

Regular Meeting of the Board of Trustees

6:00 p.m.

June 28, 2016

**Cascade Public Schools
321 Central Avenue West
Cascade, Montana 59421-0529**

Agenda

Call to Order

6:00

Public Comments on Non-Agenda Items

Public Comment on Agenda Items is encouraged when the item is being considered on the agenda.

Old Business (A)

6:05

Informational

Staff Report (I)

New Business (A)

6:05

- A. Resolution(s)—Intercap Loan
- B. Classified Salary Schedule
- C. Recommendation for K-8 Special Education—Coleen MacDonald
- D. Recommendation for HS Special Education—Jennifer Nettleton
- E. Recommendation HSFV Volunteer—Dillon Jones
- F. Graduation Credits
- G. Food Service Account
- H. Superintendent Contract
- I. Student Handbook
- J. Board Handbook
- K. Consent Agenda
 - 1. Minutes Regular Board Meeting May 17, 2016
 - 2. Minutes Special Board Meeting May 31, 2016
 - 3. Business Claims
 - 4. Petty Cash Report
 - 5. Student Activity Account

Superintendent Report (I)

- A. BCBS Insurance
- B. Early K Status
- C. Second Grade
- D. Handbooks
- E. Year End Budget
- F. Board Training
- G. Egrant Training
- H. Board Hours
- I. GF Budget

Committee Report

6:45

- A. Finance and Budget–Meeting June 28, 7:00pm following Regular Board Meeting
- B. Policy Review
- C. Transportation
- D. Facilities and Grounds
- E. Negotiations
- F. Technology

Announcements (I)

- A. Next Regular School Board Meeting July 19, 2016
- B. MTSBA Negotiations/Policy Symposium July 20-21, 2016 Helena
- C. MTSBA Board/Staff Leadership Symposium Aug 18, 2016 Helena

Adjournment (A)

7:00

Old Business (I)

Informational

Staff Report (I)

New Business (A)

A. Resolution(s)–Intercap Loan

Category: Finance

Presented by: Justin Barnes, Rick Cummings

Attachments: See following pages

Facts to Consider: In order to properly approve the Intercap loan required to remediate the District's debt service, the following resolutions must be approved for both the elementary and high school districts.

Superintendent Recommendation: Approve the resolution(s) for the elementary and high school districts.

COPY

CERTIFICATE AS TO RESOLUTION AND ADOPTING VOTE

I, the undersigned, being the duly qualified and acting recording officer of the Cascade Elementary School District #3, Cascade County, Montana (the "District"), hereby certify that the attached resolution is a true copy of a resolution entitled: "RESOLUTION RELATING TO \$103,410.00 TAX AND REVENUE ANTICIPATION NOTE, SERIES 2016; FIXING THE FORM AND DETAILS THEREOF, PROVIDING FOR THE EXECUTION AND DELIVERY THEREOF" (the "Resolution"), on file in the original records of the District in my legal custody; that the Resolution was duly adopted by the Board of Trustees of the District at a meeting on June 28, 20 , and that the meeting was duly held by the Board of Trustees and was attended throughout by a quorum, pursuant to call and notice of such meeting given as required by law; and that the Resolution has not as of the date hereof been amended or repealed.

I further certify that, upon vote being taken on the Resolution at said meeting, the following Trustees voted in favor thereof: _____;
_____;
voted against the same: _____;
abstained from voting thereon: _____;
or were absent: _____.

WITNESS my hand officially this ____ day of _____, 20__.

District Business Manager/Clerk

COPY

CERTIFICATE AS TO RESOLUTION AND ADOPTING VOTE

I, the undersigned, being the duly qualified and acting recording officer of the Cascade High School District #B, Cascade County, Montana (the "District"), hereby certify that the attached resolution is a true copy of a resolution entitled: "RESOLUTION RELATING TO \$116,079.00 TAX AND REVENUE ANTICIPATION NOTE, SERIES 2016; FIXING THE FORM AND DETAILS THEREOF, PROVIDING FOR THE EXECUTION AND DELIVERY THEREOF" (the "Resolution"), on file in the original records of the District in my legal custody; that the Resolution was duly adopted by the Board of Trustees of the District at a meeting on June 28, 2016, and that the meeting was duly held by the Board of Trustees and was attended throughout by a quorum, pursuant to call and notice of such meeting given as required by law; and that the Resolution has not as of the date hereof been amended or repealed.

I further certify that, upon vote being taken on the Resolution at said meeting, the following Trustees voted in favor thereof: _____
_____ ;
voted against the same: _____ ;
abstained from voting thereon: _____ ;
or were absent: _____ .

WITNESS my hand officially this ____ day of _____, 20__.

District Business Manager/Clerk

B. Classified Salary Schedule

Category: Negotiations

Presented by: Justin Barnes, Rick Cummings

Attachments: Salary schedule

Facts to Consider: The classified salary schedule has not been updated since 2010 and currently reflects an annual raise of \$.05–\$.10/hour. Superintendent Barnes is proposing an updated schedule with a new starting base of \$.25/hr increase per year for classified employees.

Superintendent Recommendation: Approve the Classified Salary Schedule.

Classified Staff Pay Matrix B - July 1, 2016

| Dept. | Aide | Custodian | Main't Supervisor | Bus Driver | Bus Supervisor | Secretary | Admin Assistant | General Kitchen | Head Kitchen |
|-------------------|-------------|--------------|-------------------|--------------|----------------|--------------|-----------------|-----------------|--------------|
| Sub Pay | 8.95 | 8.95 | NA | 12.90 | NA | 8.95 | NA | 8.95 | NA |
| Hiring Pay | | | | | | | | | |
| 0-6 months | 9.50 | 11.85 | 15.50 | 14.50 | 17.50 | 12.50 | 14.50 | 9.25 | 12.50 |
| Base Pay | | | | | | | | | |
| 6mo-1yr | 9.75 | 12.25 | 15.75 | 15.00 | 17.75 | 12.75 | 14.75 | 9.50 | 12.75 |
| 2 | 10.00 | 12.50 | 16.00 | 15.25 | 18.00 | 13.00 | 15.00 | 9.75 | 13.00 |
| 3 | 10.25 | 12.75 | 16.25 | 15.50 | 18.25 | 13.25 | 15.25 | 10.00 | 13.25 |
| 4 | 10.50 | 13.00 | 16.50 | 15.75 | 18.50 | 13.50 | 15.50 | 10.25 | 13.50 |
| 5 | 10.75 | 13.25 | 16.75 | 16.00 | 18.75 | 13.75 | 15.75 | 10.50 | 13.75 |
| 6 | 11.00 | 13.50 | 17.00 | 16.25 | 19.00 | 14.00 | 16.00 | 10.75 | 14.00 |
| 7 | 11.25 | 13.75 | 17.25 | 16.50 | 19.25 | 14.25 | 16.25 | 11.00 | 14.25 |
| 8 | 11.50 | 14.00 | 17.50 | 16.75 | 19.50 | 14.50 | 16.50 | 11.25 | 14.50 |
| 9 | 11.75 | 14.25 | 17.75 | 17.00 | 19.75 | 14.75 | 16.75 | 11.50 | 14.75 |
| 10 | 12.00 | 14.50 | 18.00 | 17.25 | 20.00 | 15.00 | 17.00 | 11.75 | 15.00 |
| 11 | 12.25 | 14.75 | 18.25 | 17.50 | 20.25 | 15.25 | 17.25 | 12.00 | 15.25 |
| 12 | 12.50 | 15.00 | 18.50 | 17.75 | 20.50 | 15.50 | 17.50 | 12.25 | 15.50 |
| 13 | 12.75 | 15.25 | 18.75 | 18.00 | 20.75 | 15.75 | 17.75 | 12.50 | 15.75 |
| 14 | 13.00 | 15.50 | 19.00 | 18.25 | 21.00 | 16.00 | 18.00 | 12.75 | 16.00 |
| 15 | 13.25 | 15.75 | 19.25 | 18.50 | 21.25 | 16.25 | 18.25 | 13.00 | 16.25 |
| 16 | 13.50 | 16.00 | 19.50 | 18.75 | 21.50 | 16.50 | 18.50 | 13.25 | 16.50 |
| 17 | 13.75 | 16.25 | 19.75 | 19.00 | 21.75 | 16.75 | 18.75 | 13.50 | 16.75 |
| 18 | 14.00 | 16.50 | 20.00 | 19.25 | 22.00 | 17.00 | 19.00 | 13.75 | 17.00 |
| 19 | 14.25 | 16.75 | 20.25 | 19.50 | 22.25 | 17.25 | 19.25 | 14.00 | 17.25 |
| 20 | 14.50 | 17.00 | 20.50 | 19.75 | 22.50 | 17.50 | 19.50 | 14.25 | 17.50 |

Substitutes:

Certified Substitute Teacher 75.00

Non-Certified Sub Teacher 65.00

Instructional Aide

Kitchen Helper

Secretary

Custodian

Bus Driver

C. Recommendation for K-8 Special Education–Coleen MacDonald

Category: Personnel

Presented by: Justin Barnes

Attachments: None

Facts to Consider: There were eight applicants for the Special Education positions, of which 4 were selected for interviews. This has traditionally been a very difficult position to fill. The District was fortunate to have a pool of highly qualified candidates from which to make two selections, one for elementary and one for high school. Ms. Coleen MacDonald has taught Special Education for about 13 years, as well as Title 1 Coordinator and 21st Century Learning program director for previous school districts.

