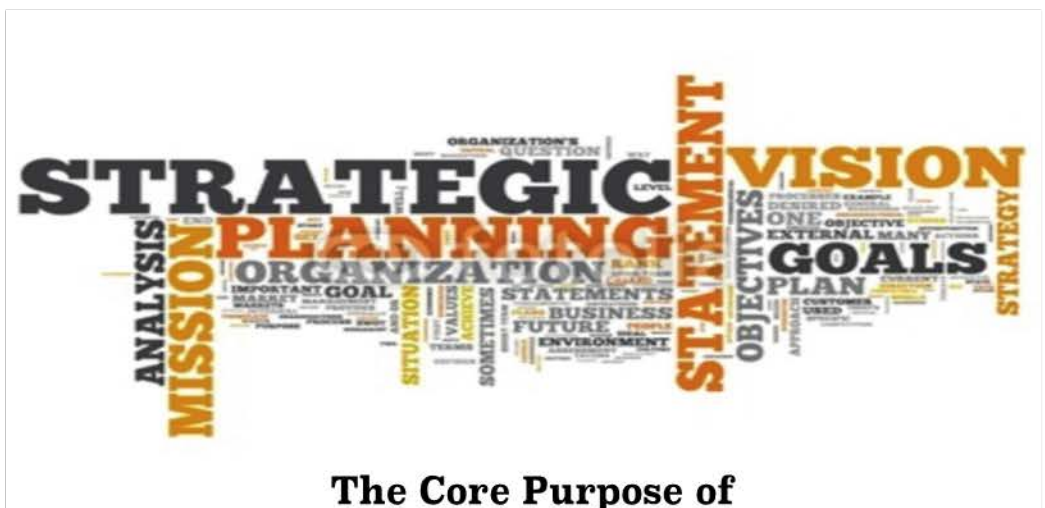




# CASCADE

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:**

- |                                                                                                                                     |                                                                                                                                                                                |                                                                                                                                          |                                                                                                                                                                                                                    |                                                                                                                                 |                                                                                               |                                                                                                                                     |                                                                                                                                    |
|-------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
| <b>1.</b>                                                                                                                           | <b>2.</b>                                                                                                                                                                      | <b>3.</b>                                                                                                                                | <b>4.</b>                                                                                                                                                                                                          | <b>5.</b>                                                                                                                       | <b>6.</b>                                                                                     | <b>7.</b>                                                                                                                           | <b>8.</b>                                                                                                                          |
| <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 as 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. |



# CASCADE PUBLIC SCHOOLS

Regular Monthly Meeting of the Cascade Board of Trustees  
Cascade Public Schools Conference Room #123  
321 Central Avenue West, Cascade MT 59421  
**June 29, 2021 at 6:00 p.m.**

## Agenda

<https://us02web.zoom.us/j/82056304529?pwd=VHFieTY5T3loQzArY0c1d3RPTGpWZz09>

Meeting ID: 820 5630 4529

Passcode: 43f71f

### Call to Order

6:00

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

### Pledge of Allegiance

### Public Comment on Non-Agenda Items

Members of the community are given opportunity to make brief comments to the Board on any matters not included in the agenda. By law the Board cannot deliberate, debate or take any action on any matter presented during Public Comment. **Comments about any staff, student, or member of public are not allowed due to rights of privacy laws.**

Public Comment on action (A) agenda items is to be addressed when the item is being considered on the agenda. Informational and Staff Reports are reported to Board of Trustees as information only.

## REGULAR MONTHLY MEETING

### Informational (I)

#### Staff Reports (I)

- A. Michelle Price, Elementary Principal
- B. Nichole Pieper, JH/HS Principal
- C. Sonja Mazaira, AD
- D. Rick Miller, Superintendent
- E. Karsen Drury, Business Manager

#### Board Report (I)

- A. Negotiations Committee Report
- B. Policy Committee Report
- C. Facilities Committee Report
- D. Board Training Hours
- E. Board Evaluation

