



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

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



CASCADE PUBLIC SCHOOLS

Regular Monthly Meeting of the Cascade Board of Trustees
Cascade Public Schools Conference Room #123
321 Central Avenue West, Cascade MT 59421
July 18, 2023 at 6:00 p.m.

Agenda

<https://zoom.us/j/95075657618?pwd=NzJPUk9iOEFuL280YXV2UmxOLzczUT09>

Meeting ID: 950 7565 7618

Passcode: 531hp6

Call to Order

6:00

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

Pledge of Allegiance

Public Comment on Non-Agenda Items

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

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

REGULAR MONTHLY MEETING

Informational (I)

Staff Reports (I)

- A. Tim Lange, Activities Director
- B. Michael Wilson, K1-12 Principal
- C. Levi Collins, Superintendent
- D. Karsen Floerchinger, Business Manager

Board Report (I)

- A. Facility Committee Report
- B. Policy Committee Report
- C. Board Training Hours
- D. Board Report

New Business (A)

- A. Consideration of Recommendation for JH/HS Science Teacher, Kodey Hansen
- B. Consideration of Recommendation for SY2023-2024 Fall/Winter Coaches
- C. Consideration of Recommendation for SY2023-2024 Advisors
- D. Consideration of SY2023-2024 Student Activities/Athletic Handbook Updates & Revisions
- E. Consideration of SY2023-2024 Coaches, Sponsors, Advisors, Activities, Athletic Handbook Updates & Revisions
- F. Consideration of SY2023-2024 Student Handbook Updates & Revisions
- G. Consideration of SY2023-2024 Certified Handbook Updates & Revisions
- H. Consideration of SY2023-2024 Classified Handbook Updates & Revisions
- I. Consideration of SY2023-2024 Transportation Handbook Updates & Revisions
- J. Consideration of SY2023-2024 Board Handbook Updates & Revisions
- K. Consideration of Required Policy Adoption

- L. Consideration of Required Policy Revisions and Updates
- M. Consideration of Required Policy Terminations
- N. Consideration of Policy Revisions and Updates – 1st Reading
- O. Consideration of Student Attendance Agreement Approvals
- P. Consideration of Student Attendance Agreement Denial
- Q. Consent Agenda
 - a. Minutes of Regular Board Meeting, June 27, 2023
 - b. Business Claims
 - c. Student Activity Account
 - d. Sub List
 - e. Individual Transportation Contracts

Board Meeting Evaluation (I)

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

Announcements (I)

- A. Regular School Board Meeting – August 15, 2023
- B. Upcoming Events

Adjournment (A)

7:30

REGULAR MONTHLY MEETING

Informational

Staff Reports

- A. Tim Lange, Activities Director
- B. Michael, Elementary Principal
- C. Levi Collins, Superintendent – *Appendix A, Section I (pg. 3)*
- D. Karsen Floerchinger, Business Manager

Board Report (Appendix B)

- A. Facilities Committee Report – *Appendix B, Section I (pg. 5)*
- B. Policy Committee Report
- C. Board Training Hours – *Appendix B, Section II (pg. 6)*
- D. Board Evaluation

New Business (A) (Appendix A)

A. Consideration of Recommendation for JH/HS Science Teacher, Kodey Hansen

Category: Personnel

Presented by: Levi Collins

Facts to Consider: Ms. Hansen has 6 years of experience as a classroom teacher. She has not taught JH/HS science but has agreed to complete the appropriate courses to become certified in that area. OPI grants emergency certifications to allow individuals to teach in areas they do not have certification/endorsements for a period of 3 years.

Superintendent Recommendation: Hire Kodey Hansen as JH/HS Science Teacher for SY2023-2024.

Sample Motion: I move to approve the recommendation to hire Kodey Hansen as JH/HS Science Teacher for SY2023-2024.

