



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

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| 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
June 28, 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)

Staff Reports (I)

- A. Michelle Price, Elementary Principal
- B. Levi Collins, Superintendent
- C. Karsen Drury, Business Manager

Board Report (I)

- A. Policy Committee Report
- B. Board Training Hours

New Business (A)

- A. Consideration of Recommendation for Bus Driver, Bill Shirley
- B. Consideration of Golden Triangle Cooperative Agreement SY2022-2023
- C. Consideration of Welding Curriculum, SY2022-2023
- D. Consideration of Updated & Revised SY2022-2023 Handbooks
- E. Required Policy Updates & Revisions
- F. Recommended Policy Updates & Revisions – 1st Reading
- G. Recommended Policy Adoptions – 1st Reading
- H. Student Attendance Agreements
- I. Consent Agenda
 - a. Minutes of Regular Board Meeting, June 28, 2022
 - b. Business Claims
 - c. Student Activity Account

Board Meeting Evaluation (I)

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

Announcements (I)

- A. Regular School Board Meeting – August 16, 2022
- B. Upcoming Events

Adjournment (A)

7:30

REGULAR MONTHLY MEETING

Informational

Staff Reports

- A. Michelle Price, Elementary Principal
- B. Levi Collins, Superintendent
- C. Karsen Drury, Business Manager
 - a. FY2022 Year End Summary

Board Report (Appendix B)

- A. Policy Committee Report
- B. Board Training Hours

New Business (A) (Appendix A)

A. Consideration of Recommendation for Bus Driver, Bill Shirley

Category: Personnel

Presented by: Levi Collins

Facts to Consider: Mr. Shirley is being recommended for a bus driver route position. Mr. Shirley has his CDL and school bus driving requirements. His employment is contingent upon background check results.

Superintendent Recommendation: Hire Bill Shirley as Bus Driver for SY2022-2023, contingent upon background check results.

Sample Motion: I move to approve the recommendation to hire Bill Shirley as Bus Driver for SY2022-2023, contingent upon background check results.

B. Consideration of Golden Triangle Cooperative Agreement SY2022-2023

Category: Curriculum

Presented by: Michelle Price

Attachments: Agreement – *Appendix A, Section I (pg. 3)*

Facts to Consider: Golden Triangle is our co-op for curriculum and professional development. Teachers utilize to co-op locally for professional development. The total amount for SY2023 dues will be \$5,885.00.

Superintendent Recommendation: Approve the Golden Triangle Cooperative Agreement for SY2022-2023.

Sample Motion: I move to approve the Golden Triangle Cooperative Agreement for SY2022-2023.

C. Consideration of Welding Curriculum, SY2022-2023

Category: Curriculum

Presented by: Levi Collins

Attachments: Welding Curriculum – *Appendix A, Section II (pg. 5)*

Facts to Consider: Mrs. Ward would like the board to consider the attached curriculum for the welding classes, beginning SY2022-2023. The curriculum includes print materials, as well as digital materials. The curriculum will be paid for with ESSER funds upon approval.

Superintendent Recommendation: Approve the welding curriculum for SY2022-2023.

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

D. Consideration of Updated & Revised SY2022-2023 Handbooks

Category: Policy

Presented by: Policy Committee/Levi Collins

Attachments: Updates & Revisions – *Appendix A, Section III (pg. 8)*

Facts to Consider: Along with the administration, the Policy Committee has extensively reviewed the handbooks and made updates and revisions to comply with Board policy, streamline format and eliminate redundancy.

Superintendent Recommendation: Approve the updated and revised SY2022-2023 handbooks.

Sample Motion: I move to approve the updated and revised SY2022-2023 handbooks.

E. Required Policy Updates & Revisions

Category: Policy

Presented by: Policy Committee/Levi Collins

Attachments: Policies – *Appendix A, Section IV (pg. 14)*

Facts to Consider: March 2022 policy series updates. The policies may be updated and adopted on the first reading, since all changes are required to comply with law.

