

Dear parent/guardian,

As you may know, our school has not been able to recruit a teacher for our Science department for the upcoming semester. To help make sure our students have access to vital educational services, we have partnered with Montana Digital Academy (MTDA), Montana's public state virtual school, to provide teacher services and curriculum to assist with these classes for this semester:

- Chemistry
- Biology
- Earth Science
- 8th Grade Science
- 7th Grade Science

MTDA is a state-funded program created by the 2009 State Legislature to provide distance learning services across the state of Montana. Since 2010, they have provided online learning opportunities to tens of thousands of students across the state. MTDA's faculty is made up entirely of Montana public school teachers who work in public schools across the state.

MTDA is an asynchronous program, meaning that students can access the instruction anytime during the day and night. All of Cascade's students will be scheduled in our science classroom.

MTDA also provides a series of support resources to help individual students and their parents with the expectations of their online course. These include:

- Every MTDA class is managed by a Montana public school teacher. They are responsible for providing guidance to your student throughout the semester, along with grading all assignments and providing feedback. They will be in contact with you during the first weeks of the course and provide you with their contact information, including both their email address and phone number. I would encourage you to be in contact with the MTDA teacher right away with any questions.
- MTDA has staff dedicated to student support. The easiest way to contact their staff is via the MTDA help desk, [support@mtda.org](mailto:support@mtda.org). You can email 24 hours a day and their team can direct the request appropriately. If your

student contacts the help desk, I would suggest they CC (“carbon copy”) you and Ms. Jones to help monitor the conversation.

- Most MTDA core courses and electives (for example, US History, Pre-Calculus, German) have 24/7 tutoring resources available inside the classroom to assist your student should they need help with concepts or content. Your student will be introduced to the tutor system during the first week of class.
- We will have a local support teacher in the room with the students providing support and facilitation to students. We will share the contact information of that teacher as soon as that person has been assigned to the position. We are still looking for a qualified candidate for this position. Desired skills include positive demeanor and ability to manage a classroom of secondary students. Curriculum and lessons will be taught by the MTDA teacher. Please check the school website if you are interested in helping educate the kids. Carrie Jones (guidance counselor) will be the main liaison between Cascade Schools and MTDA. She will monitor grades and attendance and report to Mr. Wilson (principal) directly.
- We will have a question and answer session in the school for parents and students on January 23rd, 2024 at 5:30 pm in the school library. The question and answer session will also be broadcast via zoom for those who cannot make it in person but still want additional information on this subject.

Join Zoom Meeting

<https://zoom.us/j/92065654461?pwd=RVYrdWIGNjVwck9DekNNWEqxL0pBUT09>

I am enclosing a copy of MTDA’s “Entrance Counseling Form” to give you a sense of their expectations for students in an online course. Our team is committed to supporting your student with their participation in this online program. Don’t hesitate to reach out to Carrie Jones ([carrie.jones@cascade.k12.mt.us](mailto:carrie.jones@cascade.k12.mt.us)), Mr. Michael Wilson ([michael.wilson@cascade.k12.mt.us](mailto:michael.wilson@cascade.k12.mt.us)) or myself to answer questions or resolve issues.

Thank you,

Levi Collins

Superintendent, Cascade Public Schools

406-468-9383 extension 105

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