#### New Business (A)

- A. Consideration of Recommendation for HS English Teacher, Giulia Weeda
- B. Consideration of Recommendation for JH/HS Special Education Teacher, Eliza Papke
- C. Consideration of Recommendation for part-time HS Science Teacher, Kendra Lane
- D. Consideration of Recommendation for part-time JH/HS FCS Teacher, Peggy Strobbe
- E. Consideration of Recommendation for Custodian, Josiah Castellanos
- F. Consideration of Recommendation for Coaching Staff
- G. Consideration of Recommendation for Hiring Bonus, Michael Nelson, Leslie Mills, Carrie Jones & Ag Ed Teacher Hire
- H. Consideration of Approval of Memorandum of Understanding with Cascade Education Association
- I. Consideration of Approval of Bus Routes, SY2022

- J. Consideration of Approval of Early K Program
- K. Consideration of Approval to Invitation for Bids, Window Replacement Project
- L. Consideration of Approval of HVAC Installation Project
- M. Consideration of Approval of Davis Digital Art Curriculum
- N. Consideration of Approval of Step-Up to Writing Curriculum
- O. Consideration of Approval of Audit Proposal, Rudd & Co.
- P. Consideration of Annual MSGIA Property and Liability Insurance Renewal FY2022
- Q. Consideration of Updated & Revised SY2020-2021 Handbooks
- R. Resolution to Decommission Obsolete Property
- S. Resolution to Cancel Stale or Outstanding Warrants
- T. Resolution to Close Activity Account, Class of 2021
- U. Resolution to Open Activity Account, Class of 2025
- V. Resolution to Transfer to Compensated Absences Fund
- W. Resolution to Transfer to Interlocal Agreement Fund
- X. Consent Agenda
  - a. Minutes Regular Board Meeting, May 18, 2021
  - b. Minutes Organizational Board Meeting, May 18, 2021
  - c. Business Claims
  - d. Student Activity Account
  - e. Individual Transportation Contracts
  - f. Student Attendance Agreements
  - g. Sub List

### **Board Meeting Evaluation (I)**

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

### **Announcements (I)**

- A. Regular School Board Meeting, July 20, 2021

### **Adjournment (A)**

**7:30**

# REGULAR MONTHLY MEETING

## Informational

### Staff Reports (Appendix A)

- A. Michelle Price, Elementary Principal – *Appendix A, Section I (page 3)*
  - a. Elementary FastBridge Data
  - b. Reading Curriculum Review
  - c. Revised Montana Content Standards for Social Studies, Library/Media, Career and Technical, Computer Science, Technology Integration
  - d. PIR planning (book study on Social Emotional Learning, use of STOIC/CHAMP procedures in the classrooms, building culture in the classroom, knowledge base of Montana Standards, MTSS (RTI data))
- B. Nichole Pieper, JH/HS Principal – *Appendix A, Section II (page 5)*
  - a. The Components Study of Real Essentials Advance
- C. Sonja Mazaira, AD - *Appendix A, Section III (page 7)*
  - a. Eligibility Revisions
  - b. Eligibility Checklist
  - c. Monthly Report
- D. Rick Miller, Superintendent
  - a. School Health Clinic
- E. Karsen Drury, Business Manager
  - a. May General Fund Budgets

### PRIOR YEARS

CASCADE PUBLIC SCHOOLS

Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: May 2017, 2018, 2019, 2020

Month	Year	Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
May	2020	101 General	\$ 286,986.70	\$ 1,200,262.07	\$ 1,415,556.00	\$ 1,415,556.00	\$ 215,293.93	85%
May	2020	201 General	\$ 173,930.36	\$ 829,520.95	\$ 989,292.00	\$ 989,292.00	\$ 159,771.05	84%
May	2019	101 General	\$ 353,400.53	\$ 1,226,773.30	\$ 1,339,509.00	\$ 1,339,509.00	\$ 112,735.70	92%
May	2019	201 General	\$ 270,534.13	\$ 958,964.76	\$ 1,022,939.00	\$ 1,022,939.00	\$ 63,974.24	94%
May	2018	101 General	\$ 314,774.30	\$ 1,177,806.57	\$ 1,312,763.00	\$ 1,312,763.00	\$ 134,956.43	90%
May	2018	201 General	\$ 247,393.85	\$ 984,010.56	\$ 1,063,555.00	\$ 1,063,555.00	\$ 79,544.44	93%
May	2017	101 General	\$ 299,497.34	\$ 1,202,812.97	\$ 1,299,858.00	\$ 1,299,858.00	\$ 97,045.03	93%
May	2017	201 General	\$ 235,076.37	\$ 960,163.19	\$ 1,016,540.00	\$ 1,016,540.00	\$ 56,376.81	94%
<b>4 YR AVERAGE</b>								<b>91%</b>

