

CASCADE SCHOOL DISTRICT 3 & B

Meeting of the Board of Trustees



APPENDICES

May 16, 2023 Regular Board Meeting

APPENDIX A

Staff Reports

Section II – Principal

Section II – Activities Director

Section III – Superintendent

Section IV – Business Manager/Clerk

SECTION I: PRINCIPAL

Elementary Board Report May 2023

We completed our SBAC testing around the last week of April, and our grade level results for the Math and ELA tests are in. I hope to have the data compiled to present at the next board meeting. We still have not received our Math Performance Task results, but I don't expect them for a couple of months due to the individualized grading.

We are winding down our last two weeks of school. The teachers have planned a lot of fun events and activities for the students. The JH and HS will have activities each day during the last week that will allow the students to work together in groups made up of students from each grade level. The teachers planned this last year, and it was such a huge success we wanted to do it again. The elementary will be doing learning activities with other grade levels throughout the remainder of the school year and will also participate in a field day on the last day of school.

We have our graduation and promotion celebrations during the next two weeks. Senior graduation will be Sunday the 21st, Kindergarten graduation Wednesday the 24th, and 8th grade celebration on Thursday the 25th. The last day of school will be the 25th for grades 1-11. The seniors' last day will be the 18th, and the Kindergarten and K1 classes will end on the 24th. The teachers' final day will be May 26th, so we will end the day with our traditional End of the School Year lunch. We hope to see you at some of these events!

SECTION II: ACTIVITIES DIRECTOR

Activities Board Report - May Meeting

FFA

The greenhouse is open for business Mother's Day weekend

BPA

Follow up from the National Conference

Music

Two musicians and their accompanist traveled to the State Music Festival in Missoula to play their solos for adjudication. Zoe Mazaira, clarinet, and Kylee Finn, Flute, with Pedro Masa as their accompanist, played very well and earned the highest rating, a superior, for their efforts.

Follow up from Spring Art Gala

Spring Sports

Follow up on District Track

Divisional Track will be May 18th and 19th in Great Falls

State Track will be May 25-27 in Laurel

Hudl has approached us about switching from NFHS/Pixelot to Hudl.

The junior high volleyball tournament will be held in Cascade the first week of October.

Elementary Field Day

The elementary field day will be held on the last day of school. The 3rd through 5th grade classes will compete in a track meet - very similar to an official meet. The 6th grade class will help run events. This will be held during the first half of the school day. The schedule will be posted on the website when it is complete. The 1st and 2nd grade will participate in a field day similar to what they have done in the past. It will include a few track/field events as well as some fun games for everyone to enjoy. The 1st and 2nd graders will participate in their events during the second half of the school day.

Superintendent's Report to the Board for May

Board Members,

We have finished our state testing window and are rapidly approaching the end of our school year. We have interviewed and submitted recommendations for hiring the majority of positions we need to fill for the 2023 -2024 school year.

The negotiation committee had a meeting with the CBA last week and we have a recommendation for action at the board meeting tonight.

Since our Levy did not pass, we will need to make a decision on how to best use the remaining ESSR funds. Karsen and myself have juggled around a few ideas but it might be beneficial to have either a financial or facilities committee meeting to determine the best use of the remaining funds.

The legislative session has ended. Here is a link to the bills that were signed and the estimated impact it will have on our kids.

Link for legislative bills:

<https://mrea-mt.org/wp-content/uploads/2023/05/Bills-Signed-Into-Law-5-9-23.pdf>

We have received our accreditation reports and certificates. We received regular certification for our Elementary and Junior High. We received deficiency status for the high school. The reason for the status is that we have two teachers who were not properly Montana Teaching certified over the majority of the year. While these issues have been remedied now, the deficiency status will remain for the year. Sadly, this is becoming a common occurrence around the state. I will explain more in the public meeting as well as our plan moving forward.

Our main focus now is getting all plans and improvements in place for the summer for that is when the majority of the facilities get their yearly maintenance.

With Badger Pride,

Levi Collins

The State of Montana

hereby certifies that

Cascade School

has been granted

REGULAR

Accreditation Status for the **2022-2023** school year
by action of the Board of Public Education.



Superintendent of Public Instruction
Member, Board of Public Education



Chairperson,
Board of Public Education

The State of Montana

hereby certifies that

Cascade 6-8

has been granted

REGULAR

Accreditation Status for the **2022-2023** school year
by action of the Board of Public Education.



Superintendent of Public Instruction
Member, Board of Public Education



Chairperson,
Board of Public Education

The State of Montana

hereby certifies that

Cascade High School

has been granted

DEFICIENCY

Accreditation Status for the **2022-2023** school year
by action of the Board of Public Education.



Superintendent of Public Instruction
Member, Board of Public Education



Chairperson,
Board of Public Education

SECTION IV: BUSINESS MANAGER

PRIOR YEARS

CASCADE PUBLIC SCHOOLS

Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: April 2019, 2020, 2021, 2022

Month	Year	Fund		Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
Apr	2022	101	General	\$201,814.72	\$1,007,920.91	\$1,430,304.03	\$1,430,304.03	\$ 422,383.12	70%
Apr	2022	201	General	\$138,673.57	\$7,474,421.69	\$1,017,084.98	\$1,017,084.98	\$ 269,663.29	73%
Apr	2021	101	General	\$190,019.52	\$ 996,680.62	\$1,445,690.00	\$1,445,690.00	\$ 449,009.38	69%
Apr	2021	201	General	\$118,847.58	\$ 661,138.31	\$1,014,350.00	\$1,014,350.00	\$ 353,211.69	65%
Apr	2020	101	General	\$111,182.74	\$ 913,607.22	\$1,415,556.00	\$1,415,556.00	\$ 501,948.78	65%
Apr	2020	201	General	\$ 66,090.74	\$ 656,684.85	\$ 989,292.00	\$ 989,292.00	\$ 333,607.15	66%
Apr	2019	101	General	\$107,986.06	\$ 873,372.77	\$1,339,509.00	\$1,339,509.00	\$ 466,136.23	65%
Apr	2019	201	General	\$ 73,880.59	\$ 688,430.63	\$1,022,939.00	\$1,022,939.00	\$ 334,508.37	67%
4 YR AVERAGE									68%

CURRENT YEAR

CASCADE PUBLIC SCHOOLS

Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: April 2023

Month	Year	Fund		Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
Apr	2023	101	General	\$ 1,236.70	\$ 99,788.36	\$1,467,139.00	\$1,467,139.00	\$ 469,250.64	68%
Apr	2023	201	General	\$ 29,199.08	\$ 728,320.09	\$1,030,278.00	\$1,030,278.00	\$ 301,957.91	71%
Grand Total:				\$ 30,435.78	\$ 828,108.45	\$2,497,417.00	\$2,497,417.00	\$ 771,208.55	70%

APPENDIX B

Board Report

Section I – Negotiations Minutes

Section II – Board Training Hours

SECTION I: NEGOTIATIONS COMMITTEE REPORT

Negotiations Committee Meeting

May 4, 2023

5:00 pm

Board Room

Attendees:

Iain McGregor

Ruth Mortag

Rick Cummings

Coleen MacDonald

Alissa Johnson

Levi Collins

Karsen Floerchinger

Topics:

- **Extracurricular Incentives**
The committee asked the Union to discuss possible incentives for teachers to take on duties such as drivers education or coaching roles. Some suggestions were:
 - Driver's Ed - training paid for by district. Can't use credits toward lane change.
 - Coaching - increase pay - no PIR requirements during season.
- **Discretionary Days**
 - A discretionary day policy was presented, reviewed and agreed upon by the committee. 10 discretionary days will be allotted to the certified staff per year.
- **Contract hours:**
 - The committee agreed to reduce the total contracted hours from 1432 to 1416 by removing 16 hours of PIR days from the schedule.
- **Recruitment:**
 - A discussion was held pertaining to the recruitment of teachers, especially in hard-to-fill positions such as Science. The incentive bonus was discussed and revised.
 - A recruitment bonus was also discussed and agreed upon to implement.
- **Substitute pay:**
 - An increase in substitute pay was discussed and agreed upon. Sub pay will be increased by \$15/day
- **Salary Matrix**
 - The committee discussed and agreed upon a 4% increase on the base for FY2024 and a 2% increase on the base for FY2025.

Adjourned 6:40 pm

SECTION II: BOARD TRAINING HOURS

Cascade Board Hours 2022-2023

NAME	DATE	TRAINING	CREDITS
John Rumney	Aug 9, 16, 23	School Activities Seminar	6
	Dec 6-7	School Safety, Security & Innocations	9
	Total		15
Iain McGregor	Feb 13	Collective Bargaining Seminar	6
	April 14	Legal Primer	6
	Total		12
Ruth Mortag	Aug 9, 16, 23	School Activities Seminar	6
	44970	Collective Bargaining Seminar	6
	45029	MCEL	3
	Total		15
Chris Wilson	Aug 9, 16, 23	School Activities Seminar	6
	Oct 19-21	MCEL	30
	Total		36
Rick Cummings	Aug 4, 11, 18	Summer Series	6
	Aug 9, 16, 23	School Activites Seminar	6
	Aug 25; Sept 1, 8, 15, 29; Nov 7; Dec 1,8,15; Jan 5, 12, 19, 26; Feb 2, 9, 16, 24; Mar 2, 16, 23, 30; Apr 6, 13	Think Tank Thursday watched in person and recorded	23
	Oct 19-21	MCEL	30
	Dec 6-7	School SAFety, Security & Innovations	9
	Feb 13	Collective Bargaining Seminar	6
	FEb 7, 14, 21	HR Symposium	6
	Mar 7, 21, 28	School Finance & Budget Symposium	6
	Total		92
	Mark McKamey	Aug 9, 16, 23	School Activites Seminar
Jan 25		Day of Advocacy	6
Total		12	

APPENDIX C

New Business

Section I – Collective Bargaining Agreement 2023-2025

Section II – Classified Staff Salary Matrix

Section III – Extracurricular Pay Matrix

Section IV – Schoolhouse IT Renewal Letter

Section V – MAP Growth Fact Sheets

Section VI – SY2023-2024 MHSA Documents Section

VII – Resolution to Decommission Property

SECTION I: COLLECTIVE BARGAINING AGREEMENT 2023-2025

COLLECTIVE BARGAINING AGREEMENT

Between

CASCADE PUBLIC SCHOOLS
SCHOOL DISTRICT 3&B
CASCADE COUNTY

AND

THE CASCADE EDUCATION ASSOCIATION

2023-2025

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PREAMBLE

The parties have an obligation pursuant to law to bargain collectively with respect to wages, hours, fringe benefits and other conditions of employment, and the parties have reached certain understandings which they desire to confirm in this Agreement, and in consideration of the foregoing mutual covenant, it is hereby agreed as follows:

ARTICLE 1—RECOGNITION

- 1.1 The Cascade Board of Trustees District #3&B (referred to as the Board) agrees to recognize the Cascade Education Association (referred to as the Association) as the exclusive representative of the teachers for the term of this Agreement.
- 1.2 The exclusive representative shall represent members of the appropriate unit which shall consist of all 3/7th to full-time teachers of the school district who are certified in Class I, II, IV, V, as provided in Section 20-4-106, MCA, and whose positions call for or require such certification but shall exclude the following:
 - A. Superintendents and Principals;
 - B. Substitute teachers;
 - C. Teacher's aides; and,
 - D. Supervisors as defined by the 20-4-106, MCA
- 1.3 Unless otherwise indicated, the term "teacher" when used hereinafter shall refer to all employees in the appropriate unit as above defined.

ARTICLE 2—TEACHER RIGHTS AND RESPONSIBILITIES

- 2.1 Nothing contained herein shall be construed to deny or to restrict any teacher such rights as he/she may have under Montana and federal law.
- 2.2 The Board agrees that individual teachers shall have the rights of association, self-organization, and the designation of representatives of their own choosing in compliance with 39-31-201, RCM.
- 2.3 No teacher shall be disciplined, reprimanded, reduced in rank or compensation without the following steps, A through C, having been implemented sequentially by a school administrator:
 - A. Oral warning
 - B. Formal written warning or reprimand to cover the following:
 1. What happened?
 2. Reason for warning or reprimand.
 3. What changes are expected?
 4. Suggestions for improvement with timetable.
 5. What will take place if no change is forthcoming or the situation giving rise to the warning or reprimand is repeated?
 6. The teacher shall have the right to file a written response to the formal warning and have the response placed in his/her personnel file.
 - C. Disciplinary action, which may include, but is not limited to, suspension, discharge, termination, non-renewal or dismissal of the charges leading to the hearing.
 - D. In cases where the action(s) of the teacher is of such a nature as to seriously and adversely affect the educational process, corrective discipline of the teacher may be brought before the Board of Trustees for a hearing of the issue.

E. No tenured teacher shall be disciplined, reprimanded, reduced in rank or compensation, terminated or discharged without just cause. Discharge and termination do not include nonrenewal without cause under Section 20-4-206, MCA.

2.4 The individual contract of employment between the Board of Trustees and each teacher shall contain the following statement:

"This individual contract is made pursuant to and subject to the terms and conditions of the Agreement between the Association and the Board of Trustees, and to the extent that the provisions of this contract and said Agreement may be inconsistent, the provisions of said Agreement shall be controlling."

Therefore, if individual contracts are issued during negotiations, mediation, or fact finding or before agreement has been reached between the Board and the Association, the provisions of each individual contract shall be adjusted to comply with the terms and conditions of the final agreement once it has been consummated.

2.5 Notice of non-renewal of a non-tenured teacher's contract must be given by June 1.

2.6 Reduction In Force

A. Non-tenured teachers shall be excluded from this Reduction in Force provision.

B. A Reduction in Force and the term "layoff" as used herein shall mean any suspension from employment arising out of a reduction in the teacher work force of the District, and shall be separate and distinct from the terms retirement, resignation, non-renewal, discharge, dismissal, or termination.

C. Grades 7-12 and Grades K1-6 shall be considered as separate units for purposes of this section so that the layoff procedure with respect to one such unit shall not apply to other units.

D. If the layoff affects a particular educational program or unit, layoffs will be confined to personnel employed in such program or unit. However, nothing shall be interpreted or applied so as to prohibit the Board from assigning laid off personnel to positions in other units or programs, for which they are qualified, held by less senior teachers.

E. Definition - Seniority shall be defined as the total length of continuous service, including full credit for service of less than a full duty day or service of less than a full contract year, if a teacher has signed a contract for the ensuing school year with the District. Seniority shall accrue from the date of employment. Seniority will not be broken by approved leaves of absence. Seniority will not be broken by employment by the Board in a position outside the appropriate unit if the Board required certification/license for employment in that position. In the event of identical dates of employment, those holding advanced educational preparation shall have precedent. In the event of both identical dates of employment and advanced preparation, rank shall be determined by lot. This order once established shall not change.

F. Loss of Seniority - A teacher shall lose his/her seniority for any of the following reasons:

1. if teacher is dismissed and not subsequently reinstated,
2. if teacher retires,
3. if teacher resigns,
4. if teacher overstays a leave of absence without obtaining an extension of the leave,
5. if a teacher declines an offer of recall to the previous-held positions or an equivalent position.

G. Seniority List - A seniority list shall be prepared by the Board at least once a year not later than January 1. Needed corrections to this list shall be presented to the Board in writing prior to January 20. All uncontested data will be considered accurate from that point and for subsequent years. Corrections after this date may be made only with the written agreement of the Board. A copy of this list shall be provided to the Association and shall be available in all buildings for review during regular working hours.

H. When a reduction in force takes place, the least senior teacher shall be laid off first, provided that the least senior teacher does not have experience and qualifications that are substantially greater than a more senior teacher. If the less senior teacher has such experience and qualifications, a more senior teacher shall be laid off first. The RIF Experience and

Commented [1]: K1-6
Should it be K1-8 for budgetary purposes?
Commented [KF2R1]: Changed to K1

Qualifications Worksheet and Rubric shall determine when a teacher has substantially greater experience and qualifications. See Appendix F.

I. Recall:

1. When recalling to the former teacher's District assignment, the most senior teacher shall be the first recalled, provided that a less senior teacher does not have experience and qualifications that are substantially greater than the more senior teacher. In such event, the less senior teacher shall be recalled first. Recall rights shall not be based exclusively on seniority.
2. When recalling to a teaching position other than the previous District assignment, the most senior teacher must have experience and qualifications that are substantially greater than all other personnel.
3. The Board shall give written notice of recall from layoffs by sending a registered or certified letter, return receipt requested, to said teacher at the teacher's last known address. The teacher's address as it appears on the Board's record shall be conclusive when used in connection with layoffs, recalls, or other notices to the teacher. It shall be the responsibility of each teacher to notify the Board of any changes of address. If the Board is not able to cause delivery of the notice of recall within fifteen days of the date that such notice was sent, it shall result in forfeiture on the part of the teacher to any further rights to reinstatement.
4. The teacher on recall who signs a contract with another school district shall notify the District within thirty (30) days or shall forfeit all rights to recall. If the District has knowledge that any teacher on recall is under contract with another school district, the District is under no requirement to offer a contract to a teacher on recall unless the District has received notice that the other employer is aware of the possibility of recall to District employment, and the other employer has agreed to release the teacher upon recall by the District.
5. If a teacher declines or does not accept an offer of recall to the previous-held position or an equivalent position within seven days of the notice of recall, it shall result in the forfeiture on the part of the teacher to any future rights of recall under this article.

J. The Board shall be the sole determinant of: the number of teachers employed in each school program(s); the continuation, elimination, or modification of each school program(s); and the quality of each school program(s).

2.7 Teachers will perform all duties faithfully and satisfactorily as directed by the administration and agree to comply with and abide with all pertinent statutes of the state of Montana and rules and regulations promulgated by the Board.

ARTICLE 3-ASSOCIATION RIGHTS AND RESPONSIBILITIES

- 3.1 The Cascade Education Association, as the exclusive representative of all of the members of the appropriate unit, will represent all such persons fairly and equally. The Cascade Board of Trustees shall assist the CEA in promoting membership in the Association. No one shall be required to join the Association but membership in the Association shall be encouraged and made available to all who apply, consistent with the Association constitution and by-laws. No one shall be denied Association membership because of race, creed, color or sex.
Each teacher who is not an Association member may provide written authorization to the Cascade Board of Trustees to have a representative fee deducted from his/her salary. This fee will be forwarded as directed by the Cascade Education Association.
- 3.2 Any teacher may become a member of the Association under the procedures specified by the Association.
- 3.3 The Board of Trustees agrees to furnish to the Association upon written request to the superintendent such information or access to such information as is not confidential, is a matter of public record and directly relates to the grievance process, negotiations, hearings, or litigations. Such requests are subject to Association reimbursement to the district for the cost of supplying such information.
- 3.4 The Association shall have the right to use the interschool mailboxes for distribution of Association materials. The Association's right to the use of the interschool mailboxes shall be considered void in cases of work stoppage or strike.
- 3.5 Representatives of the Association will be permitted to conduct business on school property, provided the business does not interfere with the educational process. Such rights shall be considered void in cases of work stoppage or strike.

3.6 The Association and its representatives shall have the right to use school buildings at times and on dates in which the buildings have been previously scheduled for district or public use. Written notice will be given to the building administrator in sufficient advance time to schedule the building use. Such right shall be considered void in cases of work stoppage or strike.

3.7 The Association and its representatives shall have the right to use school office and audiovisual equipment in the school. The Association shall pay the cost of such use and materials and agree to compensate the district for any damages sustained in such use. Such rights shall be considered void in cases of work stoppage or strike.

ARTICLE 4—BOARD RIGHTS AND RESPONSIBILITIES

4.1 The matters of negotiations and bargaining for agreement herein shall not include matters of curriculum, policy of operation, selection of teachers and other personnel, or physical plan of schools or other facilities. The Board has authority, duties and responsibilities conferred upon and vested in it by law to establish school policy of operation, including but not limited to the following rights:

- A. to exercise the executive management and administrative control of the school system and its properties, facilities, programs and the contracted activities of its employees,
- B. to employ and re-employ all personnel, determine their qualifications, conditions of work, and work assignments and further to promote, demote or dismiss such personnel as provided by law; and
- C. to select textbooks and other teaching materials to be used in all courses of instruction, to establish and supervise curriculum, manner of instruction, class schedules, hours of instruction, days that the school shall be in session, physical plant and other facilities to establish terms and conditions of work, except as hereinafter set forth.

4.2 The Association shall recognize any agent of the Board selected to represent it in any matter covered by this Agreement as is evidenced by letter of appointment executed by the Board chairperson or the clerk of the district. The exercise of the foregoing powers and duties by the Board, the adoption of policies, rules and regulations, and furtherance therewith shall be limited only by the specific and express terms of this agreement and applicable laws of the state of Montana and of the United States of America.

4.3 The management of the district and the direction of its employees are vested exclusively in the Board. All matters not specifically and expressly covered or treated by the language of this Agreement may be administered by the Board in accordance with such policy or procedure as the Board may determine. Management rights will not be deemed to exclude other management rights not herein specifically enumerated.

4.4 The Board agrees to bargain with the exclusive representative as outlined in Montana laws and this Agreement. The Cascade Board of Trustees shall assist the CEA in promoting membership in the Association. No one shall be required to join the Association but membership in the Association shall be encouraged and made available to all teacher candidates in the Cascade School District.

4.5 ~~Information regarding positions which are to be available through creation or vacancy shall be publicized to the staff by posting notices on staff work area bulletin boards and by providing one copy of the notice to the Association president; the school website. Qualifications shall be listed on the position announcement.~~

Commented [3]: Not posting job postings on bulletin boards.... Dated? Reword to school website?

