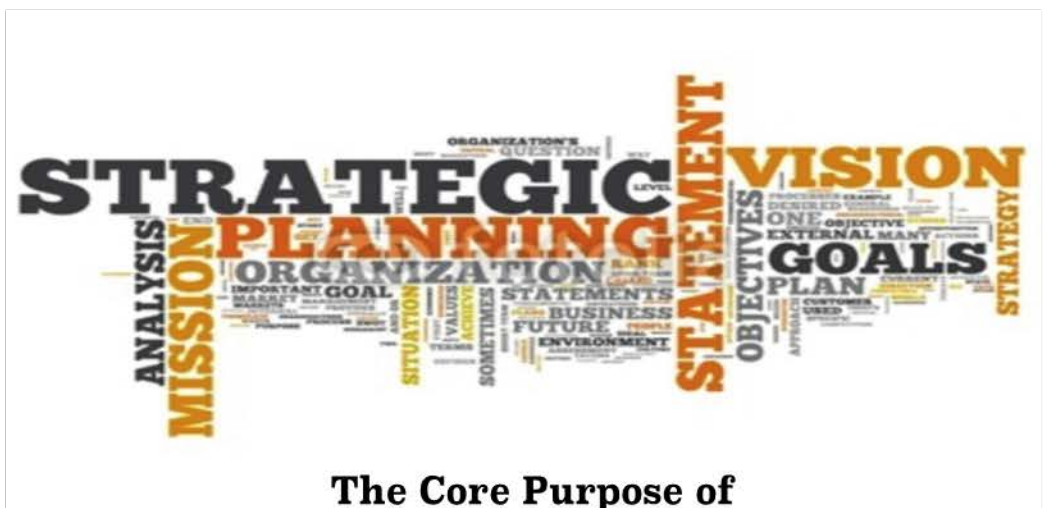




# CASCADE

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 end 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. |



# 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  
**December 14, 2021 at 6:00 p.m.**

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## 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)

- A. Letter of Resignation, Mary Holbrook (Paraprofessional)
- B. Letter of Resignation, Rick Miller (Superintendent)

### 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. Community Outreach Report
- B. Transportation Committee Report
- C. Policy Committee Report
- D. Board Training Hours
- E. Board Evaluation

### New Business (A)

- A. Consideration of Superintendent Search Services
- B. Consideration of Recommendation for Bus Driver Sign-On Bonus
- C. Consent Agenda
  - a. Minutes Regular Board Meeting, November 16, 2021
  - b. Business Claims
  - c. Student Activity Account
  - d. Student Attendance Agreements
  - e. Sub List

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

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

## **Announcements (I)**

- A. Regular School Board Meeting – January 18, 2022
- B. Upcoming Events

## **Adjournment (A)**

**7:30**

## REGULAR MONTHLY MEETING

### Informational

#### A. Letter of Resignation, Mary Holbrook (Paraprofessional)

11-15-2021

Dear Cascade School,

This is my letter of resignation. I am very sad that I have to go but it was a pleasure working with everyone. My last day will be December 2<sup>nd</sup>. Thank you all for letting me have the opportunity to have worked for such a great school. I wish you all the best and thank you again for everything.

Sincerely,  
Mary Holbrook

#### B. Letter of Resignation, Rick Miller (Superintendent)

Cascade Public School's Board,

Please accept this as my resignation at the completion of my contract. I would like to thank those who have supported me and the school board that hired me. That board had the vision to improve the school and knew that there were a lot of issues that needed to be overcome. They saw that I was the best candidate to lead the school in the right direction. For that I am grateful.

When I accepted this job, the board hired me to improve the financial situation by eliminating wasteful spending, bringing all activity accounts out of negative balances, and to use technology funds to make our outdated technology useable again.

This has been accomplished. The district's interlocal fund is higher than it ever has been, all activity accounts are back in balance, and our technology is useful again. The network backbone is capable of handling the demand, every student has a Chromebook, and our technology fund is also at the highest level since its inception.

