



CASCADE

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



Cascade School's Mission:

Through collective efforts of our community and school, we strive to be an innovative educational system committed to excellence and focused on developing responsible citizens.

By promoting excellence for all students through:

- *Engaging curriculum with rigor and relevance*
- *High-quality instruction*
- *21st Century technology*
- *Personal and academic pride*

Cascade Schools will strive to:

- *Deliver an academic program that inspires and motivates every student to value education for his/her lifetime.*
- *Customize and individualize our educational program to meet every student's strengths and needs.*
- *Incorporate technology into all aspects of our education program in a manner that best prepares our students for the 21st Century.*
- *Strategically focus resources on student's achievement and identify wants and needs of the Cascade community.*
- *Connect our curriculum and assessment data to the common core standards.*



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. |



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
May 17, 2022 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)

- A. Correspondence – Opportunities, Inc.
- B. Letter of Resignation, Tracy Taft (Concessions Advisor)

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. Board Training Hours
- C. Board Evaluation

Old Business (A)

- A. Consideration of Recommendation for Curriculum

New Business (A)

- A. Consideration of Classified Staff Recommendations SY2022-2023
- B. Consideration of Recommendation for Fall & Winter Coaches SY2022-2023
- C. Consideration of Recommendation for Advisors SY2022-2023
- D. Consideration of Recommendation for Drivers Education Instructor SY2021-2022, Ashley Tait
- E. Consideration of Recommendation for Ulm XCELL Aide, Bailey Rietz
- F. Consideration of Recommendation for 2022 Summer School/XCELL Instructors

- G. Consideration of K-12 Principal Contract SY2022-2023, Michelle Price
- H. Consideration of Business Manager/Clerk Contract SY2022-2023, Karsen Drury
- I. Consideration of Classified Salary Matrix Amendments
- J. Consideration of District House Fence Bids
- K. Consideration of Window Replacement Project Bid
- L. Consideration of Chromebook Insurance
- M. Consideration of Annual MHS A Application, Catastrophic Insurance & Concussion Insurance SY2022-2023
- N. Consent Agenda
 - a. Minutes of Regular Board Meeting, April 19, 2022
 - b. Business Claims
 - c. Student Activity Account
 - d. Sub List

Board Meeting Evaluation (I)

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

Announcements (I)

- A. Regular School Board Meeting – June 28, 2022
- B. Upcoming Events

Adjournment (A)

7:30

REGULAR MONTHLY MEETING

Informational

- A. Correspondence – Opportunities, Inc. – Appendix A, Section I (pg. 3)
- B. Letter of Resignation, Tracy Taft (Concessions Advisor)

Dear Board Members,

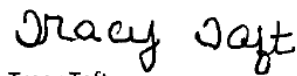
Through this letter, I hereby announce my resignation from the position as the advisor for the Cascade School Concessions, effective 6/30/2022.

As I have enjoyed my time performing the duties as the advisor, it is time for me to take a break and offer my services elsewhere.

I do have a recommendation, Jennifer Ward, as my replacement. She is willing and excited to take on this responsibility as the Advisor for the Concessions pending board approval.

I will be willing to offer my assistance to Mrs. Ward to make the transition smooth.

Sincerely,


Tracy Taft

Staff Reports (Appendix A)

- A. Michelle Price, Elementary Principal
 - a. Curriculum
- B. Nichole Pieper, High School Principal – Appendix A, Section II (pg. 4)
- C. Sonja Mazaira, AD – Appendix A, Section III (pg. 13)
- D. Rick Miller, Superintendent – Appendix A, Section IV (pg. 14)
 - a. School Cooling/HVAC Cost Estimate Report
 - b. District House
 - i. Inspection Report
 - ii. Radon Testing Report
- E. Karsen Drury, Business Manager –
 - a. General Funds

PRIOR YEARS

CASCADE PUBLIC SCHOOLS
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: April 2017, 2018, 2019, 2020

Month	Year	Fund		Committed		Original Appropriation	Current Appropriation	Available Appropriation	% Committed
				Current Month	Committed YTD				
Apr	2021	101	General	\$ 190,019.52	\$ 996,680.62	\$ 1,445,690.00	\$ 1,445,690.00	\$ 449,009.38	69%
Apr	2021	201	General	\$ 118,847.58	\$ 661,138.31	\$ 1,014,350.00	\$ 1,014,350.00	\$ 353,211.69	65%
Apr	2020	101	General	\$ 111,182.74	\$ 913,607.22	\$ 1,415,556.00	\$ 1,415,556.00	\$ 501,948.78	65%
Apr	2020	201	General	\$ 66,090.74	\$ 656,684.85	\$ 989,292.00	\$ 989,292.00	\$ 333,607.15	66%
Apr	2019	101	General	\$ 107,986.06	\$ 873,372.77	\$ 1,339,509.00	\$ 1,339,509.00	\$ 466,136.23	65%
Apr	2019	201	General	\$ 73,880.59	\$ 688,430.63	\$ 1,022,939.00	\$ 1,022,939.00	\$ 334,508.37	67%
Apr	2018	101	General	\$ 13,433.44	\$ 863,032.27	\$ 1,312,763.00	\$ 1,312,763.00	\$ 449,730.73	66%
Apr	2018	201	General	\$ 11,533.01	\$ 736,616.71	\$ 1,063,555.00	\$ 1,063,555.00	\$ 326,938.29	69%
4 YR AVERAGE									67%

