



Cascade School's Mission:

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

By promoting excellence for all students through:

- Engaging curriculum with rigor and relevance
- *High-quality instruction*
- 21st Century technology
- Personal and academic pride

Cascade Schools will strive to:

- Deliver an academic program that inspires and motivates every student to value education for his/her lifetime.
- Customize and individualize our educational program to meet every student's strengths and needs.
- Incorporate technology into all aspects of our education program in a manner that best prepares our students for the 21st Century.
- Strategically focus resources on student's achievement and identify wants and needs of the Cascade community.
- Connect our curriculum and assessment data to the common core standards.

Mav

Accountability for the board through trustee and levy elections. Be sure to orient your newly-elected trustees to your process of strategic governance Adjust your budget priorities and planned staffing depending on the outcome of the levy election.

Celebrate graduation and learning completed over the preceding academic year. Make sure your community knows about the district's progress in increasing student achievement and that your board embraces a belief that all students can be taught and achieve.

July

New fiscal year. This is a great time to think about kicking off the strategic governance model if you have not yet done so! Use MTSBA's new Strategic Governance Policy Series to guide you through the transition

AUQUSI

Budget Adoption.

Is the proposed budget deliberately aligned with your district goals? Do you have district goals? If not, to what priorities is your budget aligned? At a minimum, the board and staff leadership team should have a discussion regarding

April

Continue to refine and align and finalize budget and collective bargaining negotiations with district goals clearly evident in your decisions. Be sure to incorporate sufficient resources for professional development for your staff and board.

Keep kids at the center of all board decisions!

September

School is in session. This

March

Deadline for scheduling any levy that you have identified through your budget planning and alignment process that is required to ensuing school fiscal year.

Februarv

Incorporate the priorities from your strategic planning in your initial budget and employee collective bargaining discussions. If you don't do this now, you will not be able to align your budget and collective bargaining agreement with your plan this year Also, take time and choose a process for self-assessment of your board. Assessment is the most effective way to ensure board members understand their duties and utilize effective governance

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Review and update your strategic plan based on what you learn in reviewing student achievement over the preceding months, or initiate strategic planning if you have no plan. The plan should belong to the Board but should be crafted in collaboration with staff and community. Also, evaluate the performance of your superintendent.

November

December

Review graduation rates.

Review NAEP scores.

Align your governance with the 8 characteristics of effective school boards through MTSBA model policy: 5.

Commit to a vision of high expectations for student achievement and quality instruction. Define clear

goals for that

vision.

1.

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.

2.

3. 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.

4.

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.

6.

Lead as a united team with the superintendent, each from their respective roles, with strong collaboration and mutual trust.

7.

Take part in team development and training to build shared knowledge, values and commitments for their improvement

efforts.

8.



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

May 21, 2024 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)

- A. Letter of Resignation, Alezandria Guariglia (XCELL Director)
- B. Letter of Resignation, Amanda Brown (HS Social Studies)
- C. Letter of Resignation, Rocket Durham (Custodian)
- D. Letter of Resignation, Jeff Mortag (HS Girls Basketball Head Coach)
- E. Letter of Resignation, Billy Shirley (Sub Bus Driver)
- F. Letter of Resignation, Larry Cummings (Bus Driver)
- G. Resignation, Rocky Day (Custodian)

Staff Reports (I)

- A. Jennifer Ward, FFA Advisor
- B. Jason Raether, Activities Director
- C. Michael Wilson, K1-12 Principal
- D. Levi Collins, Superintendent
- E. Karsen Floerchinger, Business Manager

Board Report (I)

- A. Board Evaluation
- B. Board Training Hours

New Business (A)

- A. Consideration of SY2024-2025 Calendar Revisions
- B. Consideration of Recommendation for K1-12 Counselor SY2024-2025, Kelsey Brown
- C. Consideration of Recommendation for HS Social Studies Teacher SY2024-2025, Abigail Sites
- D. Consideration of Recommendation for K1-12 Librarian SY2024-2025, Savanah Collins

- E. Consideration of Recommendation for XCELL Summer Director, Paige Dickinson
- F. Consideration of Recommendation for Winter Coaches SY2024-2025
- G. Consideration of SY2024-2025 Classified Salary Matrix Revisions
- H. Consideration of Superintendent Contract SY2024-2025, Levi Collins
- I. Consideration of K1-12 Principal Contract SY2024-2025, Michael Wilson
- J. Consideration of Business Manager/District Clerk Contract SY2024-2025, Karsen Floerchinger
- K. Consideration of Schoolhouse IT Contract Renewal, SY2024-2025
- L. Consideration of Annual MHSA Application, Catastrophic Insurance & Concussion Insurance, SY2024-2025
- M. Consent Agenda

District Clerk Annual Evaluation (possible executive session) Board Meeting Evaluation (I)

