



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

Regular Meeting of the Board of Trustees

6:00 p.m.

July 17, 2018

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

- A. Audit Report

Staff Report (I)

New Business (A)

6:15

- A. Recommendation For Termination Without Cause During Probationary Period–Eric Brandt
- B. Recommendation–HS Business Teacher, Cathy Workman
- C. Recommendation–2018-19 Fall Coaching Positions:
Amanda Tharp, Mona Cooper, Stephanie Perry, Sonja Mazaira
- D. Policy Revision and Update–First Reading
 - a. Policy 7540F1,F2 Rental Agreement and Rules
- E. Certified Handbook
- F. Classified Handbook
- G. Student Handbook
- H. Student Activities Athletic Handbook
- I. Coaches, Sponsors, Advisors Activities, Athletics Handbook
- J. Transportation Handbook
- K. Board Handbook
- L. Early K Enrollment
- M. District Signature Updates
- N. Stockmens Bank Signature Updates
- O. Consent Agenda
 - 1. Minutes Regular Board Meeting May 15, 2018
 - 2. Minutes Regular Board Meeting June 26, 2018
 - 3. Minutes Special Board Meeting June 29, 2018
 - 4. Business Claims
 - 5. Student Activity Account

Superintendent Report (I)

- A. Interlocal Year End Recap
- B. Future Allocations
- C. E-grant Training
- D. County Transportation
- E. Technology
- F. Preliminary Budget
- G. Board Hours

Committee Report

6:30

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

Announcements (I)

- A. Regular School Board Meeting August 21, 2017 at 6:00 pm
- B. MTSBA Events:
 - Summer Symposium Video Option, July 27, 2018
 - Policy/Negotiations Symposium, July 25-26, Helena or Video Option (Required attendance for Negotiations Committee)
 - School Activities Hot Topics Seminar, Aug 9, 2018, Helena or Video Option
 - MT-PEC SUMMIT-Strategic Governance/Transformational Leadership, Sept 11-21, 2018

District Clerk Evaluation (Executive Session)

Adjournment (A)

7:00

Old Business (A)

Informational

Staff Report (I)

New Business (A)

A. Recommendation For Termination Without Cause During Probationary Period–Eric Brandt

Category: Personnel

Presented by: Rick Miller

Attachments: Following page

Facts to Consider: Per Policy 5140 and 5255, and MCA 39-2-904, the probationary period of 6 months is intended to give new employees the opportunity to demonstrate their ability to achieve a satisfactory level of performance and to determine whether the new position meets their expectations. Cascade Schools uses this period to evaluate employee capabilities, work habits, and overall performance. Either the employee or Cascade Schools may end the employment relationship at any time during the introductory period, with or without cause or advance notice.

District employees who fail to fulfill their job responsibilities or to follow reasonable directions of their supervisors, or who conduct themselves on or off the job in ways that affect their effectiveness on the job, may be subject to discipline. Behavior, conduct, or action that may call for disciplinary action or dismissal includes but is not limited to reasonable job-related grounds based on a failure to satisfactorily perform job duties, disruption of the District's operation, or other legitimate reasons.

Discipline will be reasonably appropriate to the circumstance and will include but not be limited to a supervisor's right to reprimand an employee and the Superintendent's right to suspend an employee, with or without pay, or to impose other appropriate disciplinary sanctions. In accordance with Montana law, only the Board may terminate an employee or non-renew employment.

Superintendent Recommendation: Approve the recommendation of the superintendent.



CASCADE PUBLIC SCHOOLS

Address: 321 Central Avenue West • PO Box 529 • Cascade MT 59421

Phones: 406-468-9383 • 406-468-2671 • 406-468-2672

Web: www.cascade.k12.mt.us

Fax: 406-468-2212

Rick Miller
Superintendent

Kevin Sukut
7-12 Principal

Siobhan Hathhorn
EK-6 Principal

Sonja Mazaira
Activities Director

Karsen Drury
District Clerk

David Dobbins
Technology Director

Damon Schrecengost
Transportation
Director

Angela Johnson
Food Service
Director



July 13, 2018

Eric Brandt
3775 Rocky Road
Cascade MT 59421

Re: Recommendation for Termination

Dear Mr. Brandt:

Please be advised that at the upcoming meeting of the Cascade School District Board of Trustees to be held on the 17th day of July, 2018, at 6:00 PM in Cascade School's Board Room, I will recommend that your employment with the District be terminated. I am recommending your termination without cause in accordance with the 6 month probationary period as noted in District policy 5140 and §39-2-904(2), MCA.

You have a right to attend the meeting where the recommendation will be considered on 17th day of July, 2018. It will not be a formal termination hearing as the recommendation is to terminate without cause. Please contact me if you have any questions.

Sincerely,

Rick Miller, Superintendent
Cascade School District

cc: Board of Trustees

Home of the Badgers

B. Recommendation–High School Business Teacher, Cathy Workman

Category: Personnel

Presented by: Rick Miller

Attachments:

Facts to Consider: Mrs. Workman has been a mathematics and substitute teacher for Cascade Schools. She completed her student teaching last year and is certified in Math 5-12. Mrs. Workman is being recommended for the High School Business Teacher position pending acceptance into the business internship program.

Superintendent Recommendation: Approve Mrs. Cathy Workman for HS Business Teacher.

C. Recommendation–2018-19 Fall Coaching Positions:

Category: Personnel

Presented by: Rick Miller, Sonja Mazaira

Attachments:

Facts to Consider: Mrs. Mazaira's recommendations for the fall coaching personnel are as follows. Recommendations for open positions will be made as they are filled.

Assistant HSVB Coach–Mona Cooper

Assistant JHVB Coach–Amanda Tharp

HSXC Co-Head Coach–Sonja Mazaira

HSXC Co-Head Coach–Stephanie Perry

Superintendent Recommendation: Approve the recommendation for 2018-19 Coaching Positions, pending background check results.