4.6 Teachers in the Cascade School District may apply for any vacancy for which they are certified and qualified. The board will consider the professional background and attainments as well as other relevant factors such as, but not limited to, district goals and objectives in the review of all applicants. If two applicants are of equal standing and one is a teacher in the Cascade School District, said teacher shall have the advantage in selection.

4.7 ~~The Board joins the Association in the cost of printing copies of this Agreement within thirty (30) days following final signatures. The Board will make copies available to all teachers hereafter employed or offered employment by the district. The association will make copies available to all teachers presently employed in the district. Upon approval and final signatures, this Agreement will be made available electronically within thirty (30) days to all teachers presently employed, hereafter employed or offered employment by the district via the school website.~~

Commented [4]: Dated? Electronic copies?

4.8 ~~The Board will decide if a hiring incentive for an open teaching position in the District will be offered, and if approved, will direct the superintendent to post the incentive options with the job advertisement. The CEA-MEA president will be notified as to whether an incentive is being offered.~~

Commented [5]: Discuss – in past few years, superintendent has been offering hiring bonus to specific applicant, not vacant position and having board approve the incentive for specific person upon hire.

~~If approved by the Board, a candidate for an open teaching position may choose one of the following two options:~~

~~A. The Board may provide a match for a newly hired teacher's student monthly loan payments for educational studies up to but not to exceed \$200 per month for participating full-time teachers not to exceed 9 months. Payments are to be made directly to the teacher's loan company or financial institution; or~~

Commented [6]: \$100/mo

~~B. A newly hired teacher will be given a one-time only hiring bonus of \$1,800 to be paid upon the Board's final approval of the new hire.~~

Commented [7]: Would like to change verbiage to "to be paid upon the first regular payday after the employee begins working"

A hiring incentive may be available for an open teaching position in the District. The hiring incentive will be set in the range of 5-10% of the regular annual contract amount offered to the candidate. As a collective party, the Administration and CEA will decide if an open position is eligible for the hiring incentive and what percentage to set the hiring incentive at by completing and filing the hiring incentive form in Appendix G. The incentive will be posted with the job advertisement upon approval. The selected candidate for the position may choose one of the following two options:

A. The candidate may elect to have the incentive payable towards monthly student loan payments for educational studies. The total amount of the incentive will be broken into twenty-four (24) equal payments. The payments will be made directly to the teacher's loan company or financial institution over a period of two (2) years, beginning the first payday after beginning work. If the teacher should leave the District before the completion of two years, they shall forfeit the remaining payments.

B. The candidate may elect to have the incentive payable in a two-part stipend. The total amount of the incentive will be broken into two (2) equal payments. The first payment will be made payable on the first payday after beginning work. The second payment is contingent upon the offer and acceptance of a second-year contract in the District. Upon offer and acceptance, the second payment will be made on the first payday of the second contract year. If the teacher is not offered or does not accept employment for the second contract year, they shall forfeit the remaining payment.

4.9 The Board will offer a recruitment incentive in the amount of one thousand dollars (\$1,000) to all currently employed certified teachers who successfully recruit other certified teachers to accept full-time teaching jobs in the District. To be eligible for the incentive, the newly hired teachers must complete the contracted year, and the recruiter must provide evidence that they were the ones who referred the candidate by completing and filing the recruitment form in Appendix H. The incentive will be awarded at the end of the school year following the completion of the newly hired teacher's first year of service.

Commented [KF8]: Discussed adding recruitment bonus for certified staff

ARTICLE 5—GRIEVANCE PROCEDURE

5.1 A "grievance" shall mean an allegation by a teacher, group of teachers, or the Association resulting in a dispute or disagreement between the teacher and the school district as to the interpretation or application of the terms and conditions contained in this Agreement.

5.2 The teacher, group of teachers, Association, administrator or school district may be represented during any step of the procedure by any person or agent designated by such party to act in his/her behalf.

5.3 The following definitions and interpretations pertain:

A. Extensions: Time limits specified in this agreement may be extended by mutual consent.

B. Days: Reference to days regarding time periods in this procedure shall refer to working days. A working day is defined as all weekdays not designated as holidays by state law instructional and PIR days.

Commented [9]: 4 Day Week – not all week days – reword?

C. Computation of Time: In computing any period of time prescribed or allowed by procedure herein, the date of the act, event or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a nonscheduled Friday, Saturday, Sunday or a legal holiday.

Commented [10]: 4 Day Week – scheduled Fridays – reword?

D. Filing and Postmark: The filing or service of any notice or document herein shall be timely if it is personally served or if it bears a certified postmark of the United States Postal Service within the time period.

5.4 Concerning Time Limitations and Waivers: Grievances shall not be valid for consideration unless the grievance is submitted in writing to the school district's designee(s) setting forth the facts and the specific provisions of the agreement allegedly violated and the particular relief sought within twenty (20) days after the date of the first event giving rise to the grievance occurred. Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one level to another within the time periods hereafter provided shall constitute a waiver of grievance.

5.5 In the adjustment of grievance, the school district and the teacher(s) shall attempt such adjustments of grievance arising during the course of employment in the following manner: (Use appendix A of this contract)

A. Level One: If the grievance is not resolved through informal discussions, the school district designee shall give written decision on the grievance to the parties involved within five (5) days following receipt of the written grievance.

B. Level Two: In the event the grievance is not resolved in Level One, the decision rendered may be appealed to the superintendent of schools provided such appeal is made in writing within ten (10) days after receipt of the decision of Level One. If the grievance is properly appealed to the superintendent, the superintendent shall set a time to meet regarding the grievance within seven (7) days after receipt of the appeal. Within five (5) days following the meeting, the superintendent shall issue in writing, to the parties involved, a decision.

C. Level Three: In the event the grievance is not resolved in Level Two, the decision rendered may be appealed to the Board of Trustees provided such appeal is made in writing within ten (10) days after receipt of the decision of Level Two. If a grievance is properly appealed to the Board of Trustees, the superintendent shall cause the grievance to be placed on the agenda of the next regularly scheduled Board meeting for hearing of the parties involved. The Board of Trustees within seven (7) days after hearing the grievance will render a decision in writing to the parties involved.

D. Level Four: If the aggrieved is not satisfied with the disposition of the grievance by the Board, the grievance, only at the option of the exclusive representative, may be submitted before an impartial arbitrator. The exclusive representative shall exercise its right of arbitration by giving the superintendent written notice of its intention to so file within ten (10) days of the receipt of the decision at Level Three.

Within ten (10) days after such written notice of submission to arbitration, the superintendent and the exclusive representative will attempt to agree upon a mutually acceptable arbitrator and to obtain a commitment for such arbitrator to serve. If the parties are unable to agree upon an arbitrator or obtain such a commitment in ten (10) days a request for a list of arbitrators will be made to the Board of Personnel Appeals. The arbitrator shall be chosen by each party deleting one name in order (after the flip of a coin) until one name remains.

The arbitrator selected will confer with the representative of the Board and the exclusive representative and hold arbitration session(s) promptly and will issue his/her decision not later than thirty (30) days from the date of hearing. The arbitrator's decision shall be in writing and will set forth decision, reasoning and conclusions. The report will be submitted to the Board and the exclusive representative. The findings shall be binding on both parties.

E. Step Waiver: Provided both parties agree in writing, any level of this grievance procedure may be bypassed and processed at a higher level.

F. Costs: Each party shall bear its own costs of arbitration except that the fees and charges of the arbitrator shall be shared equally by the parties.

G. Jurisdiction of the Arbitrator: The arbitrator shall have no power to alter, add to, or subtract from the terms of this Agreement. The arbitrator's findings shall be based upon the specific provisions of this Agreement. This arbitration provision shall be for grievances only.

H. Exceptions to Time Limits: The time limits provided in this Article shall be strictly observed unless extended by written agreement of the parties. Notwithstanding the expiration of this Agreement, any claim or grievance arising there under may be processed through this grievance procedure until resolution.

5.6 No reprisals of any kind will be taken by the school district or its designee(s) against any teacher nor will the exclusive representative or any teacher(s) take reprisal action against any member of the Board of Trustees or school administration because of their participation in this grievance procedure.

ARTICLE 6—WORK DAY/WORK YEAR

6.1 School Day: The teachers' workday shall be determined by the board with the day not exceeding 9 hours (excluding an occasional IEP or staff meeting) on any given student day and 4 hours on any PIR ~~Friday day~~, with the teachers' individual contract specifying the number of contracted hours for the school year. A teachers' workday will not have morning duty prior to the contracted time. Any hours scheduled outside of the teacher's normal school day (i.e. open house, family night, subject night...) shall be proposed by the calendar committee prior to adoption by the board.

Commented [11]: PIRs before school starts & PIR after school ends?

6.2 Teachers will be scheduled to work ~~1432~~ **1416** instructional and instructional related hours.

Commented [KF12]: Reduced by 16 hours PIR

6.3 Lunchroom, homeroom, and playground duties shall be scheduled by the administration and be rotated equally within the staff as reasonably and as practically as possible.

A. The Board of Trustees will institute a joint teacher (Association member chosen by the Association), Administration/School Board member committee to review teacher concerns as requested by the Board or Association.

B. Each teacher will receive a calendar that includes one period, duty-free prep time per day that is proportional to the other periods of the day spent with students. In the case of part-time teachers teaching 4/7 periods per day or more, the district will provide a percentage of a preparation period based on the instructional assignment agreed to in the teacher's contract. (A part-time teacher teaching 6/7 would receive compensation for a preparation period of 6/7 of one period).

C. ~~Two teachers who by rotation are scheduled as junior class or senior class advisors shall receive a stipend, as listed in the Coaches/Sponsors/Advisors/Activities/Athletic Handbook, made payable at the end of each school year. of \$250 each to be paid at the end of each school year.~~ The principal shall establish the expectations of the junior and senior class advisors at the beginning of each school year and will evaluate each advisor yearly upon payment of stipends.

Commented [13]: This stipend is also listed in the Coaches/Advisors handbook – matrix was removed from CBA. Does this need to be removed? Should it be listed in both? The stipend was increased by \$100 in the Coaches/Advisors handbook.

6.4 Teachers filling positions which require certification and who are paid on an hourly basis shall be compensated at the following rate effective July 1, 2008 (unless covered by an additional contract).

A. ~~When teaching students~~ \$18.00 per hour

B. ~~When not teaching students~~ \$12.00 per hour

C. Assigned Extracurricular Duties: Assigned extracurricular duties shall mean duties for which compensation is not already being received and shall be limited to activities for which the general public will attend. The teachers will sign up for, and complete three of these duties throughout the school year. Any teacher may sign up for more of these duties and will be compensated for those duties, beyond the three, at the rate of \$12 per hour.

Commented [14]: Does this include Driver's Ed? Adult Ed? If so, the amount for Driver's Ed was increased to \$35 (double check). Driver's Ed is also listed in the Coaches/Advisors handbook. Should it be removed from one?

Commented [15]: Who is keeping track of this? Do we need to add who is in charge of keeping track of this? For more than 3, should teachers be submitting timecards?

6.5 The Board of Trustees will institute a joint teacher/administration committee responsible for recommending the school calendar. Two teachers (Association members) and one administrator will comprise the committee. The committee will present the proposed calendar to the Board which will approve the calendar. The school calendar shall be part of the school district policy of operation and shall not be part of this ~~Agreement~~.

Commented [16]: Do we need a date by which this should be done?

6.6 ~~Teachers shall adhere to professional attire standard Mondays through Thursdays. Such a standard means that clothing which common sense dictates is not appropriate for classroom, business office or parents' meeting shall not be worn. For example, teachers should not wear inappropriate footwear, blue jeans, spandex, shorts, oversize T-shirts, see-through blouses, or sweat suits. But teachers may adjust their attire when appropriate for field trips, physical education classes, art classes or Vocational Agriculture classes. More casual attire is permissible on Fridays provided that it does not create a distraction to the educational process or set an undesirable example for students. Individual exceptions to this dress code may be made by the Administration for special circumstances such as medical recommendations, etc.~~ **Teaching as a profession, demands setting a good example for**

Commented [17]: Updated this language in the Certified Handbook – match language?

Commented [18]: No Friday – switch to Thursday or scratch?

students in every possible way. As adults and professionals, teachers are expected to be guided in their grooming habits by what is most generally acceptable in the business and professional world. Teachers shall follow the dress code policy as outlined in the Certified Handbook.

ARTICLE 7—LEAVES

7.1 Any teacher who intends to take leave of any nature will be responsible for lining out their own subs, entering their leave request into Frontline and ensuring they have approval and coverage prior to taking leave by using the automated sub phone line, effective School Year 2017-2018.

Commented [19]: We don't really do this? Will be responsible for submitting their leave in frontline?

7.2 Peer Coverage: Teachers needing leave for one (1) hour, and one hour only, for sick, personal, bereavement, school sponsored activities, or professional leave, and finding a peer teacher to substitute for that hour, will not lose a day of leave or fraction of a day. It is the responsibility of the teacher to (1) secure a fellow teacher to cover for the 1-hour absence; (2) obtain a Leave Request Form and the proper signatures; and (3) submit the Leave Request Form to the principal, enter the leave into Frontline; and (3) ensure approval is granted by the principal. In the case of absence for one hour due to school sponsored activities, school administration may assist the teacher in finding coverage. Teachers can obtain emergency peer coverage from a teacher who is willing to watch their class even if they are watching their own class upon administrative approval. The principal has the final decision as to whether the absence/substitute arrangement upsets the educational setting and will be permitted. In all circumstances, the substituting teacher can earn credit toward a personal discretionary day (See Article 7.4 F).

Commented [20]: Dated – submit time on frontline?

Commented [21]: Haven't been doing this since 4 Day week started?

7.3 Unauthorized Absence: Teachers missing scheduled contract days or portion of days which are not excused by the administration or covered by leave policy will have a proportionate part of their salary deducted. A pay reduction for the time of unauthorized absence will be equal to the teachers' daily rate (daily rate of pay = 1/187th or 1/length of school year if less than 187 days); number of hours absent/number of annual contracted hours

Commented [22]: We don't contract on days anymore – we contract on hours. Should this be adjusted by 1/contracted hours?

7.4 Sick Leave: The number of days of sick leave granted to teachers shall be equivalent to two weeks of instructional days per year. This leave will accumulate to a maximum of one hundred thirty (130) days. Leave over and above the accumulative total may be granted by the Board. Teachers with longer than a 10-month contract will receive one (1) day of sick leave per month of contract.

Sick leave is granted for personal illness or disability, medical appointments, quarantine, maternity or communicable disease involving the teacher, his/her spouse and/or their children or parents. The administration shall make the final decision whether the illness in the family falls within this category.

Discretionary Leave:

- A. All regularly employed teachers will be granted 10 discretionary leave days. Annual leave shall accrue monthly and is earned on a proportionate basis to the teacher's work year.
- B. A teacher in the District shall be permitted to utilize the annual 10 day accrual, in advance of accrual. In the event that such leave days are utilized herein prior to the earning thereof, such days will be deducted from future accumulations.
 - a. Leave days allowed shall be deducted from the accrued discretionary leave days earned by the teacher.
 - b. Up to three (3) leave days may be used consecutively for any purpose, based on the availability of substitutes. The utilization of more than three (3) consecutive leave days requires prior Superintendent approval.

C. Teachers who agree to substitute for a fellow teacher and in so doing lose their preparation time shall earn credit toward a discretionary day. For every six seven hours or periods of substitutions, the substituting teacher shall earn one extra discretionary day. (See Article 7.2)

Commented [23]: Haven't been doing this since 4 day week – if continuing this, can we add verbiage that the teacher must notify the clerk of peer coverage monthly?

D. At the end of each school year, if a staff member has remaining discretionary days, they may roll over a maximum of eight (8) days to the individual's sick bank. Any remaining days over the 8, up to a maximum of two (2) days, may be

paid out by the District at a certified substitute teacher wage. Teachers who do not use any of their discretionary days will be entered into a \$250 drawing held at the conclusion of the school year.

- E. A maximum of 8 unused discretionary leave days may accumulate each year to a maximum credit of 130 days of sick leave per teacher. Upon accumulating one hundred thirty (130) sick days, each certified staff member may contribute days of sick leave remaining at year-end to a common sick leave bank, as outlined in 7.10.
- F. In the event that a teacher who has been permitted to utilize discretionary leave in advance of accrual under this provision should leave the employment of the District, he/she shall be liable to the District for any leave pay advanced beyond his/her earned accrual.
- G. Upon the teacher's request, a teacher injured on the job in the service of the District and collecting Workman's Compensation Insurance, may draw sick leave and receive full salary from the District, his/her salary to be reduced by an amount equal to the insurance payments for lost salary and only that fraction of the days not covered by insurance will be deducted from his/her accrued sick leave.
- H. Paid discretionary leave shall not be granted for illness or disability occurring during the course of military, family, general or sabbatical leave.

The following rules apply:

- A. Teachers who are absent from school must notify the designated person of their intent to return to school by 3:00 p.m. of their last day of being absent.
 - 1. Except when notified to the contrary, the substitute teacher shall be released from duty at the close of the school day on Friday or on the last school day of the week or before the start of a vacation.
 - 2. In the event that the returning teacher has failed to notify the superintendent or principal of the teacher's intent to return to duty, and the substitute and the teacher both appear, the regular teacher will be expected to perform the classroom duties. The substitute shall be compensated for one-half day with the cost to be deducted from the teacher's salary.
- B. All teachers must call inform the designated person by as soon as possible, but no later than 7:00 a.m. to arrange for a substitute. Leave must also be entered into Frontline.
- C. A doctor's report may be required of teachers for illness extending beyond three (3) days if a doctor's care is necessary.
- D. Violations of the intended use of sick leave of the provisions of this article will engender disciplinary action.
- E. If a teacher leaves the district following fifteen (15) years of continuous teaching service in the Cascade school system, a teacher shall be compensated for twenty-five percent (25%) of his/her unused sick leave days based on salary base per day. If figure exceeds \$.50, the figure will be rounded to the next highest dollar.
- F. Teachers who are absent 1-4 periods will use a half (1/2) day of sick or personal discretionary leave; teachers who are absent 5-7 periods will use one (1) full day of sick or personal discretionary leave.

7.5 Personal Business Leave: Three (3) days when the district operates on a 5-day instructional week and two (2) days when the district operates on less than a 5-day instructional week of personal business leave without loss of pay or benefits will be allowed each teacher per school year.

Commented [24]: Call or enter into frontline?

Commented [KF25]: Move to 7.4 B

Commented [KF26]: Move to 7.4 C.

Commented [KF27]: Move to 7.4 B 3

Commented [28]: Reword: Personal business leave without loss of pay or benefits will be allowed each teacher per school year. Personal leave will be granted at three (3) days per year when the district operates on a 5-day instructional week and two (2) days per year when the district operates on less than a 5-day instructional week.

- A. Written requests for personal business leave must be submitted no less than three (3) business or school days in advance of the leave to the building principal. A personal leave request may not be approved if adequate substitute coverage cannot be secured.
- B. No more than two (2) teachers may be absent on personal business leave on the same day, unless special permission is given by the Superintendent.
- C. Personal Discretionary leave may not be used to extend any vacation period during the school year nor used in the first five (5) or last ten (10) days of the school year unless special permission is given by the superintendent.
- D. Personal leave shall be granted in minimum units of half days.
- E. A teacher has three options with unused personal leave days. Teachers must notify the District Clerk of their chosen option by May 5th of the current year. If the teacher fails to notify by this deadline, the District Clerk will default to option 3.
 - 1. Unused personal business leave at the allowed maximum per year may be added to the accumulated total of sick leave days, not to exceed the maximum established in Article 7.4.
 - 2. A teacher has the option to roll over one (1), and only one, unused personal day to the next school year, creating a maximum of one plus the total number of personal business leave days granted per year (as outlined in 7.5). Any unused days beyond the one allowable rollover, may be added to the accumulated total of sick leave days (refer to option 1) or may be paid out (refer to option 3).
 - 3. A teacher has the option to have unused personal days bought back at \$50 per day (or \$25 per half day).

Commented [KF29]: Move to 7.4 B

7.6 Sabbatical Leave: Sabbatical may be granted to promote staff development and to encourage the professional growth of teachers. When sabbatical leaves are available, a teacher with five (5) years of service in the district is eligible to apply. The following factors will be considered when the Board of Trustees grants a sabbatical.

- A. Factors
 - 1. Number of requests submitted (one sabbatical per year may be approved)
 - 2. Cost of sabbatical to district. Cost will include replacement teacher, sick leave, insurance, retirement and all associated costs of teacher replacement.
 - 3. Availability of qualified teacher replacement to fill in for staff member on sabbatical.
 - 4. Value of planned course of study to achievement of district goals.
- B. Salary and benefits
 - 1. The teacher will be compensated at (1/3) salary and (1/3) benefits while on sabbatical leave.
 - 2. Tenure will be maintained while on sabbatical.
 - 3. Teacher will provide service to the district for a minimum of two years after completion of sabbatical.
- C. Procedure
 - 1. Application for sabbatical must be submitted to the superintendent on or before February 1st.
 - 2. Board approval for sabbatical will be at the regular April meeting.

7.7 Medical Leave: The Cascade School Board will authorize a medical leave of absence from duty for reasons of verified medical disability, provided without salary or fringe benefits in accordance with the statute and Board Policies.

7.8 Maternity Leave: Teachers will be allowed to take maternity leave in conjunction as discretionary leave and sick leave in order to be paid while on maternity leave. Paid leave will follow regulations of the sick leave as outlined in Article 7.10. Teachers will be allowed to use discretionary days in order to be paid while on maternity leave. Once discretionary days are exhausted, employees may use their accumulated individual sick leave to continue their leave. For leave beyond accumulated discretionary and sick leave days, refer to Article 7.10.