### CURRENT YEAR

CASCADE PUBLIC SCHOOLS

Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: May 2021

Month	Year	Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
May	2021	101 General	\$ 198,816.88	\$ 1,195,163.55	\$ 1,445,690.00	\$ 1,445,690.00	\$ 250,526.45	83%
May	2021	201 General	\$ 111,128.22	\$ 772,307.56	\$ 1,014,350.00	\$ 1,014,350.00	\$ 342,042.44	76%
<b>Grand Total:</b>			<b>\$ 309,945.10</b>	<b>\$ 1,967,471.11</b>	<b>\$ 2,460,040.00</b>	<b>\$ 2,460,040.00</b>	<b>\$ 592,568.89</b>	<b>80%</b>

- b. June All Fund Budgets – will be available at the meeting to ensure most accurate and current figures.

### Board Report (Appendix B)

- A. Negotiations Committee Report – *Appendix B, Section I (page 13)*
- B. Policy Committee Report
- C. Facilities Committee Report – *Appendix B, Section I (page 14)*
- D. Board Training Hours – *Appendix B, Section I (page 15)*
- E. Board Evaluation – *Appendix B (page 19)*

## New Business (A) (Appendix C)

### A. Consideration of Recommendation for HS English Teacher, Giulia Weeda

**Category:** Personnel

**Presented by:** Rick Miller

**Facts to Consider:** Miss Weeda is an MSU Bozeman graduate with a BA in English Teaching and a minor in Spanish Teaching K-12. She recently completed her student teaching at Bozeman High School. Miss Weeda has been highly recognized by the college and has received awards including Outstanding Freshman (2018), Outstanding Sophomore (2019), and MSU Education Department's 2021 Outstanding Student Teacher in English. She comes to us highly recommended by employers and MSU staff.

**Superintendent Recommendation:** Hire Giulia Weeda as HS English Teacher for SY2021-2022.

**Sample Motion:** I move to approve the recommendation to hire Giulia Weeda as HS English Teacher for SY2021-2022.

### B. Consideration of Recommendation for JH/HS Special Education Teacher, Eliza Papke

**Category:** Personnel

**Presented by:** Rick Miller

**Facts to Consider:** My name is Eliza Papke and I grew up in a small town in Northern Minnesota with two teachers for parents. I have always loved to travel, and when it came time to choose a college I decided to go to Washington DC. While at American University I also had the opportunity to study abroad in France. After my sophomore year, I applied to work as a camp counselor in Montana and fell in love with the mountains and rivers. After college I worked different seasonal jobs in Missoula and Bozeman and taught preschool at the YMCA. Working with preschool students made me realize that I wanted to go back to school for teaching. For the past three years I have been working as a paraeducator and earning my teaching certification in the Seattle area. I am so excited to move back to Montana and meet the people of Cascade.

**Superintendent Recommendation:** Hire Eliza Papke as the JH/HS Special Education Teacher for SY2021-2022.

**Sample Motion:** I move to approve the recommendation to hire Eliza Papke as the JH/HS Special Education Teacher for SY2021-2022.