D. Policy Revision and Update–First Reading, Policy 7540F1,F2 Rental Agreement and Rules

Category: Policy

Presented by: Rick Miller, Val Fowler

Attachments: Will be provided.

Facts to Consider: Joe Brott, Policy Director at MTSBA has updated the District housing rental agreement and rules pertaining to district employees and non district employees.

Superintendent Recommendation: Approve the first reading of Policy 7540F1,F2.

HANDBOOK ITEMS C-I Facts to Consider: The handbooks are thoroughly updated prior to the beginning of each school year due to the ever-changing state and federal laws, and the resulting newly adopted or revised policies. The Board has already approved the handbooks in their entirety prior to the start of each school year. ***The Board approval being acted upon is for the recommended changes and edits ONLY. Any edits due to staffing changes will be made before final printing and made available on the District website.***

E. Certified Handbook

Category: Policy

Presented by: Rick Miller

Attachments: Due to the length of the document it is provided separately as Appendix A.

Facts to Consider:

Superintendent Recommendation: Approve the Certified Handbook changes for SY2018-19.

F. Classified Handbook

Category: Policy

Presented by: Rick Miller

Attachments: Due to the length of the document it is provided separately as Appendix B.

Facts to Consider:

Superintendent Recommendation: Approve the Classified Handbook changes for the SY2018-19.

G. Student Handbook

Category: Policy

Presented by: Rick Miller

Attachments: Due to the length of the document it is provided separately as Appendix C.

Facts to Consider:

Superintendent Recommendation: Approve the Student Handbook changes for the SY2018-19.

H. Student Activities Athletic Handbook

Category: Policy

Presented by: Rick Miller

Attachments: Due to the length of the document it is provided separately as Appendix D.

Facts to Consider: Handbook item H and I were formerly one handbook. The handbooks have been separated into two handbooks for clarification, one each for students and staffing. The handbook and accompanying athletic forms were previously reviewed and approved by the Board, and legally reviewed by MTSBA and Harry Chef of MSGIA.

Superintendent Recommendation: Approve the Student Activities Athletic Handbook changes for SY2018-19.

I. Coaches, Sponsors, Advisors Activities, Athletics Handbook

Category: Policy

Presented by: Rick Miller

Attachments: Due to the length of the document it is provided separately as Appendix E.

Facts to Consider: Handbook item H and I were formerly one handbook. The handbooks have been separated into two handbooks for clarification, one each for students and staffing. The handbook and accompanying athletic forms were previously reviewed by the Board, and legally reviewed by MTSBA and Harry Chef of MSGIA.

Superintendent Recommendation: Approve the Student Activities Athletic Handbook changes for SY2018-19.

J. Transportation Handbook

Category: Policy

Presented by: Rick Miller

Attachments: Due to the length of the document it is provided separately as Appendix F.

Facts to Consider:

Superintendent Recommendation: Approve the Transportation Handbook changes for the SY2018-19.

K. Board Handbook

Category: Board of Trustees

Presented by: Rick Miller

Attachments: Due to the length of the document it is provided separately as Appendix G.

Facts to Consider:

Superintendent Recommendation: Approve the Board Handbook changes for SY2018-19.

L. Early K Enrollment

Category: Students

Presented by: Rick Miller

Attachments:

Facts to Consider: According to Policy 3100, Board approval of the Early K Program is required to receive funding for the program, pursuant to the district's calculation of ANB as reported to OPI. At this time there are seven students enrolled.

Superintendent Recommendation: Approve student enrollment in Cascade School's Early K Program.

M. District Signature Updates

Category: Finance

Presented by: Karsen Drury

Attachments: None

Facts to Consider: The District needs to update the claims and payroll accounts with the County Treasurer by adding new superintendent, Rick Miller.

Superintendent Recommendation: Approve District signature updates.

N. Stockmens Bank Signature Updates

Category: Finance

Presented by: Karsen Drury

Attachments: Resolution Letter (following page)

Facts to Consider: The District needs to update the Stockmens Bank accounts by adding new superintendent, Rick Miller.

Superintendent Recommendation: Approve Stockmens Bank signature updates.



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Rick Miller
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Kevin Sukut
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Siobhan Hathorn
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Sonja Mazaira
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Karsen Drury
District Clerk

David Dobbins
Technology Director

Damon Schrecengost
Transportation
Director

Angela Johnson
Food Service
Director

The following employees of Cascade School District 3 & B are authorized to sign on the accounts listed below at Stockmen's Bank. Two signatures per check, each account.

Resolution Authority

Petty Cash:

Rick Miller, Superintendent
Karsen Drury, District Clerk
Becky Smith, Secretary
Tracy Taft, Secretary

Activity Fund:

Rick Miller, Superintendent
Karsen Drury, District Clerk
Sonja Mazaira, Activities Director
Angela Johnson, Food Service Director
Becky Smith, Secretary

Tax Deposit Account:

Karsen Drury, District Clerk
Rick Miller, Superintendent
Becky Smith, Secretary

District House Loan:

Karsen Drury, District Clerk
Rick Miller, Superintendent
Val Fowler, Board Chairman
Becky Smith, Secretary

This resolution of authority supersedes all previous resolutions pertaining to this account.

Val Fowler, Board Chair

Rick Miller, Superintendent

Dated this 17th day of July 2018.

Home of the Badgers



O. Consent Agenda

1. Minutes Regular Board Meeting May 15, 2018
2. Minutes Regular Board Meeting June 26, 2018
3. Minutes Special Board Meeting June 29, 2018

Regular Meeting

Cascade School District 3B

Board of Trustees

May 15, 2018 - 6:00 pm

DRAFT

Subject to change upon approval of the board

Board Members Present –

High School Board

Val Fowler - Chair

Deanna Hastings - Vice Chair

Chris Boland

Blake Standley

John Rumney

Elementary Board

Deanna Hastings - Vice Chair

Chris Boland

Blake Standley

John Rumney

Not Present: Ruth Mortag (phoned in)

Others Present: Justin Barnes - Superintendent, Karsen Drury - District Clerk, Siobhan Hathhorn, Michelle Price, Heather Bricker, Mindy Schreengost, Sonja Mazaira, Coleen MacDonald, Becca Cooper, Nancy McGonigal, Debbie Lynn, Ryan Lynn Iain McGregor, Tina Mann, Katey Marquis, Wes Marquis, April Pepos, Tracy Taft, Stephanie Perry, Amanda Tharp, Lara Tait, Chris Wilson, Heather Wilson, Pam Marquis, Rick Cummings.