Commented [KF30]: reworded

7.9 Professional Leaves, Meetings, and Conferences:

- A. Association Conference is covered and governed by state statute.
- B. Because visits to other classes and other schools are a valuable means of professional growth, any teacher may, upon written request and approval of the superintendent, be granted a visit, to vary in duration and purpose, to observe another school setting.
- C. Attendance at professional meetings will be granted at the discretion of the Board. The district may defray expenses if the district requests such attendance.

7.10 Sick Bank Policies and Procedures

- A. Purpose: The purpose of the sick leave bank is to provide additional leave only to the individually contracted teachers of Cascade Public School who need extended medical care, rehabilitation, hospitalization or leave as allowed in Article 7.3. Sick bank privileges shall not extend beyond the individual teacher under contract. A teacher must have exhausted all of his or her discretionary and accumulated individual sick bank and personal days and have incurred one five days without pay before entitlement. Sick leave bank benefits may not be used for maternity/paternity leave, or any other non-paid absence or leave.
- B. Participation and Donation: A participating teacher must have donated sick discretionary days to the bank in order to withdraw from the sick bank. A participant must contribute a total of five (5) days over a three (3) year period of time and is eligible to then withdraw ten (10) bank days for every day donated. Therefore, each member can withdraw a lifetime total of 50 days. Nontenured teachers may only donate one day per year, until tenure is reached. After receiving tenure, they will be required to donate at a rate of not less than two days per year until they have contributed five days. Contributions will be made to the bank on the last day of the school year upon checkout. The exception will be with the first-year teacher who will be expected to donate one day within one month of employment in the district. All donations are irrevocable.
- C. Committee: An administrative committee will be maintained to manage the bank and authorize the bank withdrawals. It will consist of one K-8, one 9-12 teacher (annually selected by members of the sick leave bank), and one administrator (appointed annually by the superintendent). For documentation purposes, the committee will work hand in hand with the school clerk. Withdrawal approval will be given on a simple majority vote. The committee will grant or deny each request within 20 days.
- D. Withdrawal Process: A formal written request must be made and submitted to the sick bank committee for approval. This bank may only be used by those teachers who have written verification from a medical doctor, or doctors when requested by the committee. The committee may request written verification from a second doctor. Sick bank days will be allocated in five-day blocks. Additional blocks from the bank will require submitting another request to the committee for approval. Any unused days (from a 5-day block) will be returned to the bank. The committee has the discretion of authorizing less than the ten bank days per day contributed should the bank's balance fall below 60 days.
- E. Maintaining a Minimum Balance: Should the bank's balance fall below 60 days; the committee has the authority to determine the number of additional sick days that must be deposited by each member so as to replenish the bank. Each member will be required to contribute an equal amount. Additional days contributed to the bank for this purpose does not entitle a member to withdraw more than the 50 days allowed (refer to Participation and Donation). Failure of a member to comply with the committee's request to replenish the bank will result in forfeiture of the individual's membership in the sick leave bank.
- F. Repayment of Days Withdrawn: Members who use the sick bank will be required to pay back sick days at the rate of two days per year. If a member ceases employment with Cascade Public Schools and has a balance of un-repaid days from the bank, that person shall have a payroll deduction from their final check to repay the sick leave days. Said deduction shall be figured using their daily rate of pay.

Commented [31]: Appendix says 5 days without pay

Commented [32]: Teacher has used sick bank for maternity leave in the past 6 years – union granted teacher sick bank for maternity. Does this want to be addressed?

Commented [33]: Don't follow this – new teacher have made elections at checkout – is there a reason why we need new teachers to contribute earlier in the year or can this be changed to checkout like all other teachers?

Commented [34]: Is there or should there be a cap on how many days teachers can donate? We have teachers right now that have hit their cap on accumulated sick days and donate all days they would receive in the upcoming year to the bank.

Commented [35]: Who is the committee? Right now, I'm the one who "maintains" the bank

G. Emergency Sick Leave Bank: In order to help newer teachers who have not been able to accumulate Sick Leave, this portion of the Sick Leave Bank is available to any teacher employed by Cascade Public Schools. A teacher may request no more than 5 days of sick leave without the requirement of paying the days back to the bank. Any unused days (from the 5-day block) will be returned to the bank upon teacher checkout at the end of the school year. This portion of the bank may be used only once (lifetime) by any one teacher. All other requirements of the Sick Leave Bank must be met, e.g. final approval from the committee. Deposits to supply the days used for this Emergency Sick Leave Bank can come from teachers who wish to donate extra, unused sick discretionary days into this area of the Sick Leave Bank; for example, those who have accumulated 130 days of Sick Leave and want extra days to be available for others to use.

Commented [36]: Refer to cap question above – should there be a separate “bank” for these?

7.11 Professional Development

- A. The District will budget \$3,000.00 per year for teacher development training. Registration fees and travel expenses ~~will~~ **may** be covered for attendance at local, regional or national professional development.
- B. Permission to use the budgeted yearly professional development funding must be granted by each of the following: Superintendent, immediate Supervisor, and the CEA President. Failure to receive approval from each of these will result in non-approval for use of funds.
- C. Any funds not expended for this purpose will become part of the regular school budget.
- D. All monies awarded must be spent during the current fiscal year (prior to July 1).
- E. Final approval for all out-of-~~district~~ **state** travel must be given by the Board of Trustees.

Commented [37]: may

Teachers may apply at any time to the Superintendent of Schools with specific information about the training or convention and benefit to participants. Continued emphasis will be placed on observing teachers at other schools.

Commented [38]: state

7.12 Jury Duty: Official leave at full salary will be provided to each teacher for Jury Duty. Payment received for “Jury Fee” from the Court system will be remitted by the teacher to the School District Clerk. The teacher is to retain any mileage reimbursement. A copy of original official summons is to be attached to the Leave Request Form when requesting a substitute for Jury Duty.

7.13 Bereavement: Up to five (5) days per year of bereavement leave at full pay for the death of a member of one’s immediate family may be granted. Immediate family will be defined as father, mother, sister, brother, husband, wife, significant other, children, father-in-law, mother-in-law, son-in-law, daughter-in-law, grandparents, grandchildren, or other persons related to the teacher. Additional time, if requested by the teacher, shall be deducted from accumulated sick leave.

One (1) day per year of bereavement leave may be used for death of a close friend, relative, or member of the community not covered as defined by immediate family.

Bereavement leave is non-accumulative. Extended bereavement leave shall be granted under special circumstances by the administration.

ARTICLE 8—HEALTH INSURANCE

8.1 The district agrees to pay the base amount of \$1,800.00 and half of the difference between the base and the actual cost of the premium per year. In the event the premium is less than the base amount the board will pay the actual premium cost only.

8.2 It is understood that the district's only obligation is to purchase insurance policies and pay such amounts as agreed to herein, and no claim shall be made against the school district as a result of a denial of insurance benefits by an insurance carrier. The Board and the Association will discuss and review any change in the carrier.

8.3 For those ~~new~~ employees hired after 2010-2011 who choose the High Deductible Health Plan, HDHP, with a Health Savings Account, an HSA, as a health insurance benefit through the District’s insurance provider, the District will pay a one-time-only start-up amount, or an incentive, for an HSA. Contributions to the HSA are only by payroll deduction and are electronically

Commented [39]: Can we scratch “new”? 2011 isn’t recent..

deposited into a savings account established by the employee in conjunction with the district clerk. The start-up amount will also be electronically deposited into a savings account.

An employee can participate in the HDHP for the insurance without setting up an HSA. If the employee chooses the HDHP without establishing an account, the incentive described below does not apply.

Just as deductibles and out-of-pocket amounts are proportional (e.g., single deductible is \$1000 while family deductible is \$2000), an incentive amount is also proportional and will be deposited for employees electing the HDHP WITH a savings account, an HSA, as follows:

- Single: \$500
- Parent-child: \$800
- Two-party: \$975
- Family: \$1300

This one-time-only start-up incentive will be electronically deposited when the employee shows evidence (account numbers and bank name on file at the district clerk's office) that a Health Savings Account has been established no later than October 1 of the contract year.

ARTICLE 9—PROFESSIONAL COMPENSATION

- 9.1 The salaries are reflected in Appendix "B" for the 2023-2025 school years.
- A. ~~Step 0 was replaced by step 1 on the salary matrix. Teacher's steps will be frozen until the 2022-2023 school year's contract. For the 2023-2024 school year, a 4% increase will be made on the 2021-2023 base (\$31,439) for a new base of \$32,697.~~
 - B. For the 2024-2025 school year, a 2% increase will be made on the 2023-2024 base (\$32,697) for a new base of \$33,351.
- 9.2 Ten (10)-semester lane credits shall be required for lane changes beyond a particular degree lane.
- 9.3 In order to receive credit on the salary schedule for additional college course work, it is understood that such course work shall enhance a teacher's abilities as jointly determined by the district and teacher.
- A. Teacher must complete an application form for course approval. (See Appendix F) including the name and number of the course, the institution, a description or summary of the course content and a statement of how the course meets any one of the following criteria: a. District goals; b. Curriculum targeted goals; c. Pre-targeted goals between the teacher's supervisor and the teacher; and/or d. Effective Schools (High Performance) Team Goals.
 - B. In the event that a disagreement exists, the Board shall have the final determination authority.
 - C. In order for credits to apply on the salary schedule, lane changes must be approved by the Board no later than the April board meeting.
- 9.4 Individual contracts will be modified to reflect qualified educational lane changes once each year, effective at the beginning of the school year provided a transcript of qualified credits is submitted to the superintendent's office no later than September 15th of each year.
- 9.5 If a transcript is not available by September 15th, other satisfactory evidence of successful completion of the course will be accepted, pending receipt of the official transcript. Satisfactory evidence will be grade record sent from the school in question. The grade report may be used to satisfy the time deadline but shall not be construed as satisfying the provision for pay purposes.
- 9.6 Teachers will receive their monthly payment of wages on the 1st of each month with the first payment #4 on September 1st (or last working day of August if September 1st falls on a weekend or holiday).
- 9.7 To apply on the salary schedule, all credits beyond the bachelor's degree education lane will be graduate level.
- 9.8 Credits to apply to educational lanes beyond a particular degree must be earned subsequent to the earning of the degree, and must be taken at an accredited college, university or trade school.

Commented [40]: September 1st, or last working day of August, if September 1st falls on a weekend.

- 9.9 A teacher shall move no more than one (1) step or year of experience in any one year provided an additional year of experience is gained.
- 9.10 Teachers new to the system will be granted credit on a 1:1 basis for all previous teaching experience. All teaching shall have been in consecutive years in fully accredited schools. Consideration for non-consecutive years may be made for teachers who left teaching to further their education, i.e. earnings a Masters Degree. Subject to the preceding limitations, placement on the salary schedule and years credited will be at the discretion of the superintendent.
- 9.11 The Board encourages tenured teachers to pursue a deeper understanding about teaching and learning through the National Board Certification process from the National Board for Professional Teaching Standards. A teacher must notify the district superintendent in writing of his/her intent to achieve certification and provide a timeline in which the process may be completed. The teacher is not obligated to complete certification within the submitted timeline, but communicating an anticipated timeline will better allow the district to plan for the financial stipend. The teacher must present evidence of certification before compensation is paid.

Any tenured teacher who, while an employee of the district and having made proper notification, is a successful candidate and achieves National Board Certification, will be granted one of the following two options:

- A. \$1,000 per year honorarium for five (5) years. Payments will begin in the first school year following the successful achievement of certification and will be made in September of each of the next five (5) school years that the teacher is employed by the District; or
- B. a one-time stipend of \$3500 to be given to the teacher after successful completion of certification. Payment will be made within sixty (60) days of certification
- 9.12 If at any time during a contracted school year, an elementary teacher is assigned a self-contained, multi-grade classroom, he or she will receive an additional stipend of \$1000 for that school year. The stipend will be incorporated into the monthly paychecks.
- 9.13 The District will cover the cost of a single serving adult lunch or the cost of a la carte items or beverages for teachers on the day when assigned a lunch duty in the duty. The District will not pay for extra servings of entrees or beverages.
- 9.14 The District shall conduct an annual review and reconciliation of teacher base pay and teacher average pay for all staff whose salaries are covered under the terms of this agreement in order to ensure that teacher base pay in the District is:
1. not less than 10 times the quality educator payment amount identified in 20-9-306(16), MCA, for the fiscal year in question; and
 2. not less than 70% of the teacher average pay in such fiscal year.

In the event that teacher base pay does not meet these standards, teacher base pay will be increased to meet these standards, and the salary for each teacher whose pay is less than either of the amounts referenced above shall be increased to ensure the teacher's salary for the fiscal year in question is at least 10 times the quality educator payment and at least 70% of the teacher average pay, as computed with the increased salary of such teacher included in the average. Any increases in salary for teachers under the circumstances set forth herein shall not be construed to require corresponding increases to any other teacher of the district whose salary is already at least 10 times the quality educator payment and at least 70% of the teacher average pay.

However, to the extent that the district receives an incentive payment in any fiscal year from the state that is in excess of the cost to the district of reconciling teacher pay as referenced herein, any amount of the incentive that is above the costs of reconciliation shall be made available to bargain other increases in compensation for teachers whose employment is covered under the terms of this agreement. Any such increases shall be negotiated in a manner that does not cause any teacher's salary to fall below 10X the quality educator payment or at least 70% of the teacher average pay.

For purposes of this section, the following definitions apply:

1. "Teacher base pay" means the lowest salary for a beginning teacher incorporated in this agreement, not including bonuses, stipends, or extended duty contracts.
2. "Teacher average pay" means the total salaries paid to all of its teachers covered under the terms of this agreement, not including bonuses, stipends, or extended duty contracts, divided by the total full-time equivalent teachers (187 days = 1 FTE) employed in the district, with full-time equivalence rounded to the nearest tenth.

ARTICLE 10—EFFECT AND SCOPE OF AGREEMENT

- 10.1 During its term, this Agreement may be altered, changed, added to, deleted from, or modified only through the voluntary, mutual consent of the Board and the Association in written and signed amendment to this agreement.
- 10.2 If any provision of this Agreement or any application thereof to any teacher is finally held to be contrary to law by a court of competent jurisdiction, then such provision or application shall be deemed invalid, to the extent required by such decision, but all other provisions or applications shall continue in full force and effect. If such provisions exist which are so held, at the request of either the Board or the Association, negotiations will provide the benefit(s) according to the intent of the rulings.
- 10.3 This Agreement constitutes the entire Agreement between the parties and no verbal statements or past practices shall supersede any of its provisions. Any amendment supplemental hereto shall not be binding upon either party unless executed by the parties hereto. The parties further acknowledge that, during the course of collective bargaining, each party has had the unlimited right to offer, discuss, accept or reject proposals. Therefore, for the term of this Agreement, no further collective bargaining shall be had upon any provisions of this agreement, nor upon any subject of collective bargaining, unless by mutual consent of the parties hereto.

ARTICLE 11—DURATION OF AGREEMENT

- 11.1 This Agreement will become effective July 1, 2023 and will remain in force and effect until June 30, 2025.
- 11.2 This Agreement will be renewed and continued in effect past June 30, 2025, unless written notice is given by either party to the other party prior to March 1, 2025.

IN WITNESS WHEREOF, we have hereunto set our hands on this day and year indicated below.

FOR CASCADE SCHOOL DISTRICT 3 & B

FOR CASCADE EDUCATION ASSOCIATION

Chairperson, Board of Trustees

President

Clerk

Secretary

APPENDIX "A"
Grievance Report

Aggrieved Person _____ Date Filed _____

School _____ Teaching Assignment _____

1. Date Grievance Occurred _____

2. Statement of Grievance _____

3. Action requested or relief sought _____

(Attach additional sheet if needed)

LEVEL I

1. Decision of Principal or immediate supervisor _____

Signature of Principal or
Immediate Supervisor

Date

2. Aggrieved Person's Response _____

Signature of Aggrieved

Date

LEVEL II

1. Date received by Superintendent or Designee _____

2. Decision of Superintendent or Designee _____

Signature of Superintendent or Designee

Date

3. Aggrieved person's response _____

Signature of Aggrieved

Date

LEVEL III

1. Date submitted to Board of Trustees _____

2. Decision, award and disposition of the Board of Trustees _____

Signature Chairman, Board of Trustees

Date

3. Aggrieved Person's Response _____

Signature of Aggrieved

Date

LEVEL IV

1. Date submitted to arbitration _____

2. Disposition and award of the arbitrator _____

Signature of Arbitrator

Date

APPENDIX "B"

2023-2024

Salary Schedule

2021-2023 Salary Base: \$31,439
 Percent Increase: 4.00%
 2023-2024 Salary Base: \$32,697

1.000	1.034	1.069	1.086	1.103	1.138	1.172
0.040	1.044	0.470	0.049	0.051	0.054	0.058

EXP	BA	BA+10	BA+20	BA+30	BA+40, MA	BA+50, MA 10	MA+20
0	\$ 32,697	\$ 33,808	\$ 34,953	\$ 35,508	\$ 36,064	\$ 37,209	\$ 38,320
1	\$ 34,004	\$ 35,247	\$ 36,489	\$ 37,111	\$ 37,732	\$ 38,974	\$ 40,217
2	\$ 35,312	\$ 36,686	\$ 38,026	\$ 38,713	\$ 39,399	\$ 40,740	\$ 42,113
3	\$ 36,620	\$ 38,124	\$ 39,563	\$ 40,315	\$ 41,054	\$ 42,506	\$ 44,010
4	\$ 37,927	\$ 39,563	\$ 41,100	\$ 41,916	\$ 42,734	\$ 44,271	\$ 45,906
5	\$ 39,236	\$ 41,001	\$ 42,636	\$ 43,519	\$ 44,402	\$ 46,037	\$ 47,802
6	\$ 40,544	\$ 42,440	\$ 44,173	\$ 45,121	\$ 46,069	\$ 47,802	\$ 49,699
7	\$ 41,852	\$ 43,879	\$ 45,710	\$ 46,723	\$ 47,737	\$ 49,568	\$ 51,595
8	\$ 43,159	\$ 45,317	\$ 47,247	\$ 48,326	\$ 49,405	\$ 51,334	\$ 53,492
9	\$ 44,467	\$ 46,756	\$ 48,783	\$ 49,928	\$ 51,072	\$ 53,099	\$ 55,388
10	\$ 45,775	\$ 48,195	\$ 50,320	\$ 51,530	\$ 52,740	\$ 54,865	\$ 57,284
11	\$ 47,083	\$ 49,633	\$ 51,857	\$ 53,132	\$ 54,407	\$ 56,630	\$ 59,181
12	\$ 48,391	\$ 51,072	\$ 53,393	\$ 54,734	\$ 56,075	\$ 58,396	\$ 61,077
13	\$ 49,699	\$ 52,511	\$ 54,930	\$ 56,336	\$ 57,742	\$ 60,162	\$ 62,974
14	\$ 51,007	\$ 53,949	\$ 56,467	\$ 57,938	\$ 59,410	\$ 61,927	\$ 64,870
15		\$ 55,388	\$ 58,004	\$ 59,540	\$ 61,077	\$ 63,693	\$ 66,766
16			\$ 59,540	\$ 61,143	\$ 62,745	\$ 65,459	\$ 68,663
17			\$ 61,077	\$ 62,745	\$ 64,412	\$ 67,224	\$ 70,559
18				\$ 64,347	\$ 66,080	\$ 68,990	\$ 72,456
19+				\$ 65,949	\$ 67,747		

Teachers who attained BA+40 prior to 2007-2008 were placed in the BA+40/MA column. Only teachers who earn a Master's degree may be placed in the BA+40/MA column or the subsequent columns of MA+10 and MA+20.

A teacher shall move no more than one (1) step or year of experience in any one year provided an additional year of experience is gained.

Teachers new to the system will be granted credit on a 1:1 basis for all previous teaching experience. All teaching shall have been in consecutive years in fully accredited schools. Consideration for non-consecutive years may be made for teachers who left teaching to further their education, i.e. earnings a Masters Degree. Subject to the preceding limitations, placement on the salary schedule and years credited will be at the discretion of the superintendent.