B. Consideration of Recommendation for SY2023-2024 Fall/Winter Coaches

Category: Personnel

Presented by: Tim Lange

Facts to Consider:

Connor Schulte – HS Football Assistant

Mike Nelson – HS Football 2nd Assistant

Dustin Fuller – JH Football Assistant

Lawni Raether – JH Football Assistant Volunteer

Jason Coates – JH Football Assistant Volunteer

Amanda Brown – JH Volleyball Assistant

Tim Lange – JH Boys Basketball Head

Superintendent Recommendation: Approve the SY2023-2024 Fall/Winter Coaches as listed.

Sample Motion: I move to approve the SY2023-2024 Fall/Winter Coaches as listed.

C. Consideration of Recommendation for SY2023-2024 Advisors

Category: Personnel

Presented by: Tim Lange

Facts to Consider:

Christa Hardy – Annual

Jeff Skogley – Band, Choir

Connor Schulte – BPA, Senior Class

Jennifer Ward – FFA

Guilia Weeda – National Honor Society, Junior Class

Amanda Brown – Student Council, Junior Class

Eliza Papke – Senior Class

Armando Romero – Concessions

Alissa Johnson – Elementary Science Fair

Tina Mann – Pep Club

Superintendent Recommendation: Approve the SY2023-2024 Advisors as listed.

Sample Motion: I move to approve the SY2023-2024 Advisors as listed.

D. Consideration of SY2023-2024 Student Activities/Athletic Handbook Updates & Revisions

Category: Policy

Presented by: Policy Committee

Attachments: Updates & Revisions – *Appendix C, Section I (pg. 8)*

Facts to Consider: Along with the administration, the Policy Committee has extensively reviewed the handbooks and made updates and revisions to comply with Board policy, streamline format and eliminate redundancy.

Superintendent Recommendation: Approve the updates & revisions to the SY2023-2024 Student Activities/Athletic Handbook.

Sample Motion: I move to approve the updates & revisions to the SY2023-2024 Student Activities/Athletic Handbook.

E. Consideration of SY2023-2024 Coaches, Sponsors, Advisors, Activities, Athletic Handbook Updates & Revisions

Category: Policy

Presented by: Policy Committee

Attachments: Updates & Revisions – *Appendix C, Section II (pg. 27)*

Facts to Consider: Along with the administration, the Policy Committee has extensively reviewed the handbooks and made updates and revisions to comply with Board policy, streamline format and eliminate redundancy.

Superintendent Recommendation: Approve the updates & revisions to the SY2023-2024 Coaches, Sponsors, Advisors, Activities, Athletic Handbook.

Sample Motion: I move to approve the updates & revisions to the SY2023-2024 Coaches, Sponsors, Advisors, Activities, Athletic Handbook.

F. Consideration of SY2023-2024 Student Handbook Updates & Revisions

Category: Policy

Presented by: Policy Committee

Attachments: Updates & Revisions – *Appendix C, Section III (pg. 62)*

Facts to Consider: Along with the administration, the Policy Committee has extensively reviewed the handbooks and made updates and revisions to comply with Board policy, streamline format and eliminate redundancy.

Superintendent Recommendation: Approve the updates & revisions to the SY2023-2024 Student Handbook.

Sample Motion: I move to approve the updates & revisions to the SY2023-2024 Student Handbook.

G. Consideration of SY2023-2024 Certified Handbook Updates & Revisions

Category: Policy

Presented by: Policy Committee

Attachments: Updates & Revisions – *Appendix C, Section IV (pg. 112)*

Facts to Consider: Along with the administration, the Policy Committee has extensively reviewed the handbooks and made updates and revisions to comply with Board policy, streamline format and eliminate redundancy.

Superintendent Recommendation: Approve the updates & revisions to the SY2023-2024 Certified Handbook.

Sample Motion: I move to approve the updates & revisions to the SY2023-2024 Certified Handbook.