Val Fowler - Board Chair, called the Board of Trustees meeting to order at 6:09 pm. Mrs. Fowler asked for public comment on **non**-agenda items.

Public Comment

- Katey Marquis commented on the new PA system quality.
- Iain McGregor inquired on the superintendent negotiations. Fowler informed that Rick Miller accepted the offer of \$94K

Informational

- A. Letter of Resignation: Teresa Weems, Title I
- B. Letter of Resignation: April Pepos, XCELL Director
- C. Letter of Resignation: Emily McCormick, XCELL Asst
- D. Letter of Resignation: Jason Lorang, Head Wrestling

Staff Report

- A. PTSA - Successful Missoula Children's Theater, Fun Run July 28th.
- B. Siobhan Hathhorn, KE-6 Principal - Missoula Children's Theater, Air Force Honor Guard & Drill team performed, EL Fun Day May 15th organized by JMG and PTSA, May 22nd Field Day, analyzing testing data, changes with hires/staff.
- C. Kevin Sukut, 7-12 Principal - Drivers Ed starting, Friday May 18th is seniors last day, Sunday May 20 at 2pm is graduation, Wednesday May 23rd is 8th grade graduation at 6pm, May 24th is the last day of school for students, May 25th last day for teachers,

testing completed this week, July 12th meeting for goals of curriculum.

- D. Sonja Mazaira, AD - JH track finished, girls track won Districts, Divisional Track on Thursday May 17th in Great Falls, Georgia Mortag at State Golf, starting cheer, final music performance was May 8th, FFA banquet had record earnings pie auction, BPA nationals, annual sports banquet, Eike & Cox named Athlete of the Year, 406 fitness during the summer, FB and VB camps scheduled & summer league basketball.
- E. April Pepos, XCELL - No word on grant yet, Monday May 21st fun day, resigning XCELL for college schooling.

New Business

- A. District Signature Updates
John Rumney moved, seconded by Deanna Hastings to accept the recommendation to update the district signatures.
Passed unanimously.
- B. Recommendation - High School Business Teacher, Shelby Moody
Deanna Hastings moved, seconded by Blake Standley to accept the recommendation to hire Shelby Moody for High School Business Teacher, pending background check results.
Passed unanimously.
- C. Recommendation - Elementary Teacher 4th Grade, Colby Cline
Blake Standley moved, seconded by Deanna Hastings to accept the recommendation to hire Colby Cline for Fourth Grade Elementary Teacher, pending background check results.
Passed unanimously.
- D. Recommendation - Title I Director/Curriculum Director, Michelle Price
Chris Boland moved, seconded by John Rumney to accept the recommendation to hire Michelle Price as Title I Director and Curriculum Director.
Passed unanimously.
- E. Recommendation - Part Time Title I Teacher/FTE Reduction, Heather Bricker
Chris Boland moved, seconded by Deanna Hastings to accept the recommendation to hire Heather Bricker as part-time Title I teacher and FTE reduction.
Passed unanimously.
- F. Recommendation - Elementary Teacher 2nd Grade, Sarah Pederson
Deanna Hastings moved, seconded by John Rumney to accept the recommendation to hire Sarah Pederson as Second Grade Elementary Teacher, pending background check results.
Passed unanimously.
- G. Recommendations for 2018-19 Fall Coaching Positions

Blake Standley moved, seconded by Deanna Hastings to accept the recommendation for 2018-19 Coaching Positions, including Neal Coon, Iain McGregor, and Siobhan Hathorn, pending background check results.
Passed unanimously.

Deanna Hastings moved, seconded by John Rumney to accept the recommendation to hire Becca Cooper as HSVB Head Coach for the 2018-19 school year.
Passed unanimously.

H. Certified Staff Recommendation School Year 2018-19

Deanna Hastings moved, seconded by Chris Boland to accept the certified staff recommendations for SY2018-19.
Passed unanimously.

I. Classified Staff Recommendations School Year 2018-19

John Rumney moved, seconded by Blake Standley to accept the classified staff recommendations for SY2018-19.
Passed unanimously.

J. Consent Agenda

1. Minutes Special Board Meeting April 4, 2018
2. Minutes Regular Board Meeting April 17, 2018
3. Minutes Special Board Meetings April 27-28, 2018
4. Minutes Special Board Meeting May 2, 2018
5. Minutes Organizational Board Meeting May 10, 2018
6. Business Claims (**5491-5557, EXCLUDING: 5493, 5502, 5503, 5543, 5556**)
7. Student Activity Account
8. Student Attendance Agreements
9. Transportation Contracts
10. Sub List

Chris Boland moved, seconded by John Rumney to approve the consent agenda.
Passed unanimously.

RECESS 7:01-7:05

Superintendent Report

- A. 21st Century Grant results
- B. Summer School Program
 - a. Reallocated Title I Monies
- C. Working on the transition with Mr. Miller for important information and district housing
- D. Legislative Outlook
- E. Board training hours have started over
- F. GF Snapshot

Regular Meeting

Cascade School District 3B

Board of Trustees

June 26, 2018 - 6:00 pm

DRAFT

Subject to change upon approval of the board

Board Members Present –

High School Board

Val Fowler - Chair

Deanna Hastings - Vice Chair

Chris Boland (via phone)

Blake Standley

John Rumney

Ruth Mortag (via phone)

Elementary Board

Deanna Hastings - Vice Chair

Chris Boland (via phone)

Blake Standley

John Rumney

Ruth Mortag (via phone)

Others Present: Karsen Drury - District Clerk, Justin Barnes - Superintendent (via phone), Rick Miller (via phone), Lara Tait, Sonja Mazaira, Amanda Tharp, Rick Cummings, Damon Schrecengost, Felicia O'Brien, Siobhan Hathhorn.