APPENDIX "B"

2024-2025

Salary Schedule

2023-2024 Salary Base: \$32,697
 Percent Increase: 2.00%
 2024-2025 Salary Base: \$33,351

1.000	1.034	1.069	1.086	1.103	1.138	1.172
0.040	1.044	0.470	0.049	0.051	0.054	0.058

EXP	BA	BA+10	BA+20	BA+30	BA+40, MA	BA+50, MA 10	MA+20
0	\$ 33,351	\$ 34,485	\$ 35,652	\$ 36,219	\$ 36,786	\$ 37,953	\$ 39,087
1	\$ 34,685	\$ 35,952	\$ 37,220	\$ 37,853	\$ 38,487	\$ 39,754	\$ 41,022
2	\$ 36,019	\$ 37,420	\$ 38,787	\$ 39,488	\$ 40,188	\$ 41,555	\$ 42,956
3	\$ 37,353	\$ 38,887	\$ 40,355	\$ 41,122	\$ 41,875	\$ 43,356	\$ 44,890
4	\$ 38,686	\$ 40,355	\$ 41,922	\$ 42,755	\$ 43,590	\$ 45,157	\$ 46,825
5	\$ 40,021	\$ 41,822	\$ 43,490	\$ 44,390	\$ 45,291	\$ 46,958	\$ 48,759
6	\$ 41,355	\$ 43,290	\$ 45,057	\$ 46,024	\$ 46,991	\$ 48,759	\$ 50,693
7	\$ 42,689	\$ 44,757	\$ 46,625	\$ 47,658	\$ 48,692	\$ 50,560	\$ 52,628
8	\$ 44,023	\$ 46,224	\$ 48,192	\$ 49,293	\$ 50,393	\$ 52,361	\$ 54,562
9	\$ 45,357	\$ 47,692	\$ 49,760	\$ 50,927	\$ 52,094	\$ 54,162	\$ 56,496
10	\$ 46,691	\$ 49,159	\$ 51,327	\$ 52,561	\$ 53,795	\$ 55,963	\$ 58,431
11	\$ 48,025	\$ 50,627	\$ 52,895	\$ 54,195	\$ 55,496	\$ 57,764	\$ 60,365
12	\$ 49,359	\$ 52,094	\$ 54,462	\$ 55,829	\$ 57,197	\$ 59,565	\$ 62,300
13	\$ 50,693	\$ 53,562	\$ 56,030	\$ 57,464	\$ 58,898	\$ 61,366	\$ 64,234
14	\$ 52,027	\$ 55,029	\$ 57,597	\$ 59,098	\$ 60,599	\$ 63,167	\$ 66,168
15		\$ 56,496	\$ 59,165	\$ 60,732	\$ 62,300	\$ 64,968	\$ 68,103
16			\$ 60,732	\$ 62,366	\$ 64,000	\$ 66,769	\$ 70,037
17			\$ 62,300	\$ 64,000	\$ 65,701	\$ 68,570	\$ 71,971
18				\$ 65,635	\$ 67,402	\$ 70,370	\$ 73,906
19+				\$ 67,269	\$ 69,103		

Teachers who attained BA+40 prior to 2007-2008 were placed in the BA+40/MA column. Only teachers who earn a Master's degree may be placed in the BA+40/MA column or the subsequent columns of MA+10 and MA+20.

A teacher shall move no more than one (1) step or year of experience in any one year provided an additional year of experience is gained.

Teachers new to the system will be granted credit on a 1:1 basis for all previous teaching experience. All teaching shall have been in consecutive years in fully accredited schools. Consideration for non-consecutive years may be made for teachers who left teaching to further their education, i.e. earnings a Masters Degree. Subject to the preceding limitations, placement on the salary schedule and years credited will be at the discretion of the superintendent.

**APPENDIX “C”
Attainment Level
2023-2025**

	1.000	1.034	1.069	1.086	1.103	1.138	1.172
	0.040	1.044	0.470	0.049	0.051	0.054	0.058
EXP	BA	BA+10	BA+20	BA+30	BA+40, MA	BA+50, MA 10	MA+20
0	1.000	1.034	1.069	1.086	1.103	1.138	1.172
1	1.040	1.078	1.116	1.135	1.154	1.192	1.230
2	1.080	1.122	1.163	1.184	1.205	1.246	1.288
3	1.120	1.166	1.210	1.233	1.256	1.300	1.346
4	1.160	1.210	1.257	1.282	1.307	1.354	1.404
5	1.200	1.254	1.304	1.331	1.358	1.408	1.462
6	1.240	1.298	1.351	1.380	1.409	1.462	1.520
7	1.280	1.342	1.398	1.429	1.460	1.516	1.578
8	1.320	1.386	1.445	1.478	1.511	1.570	1.636
9	1.360	1.430	1.492	1.527	1.562	1.624	1.694
10	1.400	1.474	1.539	1.576	1.613	1.678	1.752
11	1.440	1.518	1.586	1.625	1.664	1.732	1.810
12	1.480	1.562	1.633	1.674	1.715	1.786	1.868
13	1.520	1.606	1.680	1.723	1.766	1.840	1.926
14	1.560	1.650	1.727	1.772	1.817	1.894	1.984
15	1.560	1.694	1.774	1.821	1.868	1.948	2.042
16	1.560	1.694	1.821	1.870	1.919	2.002	2.100
17	1.560	1.694	1.868	1.919	1.970	2.056	2.158
18	1.560	1.694	1.868	1.968	2.021	2.110	2.216
19+	1.560	1.694	1.868	2.017	2.072	2.110	2.216

Teachers who attained BA+40 prior to 2007-2008 were placed in the BA+40/MA column. Only teachers who earn a Master’s degree may be placed in the BA+40/MA column or the subsequent columns of MA+10 and MA+20.

A teacher shall move no more than one (1) step or year of experience in any one year provided an additional year of experience is gained.

Teachers new to the system will be granted credit on a 1:1 basis for all previous teaching experience. All teaching shall have been in consecutive years in fully accredited schools. Consideration for non-consecutive years may be made for teachers who left teaching to further their education, i.e. earnings a Masters Degree. Subject to the preceding limitations, placement on the salary schedule and years credited will be at the discretion of the superintendent.

APPENDIX "D"

**Cascade Education Association
Sick Leave Bank Deposit Form**

Section 1: To be completed by the employee.

I wish to contribute _____ days of my personal sick leave to the Cascade School Sick Leave Bank. I have read and I understand the district policies relative to the administration of that bank and agree to abide by the regulations governing those policies. I understand that all contributions are irrevocable.

Signed _____ Date _____

Section 2: To be completed by the Sick Leave Bank Committee.

I have inspected the above application for contribution of days to the Cascade School Sick Leave Bank and verify that the application complies with all district policies.

Signed _____ Date _____

Section 2: To be completed by Cascade School Administration.

Signature - School Clerk Date _____

Superintendent Signature Date _____

APPENDIX "D-1"

**Cascade Education Association
Sick Leave Bank Withdrawal Request**

In accordance with Cascade School District Sick Bank guidelines, I hereby request an allowance of ___days from the sick leave bank. I am also submitting a statement from an attending physician that will justify the medical need for this request. I further understand that in order to qualify to withdraw days from the bank, I must have exhausted my personal allotment of sick leave and personal days and must have incurred five (5) days absence without pay.

Commented [41]: Policy says one day without pay

Printed Name _____ Number of days requested _____
Signed _____ Date _____

In the event that the employee is unable to sign the request, the employee's agent will briefly explain the reasons surrounding that inability and sign below.

Agent's Statement: _____

Agent's Printed Name _____ Title _____
Signature of Agent _____ Date _____

(Note: This request must be immediately forwarded to the C.E.A. President or a member of the sick bank committee.)

Sick bank committee use only:

Request received on _____ (Date) by _____ (Name)

Verification of sick leave and personal day exhaustion _____ (yes/no).

Attending physician's statement attached _____ (yes/no).

Committee Decision: ___ Approved ___ Denied ___ Number of days

Reason for denial:

Committee Chair Signature _____ Date _____

School Clerk Signature _____ Date _____

Superintendent Signature _____ Date _____

APPENDIX "E"

Cascade Public School District 3&B

Teacher Request for Approval of Credits for Salary Advancement

Note: Due to administration by April 1st. Incomplete request forms will be returned. Form approved 2008 Collective Bargaining Agreement

Commented [42]: Should we put due date on this form?

Employee Information:

Name _____ Date of Request _____

Current Teaching Assignment _____

Number of Years in District _____ Date hired _____

Current Placement (Steps and Lanes) _____

Class or Workshop Information:

Class or Workshop Title _____

Class or Workshop Number _____ Start Date _____ End Date _____

Class Dates _____ Class Times _____

Instructor Name _____ College or University _____

Number of Semester Credits requested _____

How is this class designed to enhance your ability to plan and implement your curriculum to fit the needs of the district? (please explain on reverse or attach) _____

Type of Approval Requested:

College Credit for movement on salary schedule: This credit, if approved, will apply towards my movement

From _____ To _____

Is there any special circumstance in this request? ____ Yes ____ No (please explain on reverse or attach)

Are additional information sheets attached or materials on reverse side? ____ Yes ____ No

Teacher signature verifying the above and attached materials are correct.

Signature _____ Date _____

Administrative Determination:

Superintendent's Determination. Check if additional comments or materials are attached _____ yes

Comments: _____

Signature _____ Date _____

This application will be processed no more than three (3) working days from the date of request.

APPENDIX "F"
Cascade RIF Experience and Qualifications Worksheet

Teacher Name: _____

Current Position: _____

Name of "Particular Educational Program" being considered: _____

Licensure and Endorsement Information: _____

In-District Experience (# of years): _____

Out-of-District Experience (# of years): _____

Other related work experiences and years: _____

Formal Improvement Plan: No Yes, dates: _____

Summary rating from EPAS* Scales (take all EPAS scales in personnel files; assign Exemplary=4, Proficient=2, Developing=1, Unsatisfactory=0: add together and divide by the total number of evaluations.

Related professional experiences: _____

Relevant (to the "Particular Educational Program") PIR courses taken: _____

Relevant (to the "Particular Educational Program") college courses taken: _____

Relevant (to the "Particular Education Program") certificates, apprenticeships, other licensures: _____

Organizational Commitment-Current supervisor ranks this employee on a scale from 1 to 3 with 3 being the highest level of organizational commitment:

Appendix “F-1”

RIF Experience and Qualifications Rubric

Experience or Qualification Factor	Point Description	Points Allotted
Hold proper licensure for the considered “Particular Education Program”	If no, this person is not eligible for this position. If yes, no points awarded. Completed the remainder of the rubric	
Other endorsements that could lead to future flexibility	1 point for each	
In-district teaching experience	1 point for each year	
Out-of-District teaching experience	1 point for each year	
Other related experience	1 point for each year	
EPAS Scale Average	Insert points assigned	
Improvement Plan	Subtract 5 points for each separate improvement plan	
Related professional experiences	1 point for each	
Related PIR courses	1 point for each	
Related college courses	1 point for each	
Related certificates, apprenticeships; other licenses	1 point for each	
Organizational commitment	Insert points assigned	
Total		

APPENDIX "G"

Cascade Hiring Incentive Form

Commented [KF43]: Newly added

Vacant Position Information:

School Year: _____
Position: _____
Grade Level: _____
Reason for Vacancy: _____

Hiring Incentive Consideration:

Reasons for Consideration:

- Difficulty in finding qualified candidates
- Low demand for position
- High turnover rate for position
- Unique skills required for position
- Competitive job market
- Insufficient compensation
- Housing difficulties
- Other: _____

Shall a hiring incentive be approved for this position? Yes No

If yes, what percentage (range of 5-10% of annual contract) shall the incentive be set at? _____

Cascade School CEA & Administration:

Signature: _____ Date: _____
CEA President

Signature: _____ Date: _____
Superintendent

Signature: _____ Date: _____
District Clerk

**a new hiring incentive form must be filled out, reviewed, and approved each time the position is vacated.*

APPENDIX "H"

Cascade Recruitment Incentive Form

Commented [KF44]: Newly added

Newly Hired Teacher Information:

Teacher Name: _____

Teaching Position: _____

School Year Hired: _____

Agreement: I, _____ hereby confirm that the below teacher recruited me to apply for employment as a certified teacher at Cascade School District.

Signature: _____ Date: _____

Recruiting Teacher Information:

Teacher Name: _____

Teaching Position: _____

Relationship to Recruitment: _____

Agreement: I, _____ hereby confirm that the above recruit was made by me and that I believe the referral to be suitable for employment at Cascade Schools. I understand that if the referral is hired and successfully completes the contracted year, I will be entitled to the recruitment incentive amount of \$1,000 as written in Article 4.9 of the Collective Bargaining Agreement.

Signature: _____ Date: _____

Cascade School CEA & Administration:

Upon review of the above information, the Cascade School CEA & Administration:

- Approve the recruitment incentive
- Deny the recruitment incentive

Signature: _____ Date: _____

CEA President

Signature: _____ Date: _____

Superintendent

Signature: _____ Date: _____

District Clerk

SECTION II: CLASSIFIED STAFF SALARY MATRIX



Classified Staff Pay Matrix

Revised May 2023

Dept.	Aide	Custodian	Bus Driver	Secretary	Admin Assistant	General Kitchen	Head Kitchen
Sub Pay	14.75	14.00	20.00	15.00	NA	13.50	NA
Hiring Pay 0-6 months	14.75	14.00	20.00	15.00	15.50	13.50	16.50
Base Pay	15.00	15.00	20.00	15.25	15.75	14.00	17.00
2	15.25	15.25	20.00	15.50	16.00	14.25	17.25
3	15.50	15.50	20.00	15.75	16.25	14.50	17.50
4	15.75	15.75	20.00	16.00	16.50	14.75	17.75
5	16.00	16.00	20.00	16.25	16.75	15.00	18.00
6	16.25	16.25	20.00	16.50	17.00	15.25	18.25
7	16.50	16.50	20.00	16.75	17.25	15.50	18.50
8	16.75	16.75	20.00	17.00	17.50	15.75	18.75
9	17.00	17.00	20.00	17.25	17.75	16.00	19.00
10	17.25	17.25	20.00	17.50	18.00	16.25	19.25
11	17.50	17.50	20.00	17.75	18.25	16.50	19.50
12	17.75	17.75	20.00	18.00	18.50	16.75	19.75
13	18.00	18.00	20.00	18.25	18.75	17.00	20.00
14	18.25	18.25	20.00	18.50	19.00	17.25	20.25
15	18.50	18.50	20.00	18.75	19.25	17.50	20.50
16	18.75	18.75	20.00	19.00	19.50	17.75	20.75
17	19.00	19.00	20.00	19.25	19.75	18.00	21.00
18	19.25	19.25	20.00	19.50	20.00	18.25	21.25
19	19.50	19.50	20.00	19.75	20.25	18.50	21.50
20	19.75	19.75	20.00	20.00	20.50	18.75	21.75

SECTION III: EXTRACURRICULAR PAY MATRIX

Extra/Co-Curricular Compensation					
Years of Continuous District	0-3	4-8	9-13	14-18	19+
Longevity	0%	5%	10%	15%	20%
Activities Director	\$ 10,000	\$ 10,500	\$ 11,000	\$ 11,500	\$ 12,000
WR, TR, GF	\$ 2,997	\$ 3,147	\$ 3,297	\$ 3,447	\$ 3,596
1st Assistant	\$ 2,230	\$ 2,342	\$ 2,453	\$ 2,565	\$ 2,676
2nd Asstant ("C" Squad)	\$ 1,775	\$ 1,864	\$ 1,953	\$ 2,041	\$ 2,130
Head Cross Country Coach	\$ 2,807	\$ 2,947	\$ 3,088	\$ 3,228	\$ 3,368
JH Head Coach	\$ 1,514	\$ 1,590	\$ 1,665	\$ 1,741	\$ 1,817
JH Assistant Coach	\$ 1,058	\$ 1,111	\$ 1,164	\$ 1,217	\$ 1,270
JH 2nd Assistant Coach	\$ 918	\$ 964	\$ 1,010	\$ 1,056	\$ 1,102
Annual	\$ 1,165	\$ 1,223	\$ 1,282	\$ 1,340	\$ 1,398
BPA	\$ 2,997	\$ 3,147	\$ 3,297	\$ 3,447	\$ 3,596
Band	\$ 2,997	\$ 3,147	\$ 3,297	\$ 3,447	\$ 3,596
Concessions	\$ 2,100	\$ 2,205	\$ 2,310	\$ 2,415	\$ 2,520
Choir	\$ 1,474	\$ 1,548	\$ 1,621	\$ 1,695	\$ 1,769
Drivers' Ed	\$35/hr	\$36/hr	\$37/hr	\$38/hr	\$39/hr
FFA	\$ 2,997	\$ 3,147	\$ 3,297	\$ 3,447	\$ 3,596
School Newspaper	\$ 1,165	\$ 1,223	\$ 1,282	\$ 1,340	\$ 1,398
Pep Club Advisor	\$ 672	\$ 706	\$ 739	\$ 773	\$ 806
JH/HS Science Fair	\$ 1,775	\$ 1,864	\$ 1,953	\$ 2,041	\$ 2,130
Elementary Science Fair	\$ 619	\$ 650	\$ 681	\$ 712	\$ 743
Academic Coach	\$ 619	\$ 650	\$ 681	\$ 712	\$ 743
National Honor Society	\$ 1,165	\$ 1,223	\$ 1,282	\$ 1,340	\$ 1,398
HS Student Council	\$ 1,165	\$ 1,223	\$ 1,282	\$ 1,340	\$ 1,398

SECTION IV: SCHOOLHOUSE IT RENEWAL LETTER



April 14th, 2023

Cascade Public School Leadership -

First off I want to take a moment to thank you for your continued business and support. We are truly grateful for the trust and loyalty you have shown us over the past years!

As a reminder your contract with us includes a continuation clause, which means that your services will be automatically renewed for another year with no interruptions and no action required on your part. For the next year we have chosen to increase the contract from \$49,285 which puts this next year's contract price at \$51,256.40. We recognize the trust you have placed in us and we have taken great care to balance the need for fair pricing with our commitment to providing you with excellent service.

Some service highlights that we offer include:

- Cloud-based disaster recovery software management to protect your data and ensure organization continuity
- Service-level-based management of all core systems to ensure that your systems are running optimally
- Network and server monitoring to identify issues before they become major problems
- Everyday remote support by phone, email and ticketing system to address any concerns or issues
- Regular onsite visits working with staff directly
- Emergency visits in the event of network or server failure at no extra cost
- Remote management and online inventory of your devices for efficient asset management
- Regular security audits to identify vulnerabilities and prevent security breaches

Please let us know by May 31st if you would like to make any changes to your service. Thank you again for your business and support! If you have any questions or concerns, please don't hesitate to reach out to me.

Sincerely,
James Krippes, CEO
Schoolhouse IT Inc.

SECTION V: MAP GROWTH FACT SHEETS

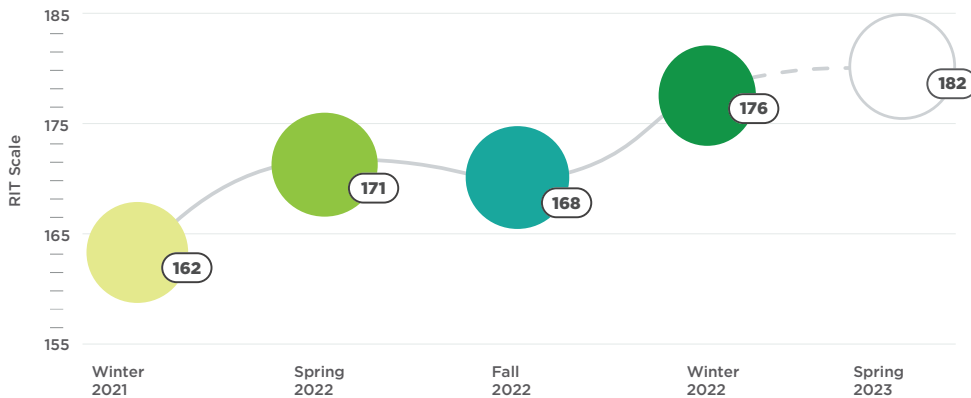


Precisely measure achievement and growth

MAP® Growth™ is the standard-bearer for measuring achievement and growth in K–12 math, reading, language usage, and science. By dynamically adjusting to each student’s performance, MAP Growth creates a personalized assessment experience that accurately measures achievement—whether a student performs on, above, or below grade level. Timely, easy-to-use reports provide rich context to make instructional and operational decisions with confidence.

Growth over time

MAP Growth reveals how much growth has occurred between testing events and, when combined with our norms, shows projected proficiency. Educators can track growth through the school year and over multiple years.



Reach more students with superior coverage

MAP Growth offers more subject and grade coverage than any other interim assessment. Support emerging bilingual students with select assessments in Spanish.

	MATHEMATICS	READING	LANGUAGE USAGE	SCIENCE
ENGLISH	K-12	K-12	2-12	2-12
SPANISH	K-12	K-8		
COURSE SPECIFIC (ENGLISH ONLY)	Algebra I & II, Geometry, Integrated math 1, 2 & 3			Life science

INTERIM ASSESSMENT FOR GROWTH

Serving more than 13 million students

GRADE-LEVEL COVERAGE

K-12

Subject dependent

SUBJECTS

- Math*
 - Reading
 - Language usage
 - Science*
- *Course-specific tests available

TEST TIME

45-55 minutes

Untimed

FREQUENCY



GRADE-LEVEL INDEPENDENCE

Measures achievement of every student, whether on, above, or below grade level—even if standards change

STANDARDS ALIGNMENT

- State standards
- Common Core
- Next Generation Science Standards (NGSS)*
- AERO

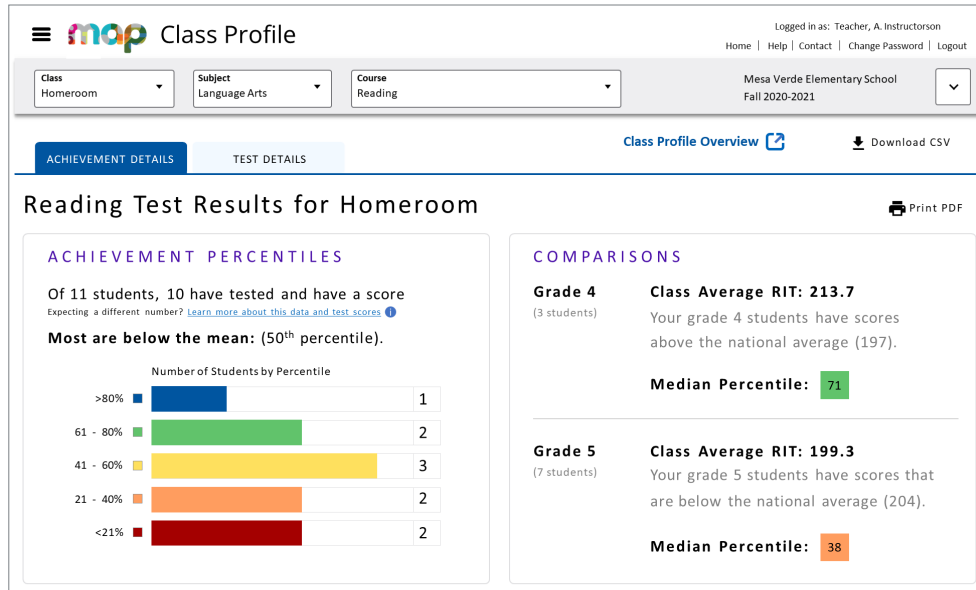
ACCESSIBILITY

- Refreshable braille (Grades 2-12)
- Keyboard navigation
- Screen reader (JAWS) compatible (Grades 2-12)
- Magnification
- Color contrast adjustment
- Test & item aids (Grades 2-12)
- Universal Design for Learning (UDL)
- Text-to-Speech (Grades 2-12)
- WCAG (Grades 2-12)
- Alternative text descriptions for images (Grades 2-12)

*Next Generation Science Standards is a registered trademark of Achieve. Neither Achieve nor the lead states and partners that developed the Next Generation Science Standards were involved in the production of this product, and do not endorse it.