### C. Consideration of Recommendation for part-time HS Science Teacher, Kendra Lane

**Category:** Personnel

**Presented by:** Rick Miller

**Facts to Consider:** Kendra Lane grew up in Cascade and graduated from Cascade High School. She attended Montana State University and student taught in New Zealand. Kendra then taught science for three years in Yerington, Nevada and coached high school basketball, volleyball, and track. She met John and moved back to Cascade and taught 6th grade and high school science for two years. Kendra has spent the last fourteen years raising her two boys and helping on their ranch and in the community. She coached middle school boys basketball the last two years and is looking forward to getting back into teaching. She has agreed to come back to fill the HS Science Teacher position on a part time basis

**Superintendent Recommendation:** Hire Kendra Lane as the part-time HS Science Teacher for SY2021-2022.

**Sample Motion:** I move to approve the recommendation to hire Kendra Lane as the part-time HS Science Teacher for SY2021-2022.

### D. Consideration of Recommendation for part-time JH/HS FCS Teacher, Peggy Strobbe

**Category:** Personnel

**Presented by:** Rick Miller

**Facts to Consider:** Mrs. Strobbe retired at the end of SY2019 and returned for SY2021 at 0.29 FTE. She would like to return for SY2022 at 0.29 FTE.

**Superintendent Recommendation:** Approve the recommendation to hire Peggy Strobbe as the part-time JH/HS FCS Teacher for SY2021-2022.

**Sample Motion:** I move to approve the recommendation to hire Peggy Strobbe as the part-time JH/HS FCS Teacher for SY2021-2022.

### E. Consideration of Recommendation for Custodian, Josiah Castellanos

**Category:** Personnel

**Presented by:** Rick Miller

**Superintendent Recommendation:** Hire Josiah Castellanos as custodian for SY2021-2022.

**Sample Motion:** I move to approve the recommendation to hire Josiah as custodian for SY2021-2022.

### F. Consideration of Recommendation for Coaching Staff

**Category:** Personnel

**Presented by:** Sonja Mazaira/Rick Miller

**Facts to Consider:**

Eric Dirk – HS Football Head  
Greg Horton – HS Football 1<sup>st</sup> Assistant  
Connor Schulte – HS Football 2<sup>nd</sup> Assistant  
Nathan Schultz – HS Football 2<sup>nd</sup> Assistant  
Matt Hastings – JH Football Head  
John Nelson – JH Football 1<sup>st</sup> Assistant  
Iain McGregor – JH Football Volunteer  
Liz Edmundson – HS Volleyball Head  
Sage Butcher – HS Volleyball 1<sup>st</sup> Assistant  
Jeannie McKamey – HS Volleyball 2<sup>nd</sup> Assistant  
Stephanie Perry – HS Cross Country Head

**Superintendent Recommendation:** Hire all fall coaches as listed.

**Sample Motion:** I move to approve the recommendation to hire the fall coaches as listed for SY2021-2022.

**G. Consideration of Recommendation for Hiring Bonus, Michael Nelson, Leslie Mills, Carrie Jones & Ag Ed Teacher Hire**

**Category:** Personnel/Finance

**Presented by:** Rick Miller

**Facts to Consider:** Per Article 4.8 of the Collective Bargaining Agreement, *“The Board will decide if a hiring incentive for an open teaching position in the District will be offered, and if approved, will direct the superintendent to post the incentive options with the job advertisement. The CEA-MEA president will be notified as to whether an incentive is being offered. If approved by the Board, a candidate for an open teaching position may choose one of the following two options: A. The Board may provide a match for a newly hired teacher’s student monthly loan payments for educational studies up to but not to exceed \$200 per month for participating full-time teachers not to exceed 9 months. Payments are to be made directly to the teacher’s loan company or financial institution; or B. A newly hired teacher will be given a one-time only hiring bonus of \$1,800 to be paid upon the Board’s final approval of the new hire.”*

**Superintendent Recommendation:** Offer Michael Nelson, Leslie Mills, Carrie Jones & Ag Ed Teacher Hire a one-time only hiring bonus of \$1,800.

**Sample Motion:** I move to approve the recommendation to offer Michael Nelson, Leslie Mills, Carrie Jones & Ag Ed Teacher Hire a one-time only hiring bonus of \$1,800 each.

**H. Consideration of Approval of Memorandum of Understanding with Cascade Education Association**

**Category:** Negotiations

**Presented by:** Rick Miller

**Facts to Consider:** The District would like to enter into a Memorandum of Understanding with the Cascade Education Association to compensate all certified staff a one-time only \$500 year-end bonus.