H. Consideration of SY2023-2024 Classified Handbook Updates & Revisions

Category: Policy

Presented by: Policy Committee

Attachments: Updates & Revisions – *Appendix C, Section V (pg. 171)*

Facts to Consider: Along with the administration, the Policy Committee has extensively reviewed the handbooks and made updates and revisions to comply with Board policy, streamline format and eliminate redundancy.

Superintendent Recommendation: Approve the updates & revisions to the SY2023-2024 Classified Handbook.

Sample Motion: I move to approve the updates & revisions to the SY2023-2024 Classified Handbook.

I. Consideration of SY2023-2024 Transportation Handbook Updates & Revisions

Category: Policy

Presented by: Policy Committee

Attachments: Updates & Revisions – *Appendix C, Section VI (pg. 218)*

Facts to Consider: Along with the administration, the Policy Committee has extensively reviewed the handbooks and made updates and revisions to comply with Board policy, streamline format and eliminate redundancy.

Superintendent Recommendation: Approve the updates & revisions to the SY2023-2024 Transportation Handbook.

Sample Motion: I move to approve the updates & revisions to the SY2023-2024 Transportation Handbook.

J. Consideration of SY2023-2024 Board Handbook Updates & Revisions

Category: Policy

Presented by: Policy Committee

Attachments: Updates & Revisions – *Appendix C, Section VII (pg. 253)*

Facts to Consider: Along with the administration, the Policy Committee has extensively reviewed the handbooks and made updates and revisions to comply with Board policy, streamline format and eliminate redundancy.

Superintendent Recommendation: Approve the updates & revisions to the SY2023-2024 Board Handbook.

Sample Motion: I move to approve the updates & revisions to the SY2023-2024 Board Handbook.

K. Consideration of Required Policy Adoption

Category: Policy

Presented by: Policy Committee/Levi Collins

Attachments: Policies – *Appendix C, Section VIII (pg. 269)*

Facts to Consider: June 2023 policy series updates. The policies may be updated and adopted on the first reading since all changes are required to comply with law.

Model Policies to Adopt:

R: MTSBA Model Policy 1650 – Public Charter Schools – This policy was created to assist districts in complying with [HB 549](#). The policy details how to apply for authorization to establish a public charter school and respond to public requests for new schools or programs as detailed in law.

Superintendent Recommendation: Approve and adopt the 1st reading of policy 1650.

Sample Motion: I move to approve and adopt the 1st reading of the policy 1650.

L. Consideration of Required Policy Revisions and Updates

Category: Policy

Presented by: Policy Committee/Levi Collins

Attachments: Policies – *Appendix C, Section IX (pg. 270)*

Facts to Consider: June 2023 policy series updates. The policies may be updated and adopted on the first reading since all changes are required to comply with law.

Model Policies to Update

R: MTSBA Model Policy 1005FE – Proficiency Based ANB. This policy was updated to reflect changes in the law from [SB 8](#). The policy provides new definitions and legal references.

R: MTSBA Model Policy 1006FE – Fund Transfers for School Safety. This policy was updated to reflect changes in the law from [SB 213](#). The policy provides expanded opportunities for use of transferred funds for training and threat assessments.

R: MTSBA Model Policy 1007FE – Multi-District Agreements. This policy was updated to reflect changes in law from [HB 214](#). The policy provides updated definitions and authorization for specific programming through multi-district agreements.

R: MTSBA Model Policy 1009FE – Teacher Recruitment and Retention. This policy was updated to reflect changes in the law from [SB 70](#), [SB 373](#), [HB 117](#), and [HB 883](#). The policy provides update provisions on loan repayment, retiree services, teacher residency, and alternative licensing.

R: MTSBA Model Policy 1010FE – Early Enrollment for Exceptional Circumstances. This policy was updated to reflect changes in the law from [HB 352](#). The policy provides for a termination date and revisions to address required transition from early enrollment for exceptional circumstances to targeted intervention for reading proficiency as required on July 1, 2024.