CURRENT YEAR

CASCADE PUBLIC SCHOOLS
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: April 2021

Month	Year	Fund		Committed		Original Appropriation	Current Appropriation	Available Appropriation	% Committed
				Current Month	Committed YTD				
Apr	2022	101	General	\$ 201,814.72	\$ 1,007,920.91	\$ 1,430,304.03	\$ 1,430,304.03	\$ 422,383.12	70%
Apr	2022	201	General	\$ 138,673.57	\$ 7,474,421.69	\$ 1,017,084.98	\$ 1,017,084.98	\$ 269,663.29	73%
Grand Total:				\$ 340,488.29	\$ 8,482,342.60	\$ 2,447,389.01	\$ 2,447,389.01	\$ 692,046.41	72%

Board Report (Appendix B)

- A. Negotiations Committee Report
- B. Board Training Hours – *Appendix B, Section I (pg. 43)*
- C. Board Evaluation – *Appendix B, Section II (pg. 50)*

Old Business (A) (Appendix C)

A. Consideration of Recommendation for Curriculum

Category: Curriculum

Presented by: Rick Miller

Attachments: Curriculum – *Appendix C, Section I (pg. 52)*

Facts to Consider: The motion was tabled in the April 19, 2022 meeting.

Per policy 2120, "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 ensure their curriculum is aligned to all content standards and the appropriate learning progression for each grade level." "The District shall review curricula at least every five (5) years or consistent with the state's standards revision schedule, and modify, as needed, to meet educational goals of the continuous school improvement plan pursuant to ARM 10.55.601."

Attachments: Curriculum Proposal – *Appendix C, Section I (pg. 36)*

Superintendent Recommendation: Approve the curriculum as presented for SY2022-2023.

Sample Motion: I move to approve the curriculum as presented for SY2022-2023.

New Business (A) (Appendix C)

A. Consideration of Classified Staff Recommendations SY2022-2023

Category: Personnel

Presented by: Rick Miller

Facts to Consider: Note: Staff members with related board members will need to be pulled and voted upon separately, with related board member abstaining from vote (Policy 1425 Abstentions from Voting).

Recommendation: Hire the Classified Staff for SY2022-2023, as listed.

Sample Motion: I move to approve the recommendation to hire the Classified Staff SY2022-2023, as listed.

Classified Staff 2022-2023

Smith, Bryan	Maintenance Supervisor	4
Aker, Wiley	Transportation Supervisor	1
Johnson, Angela	Food Service Supervisor	11
Hruska, Brittany	XCELL! Supervisor	1
Hanson, Brooke	XCELL! Ulm Supervisor	2
Boettger, Jake	Custodian	4
Castellanos, Josiah	Custodian	1
Langenderfer, Brenda	Custodian	3
Roso, Victor	Custodian	2
Aamold, Allyssa	Paraprofessional	0
Formell, Lynn	Paraprofessional	1
Ghekeire, Teresa	Paraprofessional	1
Wiegand, Pamela	Paraprofessional	2

Taft, Tracy	Student Office Secretary	9
Mann, Tina	Main Office Secretary	4
Ayers, Misty	General Kitchen Assistant	3
Vinson, Joanne	General Kitchen Assistant	7
Correll, Michelle	Bus Driver	2
Ehmer, Shelley	Bus Driver	0
Freed, Philip	Bus Driver	2
Mondragon, Eric	Bus Driver	11
Winkowitsch, Daniel	Bus Driver	1

B. Consideration of Recommendation for Fall & Winter Coaches SY2022-2023

Category: Personnel

Presented by: Rick Miller

Facts to Consider: Per the Coaches, Sponsors & Advisors Activities & Athletics Handbook, "Head coaching assignments will be reviewed by the School Board at the conclusion of each season. Coaching assignments for Fall sports will be reviewed the first meeting in December; coaching assignments for Winter sports will be reviewed the first meeting in April; and coaching assignments for Spring sports will be reviewed the first meeting in July."

"Coaches will be subject to yearly hire by the School Board. The School Board may consider the evaluation and input from the public prior to hiring. Public input may be accepted by the School Board on properly signed official forms and/or oral presentation to the board.