Val Fowler - Board Chair, called the Board of Trustees meeting to order at 6:06 pm. Mrs. Fowler asked for public comment on **non**-agenda items.

New Business

- A. Recommendation - Elementary Teacher 3rd Grade, Rachel Schaefer
John Rumney moved, seconded by Deanna Hastings to accept the recommendation to hire Rachel Schaefer as 3rd Grade teacher.
Passed unanimously.
- B. Recommendation - Part Time Tech Director, David Dobbins
Deanna Hastings moved, seconded by John Rumney to accept the recommendation to hire David Dobbins for part time technology services.
The board discussed the options of contracting out work as needed to 3rd parties. With Mr. Dobbins' knowledge of the school's technology, they agreed hiring him part time until the position was filled would be in the best interest of the district
Passed unanimously.
- C. Recommendation - 2018-19 Fall Coaching Positions
Blake Standley moved, seconded by Deanna Hastings to accept the recommendation to hire Ian McGregor as JHFB Asst and Tina Mann as Asst Cheer for fall coaching positions.
Ian McGregor was originally hired as a volunteer for the FB program, but the person who was intended to be JHFB assistant fell through and Mr. McGregor was moved from volunteer to assistant.
Passed unanimously.

Deanna Hastings moved, seconded by Ruth Mortag to accept the recommendation to hire Julia Maxwell as Head Cheer.
Passed unanimously, with Blake Standley abstaining.

D. Superintendent Sick & Vacation Leave Payout

John Rumney moved, seconded by Deanna Hastings to accept the recommendation to pay out Justin Barnes his accrued sick and vacation leave.

The board discussed the accrual process.

At 6:34 pm, Chairman Val Fowler announced that she determined that the individual rights of privacy clearly exceeded the merits of public disclosure and closed the meeting in an executive session.

At 7:39 pm, Chairman Val Fowler reopened the meeting to the public.

Val Fowler asked for an amendment to the previous motion. Deanna Hastings moved, seconded by John Rumney to pay Justin Barnes 30 days vacation, all accumulated sick leave at state payout rate, and taking advice to pay 15.75 days of excess accumulated vacation leave to legal counsel.

John Rumney, Deanna Hastings, Chris Boland, Val Fowler, and Ruth Mortag voted in favor. Blake Standley opposed.

After the vote, Justin Barnes stated that he would be removing himself from the meeting at this time.

E. Resolution to Dispose of Obsolete Property

Deanna Hastings moved, seconded by John Rumney to accept the recommendation to dispose of obsolete property.

Passed unanimously.

F. Resolution to Cancel Stale or Outstanding Warrants

Deanna Hastings moved, seconded by Blake Standley to accept the recommendation to cancel listed stale and outstanding warrants.

It was discussed that after 1 year, warrants may be considered stale and may be canceled upon board approval.

Passed unanimously.

G. Resolution to Close Activity Accounts

Deanna Hastings moved, seconded by John Rumney to accept the recommendation to close the Badger Cubs FB, Badger Cubs XC, Badger Cubs BBALL, Class of 2017 and Class of 2018 Activity Accounts.

The board was informed that these accounts are non affiliated school activities and in order for their funds to be housed in the district, the clubs would have to follow school policy, which they currently don't. By closing the accounts, the clubs will be able to operate under their own governance.

Passed unanimously.

- H. Resolution to Transfer to Compensated Absences Fund
Deanna Hastings moved, seconded by John Rumney to accept the recommendation to transfer year end monies to the compensated absence fund up to \$15,000.
The purpose of the compensated absence fund was discussed in detail and all were informed that it would be fiscally responsible to move a portion of year end monies to start building this fund for the termination payout of departing employees.
Passed unanimously.
- I. Resolution to Transfer to Interlocal Agreement
Deanna Hastings moved, seconded by John Rumney to accept the recommendation to transfer year end monies from the transportation fund to the interlocal agreement.
The board was presented with tentative year end figures that could be transferred to the interlocal agreement. After discussion of transferring vs reappropriating, the board decided to move transportation monies to the interlocal.
Passed unanimously.
- J. Business Manager/District Clerk Contract SY2018-19, Karsen Drury
Blake Standley moved, seconded by Chris Boland to accept the SY2018-19 Business Manager/District Clerk Contract for Karsen Drury, with a salary of \$45,000.
Passed unanimously.
- K. Elementary Principal Contract SY2018-19, Siobhan Hathhorn
John Rumney moved, seconded by Blake Standley to accept the recommendation to accept the SY2018-19 Elementary Principal Contract for Siobhan Hathhorn, with a salary of \$65,000.
Passed unanimously.
- L. High School Principal Contract SY18-19, Kevin Sukut
John Rumney moved, seconded by Chris Boland to accept the recommendation to accept the SY2018-19 High School Principal Contract for Kevin Sukut, with a salary of \$67,091.
John Rumney, Deanna Hastings, Chris Boland, Val Fowler voted in favor. Blake Standley and Ruth Mortag opposed. .
- M. Consent Agenda
1. Minutes Special Meeting May 23, 2018
 2. Business Claims (**5558-5667 EXCLUDING: 5561, 5566, 5623, 5630, 5652, 5662**)
 3. Student Activity Account
- Deanna Hastings moved, seconded by Blake Standley to approve the consent agenda.
Passed unanimously.

Superintendent Report

The superintendent report was presented by Chairman Val Fowler.