R: MTSBA Model Policy 1110 – Taking Office. This policy was updated to reflect changes in the law from [HB 811](#). The policy provides for the district to participate in the online repository for information on boards of trustees.

R: MTSBA Model Policy 1400 – Board Meetings. This policy was updated to reflect changes in the law from [HB 724](#). The policy provides for online notice of regular board meetings, special board meetings, committee meetings and possible closed sessions.

R: MTSBA Model Policy 1700 – Uniform Complaint Procedure. This policy was updated to reflect changes in law from [HB 504](#). The policy requires posting for the complaint process, updates legal citations, and clarifies procedures.

R: MTSBA Model Policy 2050 – Innovative Student Instruction. This policy was updated to reflect changes in law from [SB 8](#) and [HB 214](#). The policy provides for new definitions of remote instruction and online instruction, clarifies personalized learning options, and updates ANB calculations.

R: MTSBA Model Policy 2132 – Student and Family Privacy Rights. This policy was updated to reflect changes in law from [HB 676](#). The policy provides for notice of rights provided in state and federal law as previously detailed in the policy.

R: MTSBA Model Policy 2140 – Guidance and Counseling. This policy was updated to reflect changes in law from [HB 458](#). The policy provides for the use of career coaches to assist students in particular areas of academic interest or career fields.

R: MTSBA Model Policy 2158 – Family Engagement. This policy was updated to reflect changes in law from [SB 518](#). The policy provides for public notification of a district plan to engage families and involve them in a student’s education while providing information about educational opportunities within the district.

R: MTSBA Model Policy 2167 – Correspondence Courses. This policy was updated to reflect changes in law from [SB 8](#) and [HB 214](#). The policy provides expanded application for use of correspondence courses. – OPTIONAL VERBIAGE

R: MTSBA Model Policy 2168 – Distance Learning. This policy was updated to reflect changes in law from [SB 8](#) and [HB 214](#). The

policy provides expanded application and definitions for use of remote instruction offered by sources other than the school district.

R: MTSBA Model Policy 2170/2170P – Digital Academy. This policy was updated to reflect changes in law from [HB 749](#), [SB 8](#) and [HB 214](#). The policy provides for expanded use of the MTDA for personalized learning and authorization to use of the newly established MTDA clearing house. – OPTIONAL VERBIAGE

R: MTSBA Model Policy 2332 – Religion and Religious Activities. This policy was updated to reflect changes in law from [HB 744](#) and [HB 745](#) as well as the United States Supreme Court Decision in [Kennedy v. Bremerton](#). The policy provides specificity as to when it is applicable for district staff and updates legal references.

R: MTSBA Model Policy 2450 – Indian Education for All. This policy was updated to reflect changes in law from [HB 338](#). The policy provides for update legal references and authorizes application for the Indian Education for All payment.

R: MTSBA Model Policy 2600 – Work Based Learning. This policy was updated to reflect changes in law from [SB 444](#). The policy provides for collaboration with families in certain areas when developing the student’s work-based learning plan.

R: MTSBA Model Policy 3100 – Early Enrollment for Exceptional Circumstances. This policy was updated to reflect changes in the law from [HB 352](#). The policy provides for a termination date and revisions to address required transition from early enrollment for exceptional circumstances to targeted intervention for reading proficiency as required on July 1, 2024.

R: MTSBA Model Policy 3110 – Entrance, Placement and Transfer. This policy was updated to reflect changes in law from [HB 396](#). The policy provides for the admission and assignment of a student on a part time basis.

R: MTSBA Model Policy 3120 – Compulsory Attendance. This policy was updated to reflect changes in law from [SB 518](#). The policy provides for excused absences for reasons related to parental rights.

R: MTSBA Model Policy 3121/3121P – Enrollment and Attendance. This policy was updated to reflect changes in law from [SB 8](#) and [HB 214](#). The policy provides for new definitions of remote instruction and online instruction and updates ANB calculations.