Superintendent Recommendation: Approve the recommendation for Elementary Special Education Teacher, Coleen MacDonald.

D. Recommendation for High School Special Education–Jennifer Nettleton

Category: Personnel

Presented by: Justin Barnes

Attachments: None

Facts to Consider: There were eight applicants for the Special Education positions, of which 4 were selected for interviews. This has traditionally been a very difficult position to fill. The District was fortunate to have a pool of highly qualified candidates from which to make two selections, one for elementary and one for high school. Ms. Jennifer Nettleton has taught for about 12 years as a regular classroom teacher, an outreach and deaf education teacher, Director of Special Education at C.S. Lewis Academy in Utah, and a number of years as a Special Education teacher with previous districts. Ms. Nettleton has a masters in Special Education from the University of Utah and continues to further her education and endorsements for student achievement.

Superintendent Recommendation: Approve the recommendation for High School Special Education Teacher, Jennifer Nettleton.

E. Recommendation for HSFV Volunteer–Dillon Jones

Category: Personnel

Presented by: Justin Barnes

Attachments: None

Facts to Consider: Mr. Dillon Jones has expressed interest in volunteering with the Badger Football program, and is recommended for volunteer approval by Mr. Grimes and Mr. Fredrickson. Per the District's Volunteer Policy 5430, "The District recognizes the valuable contributions made to the total school program by members of the community who act as volunteers." All volunteers are subject to the District's policy mandating background checks.

Superintendent Recommendation: Approve the recommendation for High School Football coaching volunteer, Dillon Jones pending fingerprint and background check.

F. Graduation Credits

Category: Curriculum

Presented by: Justin Barnes

Attachments: None

Facts to Consider: Data shows that students with more science credits at graduation typically score higher on college entrance exams. The current requirement of 23 credits will change to 24 with the class of 2020, requiring one additional science credit to graduate.

Superintendent Recommendation: Approve the increase in graduation credits.

G. Food Service Account

Category: Finance

Presented by: Justin Barnes, Rick Cummings

Attachments: None

Facts to Consider: Per Todd Watkins Consulting Services, the majority of schools do not have a separate food service bank account. It is recommended this account be closed, and absolved into the District's Activity Account, accounted for and operated like all other extracurricular and activity accounts.

Superintendent Recommendation: Approve the closure of the Food Service bank account.

H. Superintendent Contract

Category: Negotiations

Presented by: Justin Barnes, Rick Cummings

Attachments: None

Facts to Consider: The Negotiations Committee met June 22, 2016. They agreed upon and are proposing the negotiated superintendent contract for Supt. Justin Barnes. The contract defines an annual salary of \$78,500 with a salary freeze for SY2016-17. It is a three year rollover based upon satisfactory evaluations.

Superintendent evaluations are conducted in January of each year.

Superintendent Recommendation: Approve the Superintendent contract for Supt. Justin Barnes.

I. Student Handbook

Category: Students

Presented by: Justin Barnes

Attachments: Student Handbook, provided on the District website and available in the District office for public review. The following 4 pages are the changes needing approval.

Facts to Consider: The Student Handbook is 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 handbook in its entirety prior to the start of each school year. ***The Board approval being acted upon is for the recommended changes and edits only.***

Superintendent Recommendation: Approve the Student Handbook changes for the 2016-17 school year.

2016-2017 Student Handbook changes

Page 3

Administration - Needing to update to new incoming Special Ed Teachers

Page 4

JH & HS Class advisors updated, added Mr. Tait & Mr. Mercer for the class of 2020.

Replaced Mrs. Jordan with Mr. Grimes for the 7th grade

Page 5

Academic Requirements for Elementary

Old Marking Policy

Grades 4-6

| | |
|-----------------|----------|
| A-Superior | 90-100 |
| B-Above Average | 80-89 |
| C-Average | 70-79 |
| D-Below Average | 60-69 |
| F-Failing | Below 60 |

New Marking Policy

Grades 4-6

| | | |
|------------|----|--------|
| A+ 98-100% | C+ | 77-79% |
| A 94-97% | C | 73-76% |
| A- 90-93% | C- | 70-72% |
| B+ 87-89% | D+ | 67-69% |
| B 83-86% | D | 63-66% |
| B- 80-82% | D- | 60-62% |
| | F | 0-59% |

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Academic Requirements for JH & HS – 2nd bullet updated

- Twenty-three (23) credits are required for graduation for the Classes of 2017, 2018, and 2019. Beginning with the Class of 2020, twenty-four credits will be required for graduation.

Page 7

Advancement Requirements –

1st bullet – To advance to the 10th grade, students must earn at least three (3) units of credit in 9th grade, one each in English, math and science.

3rd bullet - Students who have failed one or more 9th grade courses may get credit for that course by retaking it during the summer.

Page 8**Graduation Requirements – Science credit**

| Subjects | Number of Credits Required |
|--------------------------------------|----------------------------|
| English I-II-III-IV | 4 |
| Math | 3 |
| *Science | 2 |
| Social Studies | 3 |
| Health & Phys. Ed. | 2 |
| Fine Arts | 1 |
| Career/Technical/Document Formatting | 1 |
| Electives | 1 |

Total Credits Required to Graduate = 23

** One additional Science credit will be required for those students entering the 9th grade during the 2016-2017 school year. They will be required to have completed 24 credits to graduate.*

Communication Arts

| | |
|------------------------|----------|
| English I, II, III, IV | 1 credit |
| Journalism | 1 credit |
| Foreign Language | 1 credit |
| English (AP) | 1 credit |

Science

| | |
|----------------------|----------|
| Foundations | 1 credit |
| Chemistry | 1 credit |
| Biology (I & II) | 1 credit |
| Anatomy & Physiology | 1 credit |
| Environmental | 1 credit |

Health Enhancement

| | |
|---------------|----------|
| Advanced P.E. | 1 credit |
| Health I & II | 1 credit |

Math-Computer Science

| | |
|----------------------------|----------|
| Algebra (Pre, I, II, Fin.) | 1 credit |
| Calculus (Pre & AP) | 1 credit |
| Geometry | 1 credit |
| Integrated Math | 1 credit |
| Physics | 1 credit |

Fine Arts

| | |
|----------|----------|
| Band | 1 credit |
| Art | 1 credit |
| Chorus | 1 credit |
| Art (AP) | 1 credit |

Family & Consumer Science

| | |
|----------------------|----------|
| FCS I & II | 1 credit |
| Culinary Arts I & II | 1 credit |

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Justin Barnes comments - VoAg & Business should be updated to reflect the Dual Enrollment courses that count as credit.

| | | <u>VoAg</u> | | |
|-----------------------|----------|-----------------------|------------------------|----------|
| VoAg I, II, III, IV | 1 credit | | *Building Construction | 1 credit |
| Ag Lead & Comm. | 1 credit | | *Welding | 1 credit |
| Intro to Mechanics | 1 credit | | Greenhouse | 1 credit |
| | | | Ag Mechanics | 1 credit |
| <u>Business</u> | | <u>Social Studies</u> | | |
| *Accounting I | 1 Credit | World History | | 1 credit |
| Accounting II | 1 Credit | MT History/Street Law | | 1 credit |
| Document Formatting | 1 credit | US History | | 1 credit |
| Global Communications | 1 credit | Government (AP) | | 1 credit |
| Focus on Technology | 1 credit | | | |

*Denotes Dual Credit

Page 12

Excessive Absences - **Any student 7-12 who accumulates more than 10 absences per semester that are non-school related will make each extra day up in after school, Saturday school, or summer school or lose credit.**

Page 14

Cell Phones and Electronic Devices –

1st paragraph

Cascade School recognizes the importance of cell and smartphones in students' lives, See Policy #3030. The policy listed below is in effect for the 2016-2017 school year, but may be revised with student input for subsequent school years. Laser pens/Radios/CD Players/Walkmans/Game Boys/Cell Phones/Cell Phones with photo capabilities/Video Cameras/Pagers/Walkie-Talkies/iPods/MP3 players/Smart Phones/Blackberries/Cameras/Earbuds