- A. Superintendent Transition
- B. 21st Century Grant
- C. Open positions
- D. Spend Down Budget
- E. Legislative Outlook
- F. Board Hours
- G. General Fund Budget

Committee Report

- A. Finance and Budget
- B. Policy Review
- C. Transportation - July 3rd @ 7am
- D. Facilities and Grounds - Met on May 31st and had Central Flooring provide a quote for carpet in the amount of \$2,228, with a 10 year warranty. The carpet will be installed on Friday, June 29th. Some minor maintenance on the counter by the dishwasher will be performed in July.
- E. Negotiations
- F. Technology

Announcements

- A. Next Regular School Board Meeting July 17, 2018 at 6:00 pm

Board Discussion

- A. Superintendent Transition

Adjournment

At 8:49 pm Ruth Mortag moved, seconded by John Rumney **to adjourn.**

Passed unanimously.

Val Fowler, Board Chair

ATTEST: Karsen Drury, District Clerk

Date Signed _____

Special Meeting

Cascade School District 3B

Board of Trustees

June 29, 2018 - 10:00 pm

DRAFT

Subject to change upon approval of the board

Board Members Present –

High School Board

Val Fowler - Chair

Chris Boland

Blake Standley

John Rumney

Ruth Mortag (via phone)

Elementary Board

Chris Boland

Blake Standley

John Rumney

Ruth Mortag (via phone)

Not Present: Deanna Hastings (phoned in for partial meeting)

Others Present: Karsen Drury - District Clerk (via phone), Jeff Mortag

Val Fowler - Board Chair, called the Board of Trustees meeting to order at 10:07am. Ms. Fowler asked for public comment on **non**-agenda items.

New Business

A. Superintendent Vacation Payout

At 10:11 am, Chairman Val Fowler announced that she determined that the individual rights of privacy clearly exceeded the merits of public disclosure and closed the meeting in an executive session.

At 11:43 am, Chairman Val Fowler reopened the meeting to the public.

Chris Boland moved, seconded by John Rumney to pay Justin out his excess vacation at 7.5 days at the total accumulated.

Passed unanimously

Adjournment

At 11:48 Chris Boland moved, seconded John Rumney by **to adjourn**.

Passed unanimously.

Val Fowler, Board Chair

ATTEST: Karsen Drury, District Clerk

Date Signed _____

1. Business Claims

07/12/18
13:57:08

CASCADE PUBLIC SCHOOLS
Claim Details
For the Accounting Period: 6/18

Page: 1 of 6
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
5668	10195S	43 J&V RESTAURANT SUPPLY	1,472.68					
1		162910 06/20/18 Convection Oven	1,472.68*		217	610-2100	610	
5669	10208S	4696 SCHRECONGOST, DAMON	132.00					
1		06/02/18 Cell Phone Reimb - FY18 S2	132.00		210	100-2700	531	
5670	10210S	2604 SUKUT, KEVIN	132.00					
1		06/22/18 Cell Phone Reimb - FY18 S2	132.00*		201	100-2400	531	
5672	10213S	505 TOWN OF CASCADE	802.81					
1		06/27/18 Water/Sewer Services - June	200.70		101	100-2600	421	
2		06/27/18 Water/Sewer Services - June	184.65		110	100-2700	421	
3		06/27/18 Water/Sewer Services - June	184.65		210	100-2700	421	
4		06/27/18 Water/Sewer Services - June	232.81		210	100-2700	421	
5673	10183S	3994 AWARE	1,902.39					
1		305866 06/25/18 Medicaid Remittance	1,902.39*		115	100-2100	330	555
5674	10188S	1157 BUG DOCTOR	163.00					
1		8659 06/12/18 Pest Control - School	57.50*	170	101	100-2600	340	
	BARNES J							
2		8659 06/12/18 Pest Control - School	57.50*	170	101	100-2600	340	
	BARNES J							
3		8659 06/12/18 Pest Control - Dist House	24.00*	170	101	100-2600	340	
	BARNES J							
4		8659 06/12/18 Pest Control - Dist House	24.00*	170	101	100-2600	340	
	BARNES J							
5675	10186S	1207 BLACK MOUNTAIN SOFTWARE	20.00					
1		23438 06/22/18 Check Signer Accounting	20.00		128	100-2500	610	
5676	10190S	1660 DUNLAP INDUSTRIES	2,800.00					
1		16209 06/08/18 Poly Tuff Floor Coverings	1,400.00*	166	101	100-2600	610	
	BARNES J							
2		16209 06/08/18 Poly Tuff Floor Coverings	1,400.00*	166	201	100-2600	610	
	BARNES J							
5677	10191S	855 ENERGY WEST	1,508.03					
1		06/14/18 Gas - May 2018	678.61	171	101	100-2600	411	
	BRANDT E							
2		06/14/18 Gas - May 2018	301.61	171	110	100-2700	411	
	BRANDT E							
3		06/14/18 Gas - May 2018	226.20	171	201	100-2600	411	
	BRANDT E							
4		06/14/18 Gas - May 2018	301.61	171	210	100-2700	411	
	BRANDT E							