R: MTSBA Model Policy 3141 – Non-Resident Enrollment. This policy was updated to reflect changes in law from [HB 203](#). The policy provides for a termination date and methodology to establish educationally relevant standards for enrollment of non-resident students prior to July 1, 2024.

R: MTSBA Model Policy 3150 – Part-Time Admission. This policy was updated to reflect changes in law from [HB 396](#). The policy is clarified for the admission of resident students on a part time basis.

R: MTSBA Model Policy 3226 – Bullying, Harassment, and Intimidation. This policy is updated to reflect changes in law from [HB 361](#). The policy now has updated legal references.

R: MTSBA Model Policy 3233 – Student Use of Buildings. This policy was updated to reflect changes in law from [SB 518](#). The policy provides for public notification of rights of parents to withdraw a student from a club or group.

R: MTSBA Model Policy 3235 – Video Surveillance. This policy is updated to reflect changes in law from [SB 397](#). The policy provides protocol in the event a district utilizes facial recognition technology. – OPTIONAL VERBIAGE

R: MTSBA Model Policy 3310 – Student Discipline. This policy is updated to reflect changes in law from [HB 361](#) and [HB 450](#). The policy outlines self-defense provisions and updates legal references.

R: MTSBA Model Policy 3413 – Student Immunizations. This policy is updated to reflect changes in law from [HB 715](#). The policy provides for public notice of immunization guidelines and exemptions.

R: MTSBA Model Policy 3510 – School Sponsored Activities. This policy was updated to reflect changes in law from [SB 518](#). The policy provides for public notification of rights of parents to withdraw a student from an activity. – OPTIONAL VERBIAGE

R: MTSBA Model Policy 3550 – Student Clubs and Groups. This policy was updated to reflect changes in law from [SB 518](#) and [HB 382](#). The policy provides for public notification of rights of parents to withdraw a student from a club or group. The policy authorizes CTE clubs to seek grants to support club operations as provided in law.

R: MTSBA Model Policy 4410 – Relations with Law Enforcement. This policy was updated to reflect changes in the law from [SB 213](#). The policy specifies methods by which a district can assist a county in establishing rules of operation for an interdisciplinary student information and school safety team.

R: MTSBA Model Policy 8301 – District Safety. This policy was updated to reflect changes in the law from [SB 213](#). The policy clarifies procedures related to establishing a district safety plan, coordinating with the community to implement the plan, and identifying threat assessment practices within the plan.

Superintendent Recommendation: Approve and adopt the 1st reading of the policy updates and revisions as listed.

Sample Motion: I move to approve and adopt the 1st reading of the policy updates and revisions as listed.

M. Consideration of Required Policy Terminations

Category: Policy

Presented by: Policy Committee/Levi Collins

Facts to Consider: Last month, the president terminated the declared national emergency related to COVID-19. This is the last emergency in effect justifying the use of the Emergency Policies. Local boards of trustees in districts where the MTSBA Model Emergency Policies numbered 1900-1912 are still in effect should include the following item on their next meeting agenda.

If not terminated and removed, the presence of the policies in the manual could cause confusion among students, parents, staff, and taxpayers. Removing these items will help ensure clarity regarding district operations and avoid unnecessary distractions. Local boards of trustees have the authority to terminate the Emergency Policies with one reading in accordance with Emergency Policy 1901.

Policies to Terminate:

1900 – Introduction

1901 – School District Policy and Procedures

1903 – School District Meetings and Gatherings

1904 – Use of Transportation Funds

1905 – Student, Staff, and Community Health and Safety

1906 – Student Instruction and Services

1906P – Student Instruction Resources and Best Practices

1907 – School District Declaration of Emergency

1908 – Family Engagement

1908F – Family Onsite Opt-Out Form

1909 – Human Resources Personnel

1910 – Personnel Use of Leave

1910F1 – Emergency Paid Sick Leave Employee Request Form

1910F2 – EFMLA Employee Request Form

1911 – School District Budget Adoption and Amendment

1912 – Audit School District Elections During Emergency

Superintendent Recommendation: Terminate the policies as listed.