3rd paragraph

Students may use cellular phones, pagers, and other electronic signaling devices on campus before and after school, and during student's designated lunch break. ~~These devices must be kept in the student's locker and turned OFF during all other school hours. (The school day, between the hours of 8:00 AM and 3:31 PM.)~~ These devices must be kept in the student's locker and turned OFF during all other school hours. (The school day, between the hours of 8:00 AM and 3:31 PM.) An individual classroom teacher may allow students to use cell phones for educational purposes at their discretion. Building-level administrators may grant permission for individual students or classes to use and/or possess cellular phones, if, in the sole discretion of the administrator, such use is necessary to the safety and/or welfare of the student or at the request of the instructor for technology educational usage. **Students may have their cellular devices on their person as long as they are kept on silent mode. If at any time they become a distraction, they may be confiscated.** Unauthorized use of such devices disrupts the instructional program and distracts from the learning environment. Therefore, unauthorized possession or use is grounds for confiscation of the device by school officials, including classroom teachers

Page 23

Student Eligibility/Extracurricular Procedures –

General: In order to be eligible for activities a student must be in regular attendance at school. ~~5-6 grade: A student must be receiving a passing grade in the five core classes, (English, Science, Math, Social Studies, and Reading).~~ *Students in grade 5 & 6 must adhere to the same eligibility rules as Jr High students. Eligibility for passing will be determined weekly.*

Cascade Public School eligibility rules apply to all extracurricular (athletics) and co-curricular (clubs and organizations, Science Fair, band, choir, etc.) activities *grades 5th through 12th*. Students not meeting Cascade School eligibility requirements may be allowed to participate in practice or in-school activity requirements at the discretion of the coach or advisor; however, they will not participate in any activity or contest representing Cascade School.

Kim DeFries comments - I changed this to reflect the same rules for eligibility as the JH and HS kids.

Page 23

Student Eligibility/Extracurricular Procedures –

4th Paragraph -Students who fail a class at the end of the quarter will be ineligible for ~~the next quarter~~ and must make arrangements with their teacher for extra help.

Page 26

Parent/Teacher Conferences – Kim DeFries comments - All of the APTT meetings will need to be update, but no dates have been set yet.

Page 27

Elementary Lunch and lunch recess schedule

Old Schedule

| Lunch | Lunch recess |
|---------------|---|
| K-11:00-11:30 | 11:30 11:40 |
| 1-11:00-11:30 | 11:30-11:40 |
| 2-11:05-11:35 | 11:35-11:45 |
| 3-11:10-11:40 | 11:40-11:50 |
| 4-11:40-12:10 | 12:10 restroom and stretch break - 12:40 |
| 5-11:40-12:10 | 12:10 restroom and stretch break - 12:40 |
| 6-11:40-12:10 | 12:10 restroom and stretch break - 12:40 |

Kim DeFries comment - updated 4-6 lunch recess time

J. Board Handbook

Category: Board of Trustees

Presented by: Justin Barnes

Attachments: Board Handbook, provided separately and available in the District office for public review. The following page covers the changes in needing approval.

Facts to Consider: The Board Handbook is 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. It is an informational overview of the Board's functions and purpose. The Board has already approved the handbook in its entirety prior to the start of each school year. *The Board approval being acted upon is for the recommended changes and edits only.*

Superintendent Recommendation: Approve the Board Handbook changes for the 2016-17 school year.

2016-2017 Board Book changes

Front Cover

Learning-Now-to-Succeed-Later

Cascade Public Schools' Mission

Promoting Excellence For All Students Through.....

- Engaging Curriculum with Rigor and Relevance
- High Quality Instruction
- 1st Century Technology
- Personal & Academic Pride

~~We envision a future in which all Cascade School students will flourish and leave our system as compassionate, responsible citizens with the skill sets to be productive citizens and prepared for a global society~~

Cascade Public Schools' Vision

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.

Page 2

~~2015-2016~~ 2016-2017 Board Committees (#1130), updated committee members

Page 6

Board Meetings (#1400 and 1420) –
Agenda, 2nd paragraph

~~A publicly noticed Agenda Workshop will be held in the Board Conference room on the Tuesday evening before the regular monthly Board meeting. The purpose for the workshop is informational only. The final order for the agenda will be set and information, facts, or data will be available on agenda topics being considered at the monthly meeting. No Board decisions are made no actions taken.~~

Page 7

Time and site-

Regular monthly meetings are scheduled for the third Tuesday of each month at 6:00 PM in the Board Conference room. The one exception will be the June Board Meeting. It will take place the fourth Tuesday of the Month. The date and time of special meetings will be set by the Board Chair.

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Updated 2016-2017 Board of Trustees contact info; Name, Email, and phone numbers

K. Consent Agenda

1. Minutes Regular Board Meeting May 17, 2016

Regular Meeting Cascade School District 3B Board of Trustees May 17, 2016 - 6:00 pm

Draft

Subject to change upon approval of the board

Board Members Present –

High School Board

Rick Cummings - Chair
Chris Boland - Vice Chair
Blake Standley
Deanna Hastings
Erin Wombold
Valerie Fowler

Elementary Board

Rick Cummings - Chair
Chris Boland - Vice Chair
Blake Standley
Deanna Hastings
Erin Wombold

Members Not Present -

Others Present: Justin Barnes - Superintendent, Becky Smith - Administrative Assistant, Kevin Sukut - Principal, Kim DeFries - Elem Principal, Jeff Grimes - AD, April Pecos - XCELL, Tracy Taft, Nancy McGonigal, Jeff Skogley, Lucinda Woodland, Andrea Ethridge, Liz Grimes, Becky Satterwhite, Siobhan Hathorn and husband, Felicia O'Brien, Darcy Schwindt, Tammy Snyder, Maureen and David Dachs.

Rick Cummings - Board Chair, called the Board of Trustees meeting to order at 6:02 pm. Mr. Cummings asked for public comment on **non**-agenda items.

Non Agenda Discussion -

Old Business

A. Appointment of Board Committees

1. Facilities- Blake Standley, Chris Boland, Rick Cummings
2. Finance and Budget- ValFowler, Blake Standley, Chris Boland
3. Policy- Val Fowler, Rick Cummings, Erin Wombold
4. Negotiations- Rick Cummings, Chris Boland, Deanna Hastings
5. Transportation- Deanna Hastings, Erin Wombold, Blake Standley

B. Discussion of Agenda Committee Meetings (I)

Agenda is compiled by superintendent initially. Will be set by the board chair and superintendent the week prior to the board meeting.

Informational

Staff Report

- A. Booster Club - Kickball tournament cancelled.
- B. PTSA - Andrea Ethridge. MCT went well and will return in two years. JMG will get a bounce house for Elem field day. Chicken bingo is a possibility this summer.
- C. Kim DeFries, K-6 Principal - Field day is Wed, May 18 for elementary. RtI binders will be reviewed in elementary on May 19. Fun day will be combined with JMG for their end of year project with a bounce house and carnival feel. End of year awards will be coming next week. Kindergarten graduation is May 26. Teacher evaluations will be finished by next week. Final APTT meeting was completed, along with parent surveys. One on one meetings with

teachers are still welcome should parents request.

- D. Kevin Sukut, 7-12 Principal - Graduation was this past Sunday and was a wonderful ceremony with Tim Fox as speaker. Pre-registration takes place this week for next year's student schedules. Driver's Ed starts this week, with Scott Hartman helping to instruct through first week of June. 8th grade graduation is at 6:30 May 26.
- E. Jeff Grimes, AD - Graduation was excellent. BPA won a number of awards at Nationals. District track was last week, girls are District champs 2 consecutive years, boys took 6th. Three students are at State Golf, all three in top 40.
- F. April Pepos, XCELL! - XCELL is held 8 weeks of summer, Mon-Thurs. Summer food program works together with XCELL for meals and summer swimming passes. Summer program starts June 6. Three camps will be conducted for a variety of interests. XCELL will have a skating party at Wedsworth for last PIR day. Considering Adopt-A-Block program in conjunction with the Town of Cascade. Also looking at working with the summer reading program with Wedsworth Library.

New Business

- A. Possible Parent Probation From School Premises--Possible Executive Session.

Chris Boland moved, seconded by Deanna Hasting to accept the recommendation of prohibiting Mrs. Cheryl Stanton indefinitely from school premises. Passed Unanimously.

Supt Recommendation: Advised by MTSBA that the probation should be indefinite.

Board Discussion: Incident between parent and student led to recommendation of probation. Parent accosted junior high student, made verbal threats, verified by bystanders. Law enforcement was called by other parent. Not the first time she has verbally assaulted a student; it has happened other times and cannot be tolerated. Mrs. Stanton has been contacted by administration and is aware of the recommendation to prohibit from school premises. Mrs. Stanton was encouraged to attend the board meeting and chose to decline. Board members asked further input of Mr. Sukut, who recommended following the proposed recommendation.