If the AD and Principal make a recommendation for the non-hire of a head coach, the School Board will act upon this recommendation prior to the position being posted as a vacancy.

Nothing in this policy creates any right or expectation of continued employment for coaches past the term of their yearly individual coaching contracts.”

Fall Coaching Recommendations:

Eric Dirk – HS Football Head

Connor Schulte – HS Football 1st Assistant

Josh Pepos – HS Football 2nd Assistant

River Hanson – HS Football Volunteer Assistant

Liz Edmundson – HS Volleyball Head

Sage Butcher – HS Volleyball 1st Assistant

Lissy Evans – HS Volleyball 2nd Assistant

Stephanie Perry – HS Cross Country Head

Jason Raether – JH Football Head

Giulia Weeda – JH Volleyball Head

Amanda Brown – JH Volleyball Assistant

Winter Coaching Recommendations:

Mike Moore – HS Boys Basketball Head

Jeff Mortag – HS Girls Basketball Head

Karsen Drury – HS Girls Basketball Assistant

Recommendation: Hire the coaches as listed for SY2022-2023.

Sample Motion: I move to approve the recommendation to hire the coaches as listed for SY2022-2023.

C. Consideration of Recommendation for Advisors SY2022-2023

Category: Personnel

Presented by: Rick Miller/Sonja Mazaira

Facts to Consider: “Coaches will be subject to yearly hire by the School Board. The School Board may consider the evaluation and input from the public prior to hiring. Public input may be accepted by the School Board on properly signed official forms and/or oral presentation to the board.

If the AD and Principal make a recommendation for the non-hire of a head coach, the School Board will act upon this recommendation prior to the position being posted as a vacancy.

Nothing in this policy creates any right or expectation of continued employment for coaches past the term of their yearly individual coaching contracts.”

SY2022-2023 Advisors:

Christa Hardy – Annual

Jeff Skogley – Band, Choir

Connor Schulte – BPA, Junior Class

Jennifer Ward – FFA, Concessions

Michael Silverman – JH/HS Science Fair

Giulia Weeda – National Honor Society

Amanda Brown – Student Council

Carrie Jones – Senior Class

Michael Nelson – Senior Class

Eliza Papke – Junior Class

Recommendation: Hire the advisors as listed for SY2022-2023.

Sample Motion: I move to approve the recommendation to hire the advisors as listed for SY2022-2023.

D. Consideration of Recommendation for Drivers Education Instructor SY2021-2022, Ashley Tait

Category: Personnel

Presented by: Rick Miller

Recommendation: Hire Ashley Tait as Drivers Education Instructor for SY2021-2022.

Sample Motion: I move to approve the recommendation to hire Ashley Tait as Drivers Education Instructor for SY2021-2022.

E. Consideration of Recommendation for Ulm XCELL Aide, Bailey Rietz

Category: Personnel

Presented by: Rick Miller

Facts to Consider: Ms. Rietz will be working in the XCELL program in Ulm as an aide.

Recommendation: Hire Bailey Rietz as Ulm XCELL aide.

Sample Motion: I move to approve the recommendation to hire Bailey Rietz as Ulm XCELL aide.

F. Consideration of Recommendation for 2022 Summer School/XCELL Instructors

Category: Personnel

Presented by: Rick Miller

Facts to Consider: Amy Castellanos-Romero is being recommended to be hired as a summer school/XCELL instructor for 2022.

Recommendation: Hire Amy Castellanos-Romero as summer school/XCELL instructors for 2022.

Sample Motion: I move to approve the recommendation to hire Amy Castellanos-Romero as summer school/XCELL instructor for 2022.

G. Consideration of K-12 Principal Contract SY2022-2023, Michelle Price

Category: Personnel

Presented by: Negotiations Committee

Attachments: Contract – *Appendix C, Section II (pg. 72)*

Facts to Consider: Proposed contract of K-12 Principal for SY2022-2023 with all existing terms and a salary of \$79,750.

Superintendent Recommendation: Approve the K-12 Principal contract for Michelle Price for SY2022-2023.

Sample Motion: I move to approve the K-12 Principal contract for Michelle Price for SY2022-2023.

H. Consideration of Business Manager/Clerk Contract SY2022-2023, Karsen Drury

Category: Personnel

Presented by: Negotiations Committee

Attachments: Contract – *Appendix C, Section III (pg. 74)*

Facts to Consider: Proposed contract of Business Manager/District Clerk for SY2022-2023 with all existing terms and a salary of \$56,946.

Superintendent Recommendation: Approve the Business Manager/District Clerk contract for Karsen Drury for SY2022-2023.

Sample Motion: I move to approve the Business Manager/District Clerk contract for Karsen Drury for SY2022-2023.

