

CASCADE SCHOOL DISTRICT 3 & B



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.

HOME OF THE BADGERS



CASCADE SCHOOL DISTRICT 3 & B

Regular Meeting of the Board of Trustees
Conference Room #123
321 Central Ave West, Cascade, MT 59421
July 23, 2024 at 6:00 p.m.

Agenda

<https://zoom.us/j/91359191090?pwd=mek74jzscUfM4XdQkc2mJdQFRpyV2m.1>

Meeting ID: 91359191090

Passcode: w52JSv

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. Jason Raether, Activities Director
- B. Levi Collins, Superintendent
- C. Karsen Floerchinger, Business Manager

Board Report (I)

- A. Board Evaluation

New Business (A)

- A. Consideration of Recommendation for K1-12 Librarian SY2024-2025, Savannah Collins
- B. Consideration of Recommendation for Front Office Secretary SY2024-2025, Brittany Martinez
- C. Consideration of Recommendation for Long-Term Sub SY2024-2025, Genevieve Kimble
- D. Consideration of Recommendation for SY2024-2025 Coaches
- E. Consideration of Recommendation for SY2024-2025 Bus Routes
- F. Consideration of Recommendation for SY2024-2025 Handbook Updates
- G. Consideration of Recommended Policy Revisions and Updates – 2nd Reading
- H. Consideration of Recommendation to Close the Debt Service Funds
- I. Consent Agenda

Board Meeting Evaluation (I)

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

Announcements (I)

- A. Regular School Board Meeting – August 20, 2024
- B. Upcoming Events

Adjournment (A)

7:30

REGULAR MONTHLY MEETING

Informational

Staff Reports (Appendix A)

- A. Jason Raether, Activities Director – *Appendix A, Section I (pg. 2)*
- B. Levi Collins, Superintendent – *Appendix A, Section II (pg. 4)*
- C. Karsen Floerchinger, Business Manager

Board Report (Appendix B)

- A. Board Evaluation – *Appendix B, Section I (pg. 6)*
- B. Board Assessment - *Appendix B, Section II (pg. 8)*

New Business (A) (Appendix C)

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

Category: Personnel

Presented by: Levi Collins

Attachments: Cover Letter – *Appendix C, Section I (pg. 10)*

Facts to Consider: The librarian position has been posted for several months and has not received any certified applicants. Mrs. Collins is being recommended to the librarian position under emergency certification.

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.

B. Consideration of Recommendation for Front Office Secretary SY2024-2025, Brittany Martinez

Category: Personnel

Presented by: Levi Collins

Attachments: Cover Letter – *Appendix C, Section I (pg. 11)*

Superintendent Recommendation: Hire Brittany Martinez as Front Office Secretary for SY2024-2025, pending background check.

Sample Motion: I move to approve the recommendation to hire Brittany Martinez as Front Office Secretary for SY2024-2025, pending background check.

C. Consideration of Recommendation for Long-Term Sub SY2024-2025, Genevieve Kimble

Category: Personnel

Presented by: Levi Collins

Facts to Consider: Ms. Kimble began working as a substitute teacher last school year. She has agreed to fill in for Early K while Mrs. Wilcox is on leave.

Superintendent Recommendation: Hire Genevieve Kimble as Long-Term Sub for SY2024-2025.

Sample Motion: I move to approve the recommendation to hire Genevieve Kimble as Long-Term Sub for SY2024-2025.

D. Consideration of Recommendation for SY2024-2025 Coaches

Category: Personnel

Presented by: Jason Raether

Facts to Consider:

Heather Lewis – HS Track Head

Tina Mann – JH Track Head

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

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

E. Consideration of Recommendation of SY2024-2025 Bus Routes

Category: Policy

Presented by: Levi Collins

Attachments: Bus Routes SY2025 – – *Appendix C, Section II (pg. 12)*

Facts to Consider: Under ARM 10.7.101, all bus routes must be approved yearly. By the fourth Monday in July, a county transportation committee must act to approve or not approve all bus routes established by Districts. Routes are subject to change before county approval.

Superintendent Recommendation: Approve the Bus Routes for SY2024-2025.

Sample Motion: I move to approve the Bus Routes for SY2024-2025.

F. Consideration of Recommendation for SY2024-2025 Handbook Updates

Category: Policy

Presented by: Policy Committee

Attachments: Handbook Update Summary and Handbooks – *Appendix C, Section III (pg. 13)*

Facts to Consider: The policy committee met to review proposed changes and implement additional revisions. **Superintendent**

Recommendation: Approve the 2024-2025 handbook updates.

Sample Motion: I move to approve the 2024-2025 handbook updates.

G. Consideration of Recommended Policy Revisions and Updates – 2nd Reading

Category: Policy

Presented by: Levi Collins

Attachments: Policies – *Appendix C, Section IV (pg. 144)*

Facts to Consider: March 2024 policy series updates. These policies require two readings since they are not required. All policies and forms are new.

Policies to Update:

MTSBA Model Policy 2165 – Early Literacy Targeted Intervention. This policy was created to assist districts in establishing early literacy targeted intervention programs established by HB 352. The policy is based on the new statutes and the regulations adopted by the Board of Public Education. The policy is accompanied by **Policy 2165F – Early Literacy Targeted Intervention Consent Form.** **Include optional language classroom-based programming.**

MTSBA Model Policy 2162P2 – Section 504 Procedural Safeguards. This procedure was created to assist districts in complying with requirements for Section 504 regulations governing the provision of accommodations to students.

MTSBA Model Policy 2165F – Early Literacy Targeted Intervention Consent Form. This form was developed to assist districts in securing parental consent prior to early literacy evaluation.

MTSBA Model Policy 2250F – Adult Education Acknowledgement of Risk. This form was developed to assist districts in securing acknowledgement of risk from adult education students taking courses provided by the district.

MTSBA Model Policy 3141F – Non-Resident Student Enrollment Application. This form was developed by the Office of Public Instruction as required by HB 203. The form can be adopted and placed in a district's policy manual for public and district use.

MTSBA Model Policy 3416F3 – Designation and Acceptance of Medication Assistance. This form was developed to assist districts in securing parental permission to assist students with administering medication.

MTSBA Model Policy 4330F2 – Community Use of Facilities Acknowledgement of Risk. This form was developed to assist districts in securing acknowledgement of risk from community members using school facilities in accordance with the optional language in Policy 4330P – Facility Use Procedures.

Superintendent Recommendation: Approve the 2nd reading of the policies as listed.

Sample Motion: I move to approve the 2nd reading of the policies as listed.

H. Consideration of Recommendation to Close Debt Service Funds

Category: Policy/Finance

Presented by: Karsen Floerchinger

Facts to Consider: The Debt Service Funds (150 & 250) have been inactive due to the conclusion of the school bond that expired in 2022. Protested taxes have been collected over the years and there is currently a balance of approximately \$23K between the two funds. When funds are no longer active, they are to be closed. Per MCA 20-9-443 and ARM 10.10.319(3), the Debt Service funds must be closed to the General, Technology or Building Reserve Funds and must be spent on constructing, equipping or enlarging school buildings or purchasing land for school purposes.

Superintendent Recommendation: Approve the close of the Debt Service funds and choose which fund to transfer monies to.

Sample Motion: I move to approve the close of the Debt Service funds and transfer the monies to ____ fund.

I. Consent Agenda (Appendix D)

A. Minutes of Regular Board Meeting, June 25, 2024 – *Appendix D, Section I (pg. 164)*

B. Business Claims – *Appendix D, Section II (pg. 169)*

C. Student Activity Account – *Appendix D, Section III (pg. 185)*

D. Sub List – *Appendix D, Section IV (pg. 186)*

E. Student Attendance Agreements – *Appendix D, Section V (pg. 187)*

F. Individual Transportation Contracts – *Appendix D, Section VI (pg. 188)*

Board Meeting Evaluation (I)

A. Complete evaluation and turn into Mr. Collins

Announcements (I)

- A. Regular School Board Meeting – July 16, 2024
- B. Upcoming Events

Adjournment (A)