**Attachments:** Memorandum of Understanding – *Appendix C, Section I (page 29)*

**Superintendent Recommendation:** Approve the MOU with the CEA.

**Sample Motion:** I move to approve the MOU with the CEA.

**I. Consideration of Approval of Bus Routes, SY2022**

**Category:** Policy

**Presented by:** Rick Miller

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

**Attachments:** Bus Routes SY2022 – *Appendix C, Section II (page 30)*

**Superintendent Recommendation:** Approve the Bus Routes for SY2021-2022.

**Sample Motion:** I move to approve the Bus Routes for SY2021-2022.

**J. Consideration of Approval of Early K Program**

**Category:** Policy

**Presented by:** Rick Miller

**Facts to Consider:** As per 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.

**Superintendent Recommendation:** Approve the Early K Program for SY2021-2022.

**Sample Motion:** I move to approve the Early K Program for SY2021-2022.



**K. Consideration of Approval of Invitation for Bids, Window Replacement Project**

**Category:** Finance/Facilities

**Presented by:** Rick Miller/Facility Committee

**Facts to Consider:** The facility committee has been working for several years to complete the window replacement project on the deferred maintenance list. Funding was always an issue, but are now available with the ESSER II funds, which allows schools to expend federal monies on activities concerned with the remodeling and maintenance of buildings if the projects aid in the minimization of the spread of infections. Windows fall under that category with the improvement to ventilation. The facility committee received several quotes, which came to approximately \$104,000 for the window replacement.

Per Policy 7320, *“Whenever it is in the interest of the District, the District will execute a contract for any building furnishing, repairing, or other work for the benefit of the District. If the sum of the contract work exceeds Eighty Thousand Dollars (\$80,000), the District will call for formal bids by issuing public notice as specified in statute. Specifications will be prepared and made available to all vendors interested in submitting a bid. The contract shall be awarded to the lowest responsible bidder, except that the trustees may reject any or all bids as per 18-4-307, MCA. Advertisement for bid must be made once each week for two (2) consecutive weeks, and a second (2<sup>nd</sup>) publication must be made not less than five (5) nor more than twelve (12) days before consideration of bids.”*

**Attachments:** Invitation to Bid – Appendix C, Section III (page 31)

**Superintendent Recommendation:** Approve the Invitation to Bid for the Window Replacement Project.

**Sample Motion:** I move to approve the Invitation to Bid for the Window Replacement Project.

**L. Consideration of Approval of HVAC Installation Project**

**Category:** Finance/Facilities

**Presented by:** Rick Miller/Facility Committee

**Facts to Consider:** The facility committee also proposes that an HVAC system be installed in the Elementary building. The HVAC system will include ductless heating and cooling systems. The HVAC system also improve the indoor air quality in the classrooms and throughout the Elementary building through filtering, purification and other air cleaning, fans and control systems which will help circulate air while the expectations of social distancing are still in effect. MacDonald Heating & Cooling provided a bid for the project totaling \$67,690. The district intends to use ESSER II funds to fund the project.

**Attachments:** HVAC Bid – Appendix C, Section IV (page 32)

**Superintendent Recommendation:** Approve the HVAC installation project.

**Sample Motion:** I move to approve the HVAC installation project.

**M. Consideration of Approval of Davis Digital Art Curriculum**

**Category:** Curriculum

**Presented by:** Rick Miller

**Facts to Consider:** Per Policy 2120, Curriculum and Assessment, *“The Board is responsible for curriculum adoption and must approve all significant changes, including the adoption of new textbooks and new courses, before such changes are made. The Superintendent is responsible for making curriculum recommendations. The District shall insure their curriculum is aligned to all content standards and the appropriate learning progression for each grade level.”*

Mrs. Hardy would like to implement “Davis Digital” curriculum into her Junior High and High School Art classes for SY2021-2022. Davis Digital is a cloud-based platform that provides teachers and students with access to high-quality content and images. Students can easily search content for assignments, research fine art images, or create and share Portfolios, which teachers can use the lesson planning and presentation tools to build customized lessons and share info with parents and administrators. The total cost of the curriculum for SY2022 comes to \$899.95.