A. Complete the evaluation and turn into Mr. Collins

Announcements (I)

A. Regular School Board Meeting – June 25, 2024

Adjournment (A) 7:30

REGULAR MONTHLY MEETING

Informational (I) (Appendix A)

- A. Letter of Resignation, Alexandria Guariglia (XCELL Director)
- B. Letter of Resignation, Amanda Brown (HS Social Studies)
- C. Letter of Resignation, Rocket Durham (Custodian)
- D. Letter of Resignation, Jeff Mortag (HS Girls Basketball Head Coach)
- E. Letter of Resignation, Billy Shirley (Sub Bus Driver)
- F. Letter of Resignation, Larry Cummings (Bus Driver)
- G. Resignation, Rocky Day (Custodian)

Staff Reports (I) (Appendix B)

- A. Jennifer Ward, FFA Advisor Appendix B, Section I (pg. 10)
- B. Jason Raether, Activities Director Appendix B, Section II (pg. 11)
- C. Michael Wilson, K1-12 Principal Appendix B, Section III (pg. 13)
- D. Levi Collins, Superintendent Appendix B, Section IV (pg. 14)
- E. Karsen Floerchinger, Business Manager Appendix B, Section V (pg. 15)

Board Report (I) (Appendix C)

- A. Board Evaluation Appendix C, Section I (pg. 18)
- B. Board Training Hours Appendix C, Section I (pg. 22)

New Business (A) (Appendix D)

A. Consideration of FY2024-2025 Calendar Revisions

Category: Policy

Presented by: Levi Collins

Attachments: SY2024-2025 Calendar – Appendix D, Section I (pg. 24)

Facts to Consider: The previously approved calendar had an incorrect date. The calendar committee changed the February day

off from the 13th to the 20th and switched the PIR dates to coincide.

Superintendent Recommendation: Approve the revisions to SY2024-2025 Calendar.

Sample Motion: I move to approve the revisions to SY2024-2025 Calendar.

B. Consideration of Recommendation for K1-12 Counselor SY2024-2025, Kelsey Brown

Category: Personnel
Presented by: Levi Collins

Attachments: Cover Letter – Appendix D, Section II (pg. 25)

Superintendent Recommendation: Hire Kelsey Brown as K1-12 Counselor for SY2024-2025, pending background check.

Sample Motion: I move to approve the recommendation to hire Kelsey Brown as K1-12 Counselor for SY2024-2025, pending

background check.

C. Consideration of Recommendation for HS Social Studies Teacher SY2024-2025, Abigail Sites

Category: Personnel
Presented by: Levi Collins

Attachments: Cover Letter – Appendix D, Section II (pg. 26)

Superintendent Recommendation: Hire Abigail Sites as HS Social Studies Teacher for SY2024-2025, pending background check. **Sample Motion**: I move to approve the recommendation to hire Abigail Sites as HS Social Studies Teacher for SY2024-2025,

pending background check.

D. Consideration of Recommendation for K1-12 Librarian SY2024-2025, Savannah Collins

Category: Personnel
Presented by: Levi Collins

Attachments: Cover Letter – Appendix D, Section II (pg. 27)

Superintendent Recommendation: Hire Savannah Collins as K1-12 Librarian for SY2024-2025.

Sample Motion: I move to approve the recommendation to hire Savannah Collins as K1-12 Librarian for SY2024-2025.

E. Consideration of Recommendation for XCELL Summer Director, Paige Dickinson

Category: Personnel Presented by: Levi Collins

Superintendent Recommendation: Hire Paige Dickinson as XCELL Summer Director.

Sample Motion: I move to approve the recommendation to hire Paige Dickinson as XCELL Summer Director.

F. Consideration of Recommendation for SY2024-2025 Winter Coaches

Category: Personnel
Presented by: Levi Collins

Facts to Consider:

Nick Ethridge - HS Boys Basketball Head

Superintendent Recommendation: Hire the winter coaches, as listed, for SY2024-2025.

Sample Motion: I move to approve the recommendation to hire the winter coaches, as listed, for SY2024-2025.

G. Consideration of SY2024-2025 Classified Salary Matrix Revisions

Category: Personnel
Presented by: Levi Collins

Attachments: Classified Salary Matrix 2023 & 2024 – Appendix D, Section III (pg. 28)

Facts to Consider: In an effort to recruit and retain classified employees, the administration is proposing the following revisions to the classified salary matrix. Amounts reflect starting wages

to the classified salary matrix. Amounts reflect starting wages.

Aide – from \$15.00 to \$15.50 Custodian - \$15.00 to \$15.50 Bus Driver - \$20.00 to \$25.00 Secretary - \$15.25 to \$16.00 Admin Assistant - \$15.75 to \$19.00 Kitchen Aide - \$14.00 to \$15.50 Head Kitchen - \$17.00 to \$19.00

Superintendent Recommendation: Approve the revisions to the classified salary matrix, effective July 1, 2024.