Model Policies to Update

R: MTSBA Model Policy 1010FE/3100 – Early Enrollment for Exceptional Circumstances – This policy has been updated to further strengthen the Early Enrollment for Exceptional Circumstances process by more closely aligning the identified circumstances with the constitutional requirement and statutory definition of a quality education. The policy now also specifically includes references to requirements for the Elementary and Secondary School Emergency Relief Fund and published studies on early childhood learning loss. These are required updates for those districts that have previously adopted the policy codified as either Policy 1010FE or Policy 3100.

R: MTSBA Model Policy 1520 – Board Staff Communications – This policy has been updated to clarify that the provisions do not limit a staff member's right to comment during a board meeting under the Montana Constitution. These are required updates for those districts that have previously adopted the policy.

R: MTSBA Model Policy 2167 – Correspondence Courses – This policy has been updated to clarify that correspondence courses which a district does not pay for may not be included in the ANB calculation. A district can include those students taking a course “provided at district expense” in the ANB calculation as authorized by Policies 2050 and 3121 and Section 20-9-311(11), MCA, and Section 20-1-101(17), MCA. These are required updates for those districts that have previously adopted the policy. **Include the optional piece.**

R: MTSBA Model Policy 2168 – Distance, Online, and Technology Learning – This policy has been updated to clarify that distance learning courses which a district does not pay for may not be included in the ANB calculation. A district can include those students taking a course “provided at district expense” in the ANB calculation as authorized by Policies 2050 and 3121 and Section 20-9-311(11), MCA, and Section 20-1-101(17), MCA. These are required updates for those districts that have previously adopted the policy.

R: MTSBA Model Policy 2170 – Digital Academy Classes – This policy has been updated to clarify that digital academy courses which a district does not pay for may not be included in the ANB calculation. A district can include those students taking a course “provided at district expense” in the ANB calculation as authorized by Policies 2050 and 3121 and Section 20-9-311(11), MCA, and Section 20-1-101(17), MCA. These are required updates for those districts that have previously adopted the policy.

R: MTSBA Model Policy 2312 – Copyright – The policy has been updated to address the use and display of dramatic performances, musical works, motion pictures, or television programming in the school setting consistent with federal copyright law. These are required updates for those districts that have previously adopted the policy.

R: MTSBA Model Policy 2510 – School Wellness – This policy has been updated to reflect changes to state and federal school wellness guidance and the names of specific programs. Alternative 2 of this policy has been removed from the MTSBA Model Policy Manual. All districts are now expected to adopt the updated version of Alternative 1 to comply with state and federal guidance. These are required updates for those districts that have previously adopted the policy.
2510 - has been updated to reflect changes to state and federal school wellness guidance. Alternative 2 of this policy has been removed from the MTSBA Model Policy Manual. All districts are now expected to adopt the updated version of Alternative 1 to comply with state and federal guidance.

R: MTSBA Model Policy 3121 – Enrollment and Attendance Records – This policy has been updated to specifically authorize ANB for students enrolled for exceptional circumstances in accordance with Policy 1010FE/3100 and to update legal citations. This is a required update for those districts that have adopted an exceptional circumstances policy.

R: MTSBA Model Policy 3310 – Student Discipline – This policy has been updated to specifically prohibit violations of state and federal law and now includes a provision prohibiting secretly recording others as outlined in state law. This is a required update.

R: MTSBA Model Policies 3413F1 and 3413F2 – Immunization Exemption Forms – These are the new forms for Policy 3413 to comply with DPHHS guidance and the changes to Section 20-5-405, MCA, as adjusted by HB 334 (2021). These are required updates for those districts that have previously adopted the policy.

R: MTSBA Model Policy 3416 – Administering Medicines to Students – This policy has been updated to clarify that an authorized physician may provide guidance on student medication and not only a school physician. These are required updates for those districts that have previously adopted the policy.

R: MTSBA Model Policy 5223 – Personal Conduct – This policy has been updated to specifically include a provision prohibiting secretly recording others as outlined in state law. This is a required update.

R: MTSBA Model Policy 5228P – Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers – This policy has been updated to clarify the definitions and procedures associated with post-accident drug testing as specified in federal law.

Superintendent Recommendation: Approve and adopt the policy updates and revisions.

Sample Motion: I move to approve and adopt the policy updates and revisions.

F. Recommended Policy Updates & Revisions – 1st Reading

Category: Policy

Presented by: Policy Committee/Levi Collins

Facts to Consider: March 2022 policy series updates. The policies are recommended changes to policies already adopted and must have two readings before adoption.

Model Recommended Policies to Update

MTSBA Model Policy 3612, 3612F and 3612P – Student Use of District Provided Technology – This policy and its related form and procedure have been updated to include district equipment that is issued to students. This change expands the policy to include more than just networks and accounts. It now includes physical equipment used or issued to a student. These are recommended updates for those districts that have previously adopted the policy.

MTSBA Model Policy 5121 – Applicability of Personnel Policies – This policy has been updated to include a provision on professional development plans as outlined in ARM 10.55.714. These are recommended updates for those districts that have previously adopted the policy.

MTSBA Model Policy 5450, - Employee Use of District Provided Technology – This policy has been updated to include district equipment that is use by or issued to staff. The policy now includes a related form and procedure. This change expands the policy to include more than just networks and accounts. It now includes physical equipment used or issued to a staff member. These are recommended updates for those districts that have previously adopted the policy.

MTSBA Model Policy 8300 – Risk Management – This policy has been updated to include a provision about district security and authorizing staff to take necessary steps to implement safe school practices. These are recommended updates for those districts that have previously adopted the policy.

MTSBA Model Policy 8502 – Construction and Repairs – This policy has been updated to include provisions about contractor assurance, surety bonds, and architect/engineer retention procedures. These are recommended updates for those districts that have previously adopted the policy.

Superintendent Recommendation: Approve the first reading of the recommended policy updates and revisions.

Sample Motion: I move to approve the first reading of the recommended policy updates and revisions.

G. Recommended Policy Adoptions – 1st Reading

Category: Policy

Presented by: Policy Committee/Levi Collins

Attachments: Policies – *Appendix A, Section IV (pg. 14)*

Facts to Consider: March 2022 policy series updates. The policies are new recommended policies and must be adopted after two readings.

New Recommended Model Policies to Adopt

MTSBA Model Policy 3305 – Seclusion and Restraint – This policy is available for districts to guide and train staff on use of seclusion and restraint measures when assisting a student in need. This is a recommended policy.

MTSBA Model Policy 3310P1 – Student Discipline Risk Assessments - This policy is available for districts seeking to establish a framework for conducting student risk assessments. This is a recommended policy.

MTSBA Model Policy 7625 – Use of Enhanced Tax Credit Receipts – This policy is available for districts that may receive enhanced tax credits under the changes to the law in HB 279 (2021). The policy outlines the process for securing and utilizing the funds. This is a recommended policy.

Superintendent Recommendation: Approve the first reading of the new recommended policies.

Sample Motion: I move to approve the first reading of the new recommended policies.

H. Student Attendance Agreements

Category: Enrollment

Presented by: Michelle Price/Levi Collins

Attachments: Policies – *Appendix A, Section V (pg. 83)*

Facts to Consider: SY2022-2023 has seen a large increase in enrollment numbers. Per policy 3141, “The District will not admit nonresident students when doing so would cause the district to exceed the class size standards under 10.55.712 and 10.55.713, ARM.” Per policy 3145, “Cascade High School will not accept foreign exchange students when doing so would require hiring additional staff or providing education services not currently offered or would create crowding of existing classes. Individually sponsored exchange students will be accepted on a first-come, first-served basis. The maximum number of students will be determined by the Superintendent.”

Sample Motion: I move to [approve/deny] the student attendance agreements for SY2022-2023.

I. Consent Agenda (Appendix D)

- A. Minutes of Regular Board Meeting, June 28, 2022 – *Appendix B, Section I (pg. 85)*
- B. Business Claims – *Appendix B, Section II (pg. 89)*
- C. Student Activity Account – *Appendix B, Section III (pg. 104)*

Board Meeting Evaluation (I)

- A. Complete evaluation and turn into Mr. Collins

Announcements (I)

- A. Regular School Board Meeting, August 16, 2022
- B. Upcoming Trainings:
 - a. MCEL – October 20-21st

Adjournment (A)