**Attachments:** Davis Digital Art Curriculum – Appendix C, Section V (page 33)

**Superintendent Recommendation:** Approve the Davis Digital Art Curriculum for SY2021-2022.

**Sample Motion:** I move to approve the Davis Digital Art Curriculum for SY2021-2022.

**N. Consideration of Approval of Step-Up to Writing Curriculum**

**Category:** Curriculum

**Presented by:** Nichole Pieper

**Facts to Consider:** Per Policy 2120, Curriculum and Assessment, *“The Board is responsible for curriculum adoption and must approve all significant changes, including the adoption of new textbooks and new courses, before such changes are made. The Superintendent is responsible for making curriculum recommendations. The District shall insure their curriculum is aligned to all content standards and the appropriate learning progression for each grade level.”*

Mrs. Pieper would like to implement “Step-Up to Writing” curriculum for EK-8, core HS teachers and the Special Education & Title I programs for SY2021-2022. Step Up to Writing offers content and strategies to meet students at their level and move them forward with variation and differentiation based on each student’s needs throughout 1,100+ strategies, across all four grade bands. Implemented in every grade, Step Up to Writing establishes a common writing approach across grade levels, content areas,



and gives all students the benefit of this unique, differentiated, multisensory program. The total cost of the curriculum for SY2022 comes to \$8,692.20.

**Attachments:** Step-Up to Writing Curriculum – *Appendix C, Section VI (page 38)*

**Superintendent Recommendation:** Approve the Step-Up to Writing Curriculum for SY2021-2022.

**Sample Motion:** I move to approve the Step-Up to Writing Curriculum for SY2021-2022.

**O. Consideration of Approval of Audit Proposal, Rudd & Co**

**Category:** Finance

**Presented by:** Karsen Drury

**Facts to Consider:** Per Policy 7430, Financial Reporting and Audits, *“The Board directs that District audits be conducted in accordance with Montana law. Each audit shall be a comprehensive audit of the affairs of the District and District funds. The audits shall comply with all statutory provisions and generally accepted governmental auditing standards.”*

For the past four fiscal years, the District has been contracted with Rudd & Co as their financial auditors. The first year was a one-year contract, and the follow years were under a 3-year contract. FY2020 was the final year of the multi-year contract. Rudd & Co has provided the District with another 3-year contract. The District sent out RFPs to several audit firms and received on additional proposal from Strom & Associates, in addition to Rudd & Co. The District Clerk proposes to continue with Rudd & Co. for another three-year contract.

**Attachments:** Rudd & Co Audit Proposal, Strom & Associates Audit Proposal – *Appendix C, Section VII (page 40, 44)*

**Superintendent Recommendation:** Approve the Audit Proposal with Rudd & Co.

**Sample Motion 1:** I move to approve the Audit Proposal with Rudd & Co.

**Sample Motion 2:** I move to approve the Audit Proposal with Strom & Associates.

**P. Consideration of Annual MSGIA Property & Liability Insurance Renewal FY2022**

**Category:** Finance

**Presented by:** Karsen Drury/Rick Miller

**Facts to Consider:** MSGIA has been the District’s insurance provider for many years. See Appendix for breakdown and details.

**Attachments:** MSGIA Property & Liability Insurance Renewal – *Appendix C, Section VIII (page 45)*

**Superintendent Recommendation:** Approve the MSGIA Property & Liability Insurance Renewal for FY2022.

**Sample Motion:** I move to approve the MSGIA Property & Liability Insurance Renewal for FY2022.

**Q. Consideration of Updated & Revised SY2021-2022 Handbooks**

**Category:** Policy

**Presented by:** Rick Miller/Policy Committee

**Attachments:** Student Handbook, Student Activities/Athletic Handbook – *Appendix C, Section IX (page 83)*

**Facts to Consider:** Along with the administration, the Policy Committee has conducted the annual review and update of the Student Handbook and Student Activities/Athletic Handbook for SY2021-2022.