The Board also tasked me with improving the high school. Cascade High School was identified as a targeted school by OPI. A targeted school is one that is in the bottom 5% of all Montana schools. Steps were immediately taken to not only improve the high school, but all three schools. The approach was to implement the systems that work so well in the elementary into both the junior high and high school. The systems were homework club (ICU) and MTSS (interventions). As proven by the 2021 Blue Ribbon School award, those systems work and they are working in the junior high and high school. Attendance has been improved as well as instruction, learning, and accountability.

All of this was accomplished in spite of many unforeseen circumstances that also needed to be addressed. My first year as superintendent, the high school enrollment fell to an all-time low and tough decisions had to be made about positions and employment. At the end of my second year, our school had to face the pandemic and all of the uncertainty our country and state faced because of the virus. Cascade, as well as many other schools, had to become experts on COVID, contact tracing and testing. Through this all, our school continued to improve. This is because of the outstanding principals that work for Cascade Schools.

As I have stated, I am proud of the work that has been accomplished at Cascade Schools. All aspects of the district have shown improvement over the last three school years. The most improvement has been in leadership. The principals are dedicated to following, enforcing and implementing the policies of the Board.

While employed at Cascade I have put this job ahead of my family, myself and my values and beliefs.

In the beginning, the Board and superintendent worked as a united team, from our particular roles, in an environment of collaboration and mutual trust. The environment of trust and collaboration has diminished. The district has some strong employees in the school who are experts in the area of education. In spite of evidence that our system of improvement works, the actions taken by our educational experts is not trusted.

The trust and collaboration between the superintendent and Board is not at the level it once was. Dealing with the lack of trust has become too demanding and exhausting. As superintendent, every attempt has been made to insulate the staff from this negative culture. In spite of this, the culture among the staff continues to improve.

I cannot continue to work in an environment in which I am not trusted to do my job and I cannot trust the Board to do theirs.

In order to improve that relationship with your future superintendent, I suggest you look in the mirror more than you look out the window.

The gains we have made are now your responsibility. I hope you work to continue the improvements that have been accomplished. I will continue to lead this school to the best of my ability and continue to make my recommendations based on what is best for the students.

Sincerely,



Rick Miller

## Staff Reports

- A. Michelle Price, Elementary Principal
- B. Nichole Pieper, High School Principal
- C. Sonja Mazaira, AD
- D. Rick Miller, Superintendent
- E. Karsen Drury, Business Manager
  - a. 2022 Election Information
  - b. General Fund Budgets

### PRIOR YEARS

CASCADE PUBLIC SCHOOLS

Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: November 2017, 2018, 2019, 2021

Month	Year	Fund		Committed	Committed YTD	Original	Current	Available	%
				Current Month		Appropriation	Appropriation	Appropriation	Committed
Nov	2020	101	General	\$ 51,091.42	\$ 401,851.51	\$ 1,445,690.00	\$ 1,445,690.00	\$ 1,043,838.49	28%
Nov	2020	201	General	\$ 18,684.45	\$ 271,289.10	\$ 1,014,350.00	\$ 1,014,350.00	\$ 743,060.90	27%
Nov	2019	101	General	\$ 189,411.60	\$ 472,248.57	\$ 1,415,556.00	\$ 1,415,556.00	\$ 943,307.43	33%
Nov	2019	201	General	\$ 148,862.96	\$ 353,756.92	\$ 989,292.00	\$ 989,292.00	\$ 635,535.08	36%
Nov	2018	101	General	\$ 198,295.00	\$ 441,119.15	\$ 1,339,509.00	\$ 1,339,509.00	\$ 898,389.85	33%
Nov	2018	201	General	\$ 159,581.75	\$ 365,130.78	\$ 1,022,939.00	\$ 1,022,939.00	\$ 657,808.22	36%
Nov	2017	101	General	\$ 102,645.23	\$ 357,920.55	\$ 1,312,763.00	\$ 1,312,763.00	\$ 954,842.45	27%
Nov	2017	201	General	\$ 88,087.25	\$ 315,981.58	\$ 1,063,555.00	\$ 1,063,555.00	\$ 747,573.42	30%
<b>4 YR AVERAGE</b>									<b>31%</b>

