public may observe or hear the comments made. The  
15 Superintendent will take measures to verify the identity of any remotely located participants.  
16

17 Meeting Conduct and Order of Business  
18

19 General rules of parliamentary procedure are used for every Board meeting. *Robert's Rules of Order*  
20 may be used as a guide at any meeting. The order of business shall be reflected on the agenda. The  
21 use of proxy votes shall not be permitted. Voting rights are reserved to those trustees in attendance.  
22 Voting shall be by acclamation or show of hands.  
23

24 Rescind a Motion  
25

26 A motion to rescind (cancel previous action) may be made anytime by any trustee. A motion to  
27 rescind must be properly noticed on the Board's agenda for the meeting. It is in order any time prior  
28 to accomplishment of the underlying action addressed by the motion.  
29

30 Cross Reference: 1441 Audience Participation  
31

32 Legal References: § 2-3-103, MCA Public participation - governor to ensure guidelines  
33 adopted  
34 § 2-3-202, MCA Meeting defined  
35 § 2-3-212, MCA Minutes of meetings – public inspection  
36 § 20-1-212, MCA Destruction of records by school officer  
37 § 20-3-322, MCA Meetings and quorum  
38 § 20-3-323, MCA District policy and record of acts  
39 *Jones and Nash v. Missoula Co., 2006 MT2, 330 Mont 2005*  
40

41 Policy History:

42 Adopted on:  
43 Reviewed on:  
44 Revised on: