



# CASCADE

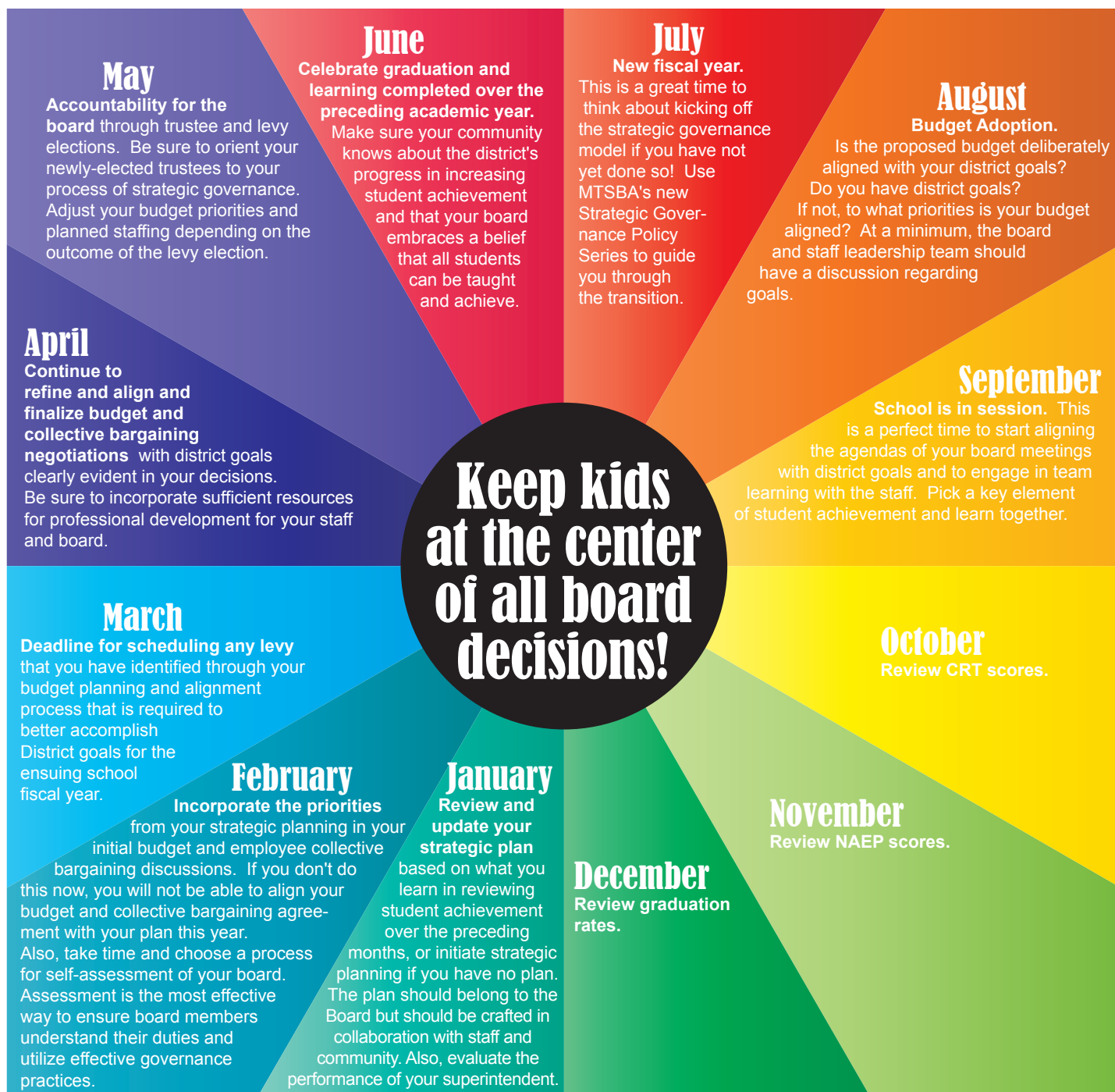
PUBLIC SCHOOLS MT. DIST. 3&B  
HOME OF THE BADGERS



## The Core Purpose of Cascade Public School District:

*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.*

*Approved by the Cascade Board of Trustees January 2016*



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

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

# Regular Meeting of the Board of Trustees

April 17, 2018

6:00 p.m.

Cascade Public Schools  
321 Central Avenue West  
Cascade, Montana 59421-0529

## Agenda

### Call to Order

6:00

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

### 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.

### Old Business (A)

6:05

### Informational (I)

- A. Letter of Resignations–Andy Perry (HS Science/Asst FB), Christa Hardy (HSVB), Carol Wells (Para)
- B. Superintendent Search Update

### Staff Report (I)

- A. Booster Club
- B. PTSA
- C. Siobhan Hathhorn, K-6 Principal
- D. Kevin Sukut, 7-12 Principal
- E. Sonja Mazaira, AD
- F. April Pepos, XCELL!

### New Business (A)

6:30

- A. Recommendation Golden Triangle Cooperative Agreement 2018-2019SY
- B. Recommendation for HS Science Teacher
- C. Recommendation for Drivers Education
- D. Recommendation for Paraprofessional
- E. Recommendations for 2018-19 Coaching Positions
- F. Policy Revisions and Updates–First Reading
  - a. Policy 2150–Suicide Awareness and Prevention
  - b. Policy 4350–Website Accessibility and Nondiscrimination
  - c. Policy 5220–Prohibition on Aiding Sexual Abuse
  - d. Policy 8205–Meal Charge Policy
  - e. Policy 8210–Procurement Policy for School Food Purchases
  - f. Policy 8410–Operation and Maintenance of District Facilities
- G. Consent Agenda
  - 1. Minutes Regular Board Meeting March 20, 2018
  - 2. Business Claims
  - 3. Student Activity Account

4. Student Attendance Agreements
5. Transportation Contracts
6. Sub List

### **Superintendent Report (I)**

- A. Elections Information
- B. District Openings Update
- C. Accreditation
- D. Legislative Update
- E. Board Hours
- F. General Fund Budget

### **Committee Report (I)**

**6:45**

- A. Finance and Budget
- B. Policy Review
- C. Transportation
- D. Facilities and Grounds
- E. Negotiations
- F. Technology

### **Announcements (I)**

- A. MTSBA Employment Hot Topic Training April 25, 8:30-5:00pm, Helena
- B. Organizational Meeting May 10, 2018 at 6:00 pm
- C. Regular School Board Meeting May 15, 2018 at 6:00 pm
- D. MTSBA Newly Elected Trustee Orientation May in Great Falls/Helena

### **Board Meeting Evaluation**

### **Adjournment (A)**

**7:00**

## **Notice Regarding Public Comment**

*in concordance with Montana State Law and Board Policies:*

1400 Board Meetings

1420 School Board Meeting Procedure

1420F Notice Regarding Public Comment

1441 Public Participation at Board Meetings

Montana law requires school districts and other public agencies to include on the agenda for public meetings an item allowing public comment on any **public matter not otherwise specifically listed on the agenda** that is within the jurisdiction of the agency. As has also been the practice of the District, and in accordance with Montana law, if any member desires to speak to an item that is **specifically listed/identified on the agenda**, you will be allowed to do so when the item comes up for discussion and action. The Public Comment portion of the agenda is not the time designated to hear items that are specifically listed/identified on the agenda.

For those individuals who desire to address the Board during the Public Comment portion of the meeting, if you haven't already done so, please sign your name to the sheet located by the door, circle "Public Comment", and indicate the general topic on which you will be commenting. The Board Chairman will call individuals to speak in the order listed, and only those who indicated such interest, on the sheet provided. Under Montana law, the Board must comply with the legal requirement to protect any individual's right of privacy. A member of the public wishing to address the Board during this time will not be allowed to make comments about any student, staff member, or member of the general public during his/her designated time to speak. In addition, the Board will not hear comments on contested cases or other adjudicative proceedings. When addressing the Board, please do so from the lectern provided so your comments can be heard and recorded accurately. These requests are procedural and not intended to prevent additional participation from the public at the discretion of the Board Chairperson.

Depending on the number of persons who wish to address the Board, the Board Chairman may place reasonable time limits on comments, in order to maintain and ensure effective and efficient operations of the Board.

By law the District cannot deliberate, debate or take any action on any matter presented during Public Comment portion of the meeting, until such time as the matter is specifically noticed on the agenda, and the public has been allowed the opportunity to comment.

## Old Business (A)

### Informational

- A. Letter of Resignations–Andy Perry (HS Science/Asst FB), Christa Hardy (HSVVB), Carol Wells (Para)  
Per Policy 5251, the Superintendent is authorized to accept resignations on behalf of the Board from any district employee. (letters attached)
- B. Superintendent Search Update

Mr. Barnes,

I am writing this letter to inform you that I will not be returning to my current teaching and coaching positions at Cascade High School for the 2018-19 school year. I need to take a step back from full-time teaching and coaching for my family and my well being. I would like to thank you, Mr. Sukut and the board for giving me the opportunity to teach and coach at Cascade High School. This community has made us feel at home and we look forward to continue living and working in the area. This school has some of the best kids and staff that I have had the opportunity to work in my six years of teaching and I will continue to support the school in the future. Again thank you for the opportunity and I wanted to let you know of my decision now so that Cascade would have the best opportunity to find a suitable replacement.

Sincerely,



Andy Perry

To: Cascade Schools

Re: Resignation

After some consideration, I am tendering my resignation as a Special Education Para Professional.

Thank you for all you have done for me.

Carol Wells

April 9, 2018

Dear School Board,

I am writing to inform you of my resignation as Varsity Head Volleyball Coach for Cascade High School. I have thoroughly enjoyed coaching volleyball and everything that a head coach position entails for the past eight years, three in district. However, with two small children and a husband who is busiest in the fall, my priorities over the past few years have been changing and I don't feel I can any longer dedicate the time and energy to two head coaching positions.

Though I must take a step back from volleyball for the time being, it is my intent to continue coaching Track & Field as well as focus on developing the younger athletes and feeder programs, as I feel this is something we desperately need to be successful in all sports.

This has been a tough decision, but I appreciate your understanding. Go Badgers!

Sincerely,



Christa R. Hardy

## Staff Report (I)

- A. Booster Club
- B. PTSA
- C. Siobhan Hathhorn, K-6 Principal
- D. Kevin Sukut, 7-12 Principal
- E. Sonja Mazaira, AD
- F. April Pepos, XCELL!

## New Business (A)

- A. **Recommendation Golden Triangle Cooperative Agreement 2018-2019SY**

**Category:** Curriculum

**Presented by:** Justin Barnes

**Attachments:** See following page

**Facts to Consider:** Golden Triangle is our coop for curriculum and professional development. Teachers utilize the coop locally for professional development.

**Superintendent Recommendation:** Approve the recommendation to accept the Golden Triangle Cooperative Agreement for 2018-19SY.

## Golden Triangle Cooperative

1010 Oilfield Ave.  
Shelby, MT 59474

Phone: (406) 434-2745  
Fax: (406) 434-2751  
E-Mail: [diana@gtccmt.org](mailto:diana@gtccmt.org)  
Website: [www.gtccmt.org](http://www.gtccmt.org)

### COOPERATIVE AGREEMENT

#### 2018 – 2019 School Year

- A. The Board of Trustees of Cascade, District No. 3-B (Elementary/High School, Cascade County, in a meeting held \_\_\_\_\_ 2018, authorize by resolution \_\_\_\_\_, District Superintendent, Authorized Representative, to file an application for the district(s) to make representations and to make commitments on behalf of the district(s) under the provisions of this Agreement.
- B. The Board of Trustees further agrees that the persons named in Item C be designated the administrators for the project and are authorized to receive and expend for the conduct of this project, funds belonging to the above district(s).
- C. The designated administrators for the project are the Superintendent and the Director of Curriculum, Shelby Public Schools.
- D. The designated fiscal agent for the project is the District Clerk, Shelby Public Schools, 1010 Oilfield Avenue, Shelby, MT 59474.
- C. Annual membership dues are \$3,025.00 plus \$10.00 per student based on ANB 2018 Spring (combined K-12) enrollment figures for the district.
- F. The Board of Trustees of Cascade, District No. 3-B has reviewed all information and data contained in this Cooperative Agreement and agrees to pay the host District Six Thousand One Hundred Five and 00/100 dollars (\$6,105.00) as itemized on the attached statement no later than October 1, 2018.
- G. The original of this Cooperative Agreement must be filed with the administrators of the Project.

\_\_\_\_\_  
Signature/Chairperson of the Board of Trustees

\_\_\_\_\_  
Date



- B. Recommendation for HS Science Teacher/Drivers Ed Instructor 2019SY–Neal Coon**  
**Category:** Personnel  
**Presented by:** Justin Barnes  
**Attachments:** None  
**Facts to Consider:** Applications were reviewed and interviews conducted for the position of High School Science Teacher. Mr. Neal Coon is being recommended for the position. He has taught Junior High and High School science, traffic education, coached track, basketball, and football along with a variety of extracurricular/community activities.  
**Superintendent Recommendation:** Approve the recommendation for HS Science Teacher and Drivers Ed Instructor for SY2019.
- C. Recommendation for Drivers Education–Scott Hartman, Mick Davis**  
**Category:** Personnel  
**Presented by:** Justin Barnes  
**Attachments:** None  
**Facts to Consider:** The District has been without a Driver’s Education program for over two years due to lack of instructors. Students approaching driving age have had to commute with their parents to surrounding districts in order to receive instruction. Two very experienced and knowledgeable instructors are being recommended, Mr. Scott Hartman and Mr. Mick Davis. Mr. Hartman has taught Driver’s Ed in Cascade previously and has many years of experience. Mr. Davis teaches Driver’s Education at Great Falls Public Schools. He has been a driving instructor for over 30 years. He belongs to the MT Traffic Organization, serving two terms as president. Driving instructors are difficult to find locally and we as a district are very fortunate to have two excellent instructors willing to teach our students at this time.  
**Superintendent Recommendation:** Approve the recommendation for Drivers Education instructors at rate of \$25/hr.
- D. Recommendation for Paraprofessional–Danette Mahana**  
**Category:** Personnel  
**Presented by:** Justin Barnes  
**Attachments:** None  
**Facts to Consider:** Mrs. Danette Mahana has filled the need of an elementary para effective 3/27 due to resignation of Mrs. Carol Wells.  
**Superintendent Recommendation:** Approve the recommendation for Paraprofessional, Danette Mahana.
- E. Recommendations for 2018-19 Coaching Positions**  
**Category:** Personnel  
**Presented by:** Justin Barnes, Sonja Mazaira  
**Attachments:** None  
**Facts to Consider:** Mrs. Mazaira’s recommendations for the Fall/Winter coaching personnel are as follows. Recommendations for open positions will be made as they are filled.  
HSBB Head–Roger Hatler  
HSBB Asst–Mike Moore  
HSFB Head–Jay Fredrickson  
JHFB Head–Matt Hastings  
JHBB Head–Ashley Tait  
**Superintendent Recommendation:** Approve the recommendation for 2018-19 Coaching Positions.
- F. Policy Revisions and Updates–First Reading**  
**Category:** Policy  
**Presented by:** Justin Barnes  
**Attachments:** Policies attached as Appendix A at end of packet for easier reading with summary of changes.  
**Facts to Consider:** A summary of the changes to affected policies is listed below as provided by Joe Brott, Director of Policy Services, MTSBA. All are new and required except for 8410, which was adopted in 2001.  
**Superintendent Recommendation:** Approve the first reading of each policy as listed.

- a. **Policy 2150 – Suicide Awareness and Prevention (Required)** – This policy is a newly required policy upon the passage of HB 381. OPI is working on language to add under 10.55.719, ARM guiding school districts on development of the program.
- b. **Policy 4350 – Website Accessibility and Nondiscrimination (Required)** – OCR is finding school districts to be in non-compliance by not having a policy outlining the equal opportunity of individuals with disabilities as those without disabilities, including those opportunities delivered through electronic and information technology. This policy was developed by MTSBA to help school districts meet that compliance. It is strongly recommended that school districts adopt this policy. Cascade School’s website is ADA compliant per this policy.
- c. **Policy 5220 – Prohibition on Aiding Sexual Abuse (Strongly Recommended)** – This new policy is a required policy under ESSA section 8038, §8546.
- d. **Policy 8205 – Meal Charge Policy (Required)** – This is a REQUIRED policy. MTSBA has developed four **model** meal charge policies covering elementary, middle, and high school students. It is extremely hard to develop one policy to fit all schools. These model policies cover the following areas (as required by law): Charging meals, alternate meals, different avenues of paying for meals, contacting parents regarding charges and payments, adult meals, and a la carte meals. The policy will most likely vary depending on the size and type of school and/or school district. These policies are labeled as Alternate 1, Alternate 2, Alternate 3, and Alternate 4. Policy 8205 (Alternate 1) has four samples for an elementary lunch program, 2 samples for a middle school lunch program, and 2 samples for a K-12 lunch program. If choosing this alternate, do not adopt it with all of the samples. A school district can take sections from any of the model policies and combine them into one policy that would fit the needs of the district. A school district can have different meal charge programs for the elementary, middle school, and high school in their district.
- e. **Policy 8210 – Procurement Policy for School Food Purchases (Required)** – This is a REQUIRED policy. As with the Meal Charge policy, this policy is a requirement for Food Service Programs. As stated on lines 13-14, other language can be used, adjusted, utilized, or added to meet the needs of your district.
- f. **Policy 8410 – Operation and Maintenance of District Facilities (Required)** – This policy was adopted in 2001 and reviewed in 2016. The recommended addition applies to District housing.

**G. Consent Agenda**

1. Minutes Regular Board Meeting March 20, 2018

**Regular Meeting**  
**Cascade School District 3B**  
**Board of Trustees**  
 March 20, 2018 - 6:00 pm

**DRAFT**

**Subject to change upon approval of the board**

**Board Members Present –**

High School Board

Rick Cummings - Chair  
 Chris Boland - Vice Chair  
 Deanna Hastings  
 Erin Wombold  
 Blake Standley  
 Val Fowler

Elementary Board

Rick Cummings - Chair  
 Chris Boland - Vice Chair  
 Deanna Hastings  
 Erin Wombold  
 Blake Standley

**Others Present:** Justin Barnes - Superintendent, Karsen Drury - District Clerk, Amanda Tharp, April Pepos,

Teresa Weems, Michelle Price, Mindy Schrecengost, Felicia O'Brien, Wes Marquis, Pam Marquis, Ruth Mortag, Nancy McGonigal, Tracy Taft, Lara Tait, Farrah McGreggor, Tina Mann, Amanda Brooks, Emily Seabolt, Wesley Seabolt.

Rick Cummings - Board Chair, called the Board of Trustees meeting to order at 6:02 pm. Mr. Cummings asked for public comment on **non**-agenda items.

### **Informational**

- A. Letter of Resignation: Gary Lucero (GBB), Mandy Eike, Becca Cooper (VB)
- B. Drivers Education
- C. Superintendent Search Update

### **Staff Report**

- A. Booster Club - Dodgeball Tournament cancelled
- B. Sonja Mazaira, AD - \*Report given by Justin Barnes\* Potential cheer club for next school year, Science Fair-5 individual silvers, 1 group gold
- C. April Pepos, XCELL - Working on grant

### **New Business**

- A. Resolution Under SB307  
Chris Boland moved, seconded by Erin Wombold to approve the Elementary Resolution Under SB 307 for intent to impose levies, as revised.  
Passed unanimously.  
Chris Boland moved, seconded by Erin Wombold to approve the High School Resolution Under SB 307.  
Passed unanimously.
- B. Signature Resolution  
Erin Wombold moved, seconded by Chris Boland to approve and update the Bank Signature Resolution.  
Passed unanimously.
- C. Adoption of Calendar SY2018-19  
Deanna Hastings moved, seconded by Erin Wombold to approve the calendar for SY2018-19.  
Passed unanimously.
- D. Recommendation for JHBB Asst Volunteer - James Lewis  
Erin Wombold moved, seconded by Deanna Hastings to approve James Lewis as JHBB Asst Volunteer.  
Passed unanimously.
- E. Recommendation for Spring Coaching  
Blake Standley moved, seconded by Erin Wombold to approve Andy Perry as HS Boys Track Head Coach, Christa Hardy as HS Girls Track Head Coach, Tina Grismer as JH Track Head, Tenella Carrol as JH Track Asst, Eric Tilleman as HS Golf Head, Roberta Tilleman as HS Golf Volunteer, and Mike Moore as HS Golf Asst.  
Passed unanimously.
- F. Recommendation for Business Education Teacher - Ron Benner  
Erin Wombold moved, seconded by Deanna Hastings to approve the recommendation to hire Ron Benner as the Business Education Teacher.

No action was taken by the Board at this time.

#### G. Consent Agenda

1. Minutes Regular Board Meeting February 20, 2018
2. Minutes Special Board Meeting March 7, 2018
3. Business Claims (**5382-5449, EXCLUDING: 5384, 5433**)
4. Student Activity Account
5. Student Attendance Agreements
6. Transportation Contracts
7. Sub List

Erin Wombold moved, seconded by Deanna Hastings to approve the consent agenda.  
Passed unanimously.

### **Superintendent Report**

- A. Beginning work of schedules for FY19
- B. March 29th Deadline for new trustee candidacy
  - a. Forms on website
  - b. April 5th: Candidate may withdraw from election
  - c. April 5th: Write-in candidate deadline
  - d. April 6th: Election by Acclamation/Cancellation of Election notice
  - e. May 8th: Elections if required
- C. Preliminary Budget Projections for FY18
  - a. OPI School Finance pages
    - i. FY18 Adopted:
      1. Elementary: \$1,312,763.77
      2. High School: \$1,063,555.93
    - ii. FY19 Prelim:
      1. Elementary: \$1,339,509.21
      2. High School: \$1,022,939.81
    - iii. Difference:
      1. Elementary: \$26,745.44
      2. High School: (\$40,616.12)
  - b. Highest Budgets Without a Vote
  - c. Difference of (\$13,870.68)
- D. Legislative Outlook
- E. Board Hours
- F. General Fund Budget

### **Committee Report**

- A. Finance and Budget
- B. Policy Review - Last week of March
- C. Transportation
- D. Facilities and Grounds
- E. Negotiations
- F. Technology

**Announcements**

- A. Regular School Board Meeting April 17, 2018 at 6:00 pm
- B. **MTSBA Budget Symposium March 5-29, locations statewide plus video workshop**
- C. MTSBA Employment Hot Topic Training April 25, 8:30-5:00 pm, Helena
- D. MTSBA Newly Elected Trustee Orientation May in Great Falls/Helena

**Adjournment**

At 6:32 pm Deanna Hastings moved, seconded by Erin Wombold **to adjourn.**

**Passed unanimously.**

\_\_\_\_\_  
Rick Cummings, Board Chair

\_\_\_\_\_  
ATTEST: Karsen Drury, District Clerk

Date Signed \_\_\_\_\_

# 1. Business Claims

04/10/18  
10:40:12

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 1 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
5450	9998S	1310 MASTERCARD CORPORATE CLIENTS	7,571.09						
1		CC-96 01/08/18 Paper	170.40		101	625			
		BOARD OF TRUSTEES DISCOUNT SCHOOL SUPPLY				CC Accounting: 101- -100-1000-610			
2		CC-96 01/20/18 Supplies	19.98		201	625			
		BOARD OF TRUSTEES OFFICE MAX				CC Accounting: 201- -100-2300-610			
3		CC-96 01/23/18 Clerks Region 2 Meeting	8.10		101	625			
		BOARD OF TRUSTEES MISC RESTAURANTS OUT-OF-DIST				CC Accounting: 101- -100-2300-582			
4		CC-96 01/23/18 Clerks Region 2 Meeting	12.95		101	625			
		BOARD OF TRUSTEES MISC RESTAURANTS OUT-OF-DIST				CC Accounting: 101- -100-2300-582			
5		CC-96 01/31/18 Permit Renewal	225.00		201	625			
		BOARD OF TRUSTEES US POSTAL SERVICE-CASCADE				CC Accounting: 201- -100-2300-532			
6		CC-96 02/05/18	8.05		201	625			
		BOARD OF TRUSTEES MASTERCARD CORPORATE CLIENTS				CC Accounting: 201- -100-2300-610			
7		CC-97 01/07/18 FOSS Postage	17.38		101	625			
		BUSINESS OFFICE UPS				CC Accounting: 101- -100-1000-610			
8		CC-97 01/06/18 Supplies	117.93		201	625			
		BUSINESS OFFICE SAMS CLUB				CC Accounting: 201- -100-1000-610			
9		CC-97 01/08/18 Tax Forms	11.89		201	625			
		BUSINESS OFFICE AMAZON.COM				CC Accounting: 201- -100-2300-610			
10		CC-97 01/08/18 Tax Forms	12.93		101	625			
		BUSINESS OFFICE AMAZON.COM				CC Accounting: 101- -100-2300-610			
11		CC-97 01/09/18 Calculator Batteries	7.99		101	625			505
		BUSINESS OFFICE AMAZON.COM				CC Accounting: 101- -100-1000-610-505			
12		CC-97 01/09/18 Audible	14.95		101	625			
		AMAZON.COM				CC Accounting: 101- -100-1000-640			

04/10/18  
10:40:12

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 2 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
13		CC-97 01/13/18 Toner Cartridge	79.27		101 625			
		BUSINESS OFFICE AMAZON.COM		CC Accounting: 101-	-100-2400-610			
14		CC-97 01/19/18 Rockwool Stonewool Hydro	5.95		101 625			506
		BUSINESS OFFICE AMAZON.COM		CC Accounting: 101-	-100-1000-610-506			
15		CC-97 01/21/18 Copy Paper	155.88		101 625			
		BUSINESS OFFICE SANS CLUB		CC Accounting: 101-	-100-1000-610			
16		CC-97 01/21/18 Copy Paper	155.88		201 625			
		BUSINESS OFFICE SANS CLUB		CC Accounting: 201-	-100-1000-610			
17		CC-97 01/21/18 Rubber Cement	17.31		201 625			506
		BUSINESS OFFICE AMAZON.COM		CC Accounting: 201-	-100-1000-610-506			
18		CC-97 01/24/18 Bean Seeds	2.98		201 625			506
		BUSINESS OFFICE AMAZON.COM		CC Accounting: 201-	-100-1000-610-506			
19		CC-97 01/22/18 Supplies	22.31		201 625			506
		BUSINESS OFFICE TOMS MARKET		CC Accounting: 201-	-100-1000-610-506			
20		CC-97 01/24/18 Sup't Phone	92.77		201 625			
		BUSINESS OFFICE AT&T		CC Accounting: 201-	-100-2600-531			
21		CC-97 01/24/18 Sup't Phone	92.77		101 625			
		BUSINESS OFFICE AT&T		CC Accounting: 101-	-100-2600-531			
22		CC-97 01/25/18 Kindergarten Snacks	78.51		101 625			500
		BUSINESS OFFICE SANS CLUB		CC Accounting: 101-	-100-1000-610-500			
23		CC-97 01/29/18 Head Set	193.94		101 625			
		BUSINESS OFFICE AMAZON.COM		CC Accounting: 101-	-100-2400-610			
24		CC-97 01/30/18 Supplies	22.50		201 625			506
		BUSINESS OFFICE TOMS MARKET		CC Accounting: 201-	-100-1000-610-506			

04/10/18  
10:40:12

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 3 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount						
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj	Proj	
25	CC-97 01/31/18 Carolina Biologic Supp	34.95		201	625			506	
	BUSINESS OFFICE MISC. VENDOR.		CC Accounting: 201-	-100-1000-610-506					
26	CC-97 01/31/18 Supplies	53.96		201	625				
	BUSINESS OFFICE SAMS CLUB		CC Accounting: 201-	-100-2300-610					
27	CC-97 02/03/18 AmazonPrime Membership	99.00		201	625				
	BUSINESS OFFICE AMAZON.COM		CC Accounting: 201-	-100-2300-810					
28	CC-97 02/05/18	44.42		101	625				
	BUSINESS OFFICE MASTERCARD CORPORATE CLIENTS		CC Accounting: 101-	-100-2300-610					
29	CC-98 01/10/18 Kitchen Parts Dist House	5.98		201	625				
	DIST SUPERINTENDENT HOME DEPOT		CC Accounting: 201-	-100-2600-610					
30	CC-98 01/25/18 Transportation Meeting	17.50		210	625				
	DIST SUPERINTENDENT MISC RESTAURANTS OUT-OF-DIST		CC Accounting: 210-	-100-2300-582					
31	CC-98 01/25/18 Transportation Meeting	23.85		110	625				
	DIST SUPERINTENDENT MISC RESTAURANTS OUT-OF-DIST		CC Accounting: 110-	-100-2300-582					
32	CC-98 01/31/18 Melleness Meeting	27.34		101	625				
	DIST SUPERINTENDENT MISC RESTAURANTS OUT-OF-DIST		CC Accounting: 101-	-100-2300-582					
33	CC-98 02/05/18	0.67		101	625				
	DIST SUPERINTENDENT MASTERCARD CORPORATE CLIENTS		CC Accounting: 101-	-100-2300-610					
34	CC-99 01/10/18 Tribal Nations Nap	48.00		101	625				
	ELEM PRINCIPAL MISC. VENDOR.		CC Accounting: 101-	-100-1000-610					
35	CC-99 01/13/18 Puzzle Animal Erasers	16.99		101	625				
	ELEM PRINCIPAL AMAZON.COM		CC Accounting: 101-	-100-2400-610					
36	CC-99 01/15/18 Card Stock	67.80		101	625				
	ELEM PRINCIPAL AMAZON.COM		CC Accounting: 101-	-100-2400-610					



04/10/18  
10:40:12

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 4 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Acct/Source/ Prog-Func	Obj	Proj
37		CC-99 01/16/18 Misc Supplies	192.73		101	625			
				CC Accounting: 101-	-100	1000-610			
		ELEM PRINCIPAL AMAZON.COM							
38		CC-99 01/17/18 PFL - Carbonless Forms TuneUp	173.06		101	625			
				CC Accounting: 101-	-100	2400-610			
		ELEM PRINCIPAL MISC. VENDOR.							
39		CC-99 01/17/18 PFL - Carbonless Forms CheckIn	113.32		101	625			
				CC Accounting: 101-	-100	2400-610			
		ELEM PRINCIPAL MISC. VENDOR.							
40		CC-99 01/17/18 Rocket Math Subscription	300.00		101	625			
				CC Accounting: 101-	-100	1000-610			
		ELEM PRINCIPAL ROCKET MATH							
41		CC-99 01/29/18 Cookies, Hot Chocolate, Suppli	36.40		101	625			
				CC Accounting: 101-	-100	2400-610			
		ELEM PRINCIPAL MISC. VENDOR.							
42		CC-99 02/01/18 MCRForms - Behavior Forms	83.00		101	625			
				CC Accounting: 101-	-100	2400-610			
		ELEM PRINCIPAL MISC. VENDOR.							
43		CC-99 02/05/18	1.00		101	625			
				CC Accounting: 101-	-100	2400-610			
		ELEM PRINCIPAL MASTERCARD CORPORATE CLIENTS							
44		CC-100 01/13/18 Supplies	9.94		101	625			
				CC Accounting: 101-	-100	2600-610			
		FOOD SERVICES HOME DEPOT							
45		CC-100 01/16/18 Food	9.00		112	625			
				CC Accounting: 112-	-910	3100-630			
		FOOD SERVICES TOMS MARKET							
46		CC-100 01/17/18 Food	3.00		112	625			
				CC Accounting: 112-	-910	3100-630			
		FOOD SERVICES TOMS MARKET							
47		CC-100 01/29/18 Food	70.45		112	625			
				CC Accounting: 112-	-910	3100-630			
		FOOD SERVICES RYAN'S CASH & CARRY							
48		CC-100 01/29/18 Food	95.32		112	625			
				CC Accounting: 112-	-910	3100-630			
		FOOD SERVICES SAMS CLUB							

04/10/18  
10:40:12

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 5 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
49		CC-100 02/05/18	0.16		112 625			
		FOOD SERVICES						
		MASTERCARD CORPORATE CLIENTS						
50		CC-101 01/16/18 Supplies	11.98		201 625			
		HS PRINCIPAL						
		ALBERTSONS						
51		CC-101 01/23/18 Violence Seminar Meal	37.46		201 625			
		HS PRINCIPAL						
		MISC RESTAURANTS OUT-OF-DIST						
52		CC-101 01/24/18 Violence Seminar Meal	25.07		201 625			
		HS PRINCIPAL						
		MISC RESTAURANTS OUT-OF-DIST						
53		CC-101 01/25/18 Violence Seminar Meal	31.92		201 625			
		HS PRINCIPAL						
		MISC RESTAURANTS OUT-OF-DIST						
54		CC-101 01/26/18 Violence Seminar Hotel	403.62		201 625			
		HS PRINCIPAL						
		MISC HOTELS OUT-OF-DIST						
55		CC-101 01/26/18 Violence Seminar Meal	33.13		201 625			
		HS PRINCIPAL						
		MISC RESTAURANTS OUT-OF-DIST						
56		CC-101 02/05/18	26.22		201 625			
		HS PRINCIPAL						
		MASTERCARD CORPORATE CLIENTS						
57		CC-102 02/03/18 FACT Mtg Supplies	36.32		115 625			118
		K-12 STUDENT OFFICE						
		WALMART						
58		CC-102 02/05/18	7.40		101 625			
		K-12 STUDENT OFFICE						
		MASTERCARD CORPORATE CLIENTS						
59		CC-103 01/12/18 Supplies	283.00		201 625			
		MAINTENANCE DEPT						
		HOME DEPOT						
60		CC-103 01/15/18 Supplies	514.72		201 625			
		MAINTENANCE DEPT						
		HOME DEPOT						

04/10/18  
10:40:12

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 6 of 21  
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
61	CC-103 01/23/18 Supplies	217.54		101 625			
	MAINTENANCE DEPT AMAZON.COM	CC Accounting: 101-		-100-2600-610			
62	CC-103 02/05/18	21.09		101 625			
	MAINTENANCE DEPT MASTERCARD CORPORATE CLIENTS	CC Accounting: 101-		-100-2600-610			
63	CC-104 01/15/18 Dymo	130.14		128 625			
	TECHNOLOGY DEPT AMAZON.COM	CC Accounting: 128-		-100-1000-610			
64	CC-104 01/19/18 Chromebook Batteries	332.82		128 625			
	TECHNOLOGY DEPT AMAZON.COM	CC Accounting: 128-		-100-1000-610			
65	CC-104 01/19/18 Chromebook Batteries	227.94		228 625			
	TECHNOLOGY DEPT AMAZON.COM	CC Accounting: 228-		-100-1000-610			
66	CC-104 02/02/18 HP Notebook P018W	299.00		128 625			
	TECHNOLOGY DEPT WALMART	CC Accounting: 128-		-100-1000-610			
67	CC-104 02/05/18	11.88		128 625			
	TECHNOLOGY DEPT MASTERCARD CORPORATE CLIENTS	CC Accounting: 128-		-100-1000-610			
68	CC-105 01/10/18 Calendar/Markers	29.28		110 625			
	TRANSPORTATION DEPT STAPLES	CC Accounting: 110-		-100-2300-610			
69	CC-105 01/19/18 Fork Lift Propane	19.80		210 625			
	TRANSPORTATION DEPT BREEN OIL COMPANY	CC Accounting: 210-		-100-2700-610			
70	CC-105 01/22/18 Battery Charger	250.79		110 625			
	TRANSPORTATION DEPT MISC. VENDOR.	CC Accounting: 110-		-100-2700-610			
71	CC-105 02/05/18	8.71		110 625			
	TRANSPORTATION DEPT MASTERCARD CORPORATE CLIENTS	CC Accounting: 110-		-100-2700-610			
72	CC-106 01/10/18 JJS Bakery	15.00		201 625			
	ATHLETIC DEPT MISC RESTAURANTS OUT-OF-DIST	CC Accounting: 201-		-720-3500-582			

04/10/18  
10:40:12

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 7 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
73		CC-106 01/14/18 MESA Meetings Neal	24.00		201 625			
		ATHLETIC DEPT MISC RESTAURANTS OUT-OF-DIST						
		CC Accounting: 201-			-720-3500-582			
74		CC-106 01/15/18 MESA Meetings Hotel	102.58		201 625			
		ATHLETIC DEPT MISC HOTELS OUT-OF-DIST						
		CC Accounting: 201-			-720-3500-582			
75		CC-106 01/21/18 Printer Ink	88.97		201 625			
		ATHLETIC DEPT SAMS CLUB						
		CC Accounting: 201-			-100-2300-610			
76		CC-106 02/02/18 MR Meeting	30.40		201 625			
		ATHLETIC DEPT MISC RESTAURANTS OUT-OF-DIST						
		CC Accounting: 201-			-720-3500-582			
77		CC-106 02/05/18	0.40		201 625			
		ATHLETIC DEPT MASTERCARD CORPORATE CLIENTS						
		CC Accounting: 201-			-100-2300-610			
78		CC-107 01/08/18 Sewing Machine Repair	84.45		201 625			509
		BERMINA SILVER THIMBLE						
		CC Accounting: 201-			-300-1000-610-509			
79		CC-107 01/15/18 Groceries - Adult Ed	28.38		217 625			
		TOMS MARKET						
		CC Accounting: 217-			-610-2100-610			
80		CC-107 01/18/18 Stand Mixer	259.98		201 625			
		SAMS CLUB						
		CC Accounting: 201-			-300-1000-610			
81		CC-108 01/09/18 Supplies	35.96		215 625			18
		FFA DEPT AMAZON.COM						
		CC Accounting: 215-			-391-1000-610- 18			
82		CC-108 01/10/18 Supplies	47.97		215 625			18
		FFA DEPT HARBOR FREIGHT						
		CC Accounting: 215-			-391-1000-610- 18			
83		CC-108 01/10/18 Supplies	260.38		215 625			18
		FFA DEPT LOWES						
		CC Accounting: 215-			-391-1000-610- 18			
84		CC-108 01/10/18 Supplies	-30.00		215 625			18
		FFA DEPT LOWES						
		CC Accounting: 215-			-391-1000-610- 18			
85		CC-108 01/10/18 Supplies	34.14		215 625			18
		FFA DEPT HOME DEPOT						
		CC Accounting: 215-			-391-1000-610- 18			

04/10/18  
10:40:12

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 8 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
86		CC-108 01/15/18 Mindeor Plywood	71.36		215 625			18	
		FFA DEPT							
		MISC. VENDOR.							
87		CC-108 01/18/18 Supplies	28.96		215 625			18	
		FFA DEPT							
		US POSTAL SERVICE-CASCADE							
88		CC-108 01/20/18 Suare - Supplies	57.00		215 625			18	
		FFA DEPT							
		MISC. VENDOR.							
89		CC-108 01/21/18 Adult Welding	137.08		217 625				
		FFA DEPT							
		NORTH 40 OUTFITTERS							
90		CC-108 01/30/18 Supplies	43.46		215 625			18	
		FFA DEPT							
		AMAZON.COM							
91		CC-108 01/31/18 Habitat for Humanity - Supplie	70.00		215 625			18	
		FFA DEPT							
		MISC. VENDOR.							
92		CC-108 02/05/18	26.25		215 625			18	
		FFA DEPT							
		MASTERCARD CORPORATE CLIENTS							
93		CC-109 01/31/18 Supplies	117.30		215 625			218	
		JNG DEPT							
		MALMART							
94		CC-109 02/05/18	1.78		215 625			218	
		JNG DEPT							
		MASTERCARD CORPORATE CLIENTS							
5451	99895	1557 AMERICAN EXPRESS	2,313.22						
1		CC-110 01/25/18 ESET - Antivirus Renewal	969.00		228 625				
		MISC. VENDOR.							
2		CC-110 02/03/18 Alaska Airlines - Barnes	264.61		215 625			570	
		Energy Bus Trip							
		MISC AIRLINES OUT-OF-DISTRICT							
3		CC-110 02/03/18 Alaska Airlines - Eike	264.61		215 625			570	
		Energy Bus Trip							
		MISC AIRLINES OUT-OF-DISTRICT							

04/10/18  
10:40:12

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 9 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
4		CC-110 02/03/18 Alaska Airlines - Bethhorn	264.61		215	625		570	
		Energy Bus Trip							
		MISC AIRLINES OUT-OF-DISTRICT							
		CC Accounting: 215-				-412-2300-582-570			
5		CC-110 02/03/18 Alaska Airlines - Nazaira	264.61		215	625		570	
		Energy Bus Trip							
		MISC AIRLINES OUT-OF-DISTRICT							
		CC Accounting: 215-				-412-2300-582-570			
6		CC-110 02/07/18 Delta - Baggage - Meems	25.00		115	625		518	
		MISC AIRLINES OUT-OF-DISTRICT							
		CC Accounting: 115-				-421-1000-582-518			
7		CC-110 02/07/18 Verifone Trans Taxi	36.38		115	625		518	
		MISC. VENDOR.							
		CC Accounting: 115-				-421-1000-582-518			
8		CC-110 02/07/18 Sans Oyster House	25.60		115	625		518	
		MISC RESTAURANTS OUT-OF-DIST							
		CC Accounting: 115-				-421-1000-582-518			
9		CC-110 02/08/18 Ristorante Pesto	19.45		115	625		518	
		MISC RESTAURANTS OUT-OF-DIST							
		CC Accounting: 115-				-421-1000-582-518			
10		CC-110 02/11/18 Delta - Baggage - Meems	25.00		115	625		518	
		MISC AIRLINES OUT-OF-DISTRICT							
		CC Accounting: 115-				-421-1000-582-518			
11		CC-110 02/11/18 Cleavers	12.42		115	625		518	
		MISC RESTAURANTS OUT-OF-DIST							
		CC Accounting: 115-				-421-1000-582-518			
12		CC-110 02/12/18 RPS GF Airport	35.00		115	625		518	
		MISC AIRLINES OUT-OF-DISTRICT							
		CC Accounting: 115-				-421-1000-582-518			
13		CC-110 02/13/18 Raddison Helena	106.93		115	625		518	
		MISC HOTELS OUT-OF-DIST							
		CC Accounting: 115-				-421-1000-582-518			
5452	100025	1270 MEK BANK	4,619.55						
1		5334094 6 02/28/18 February Fuel - Route	1,720.04		110	100-2700		624	
2		5334094 6 02/28/18 February Fuel - Route	1,720.04		210	100-2700		624	
3		5334094 6 02/28/18 February Fuel - Athletics	83.10		101	720-3500		624	
4		5334094 6 02/28/18 February Fuel - Athletics	785.15*		201	720-3500		624	
5		5334094 6 02/28/18 February Fuel - Activities	107.03		201	710-3400		624	
6		5334094 6 02/28/18 February Fuel - Maintenance	102.10		110	100-2700		624	
7		5334094 6 02/28/18 February Fuel - Maintenance	102.09		110	100-2700		624	
5453	99905	3994 AMARE	7,685.90						
1		229245 02/26/18 Medicaid Remittance	4,504.02*		115	100-2100		330 555	
2		234116 03/05/18 Medicaid Remittance	3,181.88*		115	100-2100		330 555	

04/10/18  
10:40:12

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 10 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
5454	9991S	1157 BUG DOCTOR	163.00						
1		3838 02/20/18 Pest Control - Dist House	57.50*		101	100-2600	340		
		3838							
2		3838 02/20/18 Pest Control - Dist House	57.50*		201	100-2600	340		
		3838							
3		3838 02/20/18 Pest Control - Dist House	24.00*		101	100-2600	340		
4		3838 02/20/18 Pest Control - Dist House	24.00*		201	100-2600	340		
5455	9992S	92 CASCADE COURIER	40.00						
1		5143 02/04/18 Adult Welding Class Ad	40.00*		217	610-2100	540		
5456	9993S	3987 CULLIGAN	229.90						
1		02/28/18 February Water Services	91.96*		101	100-2600	452		
2		02/28/18 February Water Services	137.94*		201	100-2600	452		
5457	9994S	1268 DIAMOND PRODUCTS INC.	149.00						
1		57580 02/01/18 Supplies	149.00		101	100-2600	610		
5458	9995S	855 ENERGY WEST	3,594.29						
1		02/26/18 February Gas	1,617.43		101	100-2600	411		
2		02/26/18 February Gas	718.86		110	100-2700	411		
3		02/26/18 February Gas	539.14		201	100-2600	411		
4		02/26/18 February Gas	718.86		210	100-2700	411		
5459	9996S	3212 FICO	209.50						
1		15575 02/27/18 Heating Issues	104.75		101	100-2600	440		
2		15575 02/27/18 Heating Issues	104.75		201	100-2600	440		
5460	9997S	561 KELLEY IMAGING SYSTEMS	173.16						
1		IN358970 02/23/18 March Contract	100.00		101	100-2300	350		
2		IN358970 02/23/18 February Overages	73.16		101	100-2300	350		
5461	9999S	48 MEADOW GOLD GREAT FALLS	2,082.40						
1		451124 02/02/18 Dairy	288.77		112	910-3100	630		
2		451534 02/06/18 Dairy	344.45		112	910-3100	630		
3		452015 02/09/18 Dairy	141.72		112	910-3100	630		
4		452502 02/13/18 Dairy	334.43		112	910-3100	630		
5		452888 02/16/18 Dairy	244.61		112	910-3100	630		
6		40020414 02/21/18 Dairy	241.13		112	910-3100	630		
7		453611 02/23/18 Dairy	235.64		112	910-3100	630		
8		454061 02/27/18 Dairy	251.65		112	910-3100	630		

04/10/18  
10:40:12

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 11 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
5462	10000S	616 SYSCO FOOD SERVICES OF MONTANA	10,520.66						
1		143654817 03/01/18 Food	-81.56		112	910-3100	630		
2		143654820 03/01/18 Food	-12.11		112	910-3100	630		
3		143625972 02/07/18 Food	3,832.81		112	910-3100	630		
4		143634999 02/14/18 Food	2,117.77		112	910-3100	630		
5		143643818 02/21/18 Food	2,027.27		112	910-3100	630		
6		143652564 02/28/18 Food	2,636.48		112	910-3100	630		
5463	10001S	505 TOWN OF CASCADE	751.57						
1		02/27/18 Mater/Sewer Services - Februar	187.89		101	100-2600	421		
2		02/27/18 Mater/Sewer Services - Februar	172.86		110	100-2700	421		
3		02/27/18 Mater/Sewer Services - Februar	172.86		201	100-2600	421		
4		02/27/18 Mater/Sewer Services - Februar	217.96		210	100-2700	421		
5464	10016S	1310 MASTERCARD CORPORATE CLIENTS	7,933.60						
1		CC-111 02/08/18 Clerk Meeting	8.10		101	625			
		BOARD OF TRUSTEES							
		MISC RESTAURANTS OUT-OF-DIST							
2		CC-111 02/16/18 Dist BB Transportaion	66.49		101	625			
		BOARD OF TRUSTEES							
		MISC. VENDOR.							
3		CC-111 02/17/18 Dist BB Transportaion	59.15		201	625			
		BOARD OF TRUSTEES							
		MISC. VENDOR.							
4		CC-111 02/23/18 Budget Workshop - JB, KD	42.47		201	625			
		BOARD OF TRUSTEES							
		MISC RESTAURANTS OUT-OF-DIST							
5		CC-111 03/05/18	0.72		201	625			
		BOARD OF TRUSTEES							
		MASTERCARD CORPORATE CLIENTS							
6		CC-112 02/05/18 Energy Bus Conference	1,181.36		215	625		571	
		BUSINESS OFFICE							
		MISC. VENDOR.							
7		CC-112 02/08/18 Supplies	16.49		101	625			
		BUSINESS OFFICE							
		AMAZON.COM							
8		CC-112 02/09/18 Library Books	136.47		101	625			
		BUSINESS OFFICE							
		FOLLETT SCHOOL SOLUTIONS, INC.							



04/10/18  
10:40:12

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 12 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount						
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Acct/Source/ Prog-Func	Obj	Proj	
9	CC-112 02/09/18 Supplies	4.69		201	625				
	BUSINESS OFFICE AMAZON.COM		CC Accounting: 201-	-100-2300-610					
10	CC-112 02/09/18 Audible	14.95		201	625				
	BUSINESS OFFICE AMAZON.COM		CC Accounting: 201-	-100-1000-640					
11	CC-112 02/09/18 Library Books	933.23		101	625				
	BUSINESS OFFICE FOLLETT SCHOOL SOLUTIONS, INC.		CC Accounting: 101-	-100-2220-610					
12	CC-112 02/10/18 Science Supplies	98.05		201	625				506
	BUSINESS OFFICE NORTH 40 OUTFITTERS		CC Accounting: 201-	-100-1000-610-506					
13	CC-112 02/14/18 Science Supplies	7.20		201	625				506
	BUSINESS OFFICE CAROLINA BIOLOGICAL SUPPLY		CC Accounting: 201-	-100-1000-610-506					
14	CC-112 02/14/18 Library Books	14.75		101	625				
	BUSINESS OFFICE FOLLETT SCHOOL SOLUTIONS, INC.		CC Accounting: 101-	-100-2220-610					
15	CC-112 02/14/18 Paper, Supplies	82.93		101	625				
	BUSINESS OFFICE SANS CLUB		CC Accounting: 101-	-100-2300-610					
16	CC-112 02/20/18 Science Fair Ribbons	24.95		101	625				
	BUSINESS OFFICE AMAZON.COM		CC Accounting: 101-	-100-1000-610					
17	CC-112 02/24/18 Sup't Phone	72.77		101	625				
	BUSINESS OFFICE AT&T		CC Accounting: 101-	-100-2600-531					
18	CC-112 02/24/18 Sup't Phone	72.77		201	625				
	BUSINESS OFFICE AT&T		CC Accounting: 201-	-100-2600-531					
19	CC-112 02/19/18 Paper	173.88		101	625				
	BUSINESS OFFICE SANS CLUB		CC Accounting: 101-	-100-2300-610					
20	CC-112 02/19/18 Paper	173.88		201	625				
	BUSINESS OFFICE SANS CLUB		CC Accounting: 201-	-100-2300-610					

04/10/18  
10:40:12

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 13 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Acct/Source/ Prog-Func	Obj	Proj
21		CC-112 03/05/18	39.07		101	625			
		BUSINESS OFFICE MASTERCARD CORPORATE CLIENTS		CC Accounting: 101-	-100-2300-610				
22		CC-113 02/08/18 State MR Meal	19.48		201	625			
		DIST SUPERINTENDENT MISC RESTAURANTS OUT-OF-DIST		CC Accounting: 201-	-720-3500-582				
23		CC-113 02/09/18 State MR Meal	39.16		201	625			
		DIST SUPERINTENDENT MISC RESTAURANTS OUT-OF-DIST		CC Accounting: 201-	-720-3500-582				
24		CC-113 02/10/18 State MR Meal	4.75		201	625			
		DIST SUPERINTENDENT MISC RESTAURANTS OUT-OF-DIST		CC Accounting: 201-	-720-3500-582				
25		CC-113 02/10/18 State MR Meal	14.05		201	625			
		DIST SUPERINTENDENT MISC RESTAURANTS OUT-OF-DIST		CC Accounting: 201-	-720-3500-582				
26		CC-113 02/11/18 State MR Hotel	425.44		201	625			
		DIST SUPERINTENDENT MISC HOTELS OUT-OF-DIST		CC Accounting: 201-	-720-3500-582				
27		CC-113 02/11/18 State MR Meal	52.46		201	625			
		DIST SUPERINTENDENT MISC RESTAURANTS OUT-OF-DIST		CC Accounting: 201-	-720-3500-582				
28		CC-113 02/13/18 Dist House Refridgerator	649.50		201	625			
		DIST SUPERINTENDENT EKLANDS		CC Accounting: 201-	-100-2600-610				
29		CC-113 02/13/18 Dist House Refridgerator	649.50		101	625			
		DIST SUPERINTENDENT EKLANDS		CC Accounting: 101-	-100-2600-610				
30		CC-113 02/14/18 Starbucks	4.75		101	625			
		DIST SUPERINTENDENT MISC RESTAURANTS OUT-OF-DIST		CC Accounting: 101-	-100-2300-582				
31		CC-113 02/16/18 Starbucks	4.75		201	625			
		DIST SUPERINTENDENT MISC RESTAURANTS OUT-OF-DIST		CC Accounting: 201-	-100-2300-582				
32		CC-113 03/05/18	1.41		201	625			
		DIST SUPERINTENDENT MASTERCARD CORPORATE CLIENTS		CC Accounting: 201-	-100-2300-610				

04/10/18  
10:40:13

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 14 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Acct/Source/ Prog-Func	Obj	Proj
33		CC-114 02/09/18 Therapro - Pencil Grips	47.50		101	625			
							CC Accounting: 101-		
		ELEM PRINCIPAL							
		MISC. VENDOR.							
34		CC-114 02/21/18 Headphones	79.00		101	625			
							CC Accounting: 101-		
		ELEM PRINCIPAL							
		AMAZON.COM							
35		CC-114 02/27/18 Books - Sarah Plain & Tall	28.89		101	625			
							CC Accounting: 101-		
		ELEM PRINCIPAL							
		SCHOLASTIC INC							
36		CC-114 02/26/18 Science Fair Food	16.97		101	625			
							CC Accounting: 101-		
		ELEM PRINCIPAL							
		ALBERTSONS							
37		CC-114 03/01/18 Hanging File Folders	19.99		101	625			
							CC Accounting: 101-		
		ELEM PRINCIPAL							
		AMAZON.COM							
38		CC-114 03/05/18	23.13		101	625			
							CC Accounting: 101-		
		ELEM PRINCIPAL							
		MASTERCARD CORPORATE CLIENTS							
39		CC-115 02/16/18 Food	14.94		112	625			
							CC Accounting: 112-		
		FOOD SERVICES							
		TOMS MARKET							
40		CC-115 02/26/18 Food	1.89		112	625			
							CC Accounting: 112-		
		FOOD SERVICES							
		TOMS MARKET							
41		CC-115 03/05/18	3.37		112	625			
							CC Accounting: 112-		
		FOOD SERVICES							
		MASTERCARD CORPORATE CLIENTS							
42		CC-116 02/12/18 District BB	15.00		201	625			
							CC Accounting: 201-		
		HS PRINCIPAL							
		SMITHS							
43		CC-116 02/28/18 Energy Bus Prizes	57.98		201	625			
							CC Accounting: 201-		
		HS PRINCIPAL							
		SMITHS							
44		CC-116 03/05/18	11.99		201	625			
							CC Accounting: 201-		
		HS PRINCIPAL							
		MASTERCARD CORPORATE CLIENTS							

04/10/18  
10:40:13

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 15 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount				Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund	Org	Prog-Func	Obj	Proj
45		CC-117 02/19/18 Science Fair Food	72.47		101	625			
		K-12 STUDENT OFFICE							
		WALMART							
46		CC-117 03/02/18 Spelling Bee Meals	23.49		101	625			
		K-12 STUDENT OFFICE							
		MISC RESTAURANTS OUT-OF-DIST							
47		CC-117 03/05/18	2.31		101	625			
		K-12 STUDENT OFFICE							
		MASTERCARD CORPORATE CLIENTS							
48		CC-118 02/18/19 Safety Meeting	10.16		201	625			
		MAINTENANCE DEPT							
		SANS CLUB							
49		CC-118 02/21/18 Sukut Office, Actuators	319.48		201	625			
		MAINTENANCE DEPT							
		PRO-BUILD							
50		CC-118 02/21/18 Sukut Office, Actuators	319.49		101	625			
		MAINTENANCE DEPT							
		PRO-BUILD							
51		CC-118 02/28/18 Supplies	4.59		101	625			
		MAINTENANCE DEPT							
		TOMS MARKET							
52		CC-118 03/02/18 Supplies	180.23		201	625			
		MAINTENANCE DEPT							
		HOME DEPOT							
53		CC-118 03/05/18	24.96		201	625			
		MAINTENANCE DEPT							
		MASTERCARD CORPORATE CLIENTS							
54		CC-119 02/05/18 NeoSmart USB Creator, BCD	49.95		128	625			
		TECHNOLOGY DEPT							
		MISC. VENDOR.							
55		CC-119 02/05/18 NeoSmart Recovery Disk	39.75		228	625			
		TECHNOLOGY DEPT							
		MISC. VENDOR.							
56		CC-119 02/09/18 Varquest Supplies	291.93		128	625			
		TECHNOLOGY DEPT							
		VARITRONICS, LLC							

04/10/18  
10:40:13

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 16 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim Marrant	Vendor #/Name	Amount			Acct/Source/		
Line #	Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
57	CC-119 02/09/18 Variqueast Supplies	291.92		228 625			
	TECHNOLOGY DEPT VARITRONICS, LLC	CC Accounting: 228-		-100-1000-610			
58	CC-119 02/09/18 NFHS 1 mo. Subscription	9.95		228 625			
	TECHNOLOGY DEPT NFHS NETWORK	CC Accounting: 228-		-100-1000-681			
59	CC-119 02/20/18 Vimeo Account Expansion	84.00		228 625			
	TECHNOLOGY DEPT MISC. VENDOR.	CC Accounting: 228-		-100-1000-681			
60	CC-119 02/21/18 Batteris Plus - RSC21 UPS Bat	28.79		128 625			
	TECHNOLOGY DEPT MISC. VENDOR.	CC Accounting: 128-		-100-1000-610			
61	CC-119 03/05/18	13.45		128 625			
	TECHNOLOGY DEPT MASTERCARD CORPORATE CLIENTS	CC Accounting: 128-		-100-1000-610			
62	CC-120 02/27/18 Direct Auto - Fuel Pump	179.79		210 625			
	TRANSPORTATION DEPT MISC. VENDOR.	CC Accounting: 210-		-100-2700-610			
63	CC-120 03/05/18	6.90		210 625			
	TRANSPORTATION DEPT MASTERCARD CORPORATE CLIENTS	CC Accounting: 210-		-100-2700-610			
64	CC-121 02/12/18 Adult Ed Culinary Supplies	26.88		217 625			
	FC5 DEPT SAMS CLUB	CC Accounting: 217-		-610-2100-610			
65	CC-121 02/12/18 Adult Ed Culinary Supplies	4.58		217 625			
	FC5 DEPT TOMS MARKET	CC Accounting: 217-		-610-2100-610			
66	CC-122 02/11/18 Conoco - State MR	49.49		201 625			
	FFA DEPT MISC. VENDOR.	CC Accounting: 201-		-720-3500-624			
67	CC-122 02/12/18 Hertz - State MR Bus Breakdown	218.07		210 625			
	FFA DEPT MISC. VENDOR.	CC Accounting: 210-		-100-2700-582			
68	CC-122 02/17/18 Grass Matt	59.85		201 625			629
	FFA DEPT GREAT FALLS ACE BYPASS	CC Accounting: 201-		-720-3500-610-629			

04/10/18  
10:40:13

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 17 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
69		CC-123 02/11/18 Badger Buddies	5.97		215 625			218	
		JNG DEPT MICHAEL'S							
70		CC-123 02/11/18 Badger Buddies	31.00		215 625			218	
		JNG DEPT THE DOLLAR TREE							
71		CC-123 02/19/18 Badger Buddies	22.90		215 625			218	
		JNG DEPT SMITHS							
72		CC-123 03/05/18	1.34		215 625			218	
		JNG DEPT MASTERCARD CORPORATE CLIENTS							
73		CC-124 02/13/18 Supplies for STEM	125.97		115 625			418	
		XCELL DEPT SANS CLUB							
74		CC-124 02/20/18 Supplies	17.22		115 625			418	
		XCELL DEPT MALLMART							
75		CC-124 03/05/18	6.45		115 625			418	
		XCELL DEPT MASTERCARD CORPORATE CLIENTS							
5465	10024S	4696 SCHRECKENGOST, DAMON	132.00						
1		01/19/18 Cell Phone Reimb - FY18 S1	132.00		110 100-2700			531	
5466	10025S	2604 SIKUT, KEVIN	132.00						
1		01/19/18 Cell Phone Reimb - FY18 S1	132.00*		101 100-2400			531	
5467	10003S	3994 AMARE	5,286.29						
1		238692 03/12/18 Medicaid Remittance	3,686.95*		115 100-2100			330 555	
2		243049 03/19/18 Medicaid Remittance	1,599.34*		115 100-2100			330 555	
5468	10004S	1642 BE PUBLISHING	2,571.66						
1		65054 08/18/17 Office 2016 Curriculum	823.29		201 300-1000			610 508	
2		65054 08/18/17 Office 2016 Curriculum	1,026.21*		215 392-1000			610 18	
3		65054 08/18/17 Office 2016 Curriculum	549.95*		215 392-1000			610 18	
4		65054 08/18/17 Shipping	172.21*		215 392-1000			610 18	

04/10/18  
10:40:13

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 18 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
5469	10006S	1157 BUG DOCTOR	163.00						
3		3954 03/07/18 Pest Control	81.50*		101	100-2600	340		
4		3954 03/07/18 Pest Control	81.50*		201	100-2600	340		
5470	10005S	1564 BENEFIS HEALTH SYSTEM	119.70						
1		03/10/18 Physical Therapy - Student	119.70*		101	100-2100	340		
5471	10007S	2163 CENTURY LINK	281.39						
1		03/01/18 Phone Lines - Feb 2018	67.54		101	100-2600	531		
2		03/01/18 Phone Lines - Feb 2018	45.02		110	100-2700	531		
3		03/01/18 Phone Lines - Feb 2018	67.53		201	100-2600	531		
4		03/01/18 Phone Lines - Feb 2018	101.30		210	100-2700	531		
5472	10010S	1501 GREAT FALLS MEDICAL SERVICES	160.00						
1		16841 01/18/18 DOT Physical - Reissing	160.00		110	100-2300	340		
5473	10009S	1643 GRASS WHACKERS	400.00						
1		23511 03/07/18 Snow Removal	350.00		201	100-2600	440		
2		23511 03/07/18 Fuel Charges	50.00		101	100-2600	440		
5474	10008S	206 GENERAL DISTRIBUTING CO.	3,005.95						
1		00612260 01/31/18 Supplies	86.18*		217	610-2100	610		
2		00613959 02/02/18 Tip, Electrode	63.00*		215	391-1000	610	18	
3		00615314 02/12/18 Welding Gases	620.23*		217	610-2100	610		
4		00615382 02/12/18 3/32 RG45 Mini Pack	11.50*		215	391-1000	610	18	
5		00620882 02/28/18 Gases	89.04*		215	391-1000	610	18	
6		00623329 03/08/18 Multinatic 200 115/230 50/60	1,789.00*		217	610-2100	610		
7		00623329 03/08/18 Kit, Tig Accessory, Multimat	347.00*		217	610-2100	610		
5475	10012S	1590 HEARTLAND PAPER COMPANY	30.00						
1		453774-0 02/28/18 Micro Cloth Filter Pro Team	30.00		201	100-2600	610		
5477	10011S	1518 HEALTH CARE SERVICE CORPORATION	75.00						
1		178835Feb1 03/10/18 COBRA Fees	75.00		101	100-1000	260		
5478	10013S	379 JOYSTENS INC.	12.32						
1		21030965 02/22/18 Valedictorian Seal	2.25		201	100-1000	610		
2		21030965 02/22/18 Salutatorian Seal	2.25		201	100-1000	610		
3		21030965 02/22/18 Shipping	7.82		201	100-1000	610		
5479	10014S	3233 KEN'S REFRIGERATION	287.96						
1		22498 03/09/18 Ice Machine Maintenance	143.98		101	100-2600	440		
2		22498 03/09/18 Ice Machine Maintenance	143.98		201	100-2600	440		

04/10/18  
10:40:13

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 19 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
5480	10015S	2030 LAMB, DAVID	250.00						
1		174426 03/06/18 Piano Tuning	47.21		101	100-1000	610	512	
2		174426 03/06/18 Piano Tuning	202.79		201	100-1000	610	512	
5481	10017S	224 MONTANA WASTE SYSTEMS	135.05						
1		565721 03/01/18 March Disposal Services	76.98		101	100-2600	431		
2		565721 03/01/18 March Disposal Services	58.07		201	100-2600	431		
5482	10018S	2788 NATIONAL LAUNDRY	846.50						
1		60499 02/01/18 Maintenance - Mats	200.70*		201	100-1000	340		
2		62350 02/08/18 Maintenance - Mats	57.34*		201	100-1000	340		
3		66033 02/22/18 Maintenance - Mats	57.34*		201	100-1000	340		
4		60500 02/01/18 Kitchen - Supplies	43.41*		112	910-3100	340		
5		62351 02/08/18 Kitchen - Supplies	39.78*		112	910-3100	340		
6		64194 02/15/18 Kitchen - Supplies	40.38*		112	910-3100	340		
7		66034 02/22/18 Kitchen - Supplies	101.54*		112	910-3100	340		
8		60007 01/31/18 Kitchen - Supplies	62.22*		112	910-3100	340		
9		61862 02/07/18 Kitchen - Supplies	18.14*		112	910-3100	340		
10		63698 02/14/18 Kitchen - Supplies	75.39*		112	910-3100	340		
11		65554 02/21/18 Kitchen - Supplies	150.26*		112	910-3100	340		
5484	10021S	603 PRO-BUILD	2,282.03						
1		02223466 02/05/18 Supplies for Gym	985.90		101	100-2600	610		
2		02223466 02/05/18 Supplies for Gym	985.90		201	100-2600	610		
3		02224871 02/14/18 Lights for Old Stage Area	194.97		101	100-2600	610		
4		02227045 02/27/18 Supplies for Shop	115.26*		215	391-1000	610	18	
5485	10022S	4495 PURCHASE POWER	385.98						
1		03/04/18 Postage	385.98		101	100-2300	532		
5486	10019S	2731 PITNEY BOWES	172.86						
1		3305639745 03/08/18 Postage Meter Leasing Char	172.86		101	100-2300	350		
5487	10023S	1645 RUDD & COMPANY	4,000.00						
1		CAS005 02/28/18 2017 Audit - Progress Bill	2,000.00*		101	100-2300	330		
2		CAS005 02/28/18 2017 Audit - Progress Bill	2,000.00*		201	100-2300	330		
5488	10026S	3876 SUPPLYWORKS	1,255.70						
1		431264258 03/05/18 Comet Clnr, Renown Tel	239.54		101	100-2600	610		
2		431264258 03/05/18 Comet Clnr, Renown Tel	195.98		201	100-2600	610		
3		431264266 03/05/18 Proline #33 Disinfect Floor	75.99		101	100-2600	610		
4		431264266 03/05/18 Proline #33 Disinfect Floor	62.17		201	100-2600	610		
5		431264274 03/05/18 Clean On The Go	157.61		101	100-2600	610		
6		431264274 03/05/18 Clean On The Go	128.95		201	100-2600	610		
7		432117851 03/12/18 Renown, Bag Sani, Renown, T	217.50		101	100-2600	610		
8		432117851 03/12/18 Renown, Bag Sani, Renown, T	177.96		201	100-2600	610		



04/10/18  
10:40:13

CASCADE PUBLIC SCHOOLS  
Claim Details  
For the Accounting Period: 3/18

Page: 20 of 21  
Report ID: AP100

\* ... Over spent expenditure

Claim	Marrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj	
5489	10027S	3120 UNIVERSAL ATHLETICS	70.50						
1		0030198-01 01/18/18 Cliff Keen Wrestling Mask	70.50		201	720-3500	610	625	
5490	10028S	1646 MALK THE PLANK PRODUCTIONS, LLC.	11,150.00						
1		02/26/18 New Gym Sound System	5,000.00		128	100-1000	610		
2		02/26/18 New Gym Sound System	6,150.00		228	100-1000	610		
		# of Claims 39	Total: 81,242.73						

81,242.73



## 2. Student Activity Account

04/10/18  
10:39:21

CASCADE PUBLIC SCHOOLS  
Statement of Activity by Account Name for 03/01/18 to 03/31/18

Page: 1 of 2  
Report ID: 5100

Account	Opening Balance	Disbursed (-)	Receipts			Invest (+)	Misc.	Misc.	Closing Balance
			In Transit (+)	Deposits (+)	Transfers (+)		Earnings (+)	Charges (-)	
21 3=4=5TH GRADE	91.87	0.00	0.00	0.00	0.00	0.00	0.02	0.00	91.89
8 6=7=8TH GRADE	582.40	285.00	0.00	0.00	0.00	0.00	0.10	0.00	297.50
1 ANNUAL	-1915.79	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1915.79
2 ATHLETICS	4762.68	7555.46	-30.00	3134.05	0.00	0.00	1.07	0.00	312.34
36 BADGER CUB FB	2268.54	0.00	0.00	0.00	0.00	0.00	0.40	0.00	2268.94
61 BADGER CUB XC	266.38	0.00	0.00	0.00	0.00	0.00	0.05	0.00	266.43
50 BADGER CUBS BBALL	1004.69	0.00	0.00	0.00	0.00	0.00	0.18	0.00	1004.87
69 BADGER STORE	239.81	0.00	0.00	0.00	0.00	0.00	0.04	0.00	239.85
5 BAND	2053.74	0.00	50.00	2636.86	0.00	0.00	0.37	0.00	4740.97
51 BOOK FAIR	852.73	0.00	0.00	0.00	0.00	0.00	0.15	0.00	852.88
3 BFA	8880.76	2745.02	2063.00	1776.50	0.00	0.00	1.57	0.00	9976.81
4 CHEER/PEP CLUB	66.15	0.00	0.00	0.00	0.00	0.00	0.01	0.00	66.16
7 CHOIR	-5.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-5.94
52 CLASS OF 2017	70.38	0.00	0.00	0.00	0.00	0.00	0.01	0.00	70.39
58 CLASS OF 2018	1350.11	0.00	0.00	0.00	0.00	0.00	0.24	0.00	1350.35
48 CLASS OF 2019	2550.41	821.43	768.00	600.00	0.00	0.00	0.45	0.00	3097.43
59 CLASS OF 2020	706.17	0.00	0.00	0.00	0.00	0.00	0.12	0.00	706.29
60 CLASS OF 2021	268.54	0.00	0.00	0.00	0.00	0.00	0.05	0.00	268.59
16 CLASS OF 2022	100.12	0.00	0.00	0.00	0.00	0.00	0.02	0.00	100.14
13 CONCESSIONS	9367.61	2797.03	-36.00	2564.80	0.00	0.00	1.82	0.00	9101.20
99 CONVERSION ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
47 COUNSELING	2604.25	102.33	0.00	0.00	0.00	0.00	0.46	0.00	2502.38
65 DRIVERS EDUCATION	332.64	0.00	0.00	0.00	0.00	0.00	0.06	0.00	332.70
18 ELEM EARN & LEARN	2835.92	0.00	0.00	0.00	0.00	0.00	0.50	0.00	2836.42
11 FCCIA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
32 FCS	673.95	735.06	25.00	228.25	0.00	0.00	0.12	0.00	192.26
15 FFA	-3458.77	1264.46	-555.25	1296.25	0.00	0.00	0.00	0.00	-3982.23
64 FOOD SERVICE CLEARING	13098.67	10482.85	0.00	6851.24	0.00	0.00	2.39	18.94	9450.51
12 HS BOYS' BB	575.66	0.00	0.00	0.00	0.00	0.00	0.10	0.00	575.76
46 HS CROSS COUNTRY	297.22	0.00	0.00	0.00	0.00	0.00	0.05	0.00	297.27
38 HS FOOTBALL	4034.88	225.00	0.00	0.00	0.00	0.00	0.67	0.00	3810.55
40 HS GIRLS' BB	1625.74	156.20	0.00	0.00	0.00	0.00	0.29	0.00	1469.83
66 HS GOLF	-3681.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-3681.28
19 HS HONOR SOCIETY	1117.94	0.00	0.00	0.00	0.00	0.00	0.20	0.00	1118.14
29 HS STUDENT COUNCIL	682.48	49.32	-189.25	189.25	0.00	0.00	0.12	0.00	633.28
37 HS TRACK	213.86	0.00	0.00	136.50	0.00	0.00	0.04	0.00	350.40
10 HS VOLLEYBALL	-218.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-218.92
34 HS WRESTLING	31.88	0.00	0.00	0.00	0.00	0.00	0.01	0.00	31.89
63 INTEREST EARNINGS	-63.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-63.17
57 JH BOYS BB	333.04	0.00	0.00	0.00	0.00	0.00	0.06	0.00	333.10
39 JH FOOTBALL	310.97	0.00	0.00	0.00	0.00	0.00	0.05	0.00	311.02
56 JH GIRLS BB	24.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24.13
35 JH HONOR SOCIETY	204.06	0.00	0.00	0.00	0.00	0.00	0.04	0.00	204.10
27 JH STUDENT COUNCIL	-31.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-31.24
54 JH VOLLEYBALL	-82.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-82.77
43 JNG	345.80	0.00	0.00	0.00	0.00	0.00	0.06	0.00	345.86
26 LIVING 2 SERVE	1909.88	1708.79	-204.00	618.00	0.00	0.00	0.32	0.00	615.41
30 PAMS/MSI	1093.12	0.00	0.00	0.00	0.00	0.00	0.19	0.00	1093.31
25 REVOLVING	3219.72	184.00	0.00	100.00	0.00	0.00	0.57	0.00	3136.29
24 ROBOTICS	22.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22.16
68 SAM YOUTH ENDOWMENT	1004.53	0.00	0.00	0.00	0.00	0.00	0.18	0.00	1004.71
9 SCHOLARSHIP	3728.25	0.00	0.00	0.00	0.00	0.00	0.66	0.00	3728.91

04/10/18  
10:59:21

CASCADE PUBLIC SCHOOLS  
Statement of Activity by Account Name for 03/01/18 to 03/31/18

Page: 2 of 2  
Report ID: S100

Account	Opening Balance	Disbursed (-)	Receipts			Invest (+)	Misc.	Misc.	Closing Balance
			in Transit (+)	Deposits (+)	Transfers (+)		Earnings (+)	Charges (-)	
33 SHOP FUND	-679.80	0.00	200.00	267.00	0.00		0.00	0.00	-212.80
31 TECHNOLOGY	4221.38	0.00	40.00	0.00	0.00		0.75	0.00	4262.13
17 XCELL	7271.64	0.00	0.00	0.00	0.00		1.29	0.00	7272.93
898 MISC EARNINGS	182.25	0.00	0.00	0.00	0.00		0.00	0.00	182.25
899 MISC CHARGES	25.00	0.00	0.00	0.00	0.00		0.00	0.00	25.00
Total for Student Accounts	77366.43	29111.95	2131.50	20398.70			15.85	18.94	70781.59
Bank Account Totals	77366.43	29111.95	2131.50	20398.70	0.00		15.85	18.94	70781.59
							Bank Balance		70781.59
							Plus Outstanding Checks		8364.01
							Minus Outstanding Deposits		395.50
									-----
							Balance		78750.10
							Minus Receipts in Transit		3376.00
									-----
							Statement Balance		75374.10

### 3. Student Attendance Agreements

**Student Attendance Agreements 2017-18 School Year**  
**Students attending school in Cascade from out of district**

<b>Helena School Dist.</b>				<b>Great Falls Dist.</b>			
	R	BA	Grade		R	BA	Grade
Bertelsen, Cora	x	x	7	Anderson, Kendra	x	x	11
Blackman, Raina "Jean"	x	x	11	Carpenter, Jeremy	x	x	10
Dooley-Cislo, Walker	x	x	11	Douglas, Zachary	x	x	12
LaFromboise, Cassy	x	x	12	Dougherty, Faith	x	x	2
Lendrum, Steven	x	x	12	Dougherty, Jasmine	x	x	10
Otheim, Carter	x	x	7	Hersey, Joseph			12
Smith, Alysa	x	x	9	Johnson, Addisen	x	x	2
Smith, Skye	x	x	8	Johnson, Braedyn	x	x	6
Tweten, Ty	x	x	11	Johnson, Taerin	x	x	EK
Vandevender, Dorothy	x	x	10	Nefzger, Rikki	x	x	8
Vandevender, Madison	x	x	12	Niebaum, Brodi			8

<b>Wolf Creek School Dist.</b>				<b>Ulm School Dist.</b>			
	R	BA	Grade		R	BA	Grade
				Antone, Aviana			5
Bloomquist, Finnah	x	x	4	Benson, Brooklyn	x	x	EK
Cloninger, Tannalee	x	x	3	Grismer, Lily			8
Hunter, Izabel	x	x	K	Gutierrez, Sydney	x	x	7
Ligameri, Brant	x	x	4	Kohn-Faldzinski, Natalie	x	x	3
Otheim, Carsyn	x	x	5	Leveque, Chase	x	x	7
Runstrom, Zackary	x	x	6	Lewis, James	x	x	7
				Kline, Kristene	x	x	5
				Lange, Drake	x	x	3
				Lynn, Kodiann	x	x	7

<b>Sun River Valley District</b>			
	R	BA	Grade
Fredrickson, Carynn	x	x	9

#### Cascade students attending school in another District

Ulm students attend Cascade School when they are in the 9th grade  
 All Helena District (Wolf Creek, Craig area) students regardless of grade need agrmt.

"x" student attendance agreement received  
 R=SAA received  
 BA=SAA Board Approved  
 New agreement received since last Bd Mtg

### 4. Transportation Contracts

**Individual Transportation Contracts**  
**2017-2018**

<b>Elementary</b>	<b>R</b>	<b>BA</b>	<b>Miles to</b>		<b>Rate</b>	<b>Grade</b>
			<b>School</b>	<b>Bus Stop</b>		
Hunter, Salina	R	BA	19.7	5	1.4	6
Jackson, Nichole	R	BA	23	23	7.00	7
Hunter, Salina	R	BA	21	21	12.10	6

<b>High School</b>	<b>R</b>	<b>BA</b>	<b>Miles to</b>		<b>Rate</b>	<b>Grade</b>
			<b>School</b>	<b>Bus Stop</b>		
Jackson, Nichole	R	BA	23	23	7.0	12
Jackson, Nichole	R	BA	23	23	7.0	10
Lendrum, Karen	R	BA	20	5	1.4	12
Vandevender, Becky	R	BA	7	0	1.4	10
Vandevender, Becky	R	BA	7	0	1.4	12

"x" ITC received  
 R=Received  
 BA=Board Approved  
 New contract received since last Bd Mtg

## 5. Sub List

Substitute Teachers		Bus Drivers	
Name	T.B./PRINTED	Name	T.B./PRINTED
<b>CERTIFIED</b>		Faulkner, Byron	TB/FP
Burcusa, Michael	FP/C	Hall-Elmore, Roberta	TB/FP/PH
Eisenzimer, Joann	C/TB/FP	Nelson, Mark	TB/FP
Gist, Virginia	C/FP	O'Brien, John	TB/FP/PH
Gondeiro, Kailee	C/TB/FP/PH	Skogley, Jeff	TB/FP
Halmes, Tara	C/TB/FP	Tilleman, Eric	TB/FP
LaLiberty, Frank	C/TB		
Mahana, Danette	FP/C	<b>Custodian</b>	
Manning, Diana	C/TB/FP	Name	T.B./PRINTED
McKamey, Jeanne	C/TB/FP	Boettger, Steven	FP/PH
Mills, Brett	C/TB/FP	Cope, September	PH/FP
Nelson, Mallory	FP/C	Hall-Elmore, Roberta	TB/FP/PH
Schrecengost, Mindy	C/TB/FP	Hunter, Barry	TB/FP/PH
Skogley, Melody	C/TB/FP	Johnson, Angela	TB/FP/PH
Speidel, Kelly	C/FP	O'Brien, John	TB/FP/PH
Wells, Carol	C/TB/FP	Schrecengost, Mindy	TB/FP/PH
Workman, Cathy	C/TB/FP	Smith, Megan	FP/PH
		Sukut, Earl	FP/TB/PH
<b>NON-CERTIFIED</b>		<b>Kitchen</b>	
Castellanos, Toni Marie	TB/FP	Name	T.B./PRINTED
Jackson, Shane	TB/FP	Baker, Iris	TB/FP/PH
Mortag, Mary	TB/FP	Creveling, Tracy	pending PH/FP
Randel, Sue	TB/FP	Daniels, Alexandra	pending PH/FP
Skelton, Jackie	TB/FP	Gottlob, Erin	TB/FP/PH
<b>Secretarial</b>		Randel, Sue	TB/FP/PH
Name	T.B./PRINTED	Sukut, Earl	FP/TB/PH
Thaut, Niki	TB/FP	<b>Volunteers</b>	
		Name	T.B./PRINTED
<b>***Need Approval by the Trustees</b>		Lewis, James (JHBB)	FP
<b>T.B. Approved (No longer required)</b>		Nelsen, Jessica (piano)	
<b>C - Some teaching certification</b>		<b>XCELL! Afterschool Program</b>	
<b>FP - FINGERPRINTED</b>		Name	T.B./PRINTED
<b>PH - Physical Approved</b>		Creveling, Tracy	TB/FP
		Pepos, Alyssa	FP

# Superintendent Report (I)

1. Elections Information:
  - May 8<sup>th</sup> Election
2. District Openings Update
  - Business Teacher
  - Maintenance Supervisor
3. Accreditation
  - Elementary – Regular
  - 7/8 - Regular
  - High School – Regular
4. Legislative Update

	Less Than Projected	Personal Income* Tax Collected	Corporate Tax* Collected	Projected Shortfall for Biennium
<b>November</b>	-\$33.0 M	-\$36.0 M	+\$0.6 M	-\$97.4 M
<b>December</b>	-\$24.0 M	-\$39.5 M	+\$18.5 M	-\$52.4 M
<b>January</b>	-\$3.8 M	-\$21.4 M	+\$23.0 M	-\$6.6 M
<b>February</b>	+\$21.1 M	-\$8.4 M	+\$21.1 M	*N/A
<b>March</b>	+\$20.7M	+\$10M	+\$13.2	+\$6.0M

5. Board Hours – Board will receive Golden Gavel if Blake completes his board training. All other members are above the required minimum. Deadline to complete training is 4/30/18.
6. General Fund Budget

CASCADE PUBLIC SCHOOLS  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: March 2014, 2015, 2016, 2017

Month	Year	Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
Mar	2017	101 General	\$ 193,203.91	\$ 893,137.38	\$ 1,299,858.00	\$ 1,299,858.00	\$ 406,720.62	69%
Mar	2017	201 General	\$ 133,202.21	\$ 671,542.68	\$ 1,016,540.00	\$ 1,016,540.00	\$ 344,997.32	66%
Mar	2016	101 General	\$ 94,574.11	\$ 800,508.89	\$ 1,290,979.00	\$ 1,290,979.00	\$ 490,470.11	62%
Mar	2016	201 General	\$ 96,871.78	\$ 708,648.82	\$ 1,000,389.00	\$ 1,000,389.00	\$ 291,740.18	71%
Mar	2015	101 General	\$ 124,622.94	\$ 808,934.69	\$ 1,208,590.00	\$ 1,208,590.00	\$ 399,655.31	67%
Mar	2015	201 General	\$ 81,488.33	\$ 677,513.03	\$ 1,005,859.00	\$ 1,005,859.00	\$ 328,345.97	67%
Mar	2014	101 General	\$ 95,463.98	\$ 782,721.61	\$ 1,200,445.00	\$ 1,202,745.06	\$ 420,023.45	65%
Mar	2014	201 General	\$ 86,102.78	\$ 748,733.38	\$ 1,057,765.00	\$ 1,058,715.27	\$ 309,981.89	71%
<b>4 YR AVERAGE</b>								<b>67%</b>

04/10/18  
10:40:55

CASCADE PUBLIC SCHOOLS  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 3 / 18

Page: 1 of 1  
Report ID: B100F

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
101 General Fund	192,392.14	849,552.96	1,312,763.00	1,312,763.00	463,210.04	65 %
201 General Fund	161,283.10	725,217.84	1,063,555.00	1,063,555.00	338,337.16	68 %
<b>Grand Total:</b>	<b>353,675.24</b>	<b>1,574,770.80</b>	<b>2,376,318.00</b>	<b>2,376,318.00</b>	<b>801,547.20</b>	<b>66 %</b>

<b>Board Hours</b>			
Name	Date	Description	Credit Recieved
<b>Rick Cummings</b>	5/22/17	Boarshmanship Training	3
	6/8/17	Delegate Assembly	6
	6/9/17	June Leadership Symposium	6
	8/9/17	Athletics/Hot Topics Symposium	6
	9/27/17	Back to School Legal Primer	6
	9/27/17	MHSA Rules for Boards, Clubs, & Organizations	2
	10/18/17	MCEL	12
		<b>Total</b>	<b>41</b>
<b>Erin Wombold</b>	5/22/2017	Boardsmanship Training	3
		MHSA Rules for Boards, Clubs, & Organizations	2
		<b>Total</b>	<b>5</b>
<b>Blake Standley</b>	5/22/2017	Boardsmanship Training	3
		<b>Total</b>	<b>3</b>
<b>Val Fowler</b>	5/22/2017	Boardsmanship Training	3
	7/13/2017	Summer Leadership Symposium	7
	9/27/17	MHSA Rules for Boards, Clubs, & Organizations	2
		<b>Total</b>	<b>12</b>
<b>Chris Boland</b>	5/22/2017	Boardsmanship Training	3
	10/18/2017	MCEL	14
		<b>Total</b>	<b>17</b>
<b>Deanna Hastings</b>	5/22/2017	Boardsmanship Training	3
	6/8/17	Delegate Assembly	6
	6/9/17	June Leadership Symposium	6
		<b>Total</b>	<b>15</b>

*\*Board hours are per MTSBA's most recent update. New hourly totals are pending.*

## Committee Report

- A. Finance and Budget
- B. Policy Review
- C. Transportation
- D. Facilities and Grounds
- E. Negotiations
- F. Technology

## Announcements (I)

- A. MTSBA Employment Hot Topic Training April 25, 8:30-5:00pm, Helena
- B. Organizational Meeting May 10, 2018 at 6:00 pm
- C. Regular School Board Meeting May 15, 2018 at 6:00 pm
- D. MTSBA Newly Elected Trustee Orientation May in Great Falls/Helena

## Adjournment (A)



CASCADE SCHOOL DISTRICT

Adopted on:  
Reviewed on:

2150 - R

INSTRUCTION

Revised on:

---

Suicide Awareness and Prevention

The Administration shall develop and implement a youth suicide prevention program meeting minimum requirements set forth in 10.55.719, ARM.

The District will provide professional development on youth suicide awareness and prevention to each employee of the district who work directly with any students enrolled in the school district. The training materials will be approved by the Office of Public Instruction (OPI).

The District will provide at least two (2) hours of youth suicide and prevention training beginning the 2017-18 school year. The District will provide, at a minimum, two (2) hours of youth suicide awareness and prevention training every five (5) years thereafter. All new employees who work directly with any student enrolled in the school district will be provided training the first year of employment.

Youth suicide and prevention training may include:

- A. In-person attendance at a live training;
- B. Videoconference;
- C. An individual program of study of designated materials;
- D. Self-review modules available online; and
- E. Any other method chosen by the local school board that is consistent with professional development standards.

No cause of action may be brought for any loss or damage caused by any act or admission resulting from the implementation of the provisions of this policy or resulting from any training, or lack of training, related to this policy. Nothing in this policy shall be construed to impose a specific duty of care.

Legal Reference: § 20-7-1310, MCA Youth suicide awareness and prevention training

# CASCADE SCHOOL DISTRICT

4350

COMMUNITY RELATIONS

Adopted on:  
Reviewed on:  
Revised on:

Page 1 of 2

## Website Accessibility and Nondiscrimination

The District is committed to ensuring that people with disabilities have an opportunity equal to that of their nondisabled peers to participate in the District's programs, benefits, and services, including those delivered through electronic and information technology, except where doing so would impose an undue burden or create a fundamental alteration.

### Benchmarks for Measuring Accessibility

In order to assure that people with disabilities have an opportunity equal to that of their nondisabled peers to access information delivered through electronic and information technology, all pages on the District's website will conform to the W3C Web Accessibility Initiative's (WAI) Web Content Accessibility Guidelines (WCAG) 2.0 Level AA and the Web Accessibility Initiative Accessible Rich Internet Applications Suite (WAI-ARIA) 1.0 techniques for web content, or updated equivalents of these guidelines, except where doing so would impose an undue burden or create a fundamental alteration.

### Website Accessibility

With regard to the District's website and any official District web presence which is developed by, maintained by or offered through third party vendors and open sources, the District is committed to compliance with the provisions of the Americans with Disabilities Act (ADA), Section 504 and Title II so that students, parents and members of the public with disabilities are able to independently acquire the same information, engage in the same interactions, and enjoy the same benefits and services within the same timeframe as those without disabilities, which substantially equivalent ease of use; and that they are not excluded from participation in, denied benefits or, or otherwise subjected to discrimination in any District programs, services, and activities delivered online.

All existing web content produced by the District, and new, updated, and existing web content provided by third party developers, will conform to the WCAG 2.0 Level AA and the WAI-ARIA 1.0 techniques for web content or updated equivalents. This policy applies to all new, updated, and existing web pages, as well as all web content produced or updated by the District or provided by third-party developers.

### Website Accessibility Concerns, Complaints, and Grievances

The following statement will appear on the District's website homepage and all subsidiary pages:

*The District is committed to ensuring accessibility of its website for students, parents, and members of the community with disabilities. All pages on the District's website will conform to the W3C WAI's Web Content Accessibility Guidelines (WCAG) 2.0, Level AA conformance, or updated equivalents.*

*Under District developed administrative procedures, students, parents, and members of the public may present a complaint regarding a violation of the Americans with Disabilities Act (ADA), Section 504 related to the accessibility of any official District web presence which is developed by, maintained by, or offered through the District or third party vendors and open sources.*

A student, parent, or member of the public who wishes to submit a complaint or grievance regarding a violation of the ADA, Section 504 or Title II related to the accessibility of any official District web presence that is developed by, maintained by, or offered through the District, third party vendors and/or open sources may complain directly to a school administrator. The initial complaint or grievance should be made using the District's Uniform Grievance Form, upon request at the District office, however, a verbal complaint or grievance may be made. When a school administrator receives the information, they shall immediately inform the District's **[IT Department or website compliance coordinator]**. The Complainant need not wait for the investigation of any grievance or complaint in order to receive the information requested.

Whether or not a formal complaint or grievance is made, once the District has been notified of inaccessible content, effective communication shall be provided as soon as possible to the reporting party to provide access to the information.

### Testing and Accountability

The District will ensure website accessibility training to all appropriate personnel, including employees who are responsible for developing, loading, maintaining, or auditing web content functionality. The **[designated responsible personnel or third party]** will be responsible for reviewing and evaluating new material that is published by **[school staff or IT Department]** and uploaded to the website for accessibility on a periodic basis. The **[designated responsible personnel or third party]** will be responsible for reviewing all areas of the District's website and evaluating its accessibility on a periodic basis, and at least once per quarter. Any non-conforming webpages will be corrected in a timely manner.

This policy shall be available to the public via a link entitled "Accessibility," which shall be located on the District's homepage.

Cross Reference: Policy 1700 Uniform Grievance Procedure

Legal Reference: Title II of the Americans with Disabilities Act of 1990  
Section 504 of the Rehabilitation Act

# CASCADE SCHOOL DISTRICT

Adopted on:  
Reviewed on:

5220

PERSONNEL

Revised on:

---

## Prohibition on Aiding Sexual Abuse

The district prohibits any employee, contractor or agent from assisting a school employee, contractor or agent in obtaining a new job if the individual or district knows or has probable cause to believe that such school employee, contractor or agent engaged in sexual misconduct regarding a minor or a student in violation of the law. This prohibition does not include the routine transmission of administrative and personnel files.

This prohibition does not apply under certain conditions specified by the Every Student Succeeds Act (ESSA) such as:

1. The matter has been reported to law enforcement authorities and it has been officially closed or the school officials have been notified by the prosecutor or police after an investigation that there is insufficient information to establish probable cause, or;
2. The individual has been acquitted or otherwise cleared of the alleged misconduct, or;
3. The case remains open without charges for more than 4 years after the information was reported to a law enforcement agency.

Legal Reference:                   ESSA section 8038, § 8546

# CASCADE SCHOOL DISTRICT

8205 – R

NONINSTRUCTIONAL OPERATIONS

Adopted on:

Reviewed on:

Revised on:

---

Page 1 of 2

## Meal Charge Policy

*Note: For the purpose of this policy, parent includes guardian, caretaker relative, and any adult responsible for the care of the child.*

The goal of the \_\_\_\_\_ School District is to allow children to receive the nutrition they need to stay focused during the school day. The purpose of this policy is to ensure compliance with federal reporting requirements for the USDA Child Nutrition Program and to provide oversight and accountability for the collection of outstanding student meal balances.

The District complies with Federal USDA policies on meal charging and debt collection. All meal charges must be paid directly to the \_\_\_\_\_ School District.

If a student is without meal money, the administration will take action deemed necessary to collect unpaid meal charges while ensuring the nutritional needs of the student are met in providing the student with a regular meal. If financial hardship exists, parents and families will be encouraged to apply for free or reduced price lunches for their child(ren).

### **Below are examples that could be incorporated into the district meal charge policy.**

#### Meal Charges

**Option:** A student is allowed to charge no more than \_\_\_\_\_ meals. After the \_\_\_\_\_ meal is charged, the parent must send money to pay the charges or send meals from home with your child. If there are financial problems, please contact the school and we will implement a payment program. [A la carte items may not be charged.]

**Option:** Students will pay for meals at the district's published standard rate [each day, weekly, monthly]. A student will be allowed to charge a maximum of \_\_\_\_\_ meals to their account after their balance reaches zero. Once a student has charged those \_\_\_\_\_ meals, he/she will not be allowed to charge a la carte items.

**Option:** Students/Parents pay for meals in advance via [enter website address if applicable] or with a check payable to \_\_\_\_\_. Further details are available on our webpage at [enter web address]. Funds should be maintained in accounts to minimize the possibility that a child may be without meal money on any given day. Any remaining funds for a particular student will be carried over to the next school year.

**Option:** If there are no available funds in the student's account, he/she will be given a breakfast or lunch on account. A notice and/or letter will be sent home with the child requesting payment. A regular meal will be served until the account is balanced or if the student has money in hand for the current meal.

### Zero-Balance Prevention

**Option:** Parents are responsible for meal payment to the food service program. Notices of low or deficit balances will be sent to parents at regular intervals during the school year.

**Option:** Parents can track balances themselves online [insert web address], sign up for meal notification for free, and set up an auto payment low-balance threshold by following the links to the [insert web address].

**Option:** Every student may access their meal account at [insert web address].

**Option:** The student may check with the [cashiers, lunch supervisor] to see the balance of their account at any time.

**Refunds** for withdrawn or graduating students. A written request for a refund of any money remaining in their account must be submitted. An e-mail request is also acceptable. Students who are graduating at the end of the year will be given the option to transfer to a sibling's account with a written request.

**Option:** Unclaimed Funds must be requested within one school year. Unclaimed funds will become the property of the \_\_\_\_\_ School District Food Service Program.

Uncollected meal debt will be sent to collections per state and/or federal guidelines.

### **The language below is to be used for those school districts who are on the Community Eligibility Provisions (CEP) program.**

The \_\_\_\_\_ **School/School District** has eliminated the risk for unpaid meal charges by participating in the Community Eligibility Provisions (CEP) program, which is a meal service option for schools and school districts operating the school meal programs in high-poverty communities. CEP allows the school to provide breakfast and lunch at no cost to all enrolled children without the need to collect applications or establish individual eligibility for a four-year period, thereby increasing access to school meals and eliminating unpaid meal charges.

Legal Reference: <https://www.fns.usda.gov/school-meals/policy>  
Child Nutrition and WIC Reauthorization Act of 2004, PL 108-265  
Child Nutrition Act 1966, 42 United States Code (USC) Section 1771 et seq.  
Section 504 of the Rehabilitation Act of 1973, 29 United States Code (USC) Section 794 et seq.  
Individuals with Disabilities Education Act (IDEA), 20 United States Code (USC) Sections 1400-1485  
7 Code of Federal Regulations (CFR) Parts 15B, 210 and 220

# CASCADE SCHOOL DISTRICT

Adopted on:  
Reviewed on:  
Revised on:

8210 - R

NONINSTRUCTIONAL OPERATIONS

---

Page 1 of 2

## Procurement Policy for School Food Purchases

The \_\_\_\_\_ School District will adhere to the following requirements for any procurement related to food service:

*Below are samples only and other language can be used, adjusted, or utilized. Please feel free to make changes, additions or add any other necessary items to meet the needs of your district.*

### **Purchases:**

- Purchases greater than \$80,000:
  - If the aggregate amount exceeds eighty thousand dollars (\$80,000), the contract must be awarded through a formal bid process and a call for bids or request for proposals shall be published according to 20-9-204, MCA. No contract shall be divided for the purpose of avoiding the formal procurement process.
  - The District may enter into a cooperative purchasing contract for procurement of supplies with one or more districts or a Cooperative Services Program. This allows the District to participate in a cooperative purchasing group to purchase supplies through the group without bidding if the cooperative purchasing group has a publicly available master list of items available with pricing included and provides an opportunity at least twice yearly for any vendor, including a Montana vendor, to compete, based on a lowest responsible bidder standard.
  
- Purchases greater than \$\_\_\_\_\_ and less than \$80,000:
  - Any purchase greater than \$\_\_\_\_\_ and less than eighty thousand (\$80,000) will be handled in a fair and equitable manner consistent with district policy on purchasing.
  - The \_\_\_\_\_ School District will obtain two or more estimates when any purchase will cost more than \$\_\_\_\_\_ and less than eighty thousand (\$80,000).
  - The District may enter into a cooperative purchasing contract for procurement of supplies with one or more districts or a Cooperative Services Program. This allows the District to participate in a cooperative purchasing group to purchase supplies through the group without bidding if the cooperative purchasing group has a publicly available master list of items available with pricing included and provides an opportunity at least twice yearly for any vendor, including a Montana vendor, to compete, based on a lowest responsible bidder standard.

### **Bid Specifications: (OPTIONAL)**

The \_\_\_\_\_ School District contracts will not be awarded to any potential vendors who write any of the bid specifications, the solicitation documents, or any of the contract language. The district must take care that any bids for services and supplies are written in the broadest possible terms to allow for participation by the largest number of potential vendors.

Identical bid specifications and/or request for proposals will be provided to all potential vendors.

**Geographic Preference: (OPTIONAL)**

No Geographic Preference (advantage based on location) is allowed with federal funds except for documented Farm to School (Farm to Plate) efforts. Therefore, as part of Farm to School \_\_\_\_\_ District may choose to apply a geographic preference when procuring unprocessed locally grown or locally raised agricultural products only.

**Buy American: (OPTIONAL)**

The District will adhere to “Buy American” for the food service program. Therefore Food Service is required to purchase, to the maximum extent possible, domestic products for use in meals served in our Child Nutrition Program. However, exceptions are allowed when:

- Food preferences can only be met with foreign goods
- Insufficient quantity and/or quality is available in the USA
- Domestic cost is **significantly** higher

**Standards of Conduct for District Employees:**

- The \_\_\_\_\_ School District maintains the following code of conduct for any employees engaged in award and administration of contracts supported by Federal Funds:
- No District employee will engage in any procurement when there is a conflict of interest, real or perceived, and District employees cannot solicit or accept any gratuities, favors or anything of monetary value from prospective vendors. This shall not preclude district personnel from serving on boards or participating in organizations that support the district’s need to obtain quality services and supplies.
- No District employee shall participate in the selection, award or administration of a contract when any of the following persons have a financial interest in the firm selected for award:
  - The employee
  - Any member of his/her immediate family
  - People with whom there is an intimate personal relationship
  - An organization which employs or is about to employ any of the above
- The District would like all employees to behave with the utmost integrity and never be self-serving, be fair in all aspects of the procurement process, be alert to conflicts of interest, and avoid any compromising situations.
- Employees found to be in violation of this policy are subject to disciplinary action, up to and including termination.



## Cascade School District

### NONINSTRUCTIONAL OPERATIONS

8410

#### Operation and Maintenance of District Facilities

The District seeks to maintain and operate facilities in a safe and healthful condition. The facilities manager, in cooperation with principals, fire chief, and county sanitarian, will periodically inspect plant and facilities. The facilities manager will develop a program to maintain the District physical plant by way of a continuous program of repair, maintenance, and reconditioning. Budget recommendations will be made each year to meet these needs and any such needs arising from an emergency.

The facilities manager will formulate and implement energy conservation measures. Principals and staff are encouraged to exercise other cost-saving procedures in order to conserve District resources in their buildings.

**The Superintendent, head maintenance, and appointed trustee will schedule a time (once per year) with the occupant(s) of district-owned housing to inspect the house for conditions and needs.**

Legal Reference: 10.55.908, ARM School Facilities

#### Policy History:

Adopted on: May 15, 2001

Reviewed on: November 21, 2016