07/12/18
13:57:08

CASCADE PUBLIC SCHOOLS
Claim Details
For the Accounting Period: 6/18

Page: 2 of 6
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	
5678	10193S	1599 FRONTLINE TECHNOLOGIES GROUP, LLC	7,805.00						
1		INVUS78198 07/01/18 Proactive Recruiting Rene	292.50*	167	101	100-2300	680		
2		INVUS78198 07/01/18 Proactive Recruiting Rene	292.50*	167	201	100-2300	680		
3		INVUS78198 07/01/18 Applicant Tracking	610.00*	167	101	100-2300	680		
4		INVUS78198 07/01/18 Applicant Tracking	610.00*	167	201	100-2300	680		
5		INVUS78198 07/01/18 Absence & Substitute Mgmt	1,500.00*	167	101	100-2300	680		
6		INVUS78198 07/01/18 Absence & Substitute Mgmt	1,500.00*	167	201	100-2300	680		
7		INVUS83939 07/01/18 Time & Attendance	1,500.00*		110	100-2700	680		
8		INVUS83939 07/01/18 Time & Attendance	1,500.00*		210	100-2700	680		
5679	10196S	304 JOHNSON CONTROLS INC.	1,088.13						
1		20287680 06/12/18 Fire Alarm Inspections	272.03*	172	101	100-2600	340		
		BRANDT E							
2		20287680 06/12/18 Fire Alarm Inspections	272.03*	172	201	100-2600	340		
		BRANDT E							
3		20287680 06/12/18 Fire Alarm Inspections	272.03*	172	110	100-2600	340		
		BRANDT E							
4		20287680 06/12/18 Fire Alarm Inspections	272.04*	172	210	100-2600	340		
		BRANDT E							
5680	10198S	561 KELLEY IMAGING SYSTEMS	4,842.64						
1		IN393098 05/23/18 June Contract	100.00*	173	101	100-2300	350		
		BARNES J							
2		IN393098 05/23/18 May Overages	156.81*	173	101	100-2300	350		
		BARNES J							
3		IN397254 06/01/18 FY19 Contract	3,575.00*	173	101	100-2300	350		
		BARNES J							
4		IN397254 06/01/18 FY18 Overages	1,010.83*	173	101	100-2300	350		
		BARNES J							
5681	10199S	3233 KEN'S REFRIGERATION	488.64						
1		22718 06/19/18 Preventative Maintenance	488.64*		112	910-3100	340		
5682	10202S	901 MCGRAW-HILL	172.62						
1		1031976490 06/06/18 Wonders Practice Book	140.40*	161	101	100-1000	630		
		COOPER B							
2		1031976490 06/06/18 Shipping	32.22	161	101	100-1000	610	501	
		COOPER B							
5683	10200S	1630 MARLIN BUSINESS BANK	436.17						
1		16057922 06/19/18 Auto Scrubber Contract	436.17*		101	100-2600	350		

07/12/18
13:57:08

CASCADE PUBLIC SCHOOLS
Claim Details
For the Accounting Period: 6/18

Page: 3 of 6
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
5684	10204S	400 NORTHWESTERN ENERGY	5,592.66					
1		06/25/18 Electricity - May	1,621.87	174	101	100-2600	412	
		BARNES J						
2		06/25/18 Electricity - May	1,342.24	174	110	100-2700	412	
		BARNES J						
3		06/25/18 Electricity - May	950.75	174	201	100-2600	412	
		BARNES J						
4		06/25/18 Electricity - May	1,677.80	174	210	100-2700	412	
		BARNES J						
5685	10205S	2731 PITNEY BOWES	172.86					
1		3306311132 06/07/18 Postage	172.86*	175	201	100-2300	532	
		SMITH B						
5686	10206S	3620 REALLY GOOD STUFF	56.41					
1		6430958 06/06/18 Pencil Pals	33.98	160	101	100-1000	610	501
		COOPER B						
3		6430958 06/06/18 Name Tags	4.99	160	101	100-1000	610	501
		COOPER B						
4		6430958 06/06/18 Helping Hands Clock	6.49	160	101	100-1000	610	501
		COOPER B						
5		6430958 06/06/18 Shipping	10.95	160	101	100-1000	610	501
		COOPER B						
5687	10207S	3015 SAM	905.00					
1		2426 06/20/18 MASSP	240.00*	176	101	100-2300	330	
		DRURY K						
2		2426 06/20/18 MASSP	240.00*	176	201	100-2300	330	
		DRURY K						
3		2426 06/20/18 MAEMSP	212.50*	176	101	100-2400	330	
		DRURY K						
4		2426 06/20/18 MAEMSP	212.50*	176	201	100-2400	330	
		DRURY K						
5688	10220S	2726 WHALEN TIRE	2,660.00					
1		476533 06/26/18 Tires	1,330.00	178	110	100-2700	610	
		SCHRECENGO						
2		476533 06/26/18 Tires	1,330.00	178	210	100-2700	610	
		SCHRECENGO						
5689	10217S	561 KELLEY IMAGING SYSTEMS	100.00					
1		IN404156 06/22/18 July Contract	100.00*		101	100-2300	350	

07/12/18
13:57:08

CASCADE PUBLIC SCHOOLS
Claim Details
For the Accounting Period: 6/18

Page: 4 of 6
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	
5690	10216S	855 ENERGY WEST	1,014.76						
1		06/26/18 Gas - July 2018	456.65		101	100-2600	411		
2		06/26/18 Gas - July 2018	202.95		110	100-2700	411		
3		06/26/18 Gas - July 2018	152.21		101	100-2600	411		
4		06/26/18 Gas - July 2018	202.95		210	100-2700	411		
5691	10218S	616 SYSCO FOOD SERVICES OF MONTANA	1,185.61						
1		143788787 06/06/18 Food	342.30*	184	112	910-3100	630		
		JOHNSON A							
2		143798562 06/13/18 Food	363.27*	184	112	910-3100	630		
		JOHNSON A							
3		143808299 06/20/18 Food	255.92*	184	112	910-3100	630		
		JOHNSON A							
4		143818299 06/27/18 Food	224.12*	184	112	910-3100	630		
		JOHNSON A							
5692	10219S	1270 WEX BANK	1,149.24						
1		54885400 06/30/18 June Fuel	247.29		110	100-2700	624		
2		54885400 06/30/18 June Fuel	247.29		210	100-2700	624		
3		54885400 06/30/18 June Fuel - Drivers Ed	654.66*		218	100-1000	624		
5693	10215S	1665 CENTRAL FLOOR COVERING, INC	2,228.00						
1		CG801652 06/29/18 District House Carpet	2,228.00*		101	100-2600	340		
5694	10221S	1666 MILLER, RICK	952.50						
1		06/28/18 Sup't Moving Expenses	952.50		101	100-2300	582		
5695	10224S	1666 MILLER, RICK	47.50						
1		06/30/18 Sup't Moving Expenses - Gas	47.50		110	100-2700	582		
5696	10223S	3987 CULLIGAN	210.40						
1		06/30/18 Water Services - June	84.16*		101	100-2600	452		
		193X01012707							
2		06/30/18 Water Services - June	126.24*		201	100-2600	452		
		193X01012707							
5697	10225S	2788 NATIONAL LAUNDRY	651.71						
1		93900 06/07/18 Supplies - Kitchen	39.78	183	112	910-3100	610		
2		95245 06/13/18 Supplies - Kitchen	22.62	183	112	910-3100	610		
3		95712 06/14/18 Mats - Maintenance	57.34*	183	101	100-2600	340		
4		95713 06/14/18 Supplies - Kitchen	100.84	183	112	910-3100	610		
5		97546 06/21/18 Supplies - Kitchen	39.78	183	112	910-3100	610		
6		97545 06/21/18 Mats - Maintenance	200.70*	183	101	100-2600	340		
7		99384 06/28/18 Mats - Maintenance	57.34*	183	101	100-2600	330		
8		99385 06/28/18 Supplies - Kitchen	39.78	183	112	910-3100	610		
9		98931 06/27/18 Supplies - Kitchen	93.53		112	910-3100	610		