Public Discussion: Clarification that assault was verbal, not physical.

- B. Acceptance of Insurance Quote from SMFC Financial Center - Chris Boland moved, seconded by Deanna, to accept the change of the District's insurance carrier from MUST to SMFC Financial Center. Passed Unanimously.

Superintendent Recommendation: Currently with MUST. Plans for comparison are presented in packets. MUST is a self insured trust with the census being an aging demographic for the school district and doesn't represent competitive costs reflective of actual employees. The quote through SMFC offers much more competitive rates with better coverage. Even if MUST re-evaluates the rates with accurate demographics, it would require a year's lapse of coverage to present lower rates with new employee demographic. MUST does not currently offer dental or vision, SMFC does. The District pays the base of \$1800, then 50% of the employee's chosen plan.

Public Comment: None

Board Comment: District contribution would be determined by negotiations, if there is any change. Addition of dental insurance is a major improvement.

- C. Acceptance of Resignation - Darcy Schwindt - Deanna Hastings moved, seconded by Blake Standley to accept the resignation of Darcy Schwindt. Passed Unanimously.
- D. Acceptance of Resignation - Yvette Jordan - Deanna Hastings moved, seconded by Erin Wombold to accept the resignation of Yvette Jordan. Passed Unanimously.

- E. Recommendation for Elementary Principal - Siobhan Hathhorn - Chris Boland moved, seconded by Valerie Fowler to accept the recommendation for Elementary Principal, Siobhan Hathhorn. Passed Unanimously.
- F. Recommendation MHS Annual Dues and Membership - Chris Boland moved, seconded by Deanna Hastings to accept the recommendation for MHS Annual Dues and Membership. Passed Unanimously.
- G. CBA Adoption - TABLED to next regular meeting.
- H. Certified Staff Recommendations SY2016-17 - Erin Wombold moved, seconded by Deanna Hastings to accept the Certified Staff Recommendations for SY2016-17. Passed Unanimously.
- I. Fall Sports Coaching Recommendations - Chris Boland moved, seconded by Erin Wombold to accept the Fall Sports Coaching Recommendations, excluding Jeff Mortag as requested to be pulled separately by Erin Wombold. Passed Unanimously.

Blake Standley moved, seconded by Valerie Fowler to accept the recommendation of Jeff Mortag as HS Asst. Girls Basketball. Passed 5-1, Erin Wombold dissenting.

Administrative Recommendation: Mr. Grimes explained process of coaching evaluations and recommendation of the assistant largely lies on head coach, Gary Lucero. There have been concerns voiced about Mr. Mortag's conduct.

Board Discussion: Actions and behavior were not becoming. Discussed possibility of issuing warnings rather than terminating contract. Mr. Grimes clarified that reprimands were issued and that Mr. Lucero requested Mr. Grimes as assistant for the next school year. Request of athletic handbooks and training rules, with addition of coaching handbook to guide coaches.

Public Discussion: Stress more guidance from the head coach. Coaching handbook could clarify best practices. Clarification of who evaluates AD, which is the Superintendent. Handbook for student activities could be all inclusive of all extra-curricular activities.

- J. Acceptance of Resignation - Bill Estelle - Deanna Hastings moved, seconded by Erin Wombold to accept the resignation of custodian, Bill Estelle. Passed Unanimously.

Board Discussion: What is plan for moving forward? Supt: Maintenance Supervisor is being advertised and will be filled. For custodial side, it will be opened for advertisement. Cleaning service has done well, but local custodians may better serve the building. Department will be reassessed for continuity and better guidance.

Public Discussion: Concern about security breach with doors left open.

- K. Acceptance of Resignation - Clint Lemons - Erin Wombold moved, seconded by Deanna Hastings to accept the resignation of custodian, Clint Lemons. Passed Unanimously.
- L. Signature updates, Embark VISA - Blake Standley moved, seconded by Deanna Hastings to update the signature cards for Embark VISA. Passed Unanimously.
- M. Consent Agenda - Blake Standley moved, seconded by Val Fowler to approve consent agenda. Passed Unanimously.

1. Minutes of Organizational Board Meeting May 10, 2016
2. Business Claims
3. Petty Cash Report
4. Student Activity Account
5. Student Attendance Agreements
6. Sub List
7. Community Key List

Superintendent Report

- A. Levy Status - levies failed.
 - a. Facilities Committee will meet after board meeting to discuss action moving forward on deferred maintenance and safety.
- B. Certified Openings:
 - a. SPED Positions:
 - i. Close June 1st
- C. Early Kindergarten Status
 - a. Currently 6 students registered. Have to decide if program will be offered if less than 8 students.
 - b. Looking at canceling for the year and splitting 2nd grade class
- D. Summer School Program
 - a. June 13 – July 28
 - b. Monday through Thursday; 9:00 – 12:30
 - c. Grades 1-6 (7-12 with permission)
 - d. Funded with re-allocated Title 1 Money
 - i. Stipend of \$2,500 for Lead Teacher (Teresa Weems) and \$1,500 for Assistant (Mindy Schrecengost)
- E. Looking at grants for weight room funding
 - a. Rural Community Grant through NW Farm Credit Services up to \$5000.
 - b. Building Construction Grant through FFA
- F. GF Snapshot
- G. Board Hours

Committee Report

- A. Finance and Budget -
- B. Policy Review - Will set up a meeting to work on updating manual.
- C. Transportation - Early morning homework club is still low in numbers at 4.
- D. Facilities and Grounds - Meeting to follow Board Meeting at 7:00pm
- E. Negotiations -
- F. Technology -

Announcements

- A. MTSBA Spring Workshop, May 23, 2016
- B. MTSBA Summer Leadership Symposium, June 11, 2016

MTSBA Board Resolutions

Adjournment

8:22 pm Deanna Hastings moved, seconded by Erin Wombold **to adjourn. Passed Unanimously**

Rick Cummings, Board Chair

ATTEST: Karsen Drury, District Clerk

Date Signed _____

2. Minutes Special Board Meeting May 31, 2016

Special Meeting

Cascade School District 3B

Board of Trustees

May 31, 2016 - 6:00 pm

Draft

Subject to change upon approval of the Board

Board Members Present –

High School Board

Rick Cummings - Chair

Chris Boland - Vice Chair

Blake Standley

Deanna Hastings

Erin Wombold

Valerie Fowler

Elementary Board

Rick Cummings - Chair

Chris Boland - Vice Chair

Blake Standley

Deanna Hastings

Erin Wombold

Members Not Present -

Others Present: Justin Barnes - Superintendent, Karsen Drury - District Clerk, Felicia O'Brien, Maureen and David Dachs.

Rick Cummings - Board Chair, called the Board of Trustees meeting to order at 6:01pm. Mr. Cummings asked for public comment on **non**-agenda items.

Non Agenda Discussion -

Old Business

- A. CBA Adoption - Deanna Hastings moved, seconded by Erin Wombold to adopt the Collective Bargaining Agreement.

Board Discussion: Switching health insurance providers will save the district money.

Motion by Rick Cummings to make the following amendments to the Collective Bargaining Agreement:

- Roll over current contract to next contract year
- Open negotiations beginning the Fall of 2016
- Steps & Lanes approved
- Freezing of the base
- Vision & Dental insurance to be offered through the District but 100% at the expense of the employee.

Val Fowler moved. Deanna Hastings seconded. Passed unanimously.

Informational

- A. June Regular Board Meeting moved to June 28, 2016.

Board Discussion: June is a busy time of year. Superintendent, District Clerk, & Secretary will be absent during regularly scheduled board meeting time. Financials will be readily available to the board at the later meeting.

New Business

- A. Intercap Loan (\$223,878)--Debt Service - Chris Boland moved, seconded by Val Fowler to approve the Intercap Loan to correct debt service.

This is just an overview and synopsis of the discussion held. It is not meant to be a verbatim account of proceedings.

Superintendent Facts:

The county informed the school district that there was an issue with the Debt Service. The school under levied debt service (amount owed in bonds and loans i.e. roof and commons area). The amount is given out yearly, and mills are set accordingly to cover the Debt Service plus interest. MAEFAIRS provides credentials to the school, and the school uses them to set the levies. The County typically double checks the school's numbers. The mistake was made in the report when the number was entered on the wrong line. As a result, money was then reappropriated, instead of levied. The district under levied approximately one-fourth of what needed to be levied. In order to fix the mistake, the intercap loan will provide cash flow to the school to make up for the mills that were short in FY16. 1 year loan (principal + interest 1.5%).