### CURRENT YEAR

CASCADE PUBLIC SCHOOLS

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

Month	Year	Fund		Committed	Committed YTD	Original	Current	Available	%
				Current Month		Appropriation	Appropriation	Appropriation	Committed
Nov	2021	101	General	\$ 107,086.15	\$ 389,826.05	\$ 1,430,304.03	\$ 1,430,304.03	\$ 1,040,477.98	27%
Nov	2021	201	General	\$ 81,032.00	\$ 296,447.99	\$ 1,017,084.98	\$ 1,017,084.98	\$ 720,636.99	29%
<b>Grand Total:</b>				<b>\$ 188,118.15</b>	<b>\$ 686,274.04</b>	<b>\$ 2,447,389.01</b>	<b>\$ 2,447,389.01</b>	<b>\$ 1,761,114.97</b>	<b>28%</b>

## Board Report (Appendix A)

- A. Community Outreach Report
- B. Transportation Committee Report – *Appendix A, Section I (pg. 3)*
- C. Policy Committee Report
- D. Board Training Hours – *Appendix A, Section II (pg. 4)*
- E. Board Evaluation – *Appendix A, Section III (pg. 5)*

## New Business (A) (Appendix B)

### A. Consideration of Superintendent Search Services

**Category:** Personnel

**Presented by:** Rick Miller

**Attachments:** Superintendent Search Quotes – *Appendix B, Section I (pg. 16, 20)*

**Facts to Consider:** We have received 2 quotes for services to conduct a Superintendent Search for the 2022-2023 school year – MTSBA & DTF Educational Consulting (Dr. Farr). In the past, the Board has used MTSBA.

**Sample Motion:** I move to hire \_\_\_\_\_ to conduct the Superintendent Search for the 2022-2023 school year.

### B. Consideration of Recommendation for Bus Driver Sign-On Bonus

**Category:** Personnel

**Presented by:** Rick Miller

**Facts to Consider:** The Transportation Committee would like to implement a sign-on bonus for new bus drivers to the district who currently hold a CDL and bus driving endorsements. The bonus will be in the amount of \$3,000 and will be payable in two

installments. The first payment will be in the amount of \$1,000 and will be payable when the driver has been hired by the board, passed a background check, completed their first aid, CPR, medical certification and completed 80 hours of driving time. The second payment will be in the amount of \$2,000 and will be payable once the driver has completed 400 hours.

**Superintendent Recommendation:** Approve the Bus Driver Sign-On Bonus.

**Sample Motion:** I move to approve the Bus Driver Sign-On Bonus.

**C. Consent Agenda (Appendix C)**

- A. Minutes of Regular Board Meeting, November 16, 2021– *Appendix C, Section I (pg. 24)*
- B. Minutes of Community Outreach Meeting, December 7, 2021 – *Appendix C, Section II (pg.27)*
- C. Minutes of Community Outreach Meeting, December 8, 2021 – *Appendix C, Section III (pg.33)*
- D. Business Claims – *Appendix C, Section II (pg. 36)*
- E. Student Activity Account – *Appendix C, Section III (pg. 50)*
- F. Sub List – *Appendix C, Section V (pg. 52)*

**Board Meeting Evaluation (I)**

- A. Complete evaluation and turn into Mr. Miller

**Announcements (I)**

- A. Regular School Board Meeting, January 18, 2022
- B. Upcoming Trainings:
  - a. MTSBA Accommodating Individuals with Disabilities Training – 3 Part Virtual: January 11, 18, 25, 2022
  - b. MTSBA HR Symposium – 3 Part Virtual: January 8, 15, 22, 2022

**Adjournment (A)**