07/12/18
13:57:08

CASCADE PUBLIC SCHOOLS
Claim Details
For the Accounting Period: 6/18

Page: 5 of 6
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
5698	10222S	2927 A.T. KLEMENS & SONS	860.00					
1		6667 05/03/18 Repair & Maintenance	693.00		101	100-2600	440	
2		6669 05/07/18 Repair & Maintenance	156.00		101	100-2600	440	
3		SV1806 06/29/18 Repair & Maintenance	11.00		101	100-2600	440	
		# of Claims 30	Total: 41,552.76					
			41,552.76					

07/12/18
13:57:08

CASCADE PUBLIC SCHOOLS
Fund Summary for Claims
For the Accounting Period: 6/18

Page: 6 of 6
Report ID: AP110

Fund/Account	Amount
101 General Fund	
101	\$17,847.95
110 Transportation	
101	\$5,428.27
112 Food Services	
101	\$2,010.58
115 Federal Programs	
101	\$1,902.39
128 Technology	
101	\$20.00
201 General Fund	
101	\$6,135.08
210 Transportation	
101	\$6,081.15
217 Adult Education	
101	\$1,472.68
218 Drivers Education	
101	\$654.66
Total:	\$41,552.76

2. Student Activity Account

07/12/18
13:18:41

CASCADE PUBLIC SCHOOLS
Statement of Activity by Account Name for 06/01/18 to 06/29/18

Page: 1 of 2
Report ID: S100

Account	Opening Balance	Disbursed (-)	Receipts			Invest (+)	Misc. Earnings (+)	Misc. Charges (-)	Closing Balance
			in Transit (+)	Deposits (+)	Transfers (+)				
21 3-4-5TH GRADE	91.93	0.00	0.00	0.00	0.00		0.02	0.00	91.95
8 6-7-8TH GRADE	297.60	0.00	0.00	0.00	0.00		0.08	0.00	297.68
1 ANNUAL	-2528.44	34.84	0.00	36.00	793.50		0.00	0.00	-1733.78
2 ATHLETICS	1923.45	5677.42	0.00	3295.00	-30.00		0.00	0.00	-488.97
36 BADGER CUB FB	1104.11	0.00	0.00	0.00	0.00		0.00	0.00	1104.11
61 BADGER CUB XC	266.53	0.00	0.00	0.00	0.00		0.00	0.00	266.53
50 BADGER CUBS BBALL	1860.52	815.13	0.00	35.00	0.00		0.00	0.00	1080.39
69 BADGER STORE	239.93	0.00	0.00	0.00	0.00		0.06	0.00	239.99
5 BAND	3853.95	0.00	0.00	33.00	0.00		0.99	0.00	3887.94
51 BOOK FAIR	832.45	0.00	0.00	15.00	0.00		0.22	0.00	847.67
3 BPA	6656.54	7918.78	11.00	2894.83	27.00		0.39	0.00	1670.98
4 CHEER/PEP CLUB	66.18	0.00	0.00	0.00	0.00		0.02	0.00	66.20
7 CHOIR	-5.94	0.00	0.00	0.00	0.00		0.00	0.00	-5.94
52 CLASS OF 2017	70.41	0.00	0.00	0.00	-70.41		0.00	0.00	0.00
58 CLASS OF 2018	1350.82	627.73	0.00	0.00	-723.09		0.00	0.00	0.00
48 CLASS OF 2019	2883.47	0.00	0.00	49.00	0.00		0.75	0.00	2933.22
59 CLASS OF 2020	706.54	0.00	0.00	0.00	0.00		0.18	0.00	706.72
60 CLASS OF 2021	268.69	0.00	0.00	0.00	0.00		0.07	0.00	268.76
16 CLASS OF 2022	100.18	0.00	0.00	0.00	0.00		0.03	0.00	100.21
13 CONCESSIONS	9375.01	82.44	0.00	55.00	0.00		2.38	0.00	9349.95
99 CONVERSION ACCOUNT	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
47 COUNSELING	2589.49	0.00	0.00	0.00	0.00		0.66	0.00	2590.15
65 DRIVERS EDUCATION	5008.70	5008.70	0.00	0.00	0.00		0.00	0.00	0.00
18 ELEM EARN & LEARN	2837.41	48.00	0.00	0.00	0.00		0.71	0.00	2790.12
11 FCCLA	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00
32 FCS	-278.06	0.00	0.00	0.00	0.00		0.00	0.00	-278.06
15 FFA	-8552.73	1226.74	0.00	5732.15	0.00		0.00	0.00	-4047.32
64 FOOD SERVICE CLEARING	24927.94	31864.75	0.00	3920.71	0.00		0.00	5.22	-3021.32
12 HS BOYS' BB	561.98	245.00	0.00	0.00	0.00		0.08	0.00	317.06
46 HS CROSS COUNTRY	297.37	0.00	0.00	0.00	0.00		0.08	0.00	297.45
38 HS FOOTBALL	3649.87	0.00	0.00	419.80	-170.00		0.99	0.00	3900.66
40 HS GIRLS' BB	1470.34	0.00	0.00	0.00	0.00		0.37	0.00	1470.71
66 HS GOLF	-3681.28	0.00	0.00	3000.00	0.00		0.00	0.00	-681.28
19 HS HONOR SOCIETY	1015.19	0.00	0.00	0.00	0.00		0.26	0.00	1015.45
29 HS STUDENT COUNCIL	459.71	0.00	0.00	0.00	-27.00		0.11	0.00	432.82
37 HS TRACK	-36.34	0.00	0.00	36.00	0.00		0.00	20.00	-20.34
10 HS VOLLEYBALL	-218.92	0.00	0.00	0.00	0.00		0.00	0.00	-218.92
34 HS WRESTLING	31.91	0.00	0.00	0.00	0.00		0.01	0.00	31.92
63 INTEREST EARNINGS	-63.17	0.00	0.00	0.00	0.00		0.00	0.00	-63.17
57 JH BOYS BB	333.22	0.00	0.00	0.00	0.00		0.08	0.00	333.30
39 JH FOOTBALL	311.13	0.00	0.00	0.00	0.00		0.08	0.00	311.21
56 JH GIRLS BB	24.13	0.00	0.00	0.00	0.00		0.01	0.00	24.14
35 JH HONOR SOCIETY	204.18	0.00	0.00	0.00	0.00		0.05	0.00	204.23
27 JH STUDENT COUNCIL	-31.24	0.00	0.00	0.00	0.00		0.00	0.00	-31.24
54 JH VOLLEYBALL	-82.77	0.00	0.00	360.00	0.00		0.07	0.00	277.30
43 JMG	448.00	1166.05	0.00	0.00	0.00		0.00	0.00	-718.05
26 LIVING 2 SERVE	-1200.48	0.00	0.00	0.00	0.00		0.00	0.00	-1200.48
30 PAWS/MBI	1093.69	0.00	0.00	0.00	0.00		0.28	0.00	1093.97
25 REVOLVING	3157.45	150.57	0.00	42.10	0.00		0.77	7.12	3042.63
24 ROBOTICS	22.16	0.00	0.00	0.00	0.00		0.01	0.00	22.17
68 SAM YOUTH ENDOWMENT	1005.06	0.00	0.00	0.00	0.00		0.26	0.00	1005.32
9 SCHOLARSHIP	3230.12	1491.00	0.00	1415.00	0.00		0.80	0.00	3154.92