Quickly find insights to inform key decisions

MAP Growth reports transform raw data into actionable insights to help educators develop instructional strategies to meet each classroom's unique needs. Higher-level reports give administrators a clear view of student performance and growth, making it easy to identify trends, spot potential problems, and plan for improvement.



Connect to the widest selection of curriculum and instructional partners

MAP Growth connects to the largest set of curriculum and instructional content providers of any interim assessment, giving you the freedom to choose from more than 30 tools—including some you're already using—to find the right fit.



NWEA professional learning

Activate MAP Growth with a robust, holistic slate of professional learning workshops. From interpreting data and goal setting to instructional applications and fostering a culture of growth, there are experiences for educators in every role and experience level.

Professional learning consultants are available for any setting—onsite, virtual, small group, or 1:1—built around your unique goals and local context.

- **Teachers and teacher leaders:** Interpret MAP Growth data to inform instruction and goal setting
- **Instructional coaches:** Refine skills to support teachers in instructional applications of MAP Growth data
- **School and district leaders:** Gain expertise in MAP Growth reports to foster a data-informed culture and set long-term goals

KNOW SOONER WITH RAPID GUESSING NOTIFICATION

MAP Growth automatically identifies rapid guessing behavior, allowing the proctor to intervene and reengage students in the moment. Detailed reports provide further insight and help proctors and teachers determine who may need to retest.

REMOTE TESTING READY

MAP Growth is available for onsite and remote testing. Millions of students have completed remote test sessions, with a multilevel analysis indicating the virtual format has little effect on student achievement.

DRIVE GROWTH WITH A STRONG ACTIVATION PLAN

Designed to replicate best practices from our most successful partner schools and districts, our recommended MAP Growth activation plan helps educators tackle common instructional challenges.

This activation plan includes a comprehensive guided implementation process, professional learning experiences that hone assessment literacy and instructional planning, and data conversations with assessment experts that provide educators with an expert review of district-level data and suggested next steps.



ABOUT NWEA

NWEA® is a not-for-profit organization that supports students and educators worldwide by providing assessment solutions, insightful reports, professional learning offerings, and research services. Visit [NWEA.org](https://www.nwea.org) to find out how NWEA can partner with you to help all kids learn.

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JUN22 | KAP9301 | MAPXX_MKTG10170

map GROWTH for K-2

Accurately measure achievement and growth

Support your youngest learners and maximize their potential with MAP® Growth™. Included in your MAP Growth K-12 license is a bundle of assessments designed for younger learners that enable educators to pinpoint where students are on their learning paths. Identifying this starting point as early as possible and tracking growth over time on a reliable scale is essential to getting students on track and ensuring long-term academic success.

Three assessments designed to support young learners

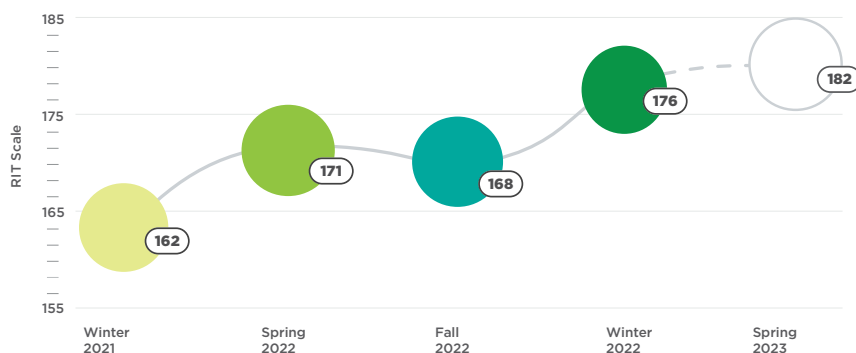
The three different assessment options allow educators to customize their assessment choice to the type of information they need in order to make decisions and support student growth. Special features, such as warm-up tests, audio instruction, and a visual interface, are specifically designed to engage young learners and assess what they know.

(1) MAP Growth K-2:

At 43 items and around 25–40 minutes in length, the computer adaptive MAP Growth K-2 assessment is the best choice for educators wanting to precisely measure each student’s achievement and growth, regardless of whether they are on, above, or below grade level. Teachers can use this data to develop instructional strategies that address the different needs of each class and provide the resources needed to improve learning outcomes for all students. MAP Growth K-2 allows educators to track growth over time and provides assessment data, including achievement and growth percentiles, within the full suite of MAP Growth reports.

Growth over time

MAP Growth K-2 reveals how much growth has occurred between testing events and provides, through the use of our norms, a percentile that helps educators determine if a student is growing more or less compared to similar students. Educators can track growth through the school year and over multiple years.



Answer important questions like:

- What kind of academic diversity is there in my class?
- Is each student growing academically?
- How does a student’s achievement and growth compare to students across the nation?
- What common strengths and/or opportunity areas are there in my class?

INCLUDED IN YOUR MAP GROWTH LICENSE

The three unique MAP Growth assessments designed for K-2 students are included in your MAP Growth K-12 license and do not require a separate purchase.

GRADE-LEVEL INDEPENDENCE

Measures achievement of every student, whether on, above, or below grade level—even if standards change.

SUBJECTS

Math
Reading

TEST TIME

MAP Growth K-2:

25–40 minutes

Screening assessment:
~30 minutes

Skills checklist: varies

*All assessments are untimed

STANDARDS ALIGNMENT

State standards
Common Core
AERO

ACCESSIBILITY

Audio directions
Color contrast adjustment
Magnification

LANGUAGES

English
Spanish*

*Screening Assessments and Skills Checklists are only available in English

RELIABLE TECHNOLOGY

Our online assessment platform is compatible with most popular operating systems, browsers, and devices—including iPads® and Chromebooks®. Because the assessment platform is stable, scalable, and reliable, schools can test on the schedule that meets their needs.

(2) Screening assessments:

Containing 32–34 items and usually taking about 30 minutes to complete, screening assessments provide educators baseline information for students in the earliest stages of learning and can be administered in whole-group or small-group settings. These efficiencies are especially helpful when looking to assess early literacy and early numeracy skills at the beginning of the school year. Unlike MAP Growth K–2, screening assessments are semi-adaptive. Based upon each student’s performance on an initial set of tasks, the difficulty level of subsequent items automatically adjusts in order to pinpoint potential areas of strength and challenge for each student. Assessment results are displayed as percent correct within the MAP Growth reporting platform. These tests are most useful with students entering or already in kindergarten.

Answer important questions like:

- How much do our youngest learners know?
- How does a learner’s performance compare with our school’s expected prerequisite skill(s)?
- What skill(s) are potential areas of strength for a learner?
- What skill(s) are potential areas of need for a learner?

(3) Skills checklist:

Use the skills checklists to assess how well your students know the foundational skills in both math and reading. These quick assessments are non-adaptive, which means all students will engage with the same test content. There are 38 skills from which to choose in mathematics and reading, and there can be between 11 and 53 items per assessment depending on the skill(s) assessed. Results are scored as percent correct and shared within the MAP Growth reporting platform. Skills checklists are most helpful when administered before and after providing instruction on a topic. Information gathered from skills checklists can help target instruction to support student growth on specific skills.

Answer important questions like:

- What level of mastery do my students possess for individual skills?
- Has a student mastered a specific reading or mathematics skill?

Make data-driven decisions

Inform resource allocation: Administrators use MAP Growth assessment data to determine program and resource needs, and to help figure out where scarce resources should be allocated in order to help the most students.

Identify students in need: Instructional support staff use precise assessment data from MAP Growth to help identify students who may need intensified support and/or who could benefit from additional assessment.

Focus instructional planning: Teachers use MAP Growth data to identify common opportunity areas for students and inform adjustments to instructional plans at the term and unit level.

Focused professional learning for primary teachers

The most popular professional learning course for educators focusing on younger students is Essential Reports for Primary Teachers. This half-day workshop focuses on helping educators learn how to access, interpret, and apply MAP Growth data. In addition, the course explains how to make the best use of the skills checklist and screening assessments, since these options are only available for students in K–2. To learn more about this offering, **contact an NWEA account manager.**

PROFESSIONAL LEARNING

NWEA® offers a wide range of learning opportunities with flexible delivery—including self-paced online learning and workshops conducted on-site, regionally, or online. Educators can learn to use effective formative assessment practices, create a strong data culture, apply data to support student learning, and more.

DRIVE GROWTH WITH A STRONG ACTIVATION PLAN

Designed to replicate best practices from our most successful partner schools and districts, our recommended MAP Growth activation plan helps educators tackle common instructional challenges.

This activation plan includes a comprehensive guided implementation process, professional learning experiences that hone assessment literacy and instructional planning, and data conversations with assessment experts that provide educators with an expert review of district-level data and suggested next steps.



ABOUT NWEA

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JUN22 | KAP9320 | MAPXX_MKTG10170

MAP READING FLUENCY DYSLEXIA SCREENER

A more complete way to screen early readers

MAP® Reading Fluency™ is growing to give you more comprehensive insight into students' early reading. With the addition of the MAP Reading Fluency Dyslexia Screener, educators get a consistent, efficient, and engaging way to assess every child in grades K–3 for common signs of dyslexia.

How it works

- Assesses key foundational reading skills, including those most often associated with dyslexia
- Applies a predictive model to flag student results that indicate possible characteristics of dyslexia or other reading difficulties for further evaluation and intervention
- Provides actionable data to inform instruction and drill down into each student's strengths and needs

Early identification and intervention

Dyslexia screening is an invaluable tool for targeting early intervention. Research shows that early identification and intervention is highly effective in improving long-term reading outcomes. The earlier we can intervene with students likely to struggle, the more effective we can be.¹

Screening versus diagnostic

MAP Reading Fluency offers effective dyslexia *screening* for students in kindergarten through third grade, identifying students with increased likelihood of ongoing reading difficulties for further evaluation and intervention. A diagnosis of dyslexia can only be made by a qualified clinician (e.g., a school psychologist).

“Dyslexia is a specific learning disability that is neurobiological in origin. It is characterized by difficulties with accurate and/or fluent word recognition and by poor spelling and decoding abilities. These difficulties typically result from a deficit in the phonological component of language that is often unexpected in relation to other cognitive abilities and the provision of effective classroom instruction. Secondary consequences may include problems in reading comprehension and reduced reading experience that can impede growth of vocabulary and background knowledge.”

INTERNATIONAL DYSLEXIA ASSOCIATION, 2002

Dyslexia screener

GRADE LEVELS

K–3

FREQUENCY

As indicated by school policy

TEST TIME

20 minutes

ACCESSIBILITY

Audio instruction
Color contrast
Magnification

LANGUAGE

English

Powered by LanguaMetrics™

¹Lovett, M. W., Frijters, J. C., Wolf, M., Steinbach, K. A., Sevcik, R. A., & Morris, R. D. (2017). Early intervention for children at risk for reading disabilities: The impact of grade at intervention and individual differences on intervention outcomes. *Journal of Educational Psychology, 109*(7), 889–914.

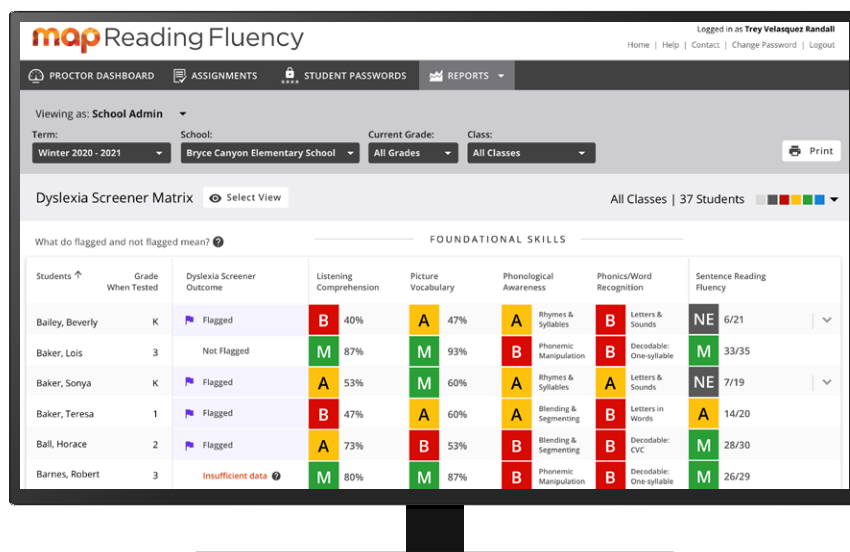
The MAP Reading Fluency Dyslexia Screener measures the skills with which students with dyslexia and other reading difficulties are likely to struggle.

SKILL AREA	DESCRIPTION	MAP READING FLUENCY DYSLEXIA SCREENER MEASURES
Phonological and phonemic awareness	The ability to recognize and manipulate sounds in spoken language. Phonemic awareness is a subset of phonological awareness and refers to the specific ability to focus on and manipulate individual sounds (phonemes) in spoken words.	<ul style="list-style-type: none"> Rhyme completion Counting syllables Initial sound matching Onset-rime blending Blending phonemes Phoneme counting Phoneme addition/deletion Phoneme substitution
Sound symbol recognition	The ability to match the letters of written language to the sounds of spoken language.	<ul style="list-style-type: none"> Letter sound fluency
Alphabet knowledge	The ability to name letters and distinguish letter shapes.	<ul style="list-style-type: none"> Letter knowledge
Decoding	The process of translating print into speech by rapidly matching a letter or a group of letters to their sounds.	<ul style="list-style-type: none"> Word families: initial letter Decoding: CVC Decoding: single syllable Sentence reading fluency
Encoding	The process of translating phonological information (sounds) into symbols (a letter or group of letters). Encoding is commonly referred to as spelling.	<ul style="list-style-type: none"> Building words: one letter Building words: CVC Building words: single syllable
Rapid naming	The ability to quickly retrieve and encode phonological information into spoken words.	<ul style="list-style-type: none"> Rapid naming (objects)
Vocabulary	Knowledge of word meanings.	<ul style="list-style-type: none"> Picture vocabulary
Language comprehension	The ability to understand spoken language, measured by matching pictures to spoken sentences.	<ul style="list-style-type: none"> Listening comprehension

A better way to manage assessment time

The new dyslexia screener is built on the foundation of MAP Reading Fluency, an adaptive benchmark and progress monitoring assessment that measures foundational skills, oral reading fluency, and literal comprehension. Like MAP Reading Fluency, the dyslexia screener is designed to evaluate students efficiently and effectively.

- Assess an entire class in about 20 minutes
- Save teacher time with automatic scoring
- Get objective results with easy-to-interpret reports



The dyslexia screener matrix report—with screener outcome flags—makes it easy to identify those students who would benefit from additional evaluation and intervention.



ABOUT NWEA

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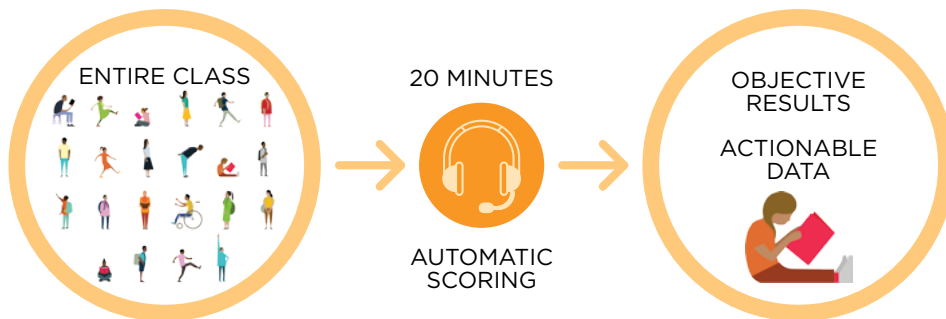
map Reading Fluency

A better way to evaluate early reading

Quickly and accurately assess your pre-K–5 readers. MAP® Reading Fluency™ enables teachers to efficiently measure oral reading fluency with an online, adaptive benchmark and progress monitoring assessment. In addition to fluency, the test measures foundational skills and literal comprehension—all with one 20-minute benchmark assessment. Group testing and automatic scoring return valuable time to teachers. Streamlined universal screening identifies students at risk of reading difficulty, including those with characteristics of dyslexia.

Maximize instructional time

Teachers can evaluate groups of students simultaneously, instead of just one-on-one. The automatically scored results support your instructional decisions to advance reading development for all students.



Adaptive screening

The adaptive benchmark test meets readers at their level: pre-reading, early reading, or fluent reading. Pre-readers are tested on foundational skills, while more advanced readers receive reading passages and comprehension questions.

Progress monitoring

Brief assessments utilize automated speech-scoring technology for more frequent measures for students at risk of reading difficulties. This includes older students who may still be working on essential literacy skills.

Developmentally appropriate

MAP Reading Fluency is a fun and interactive assessment that takes the stress out of reading tests. Early learners have a friendly, animated guide and a colorful interface to keep them engaged.

Oral reading fluency assessment

GRADE LEVELS

Pre-K–5

GRADE-LEVEL INDEPENDENCE

The test adapts to accommodate pre-readers, early readers, and fluent readers

AREAS COVERED

Oral reading fluency
Literal comprehension
Foundational reading skills

FREQUENCY

Benchmark



Progress monitoring

As often as needed

TEST TIME

Benchmark

20 minutes

Progress monitoring

5–10 minutes

ACCESSIBILITY

Audio instruction
Color contrast adjustment
Magnification

LANGUAGES

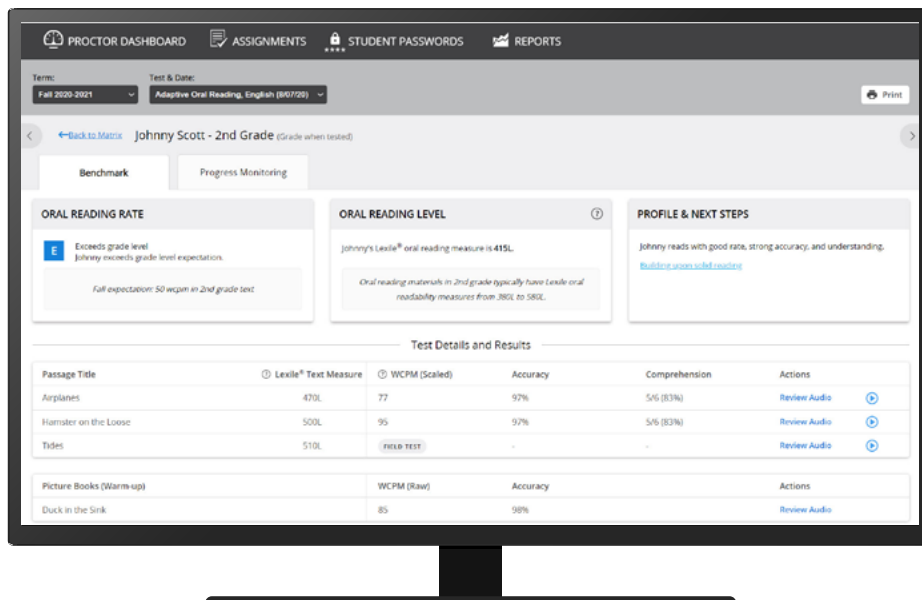
English
Spanish

How MAP Reading Fluency works

- **Efficient delivery:** Early learners take a 20-minute benchmark test in groups—or as a class—wearing headsets with microphones attached to computers or tablets
- **Adaptive nature:** Each student taking the adaptive oral reading benchmark assessment starts by reading a short picture book and doing some timed, silent reading activities; from there, the test offers either three passages for reading or a series of foundational skills measures, including phonological awareness, phonics and word recognition, picture vocabulary, and listening comprehension
- **Advanced technology:** Powered by speech-scoring technology, the test records and scores students automatically; the audio recording of each student is accessible for playback

Instructionally useful for teachers

- **Actionable data:** Teachers receive words correct per minute, decoding accuracy, comprehension results, and a Lexile® oral reading measure, plus student performance compared to grade-level expectations
- **Individual next steps:** The reader profile offers specific instructional suggestions for each student based on their individual strengths and weaknesses
- **Flexible purpose:** The adaptive and flexible design combines universal screening, progress monitoring, and foundational skills information in one place
- **Automatic scoring:** Save valuable teacher time with immediate, objective results
- **Classroom value:** Use results and linked resources for instructional planning, grouping students, or differentiating instruction



RELIABLE TECHNOLOGY

Our online assessment is compatible with most popular operating systems and devices—including iPads® and Chromebooks®. Because the assessment platform is stable, scalable, and reliable, schools can test on the schedule that meets their needs.