Board Discussion:

Mr. Cummings questioned why a two year portion is given out to correct a one year mistake. It was explained that in correcting this mistake, property taxes will increase, as opposed to the decrease that was experienced this fiscal year. The total amount paid will be what should have originally been paid between FY16 & FY17. FY17 will make up for what wasn't paid in FY16.

Mr. Standley asked a question about money on hand to cover the debt. Mr. Barnes explained that the money on hand is one-fourth of what we need to cover the debt. The valuation is to cover what we owe this fiscal year, what we owe next fiscal year, plus the principal and interest. The intercap loan will pay into the County, to cover all of the Debt Service.

Ms. Fowler asked why this mistake wasn't caught earlier. Mr. Barnes explained that the County typically double checks the levies. When the number was mistakenly put on the wrong line, it went unnoticed because there was enough money and cash flow to cover the cost when the first payment was due in November. Now, there is not enough to cover the remainder of the Debt Service payments.

The number that was reappropriated was the same number that should have been levied. Since the numbers were identical, the mistake was not caught because funds balanced. The number was simply put into the wrong account, causing the district to under levy.

Public Discussion:

Public question: Who is responsible for approving the budget? Mr. Barnes-the board.

Public question: How many mills should have been levied? Mr. Barnes-Elementary-correct: 33.5, actual: 8.27. High School-correct: 29.05, actual: 6.46.

Public question: Why wasn't this caught in the audit? Mr. Barnes-The audits are a year behind.

Public question: When does the audit take place? Mr. Barnes-As soon as we are ready to submit it and balanced with the county. They can start as early as the new year.

Public question: How long does it take? Mr. Barnes-About a month.

Public question: Is it an independent auditor or through OPI? Mr. Barnes-Independent: Anderson ZurMuehlen

Public question: Where is our tax money held? Mr. Barnes-The county holds it.

Passed Unanimously.

- B. Bank Signature Card Resolution - Erin Wombold moved, seconded by Deanna Hastings to approve the update of bank signature cards.

Public Discussion:

Public question: What is the tax deposit account? Ms. Drury-The school deposits a check to Stockman's Bank for the Federal, State, Medicare, and Social Security taxes. From there, the funds get pulled to pay for taxes owed.

Public question: Do those funds come from the General Fund? Yes.

Passed unanimously.

C. Credit Card Users Resolution - Deanna Hastings moved, seconded by Erin Wombold to approve the update of credit card users.

a. Amendment: Remove Darcy Schwindt from JMG and add Estelle Whitman.

Deanna Hastings moved, seconded by Chris Boland. Passed unanimously.

Passed Unanimously.

D. Recommendation for Maintenance Supervisor, John O'Brien - Chris Boland moved, seconded by Val Fowler to accept the recommendation for Maintenance Supervisor, John O'Brien.

Superintendent Comment: Five applicants, none with boiler licenses. O'Brien will acquire license. Takes a lot of pride in school and will be a great fit.

Board Discussion: We are now down one bus driver.

What kind of staff will we have under him? Goal to have 3 in-house full-time custodians during school year, not including O'Brien. Will no longer have the cleaning crew come in.

Public Discussion:

Public question: What is the plan with the boilers? Mr. Barnes-To help him [O'Brien] get his license. We have AT Klemens on retainer to come out and make checks.

Passed Unanimously.

E. Recommendation for Summer Custodial, Jay Fredrickson - Deanna Hastings moved, seconded by Erin Wombold to accept the recommendation for Summer Custodial, Jay Fredrickson.

Public Discussion:

Public question: Does he have any experience? Mr. Barnes-Yes he has had experience in Ennis.

Passed Unanimously.

Adjournment

7:07pm Deanna Hastings moved, seconded by Chris Boland **to adjourn. Passed Unanimously.**

Rick Cummings, Board Chair

ATTEST: Karsen Drury, District Clerk

Date Signed _____

3. Business Claims

CASCADE PUBLIC SCHOOLS
Claim Details
For the Accounting Period: 6/16

06/24/16
10:59:28

* ... Over spent expenditure

| Claim Line # | Warrant Line # | Vendor #/Name Invoice #/Inv Date/Description | Amount | Line Amount | PO # | Fund Org | Acct/Source/ Prog-Func | Obj Proj |
|-----------------|-------------------|---|----------|-------------|------|----------|---------------------------|----------|
| 4260 | 7476S | 92 CASCADE COURIER | 256.00 | | | | | |
| 1 | | 4255 04/14/16 Notice of Election | | 256.00 | | 101 | 100-2300 | 610 |
| 4262 | 7477S | 897 MASCO | 436.37 | | | | | |
| 1 | | 6164 05/13/16 Cleaning Supplies | | 218.37 | | 101 | 100-2600 | 610 |
| 2 | | 6164 05/13/16 Cleaning Supplies | | 218.00 | | 201 | 100-2600 | 610 |
| 4263 | 7478S | 48 MEADOW GOLD GREAT FALLS | 1,573.13 | | | | | |
| 1 | | 10700222 05/04/16 Food Service Supplies 5/4/16 | | 186.64 | | 112 | 910-3100 | 630 |
| 2 | | 370240 05/06/16 Food Service Supplies 5/6/16 | | 364.26 | | 112 | 910-3100 | 630 |
| 4 | | 370732 05/10/16 Food Service Supplies 5/10/16 | | 145.49 | | 112 | 910-3100 | 630 |
| 5 | | 371282 05/13/16 Food Service Supplies 5/13/16 | | 206.41 | | 112 | 910-3100 | 630 |
| 6 | | 371770 05/17/16 Food Service Supplies 5/14/16 | | 347.44 | | 112 | 910-3100 | 630 |
| 8 | | 372565 05/24/16 Food Service Supplies 5/24/16 | | 322.89 | | 112 | 910-3100 | 630 |
| 4264 | 7479S | 1268 DIAMOND PRODUCTS INC. | 30.21 | | | | | |
| 1 | | 49144 05/17/16 PMT 7455 | | 30.21* | | 112 | 910-3100 | 610 |
| 4265 | 7480S | 616 SYSCO FOOD SERVICES OF MONTANA | 2,789.40 | | | | | |
| 1 | | 605181603 05/18/16 Food | | 2,231.91 | | 112 | 910-3100 | 630 |
| 2 | | 605250876 05/25/16 Food | | 557.49 | | 112 | 910-3100 | 630 |
| 4266 | 7481S | 2788 NATIONAL LAUNDRY | 743.27 | | | | | |
| 1 | | 97202 05/19/16 Kitchen Supplies | | 96.07* | | 112 | 910-3100 | 610 |
| 2 | | 98966 05/26/16 Kitchen Supplies | | 36.47* | | 112 | 910-3100 | 610 |
| 5 | | 93600 05/05/16 Kitchen Supplies | | 41.99* | | 112 | 910-3100 | 610 |
| 6 | | 93598 05/05/16 Mats | | 54.58* | | 101 | 100-2600 | 340 |
| 7 | | 94974 05/11/16 Supplies | | 126.31* | | 101 | 100-2600 | 340 |
| 8 | | 95439 05/12/16 Kitchen Supplies | | 38.52* | | 112 | 910-3100 | 610 |
| 9 | | 95438 05/12/16 K C A/F Dispenser | | 103.71 | | 101 | 100-2600 | 610 |
| 10 | | 97200 05/19/16 Mats | | 54.58* | | 101 | 100-2600 | 340 |
| 11 | | 98965 05/26/16 Mats | | 191.04* | | 101 | 100-2600 | 340 |
| 4267 | 7482S | 855 ENERGY WEST | 1,518.47 | | | | | |
| 1 | | 05/27/16 AprMay16 April & May Gas Servi | | 379.62 | | 101 | 100-2600 | 411 |
| 2 | | 05/27/16 AprMay16 April & May Gas Servi | | 379.62* | | 201 | 100-2600 | 411 |
| 3 | | 05/27/16 AprMay16 April & May Gas Servi | | 379.62* | | 110 | 100-2700 | 411 |
| 4 | | 05/27/16 AprMay16 April & May Gas Servi | | 379.61* | | 210 | 100-2700 | 411 |
| 4268 | 7483S | 1157 BUG DOCTOR | 163.00 | | | | | |
| 1 | | 6759 05/28/16 Bug Doctor Fees | | 115.00* | | 101 | 100-2600 | 340 |
| 2 | | 6760 05/28/16 Bug Doctor Fees | | 48.00* | | 101 | 100-2600 | 340 |