**Superintendent Recommendation:** Approve the updated and revised SY2021-2022 Handbooks

**Sample Motion:** I move to approve the updated and revised SY2021-2022 Handbooks.

**R. Resolution to Decommission Obsolete Property**

**Category:** Finance

**Presented by:** Karsen Drury

**Attachments:** Resolution to Decommission Obsolete Property

**Facts to Consider:** Per MCA 20-6-604, *“Whenever the trustees of a district determine that a site, building or any other real or personal property of the district is or is about to become abandoned, obsolete, undesirable, or unsuitable for the school purposes of the district, the trustees may sell or otherwise dispose of the real or personal property in accordance with this section and without conforming to the provisions of 20-6-603. If a decision to sell or dispose of property is made, the trustees shall adopt a resolution to sell or otherwise dispose of the district real or personal property because it is or is about to become abandoned, obsolete, undesirable, or unsuitable for the school purposes of the district.”* Annual disposal of outdated and degrading equipment in need of clean up and disposal. The obsolete sale is TBD.

**Superintendent Recommendation:** Approve the Resolution to Decommission Obsolete Property.

**Sample Motion:** I move to approve the Resolution to Decommission Obsolete Property.

**RESOLUTION**

WHEREAS, the Board of Trustees of School Districts 3 & B, Cascade Public Schools, has determined that personal property of the Districts consisting of:

*Miscellaneous outdated supplies, curriculum and equipment.*

are or are about to become abandoned, obsolete, undesirable, or unsuitable for the school purposes of the Districts, and

WHEREAS, the Trustees may sell or otherwise dispose of such personal property in accordance with Section 20-6-604, MCA (2017).

THEREFORE, it is hereby resolved that the Board of Trustees of Cascade Public Schools will sell or otherwise dispose of the abandoned, obsolete, undesirable or unsuitable personal property in any reasonable manner determined to be in the best interests of the Districts, and

FURTHERMORE, the effective date of this resolution shall be, July 14, 2021

Any taxpayer may appeal this resolution of the Trustees at any time prior to the effective date of this Resolution, to the District court by filing a verified petition with the clerk of such court and serving a copy of such petition upon the Districts. The petition must set out in detail the objections to the petitioner to the adoption of this Resolution or to the disposal of the property. The final determination of the matter will be by the court.

#### **S. Resolution to Cancel Stale or Outstanding Warrants**

**Category:** Finance

**Presented by:** Karsen Drury

**Facts to Consider:** A “cancelled warrant” occurs when a district determines a warrant which was previously issued is not valid. The board must authorize cancellation of a warrant. A warrant may be canceled even if the warrant is not in possession of the district. Generally, a warrant is canceled if it was lost, is stale dated, or was issued in payment for goods which were returned to the vendor. A canceled warrant is often followed by a replacement warrant. A board of trustees may cancel a warrant which has been issued for at least one year, however the district’s liability for payment of a contractual obligation does not terminate until the time specified in law (20-9-223, MCA). The contractual obligation generally continues for 8 years if based on an instrument in writing. See 27-2-201, MCA. A “replacement warrant” is usually issued to replace an original warrant lost by the payee. The first warrant is usually canceled by the board and a replacement warrant issued.

Claims:

Ch#11284 - \$170.00 – 06/24/2020

Ch#11367 - \$278.00 – 08/20/2020

Ch#11577 - \$100.00 – 02/16/2021

Payroll:

Ch#11049 - \$674.69 – 10/01/2020

Ch#11117 - \$234.34 – 12/01/2020

Student Accounts:

Ch#10884 - \$363.47 – 01/02/2020

Ch#10971 - \$178.98 – 02/27/2020

Ch#10976 - \$290.00 – 02/27/2020

Ch#10996 - \$183.60 – 03/11/2020

Ch#11029 - \$15.00 – 06/17/2020

Ch#11030 - \$15.00 – 06/17/2020

Ch#11032 - \$10.00 – 06/17/2020

Ch#11034 - \$15.00 – 06/17/2020

Ch#11039 - \$15.00 – 06/17/2020

Ch#11040 - \$10.00 – 06/17/2020

Ch#11169 - \$10.15 – 01/18/2021

Voided (duplicate or misprints):