PROFESSIONAL LEARNING

NWEA® offers a wide range of learning opportunities with flexible delivery—including self-paced online learning and workshops conducted on-site, regionally, or online. Educators can learn to use effective formative assessment practices, create a strong data culture, apply data to support student learning, and more.

ONGOING SUPPORT

Our knowledgeable specialists are here to help at every step, from comprehensive implementation to ongoing help via phone, email, live chat, and even on-site.

Powered by LanguaMetrics™

nwea

ABOUT NWEA

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SECTION VI: SY2023-2024 MHSA DOCUMENTS

**MONTANA HIGH SCHOOL ASSOCIATION
1 South Dakota
Helena, MT 59601**

Annual Dues Application and Fees Remittance Form

Cascade High School of Cascade Montana, hereby makes application for membership in the Montana High School Association (MHSA) for the school year **2023-24** in accordance with Article 1, Section (1) of the MHSA By-Laws, and appoints the Association as its representative in interscholastic activities for the current school year. The Board of Trustees adopts and agrees to comply with the rules and regulations of the MHSA as presently contained in its official MHSA Handbook, and acknowledge receipt of a copy of such handbook in effect. It is understood that each member school is entitled to one vote on any resolution presented to the Association membership. A resolution adopted by the Board and inserted in the minutes of a meeting of the Board on the date below directs the chairperson of the Board of Trustees to remit to the Association the yearly membership fees. If the school is registering for an activity in which the school district did not participate the previous year and did not request sanctioning for this activity in writing, students will not be permitted to compete in MHSA post-season contests, other than activities which are not assigned to districts and/or divisions. (Rules and Regulations, Sections 14 and 16). **Send payment to MHSA, 1 South Dakota Avenue, Helena, MT 59601.**

In the chart mark an "X" to the left of the activities in which your school wishes to participate.

BOYS		GIRLS		COMBINED ACTIVITIES	
<input type="checkbox"/>	Baseball	<input checked="" type="checkbox"/>	Basketball	<input checked="" type="checkbox"/>	Band
<input checked="" type="checkbox"/>	Basketball	<input checked="" type="checkbox"/>	Cross Country	<input checked="" type="checkbox"/>	Chorus
<input checked="" type="checkbox"/>	Cross Country	<input checked="" type="checkbox"/>	Golf	<input type="checkbox"/>	Drama
<input checked="" type="checkbox"/>	Football	<input type="checkbox"/>	Soccer	<input type="checkbox"/>	Orchestra
<input checked="" type="checkbox"/>	Golf	<input type="checkbox"/>	Softball	<input type="checkbox"/>	Speech
<input type="checkbox"/>	Soccer	<input type="checkbox"/>	Swimming		
<input type="checkbox"/>	Swimming	<input type="checkbox"/>	Tennis		
<input type="checkbox"/>	Tennis	<input checked="" type="checkbox"/>	Track		
<input checked="" type="checkbox"/>	Track	<input checked="" type="checkbox"/>	Volleyball		
<input checked="" type="checkbox"/>	Wrestling	<input checked="" type="checkbox"/>	Wrestling		
6	<< TOTAL BOYS	6	<< TOTAL GIRLS	2	<< TOTAL COMBINED

TOTAL NO. OF ACTIVITIES (BOYS, GIRLS, & COMBINED) 14 @ \$250.00 = \$ 3,500

Remit this amount to the MHSA office before July 15th and include an ORIGINAL SIGNED FORM

Signed/Dated: _____
Chair / Board of Trustees

Signed/Dated: _____
Superintendent or Principal

For MHSA Use Only:

Date Received: _____ Amount Received: _____

Check No. _____ Late Fee: _____

Total Amount Received: _____

54

MONTANA HIGH SCHOOL ASSOCIATION
1 South Dakota Avenue
Helena, MT 59601
(406) 442-6010

LIABILITY CATASTROPHE PLAN REMITTANCE FORM

We have enclosed our remittance in the amount of \$ 302 based on the HIGH SCHOOL ENROLLMENT (schedule below) to cover our school's share of the Liability Catastrophe Plan insurance premium for **2023-24**.

School Cascade High School

Date _____

Signed _____

High School Enrollment (Grades 9-12) as of FALL REPORT TO OPI, 2022

<u>Enrollment</u>	<u>Premium</u>
0-40	\$206.00
41-110	\$302.00
111-200	\$381.00
201-300	\$503.00
301-400	\$625.00
401-800	\$836.00
801+	\$1,339.00

You must use your high school enrollment per your FALL, 2022 report to OPI or for private schools, use your enrollment as of November 1, 2022.

PLEASE RETURN THIS SIGNED FORM AND YOUR PAYMENT BY **JULY 15, 2023.**

For MHSA Use Only

Date Received: _____

Premium: _____

Check No: _____ Late Fee _____

**MONTANA HIGH SCHOOL ASSOCIATION
2023-24 Catastrophic Insurance Renewal
Mutual of Omaha**

Summary of Lifetime Benefits

- **Accident Medical Expense Benefit:** 100% of reasonable, customary, and necessary covered expenses, with an overall lifetime limit of \$1,000,000.
- **Deductible:** \$50,000 per injury.
- **Incurral Period:** Two (2) year incurral period in which to meet the deductible.
- **Extended Care Facility Maximum** \$365,000 per calendar year.
- **Combined Home Healthcare/Custodial Care Maximum:** \$100,000 per calendar year.
- **Maximum Physical Therapy Benefit:** \$50,000 per calendar year.
- **Accidental Death Benefit:** \$10,000.
- **Cash Benefit:** \$10,000 (for paralysis, including quadriplegia, paraplegia, or hemiplegia).

Expanded Benefits (Total Disability Only):

- **Lifetime Special Expense Benefit:** \$100,000 first decade; \$50,000 each decade thereafter for home remodeling or adaptation and special vehicle purchase or adaptation.
- **Lifetime Adjustment Expense Benefit:** \$50,000 Lifetime for family counseling, training, travel and loss of earnings of parents.
- **Lifetime Education Expense:** \$50,000 for tuition, room and board and other related expenses.
- **Total Disability Benefit:** A catastrophically injured student who is totally disabled at age 18 may receive \$1,500 per month for remainder of life
- **Partial Disability Benefit:** A catastrophically injured student who is partially disabled at age 18 may receive \$1,000 per month for remainder of life.



MONTANA HIGH SCHOOL ASSOCIATION

PROMOTING SUCCESS ON THE COURT, ON THE FIELD, ON STAGE
AND EVERYWHERE ELSE UNDER THE BIG SKY SINCE 1921.

TO: MHSА MEMBER SCHOOL ADMINISTRATORS

FROM: BRIAN MICHELOTTI, EXECUTIVE DIRECTOR

RE: CONCUSSION INSURANCE

The MHSА, through negotiations with our insurance broker, Dissinger Reed, can continue offering concussion insurance for all MHSА athletic participants and cheerleaders at only \$1.35 per student. The coverage includes:

- Maximum - \$25,000 per year
- Benefit Period – 1 year
- Deductible - \$0 per claim
- Eligible Person – all athletes participating in MHSА sports (including cheerleading).
- Covered Activities – participating in practice or play of sports sponsored by the MHSА (including cheerleading).
- Definition of Injury: 1) Directly and independently caused by specific accidental contact with another body or object; 2) A source of loss that is sustained while the injured person is covered under the policy and while he or she is taking part in a covered activity; 3) Resulting in a concussion.

The participant's insurance would first be billed and would pay however there would be no out-of-pocket cost for the participant up to \$25,000 per covered injury. For example, if the participant's insurance had a \$3,000 deductible and none of that deductible was met, this insurance would pay the \$3,000 so there would be no out-of-pocket cost to the family. Also, all co-pays would be covered and if there were tests not covered by the primary insurance this insurance would cover all those costs. The cost per year for schools is as follows:

<u>Enrollment</u>	<u>Premium</u>
0-40	\$41
41-110	\$66
111-200	\$121
201-300	\$141
301-400	\$171
401-800	\$191
801+	\$226

Again, all MHSА athletes and cheerleaders would be covered, there is no deductible, and the maximum coverage per injury per year is \$25,000. This is a very proactive approach to dealing with the issues of concussion that are nationwide including the threats of litigation in every state. It also demonstrates that each school is being proactive in the event of litigation.

If you so desire, payment may be made along with your Membership Application and Catastrophic Insurance applications.

Attachment (remittance form)

MONTANA HIGH SCHOOL ASSOCIATION
1 South Dakota Avenue
Helena, MT 59601
(406) 442-6010

CONCUSSION INSURANCE REMITTANCE FORM

We have enclosed our remittance in the amount of \$ 66 based on the ***HIGH SCHOOL ENROLLMENT*** (schedule below) to cover our school's share of Concussion Insurance premium for 2023-24.

School Cascade High School
Date _____
Signed _____

High School Enrollment (Grades 9-12) as of FALL REPORT TO OPI, 2022

<u>Enrollment</u>	<u>Premium</u>
0-40	\$41.00
41-110	\$66.00
111-200	\$121.00
201-300	\$141.00
301-400	\$171.00
401-800	\$191.00
801+	\$226.00

You must use your high school enrollment per your FALL, 2022 report to OPI or for private schools, use your enrollment as of November 1, 2022.

PLEASE RETURN THIS **SIGNED** FORM AND YOUR PAYMENT BY **JULY 15, 2023**.

<p style="text-align: center;">For MHS A Use Only</p> <p>Date Received: _____</p> <p>Premium: _____</p> <p>Check No: _____ Late Fee: _____</p>

SECTION VII: RESOLUTION TO DECOMMISSION PROPERTY

May 16, 2023

RESOLUTION

WHEREAS, the Board of Trustees of School Districts 3 & B, Cascade Public Schools, has determined that personal property of the Districts consisting of:

South gym scoreboards (2)
North gym scoreboards (4 piece)
2008 Bluebird 54-passenger bus
2008 Bluebird 54-passenger bus

are or are about to become abandoned, obsolete, undesirable, or unsuitable for the school purposes of the Districts, and

WHEREAS, the Trustees may sell or otherwise dispose of such personal property in accordance with Section 20-6-604, MCA (2017).

THEREFORE, it is hereby resolved that the Board of Trustees of Cascade Public Schools will sell or otherwise dispose of the abandoned, obsolete, undesirable or unsuitable personal property in any reasonable manner determined to be in the best interests of the Districts, and

FURTHERMORE, the effective date of this resolution shall be, May 31, 2023.

Any taxpayer may appeal this resolution of the Trustees at any time prior to the effective date of this Resolution, to the District court by filing a verified petition with the clerk of such court and serving a copy of such petition upon the Districts. The petition must set out in detail the objections to the petitioner to the adoption of this Resolution or to the disposal of the property. The final determination of the matter will be by the court.

APPENDIX D

Consent Agenda

Section I – Meeting Minutes

Section II – Business Claims

Section III – Student Activity Account

Section VI – Sub List

SECTION I: MEETING MINUTES

Regular Meeting

DRAFT

Cascade School District 3B
Board of Trustees
April 18, 2023 - 6:00 pm

Board Members Present

High School Board

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

Elementary Board

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

Others Present: Levi Collins, Karsen Floerchinger, Sonja Mazaira, Michelle Price, Amanda Brown, Kendra Lane, Ray Castellanos, Dave Nelsen, Sue Nelsen, Lawni Raether, Farrah McGregor, Tina Mann

John Rumney - Board Chair, called the Board of Trustees meeting to order at 6:11 pm. The Board said the Pledge of Allegiance. Mr. Rumney asked for public comment on non-agenda items. There was no public comment.

Public Comment

There was no public comment.

Informational

- A. Letter of Resignation - Michelle Price (K1-12 Principal)
- B. Letter of Resignation - Brittany Bulik (XCELL)
- C. Letter of Resignation - Kendelle Sanders (3rd Grade)
- D. Letter of Resignation - Sonja Mazaira (Activities Director)
- E. Science Fair Recap, Kendra Lane

Staff Reports

- A. Michelle Price, K-12 Principal
 - a. New testing platform
- B. Sonja Mazaira, Activities Director
 - a. FFA
 - b. BPA leaving for Nationals
 - c. JH BB both finished 2nd
 - d. Scoreboards
- C. Levi Collins, Superintendent

- a. Negotiations
- b. Legislative Update
- c. Interviews
- d. Murals
- e. Testing
- D. Karsen Floerchinger, Business Manager
 - a. General Funds
 - b. Notices of Election

Board Report

- A. Negotiations Committee Meeting
- B. Board Evaluation
- C. Board Training Hours

New Business

- A. Consideration of Adoption of SY2023-2024

Iain McGregor moved, seconded by Rick Cummings to approve and adopt the calendar as presented for SY2023-2024.

Ruth Mortag moved, second by Rick Cummings, to amend the motion to adopt the calendar for SY2023-2024, and renaming the day off for District Basketball.

Passed unanimously.

Kendra Lane made public comment.

Passed unanimously.

- B. Consideration of Recommendation for Board Works Curriculum, SY2023-2024

Rick Cummings moved, seconded by Ruth Mortag to approve the BoardWorks Curriculum for SY2023-2024.

Administration proposed the implementation of BoardWorks Curriculum as a supplemental addition to the current curriculum for SY2023-2024.

Passed unanimously.

- C. Consideration of Recommendation for Salary Lane Change, Sharon Stevens

Iain McGregor moved, seconded by Ruth Mortag to approve the request for salary lane change for Sharon Stevens for SY2023-2024.

Sharon Stevens (Kindergarten Teacher) submitted a request for approval of credits for salary advancement. She has completed credits from MSU Northern, which will move her from lane BA+10 to lane BA+20.

Passed unanimously.

- D. Consideration of Recommendation for Salary Lane Change, Eliza Papke

Rick Cummings moved, seconded by Iain McGregor to approve the request for salary lane

change for Eliza Papke for SY2023-2024.

Eliza Papke (JH/HS SpEd Teacher) has submitted a request for approval of credits for salary advancement. She has completed credits from University of Montana Western, which will move her from lane MA+10 to lane MA+20.

Passed unanimously.

E. Consideration of Request for Out of State Travel, BPA

Iain McGregor moved, seconded by Mark McKamey to approve the request for out of state travel for BPA.

The BPA club requested to travel to Anaheim, CA for Nationals on April 24th-May 1st. Eight students will be attending.

Passed unanimously.

F. Consideration of Request for Out of State Travel, International Science Fair

Mark McKamey moved, seconded by Ruth Mortag to approve the request for out of state travel for International Science Fair.

Tyler Lane and Hal McGregor have request to travel to Dallas, TX May 14th - 20th. All expenses are paid for by the Regional Science Fair. Farrach McGregor and Kendra Lane will be chaperoning.

Passed unanimously.

At 7:06 pm Mark McKamey left the meeting.

G. Consideration of Request for new Activity/Club, Close Up

Iain McGregor moved, seconded by Ruth Mortag to approve the addition of Close Up and open a new activity account for the club.

Amanda Brown requested to start a new club for Close Up. A new activity account will need to be opened, which is required to have Board action.

Passed unanimously.

H. Consideration of Recommendation for Spring Coaches

Iain McGregor moved, seconded by Ruth Mortag to approve Savannah Collins as JH Track 2nd Assistant coach for SY2022-2023.

Passed unanimously.

Rick Cummings moved, seconded by Ruth Mortag to hire Farrah McGregor as JH Track Assistant Coach for SY2022-2023.

Passed unanimously, with Iain McGregor abstaining.

I. Consideration of Recommendation for Fall Coaches

Ruth Mortag moved, seconded by Iain McGregor to approve the coaches as presented for SY2023-2024.

Blake Standley – HS Football Assistant Coach Volunteer, Liz Edmundson – HS Volleyball Head Coach, Lissy Evans – HS Volleyball Assistant Coach, Stephanie Perry – JH/HS Cross Country Head

Coach

Passed unanimously.

- J. Consent Agenda (Appendix D)
 - a. Minutes of Regular Board Meeting, March 21, 2023
 - b. Business Claims
 - c. Student Activity Account
 - d. Sub List

Iain McGregor moved, seconded by Ruth Mortag to approve the consent agenda.

Passed unanimously.

Board Meeting Evaluation (I)

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

Announcements (I)

- A. Regular & Organizational School Board Meeting, May 16, 2023
- B. Upcoming Trainings

Adjournment (A)

At 7:16 pm Iain McGregor moved, seconded by Rick Cummings to adjourn. Passed unanimously.

John Rumney, Board Chair

ATTEST: Karsen Floerchinger, District Clerk

Date Signed _____

For additional details on items presented in the minutes of the meeting, please see the coinciding board agenda found on Cascade Public Schools' webpage:

www.cascade.k12.mt.us/District/1141-Board-Agendas-and-Packet.html

SECTION II: BUSINESS CLAIMS

05/11/23
15:21:56

CASCADE PUBLIC SCHOOLS
Claim Details
For the Accounting Period: 4/23

Page: 1 of 17
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
8266	12661S	1157 BUG DOCTOR	166.00					
1		8928 03/14/23 Pest Control	83.00*		101	100-2600	340	
2		8928 03/14/23 Pest Control	83.00*		201	100-2600	340	
8267	12662S	1772 CENTURY LINK	1,659.38					
1		633001079 03/20/23 Internet - Apr 2023	448.03		128	100-2580	530	
2		633001079 03/20/23 Internet - Apr 2023	1,211.35		228	100-2580	530	
8268	12663S	855 ENERGY WEST	7,989.10					
1		03/28/23 Gas - March 2023	3,835.96		101	100-2600	411	
2		03/28/23 Gas - March 2023	1,330.84		110	100-2600	411	
3		03/28/23 Gas - March 2023	1,174.27		201	100-2600	411	
4		03/28/23 Gas - March 2023	1,487.41		210	100-2600	411	
5		03/28/23 Gas - March 2023	78.70*		101	100-2600	411	1
6		03/28/23 Gas - March 2023	27.31*		110	100-2600	411	1
7		03/28/23 Gas - March 2023	24.09*		201	100-2600	411	1
8		03/28/23 Gas - March 2023	30.52*		210	100-2600	411	1
8269	12664S	1501 GREAT FALLS MEDICAL SERVICES	160.00					
1		33818 03/24/23 DOT Physical - GA	80.00*		110	100-2700	340	
2		33818 03/24/23 DOT Physical - GA	80.00*		210	100-2700	340	
8270	12665S	1398 GREENFIELD SCHOOL DIST 75	520.00					
1		03/18/23 Bus Driver Training	260.00		110	100-2700	582	
2		03/18/23 Bus Driver Training	260.00		210	100-2700	582	
8271	12666S	3876 HOME DEPOT PRO INSTITUTIONAL	1,911.65					
1		734680150 03/08/23 Cleaning Supplies	406.39		101	100-2600	610	
2		734680150 03/08/23 Cleaning Supplies	390.45		201	100-2600	610	
3		734836943 03/09/23 Misc Maintenance Supplies	96.83		101	100-2600	610	
4		734836943 03/09/23 Misc Maintenance Supplies	93.04		201	100-2600	610	
5		735903007 03/16/23 Misc Maintenance Supplies	344.31		101	100-2600	610	
6		735903007 03/16/23 Misc Maintenance Supplies	330.80		201	100-2600	610	
7		736849472 03/22/23 Cleaning Supplies	127.41		101	100-2600	610	
8		736849472 03/22/23 Cleaning Supplies	122.42		201	100-2600	610	

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
8272	12667S	379 JOSTENS INC.	13.15						
1		30642289 03/09/23 Grad Sticker Seals	13.15		101	100-1000	610		
8273	12668S	2224 LONG BUILDING TECHNOLOGIES, INC	4,388.00						
1		JC152231 03/31/23 Front Office Camera System	2,194.00*		101	100-2580	682		
2		JC152231 03/31/23 Front Office Camera System	2,194.00*		201	100-2580	682		
8274	12669S	48 MEADOW GOLD GREAT FALLS	2,494.65						
1		460022662 03/07/23 Dairy	189.89*		112 157	910-3100	630	27	
2		460022662 03/07/23 Dairy	294.65*		112 158	910-3100	630	27	
3		460022662 03/07/23 Dairy	170.24*		112 661	910-3100	630	27	
4		10211897 03/15/23 Dairy	173.91*		112 157	910-3100	630	27	
5		10211897 03/15/23 Dairy	269.86*		112 158	910-3100	630	27	
6		10211897 03/15/23 Dairy	155.92*		112 661	910-3100	630	27	
7		460023761 03/21/23 Dairy	163.44*		112 157	910-3100	630	27	
8		460023761 03/21/23 Dairy	253.61*		112 158	910-3100	630	27	
9		460023761 03/21/23 Dairy	146.53*		112 661	910-3100	630	27	
10		460024260 03/28/23 Dairy	196.21*		112 157	910-3100	630	27	
11		460024260 03/28/23 Dairy	304.47*		112 158	910-3100	630	27	
12		460024260 03/28/23 Dairy	175.92*		112 661	910-3100	630	27	
8275	12670S	2788 NATIONAL LAUNDRY	347.31						
1		S51354 03/02/23 Kitchen Supplies	12.42		112 157	910-3100	610		
2		S51354 03/02/23 Kitchen Supplies	19.27*		112 158	910-3100	610		
3		S51354 03/02/23 Kitchen Supplies	11.13		112 661	910-3100	610		
4		52755 03/08/23 Kitchen Supplies	19.44		112 157	910-3100	610		
5		52755 03/08/23 Kitchen Supplies	30.18*		112 158	910-3100	610		
6		52755 03/08/23 Kitchen Supplies	17.44		112 661	910-3100	610		
7		56669 03/22/23 Kitchen Supplies	15.67		112 157	910-3100	610		
8		56669 03/22/23 Kitchen Supplies	24.33*		112 158	910-3100	610		
9		56669 03/22/23 Kitchen Supplies	14.06		112 661	910-3100	610		
10		58681 03/29/23 Kitchen Supplies	53.17		112 157	910-3100	610		
11		58681 03/29/23 Kitchen Supplies	82.52*		112 158	910-3100	610		
12		58681 03/29/23 Kitchen Supplies	47.68		112 661	910-3100	610		
8276	12671S	1725 NELSEN, DAVE	400.00						
1		03/24/23 Bus Bumper Paint	200.00		110	100-2700	440		
2		03/24/23 Bus Bumper Paint	200.00		210	100-2700	440		