* ... Over spent expenditure

| Claim Line # | Warrant | Vendor #/Name | Invoice #/Inv Date/Description | Amount | Line Amount | P0 # | Fund Org | Acct/Source/ Prog-Func | Obj Proj |
|-----------------|------------|---------------------------|-------------------------------------|-----------|-------------|------|----------|---------------------------|----------|
| 4269 | 7484S | 2163 CENTURY LINK | | | | | | | |
| 1 | | 1376288468 | 05/19/16 Balance on Account | 1,460.81 | 730.81* | | 101 | 100-2600 | 531 |
| 2 | | 1376288468 | 05/19/16 Balance on Account | | 730.00* | | 201 | 100-2600 | 531 |
| 4270 | 7485S | 2047 FOOD SERVICES OF AM. | | | | | | | |
| 1 | | 5097619 | 05/03/16 Food | 124.96 | 124.96 | | 112 | 910-3100 | 630 |
| 4272 | 7486S | 505 TOWN OF CASCADE | | | | | | | |
| 1 | | 05/25/16 | May Water/Sewer Service | 613.50 | 153.38 | | 101 | 100-2600 | 421 |
| 2 | | 05/25/16 | May Water/Sewer Service | | 153.38 | | 201 | 100-2600 | 421 |
| 3 | | 05/25/16 | May Water/Sewer Service | | 153.37* | | 110 | 100-2700 | 421 |
| 4 | | 05/25/16 | May Water/Sewer Service | | 153.37* | | 210 | 100-2700 | 421 |
| 4273 | 7487S | 3120 UNIVERSAL ATHLETICS | | | | | | | |
| 1 | | 5020024613 | 05/06/16 San Mar Port & Company T-S | 527.94 | 108.00 | | 201 | 720-3500 | 610 |
| 2 | | 5020024613 | 05/16/16 Port & Co Youth T-Shirt | | 390.00 | | 201 | 720-3500 | 610 |
| 3 | | 5020024829 | 05/16/16 Port & Co Youth T-Shirt | | 12.00 | | 201 | 720-3500 | 610 |
| 4 | | 05/16/16 | Shipping | | 17.94 | | 201 | 720-3500 | 610 |
| 4274 | 7488S | 2726 WHALEN TIRE | | | | | | | |
| 1 | | 315/80R22 | BFGOODRICH | 11,990.00 | 625.00 | 7 | 110 | 100-2700 | 610 |
| 2 | D. SCHRECE | | | | 625.00 | 7 | 210 | 100-2700 | 610 |
| 3 | D. SCHRECE | | | | 920.00 | 7 | 110 | 100-2700 | 610 |
| 4 | D. SCHRECE | | | | 920.00 | 7 | 210 | 100-2700 | 610 |
| 5 | D. SCHRECE | | | | 2,400.00 | 7 | 110 | 100-2700 | 610 |
| 6 | D. SCHRECE | | | | 2,400.00 | 7 | 210 | 100-2700 | 610 |
| 7 | D. SCHRECE | | | | 240.00 | 7 | 110 | 100-2700 | 610 |
| 8 | D. SCHRECE | | | | 240.00 | 7 | 210 | 100-2700 | 610 |
| 9 | D. SCHRECE | | | | 1,000.00 | 7 | 110 | 100-2700 | 610 |
| 10 | D. SCHRECE | | | | 1,000.00 | 7 | 210 | 100-2700 | 610 |
| 11 | D. SCHRECE | | | | 230.00 | 7 | 110 | 100-2700 | 610 |
| 12 | D. SCHRECE | | | | 230.00 | 7 | 210 | 100-2700 | 610 |
| 13 | D. SCHRECE | | | | 580.00 | 7 | 110 | 100-2700 | 610 |
| 14 | D. SCHRECE | | | | 580.00 | 7 | 110 | 100-2700 | 610 |

* ... Over spent expenditure

| Claim Warrant | Vendor #/Name | Amount | Line # | Invoice #/Inv Date/Description | Line Amount | P0 # | Fund Org | Acct/Source/ Prog-Func | Obj Proj |
|---------------|---|----------|--------|--|-------------|------|----------|---------------------------|----------|
| 4275 | 7489S 1396 SUPERIOR CLEANING | 8,527.60 | 1 | 05/03/16 May Janitorial Services | 6,395.70* | | 101 | 100-2600 | 340 |
| | | | 2 | 05/03/16 May Janitorial Services | 2,131.90* | | 201 | 100-2600 | 340 |
| 4276 | 7490S 1054 MASBO | 500.00 | 1 | 3547 05/11/16 2016 Summer Conference | 225.00* | 8 | 201 | 100-2400 | 582 |
| | DRURY K | | 2 | 3547 05/11/16 2016 New Clerk Academy | 125.00* | 8 | 201 | 100-2400 | 582 |
| | DRURY K | | 3 | 3547 05/11/16 MASBO Membership | 150.00* | 8 | 201 | 100-2400 | 582 |
| 4277 | 7491S 1382 TODD WATKINS CONSULTING SERVICES | 4,423.34 | 1 | CSD050816 05/21/16 Interim Services 05/02 - 06 | 2,211.67* | | 210 | 100-2300 | 330 |
| | | | 2 | CSD050816 05/21/16 Interim Services 05/02 - 06 | 2,211.67* | | 110 | 100-2300 | 330 |
| 4278 | 7492S 3745 STEEL ETC HOLDING COMPANY | 353.20 | 1 | 218140 05/31/16 Supplies | 151.60* | | 215 | 327-1000 | 610 |
| | TILLEMAN | | 2 | Steel for Projects | 201.60* | 15 | 215 | 327-1000 | 610 |
| 4280 | 7493S 1435 TRACY TAFT | 136.76 | 1 | 03/18/16 Reimbursement for Office Suppl | 30.98 | | 101 | 100-2300 | 610 |
| | MT Spring User Group | | 2 | 05/05/16 Dinner Reimbursement | 24.78 | | 201 | 100-2300 | 582 |
| | | | 3 | 05/05/16 Travel Reimbursement-Beigrade | 81.00 | | 101 | 100-2300 | 582 |
| 4281 | 7494S 1436 JOHN O'BRIEN | 43.56 | 1 | 06/03/16 Reimbursement for Supplies | 43.56 | | 101 | 100-2600 | 610 |
| 4283 | 7495S 172 EKLUNDS | 229.00 | 1 | 215619 05/31/16 Whirlpool Microwave | 229.00* | | 215 | 394-1000 | 610 |
| 4284 | 7496S 2026 THE PARTS STORE | 283.03 | 1 | 451911 05/31/16 Supplies | 141.53 | | 110 | 100-2700 | 610 |
| | | | 2 | 451911 05/31/16 Supplies | 141.50 | | 210 | 100-2700 | 610 |
| 4287 | 7497S 242 HARTLEY'S SCHOOL BUS | 285.93 | 1 | 29446 05/31/16 Supplies | 142.97 | | 110 | 100-2700 | 610 |
| | | | 2 | 29446 05/31/16 Supplies | 142.96 | | 210 | 100-2700 | 610 |
| 4289 | 7498S 2731 PITNEY BOWES | 255.00 | 1 | 3300530002 05/16/16 Leasing Charges | 127.50 | | 101 | 100-2300 | 452 |
| | | | 2 | 3300530002 05/16/16 Leasing Charges | 127.50 | | 201 | 100-2300 | 452 |