MTSBA Sample Motion: I move the board of trustees terminate the Temporary Emergency Policies Numbered 1900-1912 and direct the administration to remove the policies and related procedures from the policy manual and work with necessary stakeholders to enact this motion.

N. Consideration of Policy Revisions and Updates – 1st Reading

Category: Policy

Presented by: Policy Committee/Levi Collins

Attachments: Policies – *Appendix C, Section X (pg. 344)*

Facts to Consider: The following policy revisions are to update personnel.

Policies to Update:

3210 – Equal Educational Opportunity, Nondiscrimination, and Sex Equity – update Title IX and Section 504 Coordinator to Michael Wilson.

3225 – Sexual Harassment of Students – update Title IX Coordinator to Michael Wilson.

5010 – Equal Employment Opportunity, Nondiscrimination, and Sex Equity – update Title IX and Section 504 Coordinator to Michael Wilson.

5012 – Sexual Harassment of Employees – update Title IX Coordinator to Michael Wilson.

5120-F(1) – Hiring Process and Criteria – Determination Form – update form to remove Rick Miller.

Superintendent Recommendation: Approve the 1st reading of the policy updates and revisions as listed.

Sample Motion: I move to approve the 1st reading of the policy updates and revisions as listed.

O. Consideration of Student Attendance Agreement Approvals

Category: Enrollment

Presented by: Levi Collins

Attachments: Attendance Agreements – *Appendix C, Section XI (pg. 352)*

Facts to Consider: Per policy 3141, “ 1. Except as required by § 20-5-321, MCA, the District will admit nonresident students at its discretion.

2. The Superintendent will recommend to the Board any nonresident student admission in accordance with this policy, with the Board making the final decision on admission.

3. The District will examine a student’s records from this district and other school districts before any Board approval for admission. Review of the records and decisions regarding admission cannot be inconsistent with district policies regarding nondiscrimination.

4. Every nonresident student who attends District schools must reapply for admission for the succeeding school year by June 15. Admission in one school year does not infer or guarantee admission in subsequent years.”

Superintendent Recommendation: Approve the student attendance agreements for SY2023-2024 as listed.

Sample Motion: I move to approve the student attendance agreements for SY2023-2024 as listed.

P. Consideration of Student Attendance Agreement Denials

Category: Enrollment

Presented by: Levi Collins

Attachments: Attendance Agreements – *Appendix C, Section XI (pg. 353)*

Facts to Consider: Per policy 3141, “ 1. Except as required by § 20-5-321, MCA, the District will admit nonresident students at its discretion.

2. The Superintendent will recommend to the Board any nonresident student admission in accordance with this policy, with the Board making the final decision on admission.

3. The District will examine a student’s records from this district and other school districts before any Board approval for admission. Review of the records and decisions regarding admission cannot be inconsistent with district policies regarding nondiscrimination.

4. Every nonresident student who attends District schools must reapply for admission for the succeeding school year by June 15. Admission in one school year does not infer or guarantee admission in subsequent years.”

Superintendent Recommendation: Deny the student attendance agreement for SY2023-2024 as listed.

Q. Consent Agenda (Appendix D)

A. Minutes of Regular Board Meeting, June 27, 2022 – *Appendix D, Section I (pg. 355)*

B. Business Claims – *Appendix D, Section II (pg. 361)*

C. Student Activity Account – *Appendix D, Section III (pg. 379)*

D. Sub List – *Appendix D, Section IV (pg. 380)*

E. Individual Transportation Contracts – *Appendix D, Section V (pg. 381)*

Board Meeting Evaluation (I)

A. Complete evaluation and turn into Mr. Collins

Announcements (I)

A. Regular School Board Meeting, August 15, 2023

B. Upcoming Trainings

Adjournment (A)