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
8277	12672S	1324 OETC	12,638.50						
1		325086 04/05/23 HP Chromebook 11 G9 Ed	6,319.25*	291	101	100-1000	682		
		SMITH BR							
2		325086 04/05/23 HP Chromebook 11 G9 Ed	6,319.25*	291	201	100-1000	682		
		SMITH BR							
8278	12673S	1645 RUDD & COMPANY	4,955.00						
1		341319 02/15/23 FY2022 Audit	2,973.00		101	100-2300	330		
2		341319 02/15/23 FY2022 Audit	1,982.00		201	100-2300	330		
8279	12674S	1691 SCHOOLHOUSE IT	4,107.08						
1		2641 04/01/23 Contract Tech Services	1,355.34		128	100-2580	355		
2		2641 04/01/23 Contract Tech Services	2,751.74		228	100-2580	355		
8280	12677S	1861 THRIVE PASS	43.00						
1		P15294 03/10/23 Dist Ins Share	43.00		101	100-1000	260		
8281	12676S	3734 THE CHEMNET CONSORTIUM	120.00						
1		117232 03/22/23 Drug Screen - Bus Drivers	60.00		110	100-2700	330		
2		117232 03/22/23 Drug Screen - Bus Drivers	60.00		210	100-2700	330		
8282	12675S	1916 T-MOBILE	51.40						
1		983183271- 03/21/23 Dist House Internet	25.70*		128	100-2580	531	1	
2		983183271- 03/21/23 Dist House Internet	25.70*		228	100-2580	531	1	
8283	12678S	505 TOWN OF CASCADE	2,067.63						
1		03/24/23 Water/Sewer Services - Mar 23	609.05		101	100-2600	421		
2		03/24/23 Water/Sewer Services - Mar 23	471.52		110	100-2600	421		
3		03/24/23 Water/Sewer Services - Mar 23	392.94*		201	100-2600	421		
4		03/24/23 Water/Sewer Services - Mar 23	491.17*		210	100-2600	421		
5		03/24/23 Water/Sewer Services - Mar 23	31.91*		101	100-2600	421	1	
6		03/24/23 Water/Sewer Services - Mar 23	24.71*		110	100-2600	421	1	
7		03/24/23 Water/Sewer Services - Mar 23	20.59*		201	100-2600	421	1	
8		03/24/23 Water/Sewer Services - Mar 23	25.74*		210	100-2600	421	1	
8284	12681S	2047 US FOODS	11,854.14						
1		5254989 03/02/23 Food	1,034.99		112 157	910-3100	630		
2		5254989 03/02/23 Food	1,606.03*		112 158	910-3100	630		
3		5254989 03/02/23 Food	927.93		112 661	910-3100	630		
4		5433694 03/09/23 Food	611.16		112 157	910-3100	630		
5		5433694 03/09/23 Food	948.35*		112 158	910-3100	630		
6		5433694 03/09/23 Food	547.94		112 661	910-3100	630		

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
7		5607387 03/16/23 Food	466.32		112 157	910-3100	630	
8		5607387 03/16/23 Food	723.61*		112 158	910-3100	630	
9		5607387 03/16/23 Food	418.09		112 661	910-3100	630	
10		5673492 03/18/23 Food	27.17		112 157	910-3100	630	
11		5673492 03/18/23 Food	42.17*		112 158	910-3100	630	
12		5673492 03/18/23 Food	24.36		112 661	910-3100	630	
13		5673493 03/18/23 Food	11.33		112 157	910-3100	630	
14		5673493 03/18/23 Food	17.58*		112 158	910-3100	630	
15		5673493 03/18/23 Food	10.16		112 661	910-3100	630	
16		5775006 03/23/23 Food	730.91		112 157	910-3100	630	
17		5775006 03/23/23 Food	1,134.17*		112 158	910-3100	630	
18		5775006 03/23/23 Food	655.30		112 661	910-3100	630	
19		3074194 03/30/23 Food	555.80		112 157	910-3100	630	
20		3074194 03/30/23 Food	862.46*		112 158	910-3100	630	
21		3074194 03/30/23 Food	498.31		112 661	910-3100	630	
8285	12679S	2111 UNITED ELECTRIC	500.00					
1		1434 03/21/23 Elevator Light Switch Repair	250.00		101	100-2600	440	
2		1434 03/21/23 Elevator Light Switch Repair	250.00		201	100-2600	440	
8286	12680S	541 UNIVERSAL ATHLETIC, LLC	133.28					
1		5020043839 03/15/23 Staff Shirts	133.28*		101	100-2300	610	
8287	12682S	1717 WESTERN BUILDING CENTER	438.29					
1		6I145037 03/26/23 AG - Lumber	438.29		201	390-1000	610	
8288	12683S	509 PETTY CASH	2,000.00					
1		04/13/23 Petty Cash	1,000.00*		101	100-2500	810	
2		04/13/23 Petty Cash	1,000.00*		201	100-2500	810	
8289	12684S	3923 US POSTAL SERVICE-CASCADE	381.23					
1		04/14/23 Election Postage	163.93		101	100-2500	532	
2		04/14/23 Election Postage	217.30*		201	100-2500	532	
8290	12685S	1557 AMERICAN EXPRESS	4,119.44					
1		CC-789 03/27/23 Candy	8.75		101	625		
AMAZON.COM					CC Accounting: 101-	-100-2300-610		
2		CC-789 03/27/23 Candy	8.75		201	625		
AMAZON.COM					CC Accounting: 201-	-100-2300-610		
3		CC-789 03/27/23 TV Cart	64.71		101	625		
AMAZON.COM					CC Accounting: 101-	-100-1000-682		
4		CC-789 03/27/23 TV Cart	62.18		201	625		
AMAZON.COM					CC Accounting: 201-	-100-1000-682		

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
5		CC-789 03/28/23 FCS - Groceries	71.17		201	625		
468	MARKET							
6		CC-789 03/30/23 AG - Spray Paint	124.61		101	625		
	AMAZON.COM							
7		CC-789 04/03/23 State Science Fair - Meal	362.20		215	625		90
	MISC RESTAURANTS	OUT-OF-DIST						
8		CC-789 04/03/23 State Science Fair Registratio	650.00		215	625		90
	MISC. VENDOR.							
9		CC-789 04/03/23 State Science Fair Registratio	250.00		215	625		90
	MISC. VENDOR.							
10		CC-789 04/03/23 State Science Fair - Meal	306.20		215	625		90
	MISC RESTAURANTS	OUT-OF-DIST						
11		CC-789 04/04/23 Hotel - XCELL Meeting	107.84		115	625		423
	MISC HOTELS	OUT-OF-DIST						
12		CC-789 04/04/23 Hotel - XCELL Meeting	107.84		115	625		423
	MISC HOTELS	OUT-OF-DIST						
13		CC-789 04/04/23 State Science Fair - Meal	298.43		215	625		90
	MISC RESTAURANTS	OUT-OF-DIST						
14		CC-789 04/04/23 State Science Fair - Hotels	1,696.76		215	625		90
	MISC HOTELS	OUT-OF-DIST						
8291	12699S	1270 WEX BANK	5,719.89					
1		88251276 03/31/23 March Fuel - Route	2,259.52		110	100-2700	624	
2		88251276 03/31/23 March Fuel - Route	2,259.53		210	100-2700	624	
3		88251276 03/31/23 March Fuel - Athletics	673.61*		101	710-3400	624	
4		88251276 03/31/23 March Fuel - Activities	248.84*		101	710-3400	624	
5		88251276 03/31/23 March Fuel - Activities	248.84		201	710-3400	624	
6		88251276 03/31/23 March Fuel - Admin	29.55*		101	100-2300	624	
8292	12686S	1157 BUG DOCTOR	166.00					
1		8961 04/04/23 Pest Control	83.00*		101	100-2600	340	
2		8961 04/04/23 Pest Control	83.00*		201	100-2600	340	
8293	12688S	2163 CENTURY LINK	121.01					
1		04/23/23 Phone Lines - Apr 23	41.15		101	100-2580	531	
2		04/23/23 Phone Lines - Apr 23	25.41		110	100-2580	531	
3		04/23/23 Phone Lines - Apr 23	27.83		201	100-2580	531	
4		04/23/23 Phone Lines - Apr 23	26.62		210	100-2580	531	

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
8294	12687S	407 CENTURY LINK	10.00					
		Writing check for over amount invoiced to have a credit for small billing amount each month						
1		636313624 04/01/23 Long Distance	3.40		101	100-2580	531	
2		636313624 04/01/23 Long Distance	2.10		110	100-2580	531	
3		636313624 04/01/23 Long Distance	2.40		201	100-2580	531	
4		636313624 04/01/23 Long Distance	2.10		210	100-2580	531	
8295	12689S	3987 CULLIGAN	111.00					
1		03/31/23 Water Services	51.06*		101	100-2600	452	
2		03/31/23 Water Services	59.94*		201	100-2600	452	
8296	12690S	1883 ELECTION SYSTEMS & SOFTWARE	647.32					
1		CD2057617 04/11/23 ExpressVote Media	80.66*		101	100-2500	330	
2		CD2057617 04/11/23 ExpressVote Media	80.66*		201	100-2500	330	
3		CD2057616 04/11/23 ExpressVote Setup	243.00*		101	100-2500	330	
4		CD2057616 04/11/23 ExpressVote Setup	243.00*		201	100-2500	330	
8297	12691S	206 GENERAL DISTRIBUTING CO.	374.23					
1		0001222744 03/07/23 Welding Supplies	234.98		215	390-1000	610	23
2		0001225341 03/17/23 Welding Supplies	78.21		215	390-1000	610	23
3		0001225337 03/17/23 CREDIT	-89.00		215	390-1000	610	23
4		0001231077 03/31/23 Welding Gases	150.04		215	390-1000	610	23
8298	12692S	242 HARTLEY'S SCHOOL BUS	2,014.26					
		2013 Bluebird bumper replacement from Wolf Creek rear end accident						
1		44662 03/17/23 2013 Bluebird Bumper	1,007.13		110	100-2700	440	
2		44662 03/17/23 2013 Bluebird Bumper	1,007.13		210	100-2700	440	
8299	12693S	401 MTSBA	412.40					
1		0012962 04/14/23 Strategic Planning Meeting	247.44		101	100-2300	330	
2		0012962 04/14/23 Strategic Planning Meeting	164.96		201	100-2300	330	
8300	12694S	400 NORTHWESTERN ENERGY	9,245.86					
1		04/06/23 Electricity - March 23	2,734.01		101	100-2600	412	
2		04/06/23 Electricity - March 23	2,004.95		110	100-2600	412	
3		04/06/23 Electricity - March 23	2,004.95		201	100-2600	412	
4		04/06/23 Electricity - March 23	2,369.48		210	100-2600	412	
5		04/06/23 Electricity - March 23	39.75*		101	100-2600	412	1
6		04/06/23 Electricity - March 23	29.14*		110	100-2600	412	1
7		04/06/23 Electricity - March 23	29.14*		201	100-2600	412	1
8		04/06/23 Electricity - March 23	34.44*		210	100-2600	412	1

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
8301	12695S	1324 OETC	1,649.50						
1		325275 05/18/23 Chrome Management	824.75*	291	101	100-1000	682		
		SMITH BR							
2		325275 05/18/23 Chrome Management	824.75*	291	201	100-1000	682		
		SMITH BR							
8302	12696S	1947 POMP'S TIRE SERVICE, INC	2,040.00						
1		1810006826 03/27/23 Tires	1,020.00		110	100-2700	610		
2		03/27/23 Tires	1,020.00		210	100-2700	610		
8303	12697S	1710 REPUBLIC SERVICES	1,639.34						
1		0670000390 03/31/23 Disposal Services - Apr 20	819.67		101	100-2600	431		
2		0670000390 03/31/23 Disposal Services - Apr 20	819.67		201	100-2600	431		
8304	12698S	3745 STEEL ETC HOLDING COMPANY	456.70						
1		594996 01/31/23 Shop Supplies	456.70		215	390-1000	610	23	
8305	12700S	1310 BMO HARRIS COMMERCIAL CARD	13,492.02						
1		CC-790 03/29/23 Election Supplies	17.71		101	625			
		Board of Trustees							
		WALMART							
2		CC-790 03/29/23 Election Supplies	12.83		201	625			
		Board of Trustees							
		WALMART							
3		CC-790 04/03/23 Easter Supplies	26.25		101	625			
		Board of Trustees							
		THE DOLLAR TREE							
4		CC-790 04/03/23 Easter Supplies	57.41		101	625			
		Board of Trustees							
		MISC. VENDOR.							
5		CC-790 04/03/23 Office Supplies	14.98		201	625			
		Board of Trustees							
		STAPLES							
6		CC-790 04/03/23 MASBO	37.75		101	625			
		Board of Trustees							
		MISC. VENDOR.							
7		CC-790 04/03/23 MASBO	37.75		201	625			
		Board of Trustees							
		MISC. VENDOR.							
8		CC-790 04/03/23 Easter Supplies	16.25		101	625			
		Board of Trustees							
		THE DOLLAR TREE							

* ... 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		CC-791 03/08/23 Science Fair Judges Breakfast	44.00		101	625		
	Business Office			CC Accounting:	101-	-100-2400-630		
	MISC RESTAURANTS	OUT-OF-DIST						
10		CC-791 03/08/23 Science Fair Judges Breakfast	36.00		201	625		
	Business Office			CC Accounting:	201-	-100-2400-630		
	MISC RESTAURANTS	OUT-OF-DIST						
11		CC-791 03/10/23 Amazon Business	3.74		128	625		
	Business Office			CC Accounting:	128-	-100-2500-682		
	AMAZON.COM							
12		CC-791 03/10/23 Amazon Business	11.21		228	625		
	Business Office			CC Accounting:	228-	-100-2500-682		
	AMAZON.COM							
13		CC-791 03/14/23 HIS - Tribune Sub	27.00		201	625		
	Business Office			CC Accounting:	201-	-100-1000-640		
	GREAT FALLS TRIBUNE							
14		CC-791 03/16/23 CREDIT - Bulletin Board	-10.15		101	625		
	Business Office			CC Accounting:	101-	-100-2400-610		
	AMAZON.COM							
15		CC-791 03/16/23 CREDIT - Bulletin Board	-9.75		201	625		
	Business Office			CC Accounting:	201-	-100-2400-610		
	AMAZON.COM							
16		CC-791 03/16/23 Paper	20.90		101	625		
	Business Office			CC Accounting:	101-	-100-1000-610		
	AMAZON.COM							
17		CC-791 03/16/23 Paper	20.08		201	625		
	Business Office			CC Accounting:	201-	-100-1000-610		
	AMAZON.COM							
18		CC-791 03/21/23 Paper	138.87		101	625		
	Business Office			CC Accounting:	101-	-100-1000-610		
	AMAZON.COM							
19		CC-791 03/21/23 Paper	133.43		201	625		
	Business Office			CC Accounting:	201-	-100-1000-610		
	AMAZON.COM							
20		CC-791 03/22/23 Office Supplies	28.96		101	625		
	Business Office			CC Accounting:	101-	-100-2400-610		
	AMAZON.COM							
21		CC-791 03/22/23 Office Supplies	27.82		201	625		
	Business Office			CC Accounting:	201-	-100-2400-610		
	AMAZON.COM							
22		CC-791 03/22/23 Kitchen Supplies	25.65		112	625		
	Business Office			CC Accounting:	112-157-910-3100-610			
	AMAZON.COM							
23		CC-791 03/22/23 Kitchen Supplies	39.81		112	625		
	Business Office			CC Accounting:	112-158-910-3100-610			
	AMAZON.COM							

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
24		CC-791 03/22/23 Kitchen Supplies	23.00		112 625			
	Business Office							
	AMAZON.COM							
						CC Accounting: 112-661-910-3100-610		
25		CC-791 03/24/23 Kitchen Supplies	4.79		112 625			
	Business Office							
	AMAZON.COM							
						CC Accounting: 112-157-910-3100-610		
26		CC-791 03/24/23 Kitchen Supplies	7.43		112 625			
	Business Office							
	AMAZON.COM							
						CC Accounting: 112-158-910-3100-610		
27		CC-791 03/24/23 Kitchen Supplies	4.29		112 625			
	Business Office							
	AMAZON.COM							
						CC Accounting: 112-661-910-3100-610		
28		CC-791 03/29/23 Copy Paper	96.87		101 625			
	Business Office							
	AMAZON.COM							
						CC Accounting: 101- -100-1000-610		
29		CC-791 03/29/23 Copy Paper	93.08		201 625			
	Business Office							
	AMAZON.COM							
						CC Accounting: 201- -100-1000-610		
30		CC-791 03/22/23 Kitchen Supplies	24.64		112 625			
	Business Office							
	AMAZON.COM							
						CC Accounting: 112-157-910-3100-610		
31		CC-791 03/22/23 Kitchen Supplies	38.25		112 625			
	Business Office							
	AMAZON.COM							
						CC Accounting: 112-158-910-3100-610		
32		CC-791 03/22/23 Kitchen Supplies	22.10		112 625			
	Business Office							
	AMAZON.COM							
						CC Accounting: 112-661-910-3100-610		
33		CC-792 03/02/23 Sup't Meeting - Meal	12.97		101 625			
	Dist Superintendent							
	MISC RESTAURANTS OUT-OF-DIST							
						CC Accounting: 101- -100-2300-582		
34		CC-792 03/02/23 Sup't Meeting - Meal	10.61		201 625			
	Dist Superintendent							
	MISC RESTAURANTS OUT-OF-DIST							
						CC Accounting: 201- -100-2300-582		
35		CC-792 03/13/23 MTSBA Meeting - Hotel	137.13		101 625			
	Dist Superintendent							
	MISC HOTELS OUT-OF-DIST							
						CC Accounting: 101- -100-2300-582		
36		CC-792 03/13/23 MTSBA Meeting - Hotel	112.19		201 625			
	Dist Superintendent							
	MISC HOTELS OUT-OF-DIST							
						CC Accounting: 201- -100-2300-582		
37		CC-792 03/13/23 MTSBA Meeting - Meal	5.50		101 625			
	Dist Superintendent							
	MISC RESTAURANTS OUT-OF-DIST							
						CC Accounting: 101- -100-2300-582		
38		CC-792 03/13/23 MTSBA Meeting - Meal	4.50		201 625			
	Dist Superintendent							
	MISC RESTAURANTS OUT-OF-DIST							
						CC Accounting: 201- -100-2300-582		

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
39	CC-792 03/14/23 MTSBA Meeting - Meal	8.25		101	625		
	Dist Superintendent		CC Accounting:	101-	-100-2300-582		
	MISC RESTAURANTS OUT-OF-DIST						
40	CC-792 03/14/23 MTSBA Meeting - Meal	6.75		201	625		
	Dist Superintendent		CC Accounting:	201-	-100-2300-582		
	MISC RESTAURANTS OUT-OF-DIST						
41	CC-792 03/23/23 Board Room TV	381.33		101	625		
	Dist Superintendent		CC Accounting:	101-	-100-2300-610		
	SAMS CLUB						
42	CC-792 03/23/23 Board Room TV	287.67		201	625		
	Dist Superintendent		CC Accounting:	201-	-100-2300-610		
	SAMS CLUB						
43	CC-792 03/23/23 Grass Seed	160.00		101	625		
	Dist Superintendent		CC Accounting:	101-	-100-2600-610		
	WALMART						
44	CC-792 03/23/23 Grass Seed	160.00		201	625		
	Dist Superintendent		CC Accounting:	201-	-100-2600-610		
	WALMART						
45	CC-792 04/03/23 State Sci Fair - Meal	8.06		101	625		
	Dist Superintendent		CC Accounting:	101-	-100-2300-582		
	MISC RESTAURANTS OUT-OF-DIST						
46	CC-792 04/03/23 State Sci Fair - Meal	6.59		201	625		
	Dist Superintendent		CC Accounting:	201-	-100-2300-582		
	MISC RESTAURANTS OUT-OF-DIST						
47	CC-792 04/03/23 State Sci Fair - Parking	4.50		101	625		
	Dist Superintendent		CC Accounting:	101-	-100-2300-582		
	MISC. VENDOR.						
48	CC-792 04/03/23 State Sci Fair - Meal	7.34		101	625		
	Dist Superintendent		CC Accounting:	101-	-100-2300-582		
	MISC RESTAURANTS OUT-OF-DIST						
49	CC-792 04/03/23 State Sci Fair - Meal	6.01		201	625		
	Dist Superintendent		CC Accounting:	201-	-100-2300-582		
	MISC RESTAURANTS OUT-OF-DIST						
50	CC-792 04/04/23 State Sci Fair - Meal	8.23		101	625		
	Dist Superintendent		CC Accounting:	101-	-100-2300-582		
	MISC RESTAURANTS OUT-OF-DIST						
51	CC-792 04/04/23 State Sci Fair - Meal	6.74		201	625		
	Dist Superintendent		CC Accounting:	201-	-100-2300-582		
	MISC RESTAURANTS OUT-OF-DIST						
52	CC-793 03/09/23 Communication App	100.00		113	625		
	COUGHDROP, INC		CC Accounting:	113-	-280-1000-682		
53	CC-793 03/09/23 Communication App	100.00		213	625		
	COUGHDROP, INC		CC Accounting:	213-	-280-1000-682		