Claims: 11347, 11380, 11476, 11524

Payroll: -85444 (ACH)

Student Accounts: 11043, 11044, 11085, 11116, 11117, 11185, 11186, 11187, 11188, 11244

**Superintendent Recommendation:** Cancel the stale dated warrants as listed.

**Sample Motion:** I move to approve the recommendation to cancel the stale dated warrants as listed.

#### **T. Resolution to Close Activity Account, Class of 2021**

**Category:** Finance

**Presented by:** Karsen Drury

**Facts to Consider:** The graduating class fund is closed at the end of each year. If there are remaining monies, the graduating class designates how the monies are spent or where the monies are to be transferred. The remaining balance is \$241.76, of which the Class of 2021 intends to donate to Eric Tilleman’s recovery.

**Superintendent Recommendation:** Close the Class of 2021 activity account.

**Sample Motion:** I move to approve the recommendation to close the Class of 2021 activity account.

#### **U. Resolution to Open Activity Account, Class of 2025**

**Category:** Finance

**Presented by:** Karsen Drury

**Facts to Consider:** It is required that the board approve any fund added to the activity fund.

**Superintendent Recommendation:** Open Class of 2025 activity account

**Sample Motion:** I move to approve the recommendation to open Class of 2025 activity account.

#### **V. Consideration of Fund Transfer to Compensated Absences Fund**

**Category:** Finance

**Presented by:** Karsen Drury

**Facts to Consider:** Authorized by Section 20-9-512 MCA, for the purpose of financing the accumulated sick leave and vacation pay that non-teaching or administrative school district employee is entitled to upon termination of employment. Funded using budgeted General Fund transfers. Funds in excess of limit must be returned to General Fund.

**Superintendent Recommendation:** Approve the resolution to transfer year end monies from the General Funds to the compensated absences funds.

**Sample Motion:** I move to approve the recommendation to transfer year end monies from the General Funds to the compensated absences funds, as authorized by 20-9-512, MCA.

#### **W. Consideration of Fund Transfer to Interlocal Agreement Fund**

**Category:** Finance

**Presented by:** Karsen Drury

**Facts to Consider:** Per Policy 1007FE, "Montana law (20-3-363, MCA) allows the boards of trustees of any two or more school districts to enter into a multidistrict agreement to create a multidistrict cooperative to perform any services, activities, and undertakings of the participating districts and to provide for the joint funding and operation and maintenance of all participating districts upon the terms and conditions as may be mutually agreed to by the districts. Each participating district of the multidistrict cooperative may transfer funds into the interlocal cooperative fund from the district's general fund, budgeted funds other than the retirement fund or debt service fund, or non-budgeted funds other than the compensated absence liability fund. Transfers to the interlocal cooperative fund from each participating school district's general fund are limited to an amount not to exceed the direct state aid in support of the respective school district's general fund."

**Superintendent Recommendation:** Approve the transfer year end monies from the general funds to the interlocal agreement fund.

**Sample Motion:** I move to approve the recommendation to transfer year end monies from the general funds to the interlocal agreement fund.

#### **X. Consent Agenda (Appendix D)**

- A. Minutes of Regular Board Meeting, May 18, 2020 – Appendix D, Section I (page 143)
- B. Minutes of Organizational Board Meeting, May 18, 2020 – Appendix D, Section I (page 147)
- C. Business Claims – Appendix D, Section II (page 149)
- D. Student Activity Account – Appendix D, Section III (page 163)
- E. Individual Transportation Agreements – Appendix D, Section IV (page 164)
- F. Student Attendance Agreements – Appendix D, Section V (page 165)
- G. Sub List – Appendix D, Section VI (page 166)

#### **Board Meeting Evaluation (I)**

- A. Complete evaluation and turn into Mr. Miller.

#### **Announcements (I)**

- A. Regular & Organizational School Board Meeting, July 20, 2021, 6:00 pm

#### **Adjournment (A)**