Account	Opening Balance	Disbursed (-)	Receipts			Invest (+)	Misc. Earnings (+)	Misc. Charges (-)	Closing Balance
			in Transit (+)	Deposits (+)	Transfers (+)				
33 SHOP FUND	711.33	0.00	0.00	0.00	0.00		0.18	0.00	711.51
31 TECHNOLOGY	4868.74	819.92	0.00	0.00	200.00		1.08	0.00	4249.90
17 XCELL	7836.43	200.09	0.00	90.00	0.00		1.96	0.00	7728.30
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	81571.74	57377.16	11.00	21428.59			14.09	32.34	45615.92
Bank Account Totals	81571.74	57377.16	11.00	21428.59	0.00		14.09	32.34	45615.92
							Bank Balance		45615.92
							Plus Outstanding Checks		13118.90
							Minus Outstanding Deposits		395.50

							Balance		58339.32
							Minus Receipts in Transit		11.00

							Statement Balance		58328.32

Superintendent Report (I)

1. Interlocal Year End Recap
2. Future Allocations
3. E-grant Training
4. County Transportation
5. Technology
6. Preliminary Budget
7. Board Hours: to be updated next board meeting

Committee Report

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

Announcements (I)

- A. Regular School Board Meeting August 21, 2017 at 6:00 pm
- B. MTSBA Events:
 - Summer Symposium Video Option, July 27, 2018
 - Policy/Negotiations Symposium, July 25-26, Helena or Video Option (Required attendance for Negotiations Committee)
 - School Activities Hot Topics Seminar, Aug 9, 2018, Helena or Video Option
 - MT-PEC SUMMIT-Strategic Governance/Transformational Leadership, Sept 11-21, 2018

District Clerk Evaluation (Executive Session)

Adjournment (A)



Upcoming Professional Development for 2018-19
Available in person and online!

Summer Symposium <i>Sponsored by ISBC</i>	July 18-19, 2018	Polson/Video
Policy/Negotiation Symposium	July 25-26, 2018	Helena/Video
School Activities Hot Topics Seminar	August 9, 2018	Helena/Video
Back-to-School Legal Primer Wolf Point, Glendive, Laurel, Kalispell, Missoula, <i>Sponsored by MTSUIP</i>	September 11, 12, 13, 19, 20, 21 Helena and video option	Statewide/Video
IDEA and 504 Training	November 13, 2018 November 15, 2018	East Location Helena/Video
School Law & Technology Symposium	December 3-4, 2018	Helena/Video
HR Symposium Chinook, Sidney, Lockwood, Missoula, Kalispell, Helena and video option <i>Sponsored by MTSUIP</i>	February 5, 6, 7, 12, 13, 14	Statewide/Video
School Budget Symposium Kalispell, Frenchtown, Bozeman, Helena, Lockwood, Miles City, Wolf Point, Great Falls and video option	March 5, 6, 7, 12, 13, 14	Statewide/Video
MTSBA/MASBO Employment Hot Topics <i>Sponsored by MTSUIP</i>	April 10, 2019	Helena/Video
Orientation for Newly Elected Trustees	May 22, 2019	Video Only
Leadership Symposium	June 7, 2019	Helena/Video