* ... Over spent expenditure

| Claim Warrant | Vendor #/Name | Amount | Line Amount | P0 # | Fund Org | Acct/Source/ Prog-Func | Obj Proj |
|---------------|--|-----------|---------------------|------|---------------|---------------------------|----------|
| Line # | Invoice #/Inv Date/Description | ----- | ----- | | | | |
| 4293 | 7500S 1311 BIG SKY FRAMING | 200.00 | 200.00* | | 201 | 100-2300 | 610 |
| 1 | 789404 05/12/16 Class of 2016 Frame | | | | | | |
| 4294 | 7499S 1414 AnaJet | 19,525.00 | 14,312.00 | 12 | 215 | 412-1000 | 660 556 |
| 1 | AnaJet Printer & Supplies | | | | | | |
| 2 | AnaJet Printer & Supplies | | 1,713.00 | 12 | 115 | 412-1000 | 660 554 |
| 3 | JMG Donation | | 3,500.00* | 12 | 215 | 329-1000 | 610 6 |
| 4297 | 829 MONTANA HIGH SCHOOL ASSOCIATIO | 3,585.00 | | | | | |
| 1 | MHSA Annual Dues | | 3,250.00 | 70 | 201 | 720-3500 | 810 |
| 2 | MHSA Liability Insurance | | 270.00 | 70 | 201 | 720-3500 | 520 |
| 3 | MHSA Concussion Insurance | | 65.00 | 70 | 201 | 720-3500 | 520 |
| 4298 | 1310 MASTERCARD CORPORATE CLIENTS | 19,296.00 | | | | | |
| 1 | CC-4 05/11/16 Athletic Department BMO | | 12.68 | 101- | 101 | 625 | |
| | | | CC Accounting: 101- | | -720-3500-582 | | |
| 2 | CAFE RIO MEXICAN GRILL | | 12.28 | 101 | 101 | 625 | |
| | CC-4 05/18/16 Athletic Department BMO | | | 101- | -720-3500-582 | | |
| | | | CC Accounting: 101- | | | | |
| 3 | CRACKER BARREL | | 5.19 | 101 | 101 | 625 | |
| | CC-4 05/19/16 Athletic Department BMO | | | 101- | -720-3500-582 | | |
| | | | CC Accounting: 101- | | | | |
| 4 | TACO BELL | | 4.00 | 101 | 101 | 625 | |
| | CC-4 05/19/16 Athletic Department BMO | | | 101- | -720-3500-582 | | |
| | | | CC Accounting: 101- | | | | |
| 5 | SUBWAY | | 3.70 | 101 | 101 | 625 | |
| | CC-4 05/20/16 Athletic Department BMO | | | 101- | -720-3500-582 | | |
| | | | CC Accounting: 101- | | | | |
| 6 | MCDONALDS | | 57.60 | 101 | 101 | 625 | |
| | CC-4 05/24/16 Athletic Department BMO | | | 101- | -720-3500-610 | | |
| | | | CC Accounting: 101- | | | | |
| 7 | SAMS CLUB | | 1,044.12 | 101 | 101 | 625 | |
| | CC-4 05/26/16 Athletic Department BMO | | | 101- | -720-3500-582 | | |
| | | | CC Accounting: 101- | | | | |
| 8 | DAYS INN | | 77.20 | 201 | 201 | 625 | |
| | CC-4 05/07/16 BAND DEPARTMENT BMO | | | 201- | -100-1000-582 | | |
| | | | CC Accounting: 201- | | | | |
| 9 | GRUB STAKE | | 10.00 | 201 | 201 | 625 | |
| | CC-4 06/02/16 BAND DEPARTMENT BMO | | | 201- | -100-1000-610 | | |
| | | | CC Accounting: 201- | | | | |
| 10 | | | 139.98 | 101 | 101 | 625 | |
| | CC-4 05/18/16 BOOK FAIR DEPARTMENT BMO | | | 101- | -100-1000-610 | | |
| | | | CC Accounting: 101- | | | | |
| 11 | AMAZON.COM | | 56.30 | 201 | 201 | 625 | |
| | CC-4 05/28/16 BOYS TRACK BMO | | | 201- | -720-3500-582 | | |
| | | | CC Accounting: 201- | | | | |
| | ARBY'S | | | | | | |

06/24/16
10:59:28

CASCADE PUBLIC SCHOOLS
Claim Details
For the Accounting Period: 6/16

Page: 5 of 8
Report ID: AP100

* ... Over spent expenditure

| Line # | Claim Warrant | Vendor #/Name | Invoice #/Inv Date/Description | Amount | Line Amount | P0 # | Fund Org | Acct/Source/ Prog-Func | Obj Proj |
|--------|---------------|-----------------------------------|--------------------------------|----------|-------------|------|---------------|---------------------------|----------|
| 12 | | CC-4 05/05/16 BUSINESS OFFICE BMO | | 619.28 | | 101 | 101 625 | | |
| | | MONTANA WASTE SYSTEMS | | | | | -100-2600-431 | | |
| 13 | | CC-4 05/06/16 BUSINESS OFFICE BMO | | 93.96 | | 201 | 201 625 | | |
| | | PIZZA HUT | | | | | -100-2300-582 | | |
| 14 | | CC-4 05/09/16 BUSINESS OFFICE BMO | | 50.00 | | 201 | 201 625 | | |
| | | SCHEELS | | | | | -100-2300-610 | | |
| 15 | | CC-4 05/10/16 BUSINESS OFFICE BMO | | 3.98 | | 101 | 101 625 | | |
| | | KITSON'S | | | | | -100-2300-610 | | |
| 16 | | CC-4 05/10/16 BUSINESS OFFICE BMO | | 50.00 | | 101 | 101 625 | | |
| | | APPLEBEE'S | | | | | -100-2300-610 | | |
| 17 | | CC-4 05/24/16 BUSINESS OFFICE BMO | | 101.00 | | 110 | 110 625 | | |
| | | AT&T | | | | | -100-2700-531 | | |
| 18 | | CC-4 05/26/16 BUSINESS OFFICE BMO | | 43.97 | | 101 | 101 625 | | |
| | | OFFICE MAX | | | | | -100-2300-610 | | |
| 19 | | CC-4 05/27/16 BUSINESS OFFICE BMO | | 11.70 | | 101 | 101 625 | | |
| | | TOMS MARKET | | | | | -100-2300-610 | | |
| 20 | | CC-4 05/04/16 BPA BMO | | 380.00 | | 215 | 215 625 | | |
| | | META AIRPORT | | | | | -392-1000-582 | | |
| 21 | | CC-4 05/04/16 BPA BMO | | 57.58 | | 215 | 215 625 | | |
| | | | | | | | -392-1000-582 | | |
| 22 | | CC-4 05/05/16 BPA BMO | | 9.18 | | 215 | 215 625 | | |
| | | | | | | | -392-2300-610 | | |
| 23 | | CC-4 05/06/16 BPA BMO | | 3,632.40 | | 215 | 215 625 | | |
| | | EMBASSY SUITES | | | | | -392-1000-582 | | |
| 24 | | CC-4 05/07/16 BPA BMO | | 4.65 | | 215 | 215 625 | | |
| | | | | | | | -392-2300-610 | | |
| 25 | | CC-4 05/09/16 BPA BMO | | 13.56 | | 215 | 215 625 | | |
| | | WESTIN COPLEY PLACE | | | | | -392-1000-610 | | |
| 26 | | CC-4 05/08/16 BPA BMO | | 484.79 | | 215 | 215 625 | | |
| | | BOSTON DUCK TOURS | | | | | -392-1000-610 | | |
| 27 | | CC-4 05/09/16 BPA BMO | | 40.18 | | 215 | 215 625 | | |
| | | | | | | | -392-1000-582 | | |
| 28 | | CC-4 05/08/16 BPA BMO | | 10.60 | | 215 | 215 625 | | |
| | | META COPLEY | | | | | -392-1000-610 | | |
| 29 | | CC-4 05/10/16 BPA BMO | | 266.56 | | 215 | 215 625 | | |
| | | RUSSELL HOUSE TAVERN | | | | | -392-1000-582 | | |

06/24/16
10:59:28

CASCADE PUBLIC SCHOOLS
Claim Details
For the Accounting Period: 6/16

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* ... Over spent expenditure

| Line # | Claim Warrant | Vendor #/Name | Invoice #/Inv Date/Description | Amount | Line Amount | P0 # | Fund Org | Acct/Source/ Prog-Func | Obj Proj |
|--------|---------------|--|--------------------------------|---------------------|-------------|------|----------------|---------------------------|----------|
| 30 | | CC-4 05/11/16 BPA BMO | | 273.39 | | | 215 | 625 | |
| | | | | CC Accounting: 215- | | | -392-1000-582 | | |
| 31 | | CC-4 05/11/16 BPA BMO | | 7,339.10 | | | 201 | 625 | |
| | | | | CC Accounting: 201- | | | -100-1000-582 | | |
| 32 | | WESTIN COPLEY PLACE CC-4 05/22/16 BPA BMO | | 19.99 | | | 215 | 625 | |
| | | | | CC Accounting: 215- | | | -392-1000-610 | | |
| 33 | | TARGET CC-4 05/26/16 BPA BMO | | 70.26 | | | 201 | 625 | |
| | | | | CC Accounting: 201- | | | -100-2300-610 | | |
| 34 | | OFFICE MAX CC-4 05/24/16 ELEMENTARY PRINCIPAL BMO | | 70.54 | | | 101 | 625 | |
| | | | | CC Accounting: 101- | | | -100-2300-610 | | |
| 35 | | SAMS CLUB CC-4 05/07/16 FFA DEPARTMENT BMO | | 74.00 | | | 201 | 625 | |
| | | | | CC Accounting: 201- | | | -720-3500-582 | | |
| 36 | | CHINOOK GOLF COURSE CC-4 05/09/16 FFA DEPARTMENT BMO | | 109.58 | | | 201 | 625 | |
| | | | | CC Accounting: 201- | | | -720-3500-610 | | |
| 37 | | NORTH 40 OUTFITTERS CC-4 05/09/16 FFA DEPARTMENT BMO | | 37.95 | | | 201 | 625 | |
| | | | | CC Accounting: 201- | | | -720-3500-610 | | |
| 38 | | MICHAEL'S CC-4 05/12/16 FFA DEPARTMENT BMO | | 42.88 | | | 201 | 625 | |
| | | | | CC Accounting: 201- | | | -100-1000-610 | | |
| 39 | | PARTY AMERICA CC-4 05/09/16 FOOD SERVICES BMO | | 8.04 | | | 112 | 625 | |
| | | | | CC Accounting: 112- | | | -910-3100-630 | | |
| 40 | | TOMS MARKET CC-4 05/28/16 GIRLS TRACK BMO | | 1,132.22 | | | 201 | 625 | |
| | | | | CC Accounting: 201- | | | -720-3500-582 | | |
| 41 | | CC-4 05/14/16 HIGH SCHOOL PRINCIPAL BMO | | 90.50 | | | 201 | 625 | |
| | | | | CC Accounting: 201- | | | -100-2300-610 | | |
| 42 | | TROPHIES EXPRESS CC-4 05/14/16 HIGH SCHOOL PRINCIPAL BMO | | 150.00 | | | 201 | 625 | |
| | | | | CC Accounting: 201- | | | -100-2300-610 | | |
| 43 | | BAR S SUPPER CLUB CC-4 05/10/16 JMG DEPARTMENT BMO | | 344.00 | | | 215 | 625 | 6 |
| | | | | CC Accounting: 215- | | | -329-1000-610- | 6 | |
| 44 | | UBERPRINTS INC CC-4 05/13/16 JMG DEPARTMENT BMO | | 214.85 | | | 215 | 625 | 6 |
| | | | | CC Accounting: 215- | | | -329-1000-610- | 6 | |
| 45 | | AMAZON.COM CC-4 05/24/16 JMG DEPARTMENT BMO | | 210.00 | | | 215 | 625 | 6 |
| | | | | CC Accounting: 215- | | | -329-1000-610- | 6 | |
| 46 | | STROBEL'S RENTALS CC-4 05/06/16 K-12 PRINCIPAL OFFICE BMO | | 120.01 | | | 101 | 625 | |
| | | | | CC Accounting: 101- | | | -100-2300-582 | | |