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
54	CC-793 03/09/23 Postage	21.16		101	625			
	US POSTAL SERVICE-CASCADE		CC Accounting:	101-	-100-2500-532			
55	CC-793 03/09/23 Postage	28.04		201	625			
	US POSTAL SERVICE-CASCADE		CC Accounting:	201-	-100-2500-532			
56	CC-794 03/03/23 Food	5.72		112	625			
	Food Services		CC Accounting:	112-157-910-3100-630				
	WALMART							
57	CC-794 03/03/23 Food	8.87		112	625			
	Food Services		CC Accounting:	112-158-910-3100-630				
	WALMART							
58	CC-794 03/03/23 Food	5.12		112	625			
	Food Services		CC Accounting:	112-661-910-3100-630				
	WALMART							
59	CC-794 03/11/23 Food	3.22		112	625			
	Food Services		CC Accounting:	112-157-910-3100-630				
	WALMART							
60	CC-794 03/11/23 Food	5.00		112	625			
	Food Services		CC Accounting:	112-158-910-3100-630				
	WALMART							
61	CC-794 03/11/23 Food	2.89		112	625			
	Food Services		CC Accounting:	112-661-910-3100-630				
	WALMART							
62	CC-794 03/11/23 Plates	12.75		112	625			
	Food Services		CC Accounting:	112-157-910-3100-610				
	SAMS CLUB							
63	CC-794 03/11/23 Plates	19.78		112	625			
	Food Services		CC Accounting:	112-158-910-3100-610				
	SAMS CLUB							
64	CC-794 03/11/23 Plates	11.43		112	625			
	Food Services		CC Accounting:	112-661-910-3100-610				
	SAMS CLUB							
65	CC-794 03/11/23 Supplies	6.10		112	625			
	Food Services		CC Accounting:	112-157-910-3100-610				
	WALMART							
66	CC-794 03/11/23 Supplies	9.47		112	625			
	Food Services		CC Accounting:	112-158-910-3100-610				
	WALMART							
67	CC-794 03/11/23 Supplies	5.47		112	625			
	Food Services		CC Accounting:	112-661-910-3100-610				
	WALMART							
68	CC-794 03/18/23 Food	4.16		112	625			
	Food Services		CC Accounting:	112-157-910-3100-630				
	MREA							

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
69	CC-794 03/18/23 Food	6.45		112 625				
	Food Services					CC Accounting: 112-158-910-3100-630		
	MREA							
70	CC-794 03/18/23 Food	3.73		112 625				
	Food Services					CC Accounting: 112-661-910-3100-630		
	MREA							
71	CC-794 03/26/23 Food	5.29		112 625				
	Food Services					CC Accounting: 112-157-910-3100-630		
	WALMART							
72	CC-794 03/26/23 Food	8.21		112 625				
	Food Services					CC Accounting: 112-158-910-3100-630		
	WALMART							
73	CC-794 03/26/23 Food	4.75		112 625				
	Food Services					CC Accounting: 112-661-910-3100-630		
	WALMART							
74	CC-794 03/26/23 Food	39.22		112 625				
	Food Services					CC Accounting: 112-157-910-3100-630		
	SAMS CLUB							
75	CC-794 03/26/23 Food	60.86		112 625				
	Food Services					CC Accounting: 112-158-910-3100-630		
	SAMS CLUB							
76	CC-794 03/26/23 Food	35.16		112 625				
	Food Services					CC Accounting: 112-661-910-3100-630		
	SAMS CLUB							
77	CC-794 03/26/23 Food	5.21		112 625				
	Food Services					CC Accounting: 112-157-910-3100-630		
	SMITHS							
78	CC-794 03/26/23 Food	8.08		112 625				
	Food Services					CC Accounting: 112-158-910-3100-630		
	SMITHS							
79	CC-794 03/26/23 Food	4.67		112 625				
	Food Services					CC Accounting: 112-661-910-3100-630		
	SMITHS							
80	CC-795 03/04/23 Plunger	19.76		101 625				
	Maintenance Dept					CC Accounting: 101- -100-2600-610		
	AMAZON.COM							
81	CC-795 03/04/23 Plunger	18.99		201 625				
	Maintenance Dept					CC Accounting: 201- -100-2600-610		
	AMAZON.COM							
82	CC-795 03/05/23 Misc Supplies	73.08		101 625				
	Maintenance Dept					CC Accounting: 101- -100-2600-610		
	AMAZON.COM							
83	CC-795 03/05/23 Misc Supplies	70.22		201 625				
	Maintenance Dept					CC Accounting: 201- -100-2600-610		
	AMAZON.COM							

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
84	CC-795 03/08/23 Misc Supplies	133.29		101	625		
Maintenance Dept AMAZON.COM			CC Accounting:	101-	-100-2600-610		
85	CC-795 03/08/23 Misc Supplies	128.07		201	625		
Maintenance Dept AMAZON.COM			CC Accounting:	201-	-100-2600-610		
86	CC-795 03/06/23 Rubber Cement	11.98		101	625		
Maintenance Dept AMAZON.COM			CC Accounting:	101-	-100-2600-610		
87	CC-795 03/06/23 Rubber Cement	11.51		201	625		
Maintenance Dept AMAZON.COM			CC Accounting:	201-	-100-2600-610		
88	CC-795 03/07/23 Misc Supplies	18.41		101	625		
Maintenance Dept AMAZON.COM			CC Accounting:	101-	-100-2600-610		
89	CC-795 03/07/23 Misc Supplies	17.68		201	625		
Maintenance Dept AMAZON.COM			CC Accounting:	201-	-100-2600-610		
90	CC-795 03/14/23 Extension Cords	489.56		101	625		
Maintenance Dept AMAZON.COM			CC Accounting:	101-	-100-2600-610		
91	CC-795 03/14/23 Extension Cords	470.36		201	625		
Maintenance Dept AMAZON.COM			CC Accounting:	201-	-100-2600-610		
92	CC-795 03/21/23 Air Fitlers	489.55		101	625		
Maintenance Dept AMAZON.COM			CC Accounting:	101-	-100-2600-610		
93	CC-795 03/21/23 Air Fitlers	470.35		201	625		
Maintenance Dept AMAZON.COM			CC Accounting:	201-	-100-2600-610		
94	CC-795 03/21/23 Bathroom Supplies	417.59		101	625		
Maintenance Dept GRAINGER			CC Accounting:	101-	-100-2600-610		
95	CC-795 03/21/23 Bathroom Supplies	417.60		201	625		
Maintenance Dept GRAINGER			CC Accounting:	201-	-100-2600-610		
96	CC-796 03/07/23 2023 Ford Exp Registration	26.76		110	625		
Transportation Dept CASCADE COUNTY CLERK AND RECORDER			CC Accounting:	110-	-100-2700-810		
97	CC-796 03/07/23 2023 Ford Exp Registration	26.76		210	625		
Transportation Dept CASCADE COUNTY CLERK AND RECORDER			CC Accounting:	210-	-100-2700-810		
98	CC-796 03/17/23 Big Iron Truck & RV Wash	65.00		110	625		
Transportation Dept MISC. VENDOR.			CC Accounting:	110-	-100-2700-610		

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount	Acct/Source/				Obj	Proj
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func			
99	CC-796 03/17/23 Big Iron Truck & RV Wash	65.00		210	625			
	Transportation Dept		CC Accounting:	210-	-100-2700-610			
	MISC. VENDOR.							
100	CC-796 03/18/23 The Homestead	52.80		110	625			
	Transportation Dept		CC Accounting:	110-	-100-2700-582			
	MISC RESTAURANTS OUT-OF-DIST							
101	CC-796 03/18/23 The Homestead	52.80		210	625			
	Transportation Dept		CC Accounting:	210-	-100-2700-582			
	MISC RESTAURANTS OUT-OF-DIST							
102	CC-796 03/28/23 North 40	91.77		101	625			
	Transportation Dept		CC Accounting:	101-	-100-2600-610			
	NORTH 40 OUTFITTERS							
103	CC-796 03/28/23 North 40	88.18		201	625			
	Transportation Dept		CC Accounting:	201-	-100-2600-610			
	NORTH 40 OUTFITTERS							
104	CC-796 03/30/23 Transportation Accessory	225.98		110	625			
	Transportation Dept		CC Accounting:	110-	-100-2700-610			
	MISC. VENDOR.							
105	CC-796 03/30/23 Transportation Accessory	225.99		210	625			
	Transportation Dept		CC Accounting:	210-	-100-2700-610			
	MISC. VENDOR.							
106	CC-797 03/06/23 Money Unit / Baker Math	30.50		201	625			
	ATHLETIC 1		CC Accounting:	201-	-280-1000-610			
	TEACHERS PAY TEACHERS							
107	CC-797 03/06/23 Social Optics	350.00		213	625			
	ATHLETIC 1		CC Accounting:	213-	-280-1000-682			
	SOCIAL OPTICS							
108	CC-797 03/31/23 Michaels	51.95		101	625			
	ATHLETIC 1		CC Accounting:	101-	-100-1000-610			
	MICHAEL'S							
109	CC-798 03/09/23 Regional Science Fair Registra	520.00		215	625		90	
	Athletics 2		CC Accounting:	215-	-710-3400-582-			
	GREAT FALLS COLLEGE MSU							
110	CC-798 04/04/23 AgEd Dues/Registration	484.85		215	625		323	
	Athletics 2		CC Accounting:	215-	-451-1000-582-323			
	MT ASSOCIATION OF AGRICULTURE EDUCATORS							
111	CC-799 03/28/23 Track Uniforms	514.35		201	625			
	Activities 1		CC Accounting:	201-	-720-3500-610			
	STOKES ATHLETICS							
112	CC-799 03/29/23 EL Book Sets	107.35		101	625			
	Activities 1		CC Accounting:	101-	-100-2220-640			
	BAKKEN BOOKS							
113	CC-799 03/31/23 Ulm Easter Egg	23.91		115	625		423	
	Activities 1		CC Accounting:	115-	-434-1000-610-423			
	MISC. VENDOR.							

* ... Over spent expenditure

Claim Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
114	CC-799 04/01/23 HS Books	373.28		201	625		
Activities 1			CC Accounting:	201-	-100-2220-640		
FIRST BOOK							
115	CC-801 03/03/23 Storage Cart	94.00		115	625		423
AMAZON.COM			CC Accounting:	115-	-434-1000-610-423		
116	CC-801 03/03/23 Golf - Training Mat	89.98		201	625		
AMAZON.COM			CC Accounting:	201-	-720-3500-610		
117	CC-801 03/04/23 Stop Motion Studio Mobile	59.90		201	625		
CATEATER LLC			CC Accounting:	201-	-100-2220-610		
118	CC-801 03/07/23 Golf - Training Mat	25.99		201	625		
AMAZON.COM			CC Accounting:	201-	-720-3500-610		
119	CC-801 03/09/23 Movie Rental	3.99		115	625		423
AMAZON.COM			CC Accounting:	115-	-434-1000-610-423		
120	CC-801 03/13/23 SpEd - Money Set	12.83		201	625		
AMAZON.COM			CC Accounting:	201-	-280-1000-610		
121	CC-801 03/14/23 SpEd - Expo Markers, Timers	61.07		201	625		
AMAZON.COM			CC Accounting:	201-	-280-1000-610		
122	CC-801 03/15/23 FCS - Groceries	69.37		201	625		
468 MARKET			CC Accounting:	201-	-390-1000-610		
123	CC-801 03/21/23 FCS - Groceries	67.02		201	625		
SAMS CLUB			CC Accounting:	201-	-390-1000-610		
124	CC-801 03/21/23 FCS - Groceries	12.73		201	625		
SMITHS			CC Accounting:	201-	-390-1000-610		
125	CC-801 03/23/23 Library Books	618.12		201	625		
FOLLETT SCHOOL SOLUTIONS, INC.			CC Accounting:	201-	-100-2220-640		
126	CC-801 03/24/23 Spoons	24.99		115	625		423
AMAZON.COM			CC Accounting:	115-	-434-1000-610-423		
127	CC-801 03/24/23 Craft supplies	116.76		115	625		423
AMAZON.COM			CC Accounting:	115-	-434-1000-610-423		
128	CC-801 03/29/23 Craft supplies	1,474.06		115	625		423
AMAZON.COM			CC Accounting:	115-	-434-1000-610-423		
129	CC-801 03/30/23 Craft supplies	158.82		115	625		423
AMAZON.COM			CC Accounting:	115-	-434-1000-610-423		
130	CC-801 03/27/23 Bird Seed	54.60		115	625		423
AMAZON.COM			CC Accounting:	115-	-434-1000-610-423		
131	CC-801 03/27/23 First Aid kits	108.62		115	625		423
AMAZON.COM			CC Accounting:	115-	-434-1000-610-423		
132	CC-801 03/28/23 Pretzels	64.14		115	625		423
AMAZON.COM			CC Accounting:	115-	-434-1000-630-423		
133	CC-801 03/27/23 Amazon	10.99		115	625		423
AMAZON.COM			CC Accounting:	115-	-434-1000-610-423		
134	CC-801 03/28/23 Whizzimo Subscription	99.99		113	625		
WHIZZIMO, LLC.			CC Accounting:	113-	-280-1000-682		

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
135		CC-801 03/30/23 Cooking Week Supplies	186.47		115	625		423
	AMAZON.COM			CC Accounting:	115-	-434-1000-610-423		
136		CC-801 03/31/23 Kitchen utinsels	155.91		215	625		323
	MISC. VENDOR.			CC Accounting:	215-	-451-1000-610-323		
137		CC-801 04/01/23 Frying pans	159.48		215	625		323
	AMAZON.COM			CC Accounting:	215-	-451-1000-610-323		
138		CC-801 04/01/23 FCS - Groceries	114.11		201	625		
	SAMS CLUB			CC Accounting:	201-	-390-1000-610		
139		CC-801 04/01/23 FCS - Groceries	29.51		201	625		
	SMITHS			CC Accounting:	201-	-390-1000-610		
140		CC-801 04/05/23 Ear muffs	45.21		101	625		
	AMAZON.COM			CC Accounting:	101-	-100-2100-610		
8306	12701S	1809 MUST	1,556.00					
3		MAY23 05/01/23 May Retiree Insurance - CM	778.00		289	100-1000	260	89
4		MAY23 05/01/23 May Reitree Insurance - LC	38.00		289	100-1000	260	89
5		MAY23 05/01/23 May Retiree Insurance - RM	740.00		289	100-1000	260	89
		# of Claims	41	Total:	103,113.76	# of Vendors	39	

Fund/Account	Amount
101 General Fund	
101	\$28,199.92
110 Transportation	
101	\$9,173.17
112 Food Services	
101	\$15,167.67
113 Tuition	
101	\$199.99
115 Federal Programs	
101	\$2,537.03
128 Technology	
101	\$1,832.81
201 General Fund	
101	\$24,557.72
210 Transportation	
101	\$9,724.69
213 Tuition	
101	\$450.00
215 Federal Programs	
101	\$5,714.76
228 Technology	
101	\$4,000.00
289 Retirement/COBRA Insurance Fund	
101	\$1,556.00
Total:	\$103,113.76

SECTION III: STUDENT ACTIVITY ACCOUNT

05/11/23
15:26:52

CASCADE PUBLIC SCHOOLS
Statement of Activity by Account Name for 04/01/23 to 04/30/23

Page: 1 of 2
Report ID: S100

Account	Opening Balance	Receipts				Transfers (+)	Invest (+)	Misc.	Misc.	Closing Balance
		Disbursed (-)	in Transit (+)	Deposits (+)	Earnings (+)			Charges (-)		
1 ANNUAL	219.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	219.08	
36 ART	2600.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2600.70	
2 ATHLETICS	6182.36	2641.34	-372.45	6780.45	-120.00	0.00	0.00	0.00	9829.02	
5 BAND	5903.49	798.79	-2261.00	2261.00	0.00	0.00	0.00	0.00	5104.70	
51 BOOK FAIR	635.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	635.85	
3 BPA	3728.15	3731.83	-293.68	967.78	0.00	0.00	0.00	0.00	670.42	
4 CHEER/PEP CLUB	1730.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1730.07	
7 CHOIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
61 CLASS OF 2023	1672.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1672.47	
62 CLASS OF 2024	1812.88	900.00	0.00	0.00	0.00	0.00	0.00	0.00	912.88	
68 CLASS OF 2025	2255.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2255.00	
69 CLASS OF 2026	215.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	215.47	
13 CONCESSIONS	35404.27	596.80	0.00	2499.80	0.00	0.00	0.00	0.00	37307.27	
47 COUNSELING	1792.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1792.65	
65 DRIVERS EDUCATION	0.00	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	0.00	0.23	
15 FFA	4794.06	678.81	0.00	350.00	0.00	0.00	0.00	0.00	4465.25	
64 FOOD SERVICE CLEARING	11259.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11259.61	
12 HS BOYS' BB	89.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	89.52	
46 HS CROSS COUNTRY	1625.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1625.38	
38 HS FOOTBALL	1399.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1399.09	
40 HS GIRLS' BB	204.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	204.63	
66 HS GOLF	147.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	147.43	
19 HS HONOR SOCIETY	4184.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4184.89	
29 HS STUDENT COUNCIL/MBI	181.71	193.78	0.00	223.00	0.00	0.00	0.00	0.00	210.93	
37 HS TRACK	471.80	0.00	0.00	857.80	0.00	0.00	0.00	0.00	1329.60	
10 HS VOLLEYBALL	5965.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5965.21	
34 HS WRESTLING	1605.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1605.62	
57 JH BOYS BB	1838.14	118.85	-270.00	270.00	0.00	0.00	0.00	0.00	1719.29	
39 JH FOOTBALL	2066.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2066.98	
56 JH GIRLS BB	494.05	118.85	0.00	0.00	0.00	0.00	0.00	0.00	375.20	
35 JH HONOR SOCIETY	206.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	206.77	
27 JH STUDENT COUNCIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
53 JH TRACK	645.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	645.81	
54 JH VOLLEYBALL	457.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	457.12	
55 JH WRESTLING	127.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	127.65	
43 JMG	207.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	207.76	
6 JUNIOR TIRP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
18 K-8 MISC EARNINGS	3345.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3345.69	
26 LIVING 2 SERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
25 REVOLVING	493.76	1117.04	-2299.00	2804.55	120.00	0.00	0.00	0.00	2.27	
24 ROBOTICS	96.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	96.80	
9 SCHOLARSHIP	1712.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1712.72	
33 SHOP FUND	1300.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1300.10	
31 TECHNOLOGY	9795.67	0.00	-225.00	225.00	0.00	0.00	0.00	0.00	9795.67	
17 XCELL	793.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	793.53	
898 MISC EARNINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
899 MISC CHARGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total for Student Accounts	119664.17	10896.09	-5721.13	17239.38					120286.33	
Bank Account Totals	119664.17	10896.09	-5721.13	17239.38	0.00		0.00	0.00	120286.33	

SECTION IV: SUB LIST

Substitute Teachers	
Name	
CERTIFIED	
Burcusa, Michael	C/FP
Gist, Virginia	C/FP
Iverson, Amanda	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
Strobbe, Peggy	C/FP
NON-CERTIFIED	
Aker, Virginia	FP
Baker, Enrico	FP
Brown, Molly	FP
Castellanos-Romero, Amy	FP
Cox-Marez, Dawna	FP
Ethridge, Andrea	FP
Gonzalez, Jordan*	FP
Guariglia, Alezandria*	FP
Hughes, Doralyn	FP
Manley, Rachel	FP
McKamey, Rachelle	FP
Robinson, Diane	FP
Winkowitsch, Daniel	FP
Winkowitsch, Valerie	FP
Secretarial	
Name	
Skogley, Meolody	

***Need Approval by the Trustees**

T.B. Approved (No longer required)

C - Some teaching certification

FP - FINGERPRINTED

PH - Physical Approved

****All approval of employment is contingent upon passing background checks****

Bus Drivers	
Name	
Aker, Virginia	FP/PH
Cope, Ted	FP/PH
Correll, Michele*	FP/PH
McKamey, Jeanne	FP/PH
McFarlane, Richard*	FP
Nelson, Dave	FP/PH
Nelsen, Mark	FP/PH
Shirley, Bill*	FP/PH
Skogley, Jeff	TB/FP/PH
Tilleman, Eric	TB/FP/PH
Custodian	
Name	
Aker, Virginia	FP/PH
Day, Ricky	FP
Day, Rocky	FP
Hughes, Doralyn	FP
Hunter, Tina	TB/FP/PH
McFarlane, Richard*	FP
Olson, Kayler	
Kitchen	
Name	
McKamey, Jeanne	FP
Hickam, Jay	FP/PH
Hughes, Doralyn	FP
Volunteers	
Name	
Nelsen, Jessica (piano)	
XCELL! Afterschool Program	
Name	
Vierra, Sabrina (Vol)	
Johnson, Alissa (Vol)	FP
Formell, Lynn (Vol)	FP
Antonich, Myrtle	ULM
Calvert, Brittney	ULM
Spry, Jen	ULM