Sample Motion: I move to approve the revisions to the classified salary matrix, effective July 1, 2024.

H. Consideration of Superintendent Contract SY2024-2025, Levi Collins

Category: Personnel

Presented by: Negotiations Committee

Attachments: Superintendent Contract – Appendix D, Section IV (pg. 30)

Facts to Consider: Mr. Collins' contract reflects a 5.34% raise to his annual salary for a total salary of \$103,339. Additionally, language was added that granted Mr. Collins the ability to be out of the office on days there is not school scheduled for breaks during the school year, without the loss of vacation days. A 3-year contract was offered to Mr. Collins, with the ability negotiate terms annually. The liquidated damages clause was renegotiated with the committee. Language will be presented at the board meeting.

Negotiations Committee Recommendation: Approve the Superintendent Contract for Levi Collins for SY2024-2025.

Sample Motion: I move to approve the Superintendent Contract for Levi Collins for SY2024-2025.

I. Consideration of K1-12 Principal Contract SY2024-2025, Michael Wilson

Category: Personnel

Presented by: Negotiations Committee

Attachments: K1-12 Principal Contract – Appendix D, Section IV (pg. 36)

Facts to Consider: Mr. Wilson's contract reflects the removal of the employer paid health insurance cause and an additional

\$15,000 added to annual salary in its place, for a total salary of \$80,000.

Negotiations Committee Recommendation: Approve the K1-12 Principal Contract for Michael Wilson for SY2024-2025.

Sample Motion: I move to approve the K1-12 Principal Contract for Michael Wilson for SY2024-2025.

J. Consideration of Business Manager/District Clerk Contract SY2024-2025, Karsen Floerchinger

Category: Personnel

Presented by: Negotiations Committee

Attachments: Business Manager/District Clerk Contract - Appendix D, Section IV (pg. 38)

Facts to Consider: Mrs. Floerchinger's contract reflects a restructure of the insurance clause that states if a lesser premium is selected, the difference between the highest premium and premium selected will be deposited into an HSA or Flex account. Additionally, language was added that granted Mr. Floerchinger the ability to be out of the office on days there is not school scheduled for breaks during the school year, without the loss of vacation days. The board also granted Mrs. Floerchinger the ability to work remotely, when appropriate, during the summer break. Finally, Mrs. Floerchinger was given a 5.34% raise to her salary for a total annual salary of \$67,186.

Negotiations Committee Recommendation: Approve the Business Manager/District Clerk Contract for Karsen Floerchinger for SY2024-2025.

Sample Motion: I move to approve the Business Manager/District Clerk Contract for Karsen Floerchinger for SY2024-2025.

K. Consideration of Schoolhouse IT Contract Renewal, SY2024-2025

Category: Technology
Presented by: Levi Collins

Attachments: SY2024-2025 Renewal Letter – Appendix D, Section V (pg. 40)

Facts to Consider: Schoolhouse IT has been providing contracted tech services in our District since 2019. The annual renewal for

SY2025 is an increase of 3% for a total of \$52,794.

Negotiations Committee Recommendation: Approve the renewal of services with Schoolhouse IT for SY2024-2025.

Sample Motion: I move to approve the renewal of services with Schoolhouse IT for SY2024-2025.

L. Consideration of Annual MHSA Application, Catastrophic Insurance & Concussion Insurance, SY2024-2025

Category: Policy/Extracurriculars
Presented by: Levi Collins

Attachments: SY2024-2025 MHSA Documents – Appendix D, Section VI (pg. 42)

Facts to Consider: MHSA requires an annual renewal in order to participate. The total dues for SY2025 will be \$3,618.00, to include 6 boys sports (football, cross country, basketball, wrestling, track & golf), 6 girl sports (volleyball, cross country, basketball, wrestling, track & golf), 2 combined activities (band & choir) (\$3,250), liability catastrophe plan insurance (\$302) and concussion insurance (\$66).

Negotiations Committee Recommendation: Approve the annual MHSA Application, Catastrophic Insurance & Concussion Insurance for SY2024-2025.

Sample Motion: I move to approve the annual MHSA Application, Catastrophic Insurance & Concussion Insurance for SY2024-2025.

M. Consent Agenda (A) (Appendix E)

- A. Minutes of Regular Board Meeting, April 16, 2024 Appendix D, Section I (pg. 49)
- **B.** Business Claims Appendix D, Section II (pg. 55)
- C. Student Activity Account Appendix D, Section III (pg. 66)
- **D.** Sub List Appendix D, Section IV (pg. 67)

Business Manager/District Clerk Annual Evaluation (possible executive session) Board Meeting Evaluation (I)

A. Complete evaluation and turn into Mr. Collins

Announcements (I)

A. Regular School Board Meeting, June 25, 2024