06/24/16
10:59:28

CASCADE PUBLIC SCHOOLS
Claim Details
For the Accounting Period: 6/16

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* ... Over spent expenditure

| Line # | Claim Warrant | Vendor #/Name | Invoice #/Inv Date/Description | Amount | Line Amount | P0 # | Fund Org | Acct/Source/ Prog-Func | Obj Proj |
|--------|---------------|---|--------------------------------|--------|---------------------|----------------|----------|---------------------------|----------|
| 47 | | CC-4 05/13/16 K-12 PRINCIPAL OFFICE BMO | | 160.00 | 160.00 | 101 | 101 | 625 | |
| | | HERMANS FLOWERS | | | CC Accounting: 101- | -100-2300-610 | | | |
| 48 | | CC-4 05/18/16 WRESTLING DEPARTMENT BMO | | 855.16 | 855.16 | 201 | 201 | 625 | |
| | | | | | CC Accounting: 201- | -720-3500-582 | | | |
| 49 | | CC-4 05/10/16 XCELL DEPARTMENT BMO | | 677.09 | 677.09 | 115 | 115 | 625 | 9 |
| | | DAIRY QUEEN | | | CC Accounting: 115- | -434-1000-582- | 9 | | |

of Claims 27 Total: 79,870.48


79,870.48

| Fund/Account | Amount |
|-------------------------|--------------------|
| 101 General Fund | |
| 101 | \$11,469.17 |
| 110 Transportation fund | |
| 101 | \$9,705.16 |
| 112 Food Services | |
| 101 | \$4,738.79 |
| 115 Federal Programs | |
| 101 | \$2,390.09 |
| 201 General Fund | |
| 101 | \$18,767.23 |
| 210 Transportation Fund | |
| 101 | \$8,444.11 |
| 215 Federal Programs | |
| 101 | \$24,355.93 |
| Total: | \$79,870.48 |

4. Petty Cash Report

Cascade School District #3&B
Balance Sheet - Petty Cash #2

| | | | | |
|----------------|---------------------|--|--|------------|
| Balance | 10/31/2015 | | \$1,815.57 | |
| | | | | |
| Credits | | | | |
| | 11/12/2015 | loose change | \$11.50 | |
| | 11/18/2015 | CHS reimb | \$15.42 | |
| | 11/23/2015 | Mesaros insurance check in/out | \$375.00 | |
| Debits | | | | |
| | | service charge | -\$2.80 | |
| | | 2372 USPS newsletter postage | -\$12.20 | |
| | | 2373 USPS student files mailed | -\$21.35 | |
| | | 2374 Sharon Stevens insurance reimb in/out | -\$375.00 | |
| | | | | |
| | | 10/31/2013 | Bank Statement Balance | \$1,806.14 |
| | | | | |
| | | | <i>Outstanding Checks & Receipts</i> | |
| | | Check # | | |
| | outstanding deposit | | | |
| | | | | |
| | | Checkbook Balance | \$1,806.14 | |

 The image part with relationship ID rId24 was not found in the file

Karsen Drury, District Clerk

12/9/2015

5. Student Activity Account

| Account | Opening Balance | Disbursed (-) | Receipts in Transit (+) | Transfers (+) | Invest (+) | Misc. Earnings (+) | Misc. Charges (-) | Closing Balance |
|-----------------------------------|-----------------|-----------------|-------------------------|---------------|-------------|----------------------------|-------------------|-----------------|
| 31 TECHNOLOGY | 1770.43 | 1466.63 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 413.80 |
| 17 XCELL | 4327.14 | 2759.56 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2007.58 |
| 898 MISC EARNINGS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 899 MISC CHARGES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total for Student Accounts | 73589.91 | 38687.40 | 22639.99 | 0.00 | 0.00 | 0.00 | 0.00 | 57542.50 |
| Bank Account Totals | 73589.91 | 38687.40 | 22639.99 | 0.00 | 0.00 | 0.00 | 0.00 | 57542.50 |
| | | | | | | Bank Balance | | 57542.50 |
| | | | | | | Plus Outstanding Checks | | 4441.94 |
| | | | | | | Minus Outstanding Deposits | | 22639.99 |
| | | | | | | Balance | | 79344.45 |
| | | | | | | Minus Receipts in Transit | | 0.00 |
| | | | | | | Statement Balance | | 79344.45 |

Superintendent Report (I)

- A. Blue Cross Blue Shield Insurance to take effect July 1st
- B. Early K Status:
 - Continue with Early K with the understanding that some years will have very small classes
 - FY 17 will have a Paraprofessional assisted by a Lead Teacher to lead the class
 - All hinges on Board's directive to increase Tuition Fund
- C. Splitting FY 17's Second Grade Class
 - Teachers will be Heather Bricker & Rachel Schafer
 - Working on class split
 - Letters on class split to be sent out in July; Families will get notification of the class their child is in on the Back to School Night
- D. Working on Classified, Certified, and Athletic Handbooks for July Board Meeting
- E. Spend Down Budget – any remaining funds to be transferred into Building Reserve under “safety”.
- F. Looking at doing Board Training in Cascade in July and August
- G. E-grant Training July 19th in Helena–K. Drury & J. Barnes
- H. Board Hours
- I. General Fund Budget

Board Hours

| Name | Date | Description | Credit Recieved |
|------------------------|------------------|---------------------------------|-----------------|
| Rick Cummings | 6/11/2016 | MTSBA June Leadership Symposium | 6 |
| | | Total | 6 |
| Erin Wombold | | | |
| | | Total | 0 |
| Blake Standley | | | |
| | | Total | 0 |
| Val Fowler | 5/4/2016 | Spring Workshop | 6 |
| | | Total | 6 |
| Chris Boland | | | |
| | | Total | 0 |
| Deanna Hastings | 6/11/2016 | MTSBA June Leadership Symposium | 6 |
| | | Total | 6 |

| Fund | Committed Current Month | Committed YTD | Original Appropriation | Current Appropriation | Available Appropriation | % Committed |
|---------------------|----------------------------|---------------------|---------------------------|--------------------------|----------------------------|----------------|
| 101 General Fund | 58,899.37 | 1,285,812.63 | 1,290,979.00 | 1,290,979.00 | 5,166.37 | 100 % |
| 201 General Fund | 33,497.73 | 1,000,273.17 | 1,000,389.00 | 1,000,389.00 | 115.83 | 100 % |
| Grand Total: | 92,397.10 | 2,286,085.80 | 2,291,368.00 | 2,291,368.00 | 5,282.20 | 100 % |

Committee Report

- A. Finance and Budget—Meeting June 28, 7:00pm following Regular Board Meeting
- B. Policy Review
- C. Transportation
- D. Facilities and Grounds
- E. Negotiations
- F. Technology

Announcements (I)

- A. Next Regular School Board Meeting July 19, 2016
- B. MTSBA Negotiations/Policy Symposium July 20-21, 2016 Helena
- C. MTSBA Board/Staff Leadership Symposium Aug 18, 2016 Helena

Adjournment (A)