I. Consideration of Classified Salary Matrix Amendments

Category: Personnel

Presented by: Rick Miller

Attachments: Classified Staff Pay Matrix – *Appendix C, Section IV (pg. 76)*

Facts to Consider: Per Policy 5140 “The Board will determine the salary and wages for classified personnel.” The matrix has been revised to reflect the proposed increase in food service personnel wages. The head kitchen wage has been increased by \$3.25 and the general kitchen wage has been increased by \$4.00. The wages were adjusted to bring the food service personnel pay up to a comparable compensation to the other classified positions in the District, as well as to remain competitive with other districts in the area.

Upon approval, the revisions to the classified matrix will take effect July 1, 2022. **It is understood that upon approval of the wage increase, food service personnel will forego the summer food wage clause for the summer of 2022**, as approved at the October 19, 2021 Regular Board Meeting which states, “*When the food service program is operating under the Summer Food Program, the food service workers shall receive an additional wage above their contracted hourly rate. The additional wages shall be in the total of \$1.50 for the Food Service Supervisor and \$0.50 for General Kitchen Assistants. This shall only be applicable in the summer months, after the conclusion of the current school year and before the commencement of the upcoming school year.*” The clause will be reenacted for the summer of 2023.

Superintendent Recommendation: Approve the classified salary matrix amendments, as presented.

Sample Motion: I move to approve the classified salary matrix amendments, as presented.

J. Consideration of District House Fence Bids

Category: Personnel

Presented by: Rick Miller

Attachments: Fence Bids – *Appendix C, Section V (pg. 77)*

Facts to Consider: Mr. Collins has requested a fence be placed at the district house. Mr. Miller received three bids from Northwest Fence, Montana Fence and Williamson Fencing.

Superintendent Recommendation: Determine if a fence is desired by the board, select a contractor if needed and make the appropriate motion.

Sample Motion: I move to approve the installation of a fence on the district house property by [select company].

K. Consideration of Window Replacement Bid

Category: Personnel

Presented by: Rick Miller

Attachments: TC Glass Bid – *Appendix C, Section VI (pg. 81)*

Facts to Consider: In June 2021, the Board approved the Invitation for Bid to replace windows in the building. One company submitted a bid, TC Glass. The Board approved the project and accepted the bid from TC Glass at the February meeting. The bid provided prior was for only one wing of the building needing windows replaced. This bid presented is for the other wing that was not included in the bid.

Superintendent Recommendation: Approve the bid from TC Glass for the window replacement project.

Sample Motion: I move to approve the bid from TC Glass for the window replacement project.

L. Consideration of Chromebook Insurance

Category: Personnel

Presented by: Rick Miller

Attachments: Succurranty Chromebook Insurance Quote – *Appendix C, Section VII (pg. 83)*

Facts to Consider: The technology committee would like to purchase Chromebook insurance. After consulting with Bryan Smith, this is the suggested insurance.

Superintendent Recommendation: Select the coverage desired and approve the selection.

Sample Motion: I move to approve the Chromebook Insurance with Succurranty, with the [choose level of coverage] coverage.

M. Consideration of Annual MHS A Application, Catastrophic Insurance & Concussion Insurance SY2022-2023

Category: Personnel

Presented by: Rick Miller

Attachments: SY2022-2023 MHS A Documents – *Appendix C, Section VIII (pg. 84)*

Facts to Consider: MHS A requires an annual renewal in order to participate. The total dues for SY2022-2023 will be \$3,868, to include 6 boys sports (football, cross country, basketball, wrestling, track & golf), 6 girls sports (volleyball, cross country, basketball, wrestling, track & golf), 2 combined activities (band & choir) (\$3,500), liability catastrophe plan insurance (\$302), and concussion insurance (\$66).

Superintendent Recommendation: Approve the annual MHS A Application, Catastrophic Insurance & Concussion Insurance for SY2022-2023.

Sample Motion: I move to approve the annual MHS A Application, Catastrophic Insurance & Concussion Insurance for SY2022-2023.

N. Consent Agenda (Appendix D)

A. Minutes of Regular Board Meeting, April 19, 2022 – *Appendix D, Section I (pg. 91)*

B. Business Claims – *Appendix D, Section II (pg. 96)*

C. Student Activity Account – *Appendix D, Section III (pg. 107)*

D. Sub List – *Appendix D, Section V (pg. 108)*

Board Meeting Evaluation (I)

A. Complete evaluation and turn into Mr. Miller

Announcements (I)

A. Regular School Board Meeting, June 28, 2022

B. Upcoming Trainings:

a. MTSBA New Trustee Orientation – May 17, 24, 31st, 1:00-3:00 ZOOM

b. MTSBA Annual Meeting – June 9th, Zoom or In-Person

c. MTSBA School Board Leadership Training – June 10th, Zoom or In-Person

Adjournment (A)