



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. |

Regular Meeting of the Board of Trustees

6:00 p.m.

August 20, 2018

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

Agenda

Call to Order

6:00

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

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.

Old Business (A)

6:05

Informational

- A. Letter of Resignation–Barry Hunter, Sub Custodian

Staff Report (I)

- A. Booster Club
- B. PTSA
- C. Siobhan Hathhorn, K-6 Principal
- D. Kevin Sukut, 7-12 Principal
- E. Sonja Mazaira, AD
- F. Andrea Ethridge/Tina Mann, XCELL!
- G. Maintenance Dept

New Business (A)

6:20

- A. Review and Adopt Final Budget SY2018-19
- B. Audit Proposal
- C. Classified Salary Schedule
- D. Student and Athletic Handbook Correction
- E. Recommendation for Coaching: HSFB Asst Volunteer, James Lewis
- F. Recommendation for Custodian: Steven Boettger
- G. Recommendation for Paraprofessional: Julianne Reum
- H. Recommendation for Paraprofessional: Mindy Schrecengost
- I. Maintenance Supervisor Compensation
- J. Recommendation for Maintenance Supervisor
- K. NorthCentral Learning Resource Center Board Representative
- L. McGraw Hill History Textbooks
- M. School Van
- N. Policy 3145 Foreign Exchange Students–Second Reading
- O. Policy 7320 Financial Management–Second Reading

P. Policy 1332 Authorization of Signatures–Second Reading

Q. Consent Agenda

1. Minutes Regular Board Meeting July 17, 2018
2. Minutes Special Board Meeting August 7, 2018
3. Business Claims
4. Student Activity Account
5. Student Attendance Agreements
6. Individual Transportation Contracts
7. Sub List

Superintendent Report (I)

6:50

- A. Early K Enrollment
- B. Staff BBQ
- C. PIR Days, School Start
- D. Back to School Night
- E. Pixelot
- F. Technology
- G. Board Training Hours, Board & Administrator Publication
- H. General Fund Budget

Committee Report

6:55

- A. Finance and Budget
- B. Policy Review
- C. Transportation
- D. Facilities and Grounds
- E. Negotiations
- F. Technology

Announcements (I)

- A. Regular School Board Meeting September 18, 2018 at 6:00 pm
- B. MTSBA Events: MT-PEC SUMMIT-Strategic Governance/Transformational Leadership, Sept 11-21, 2018

Board Meeting Evaluation

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

Adjournment (A)

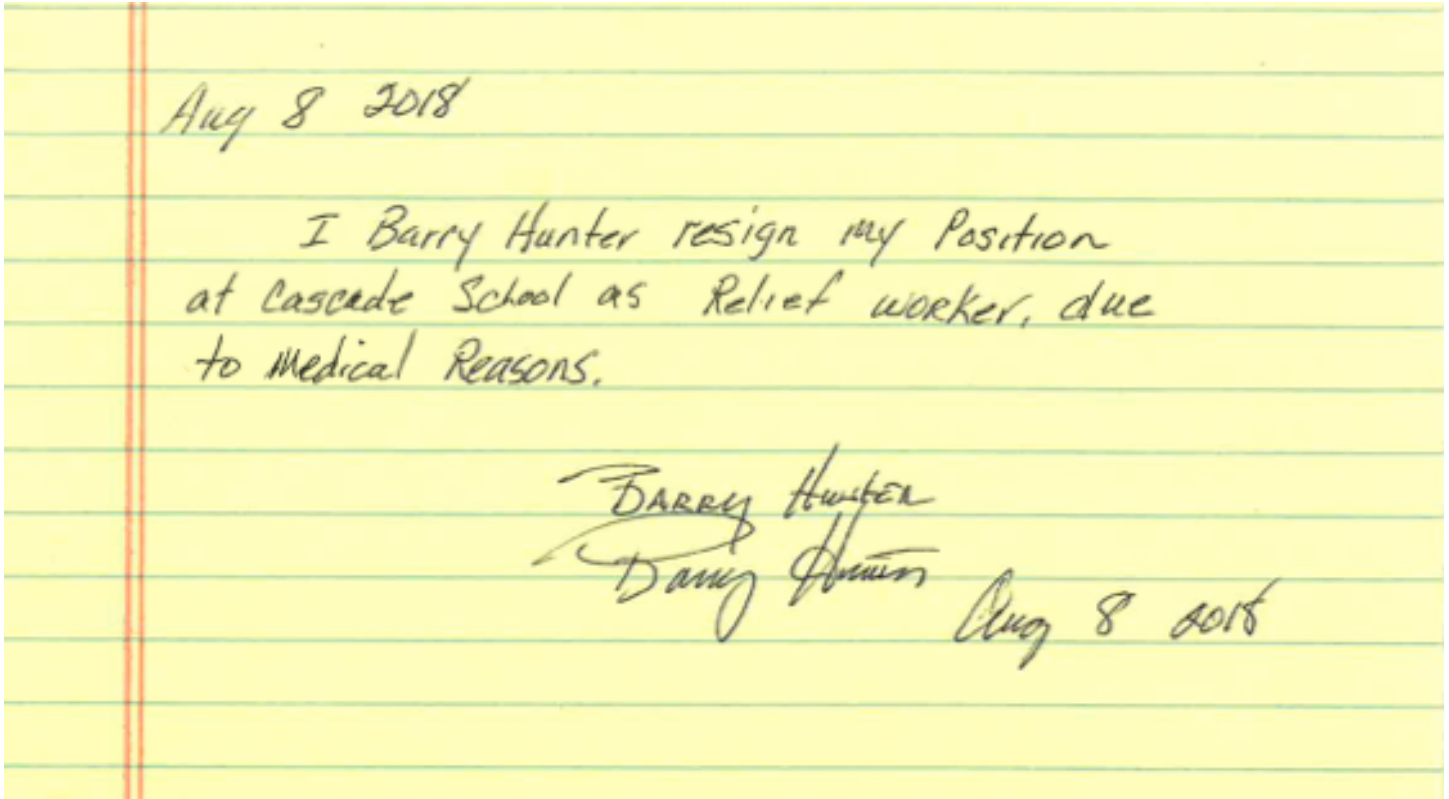
7:00

Old Business (A)

Informational

Per Policy 5251, the Superintendent is authorized to accept resignations on behalf of the Board from any district employee.

- A. Letter of Resignation–Barry Hunter, Sub Custodian



Staff Report (I)

- A. Booster Club
- B. PTSA
- C. Siobhan Hathhorn, K-6 Principal
- D. Kevin Sukut, 7-12 Principal
- E. Sonja Mazaira, AD
- F. Andrea Ethridge/Tina Mann, XCELL!
- G. Maintenance Dept

New Business (A)

- A. **Review and Adopt Final Budget SY2018-19**

Category: Finance

Presented by: Rick Miller, Karsen Drury

Attachments: See attached, next page

Superintendent and Finance Committee Recommendation: Approve final budget for SY2018-19.



Budget Report
FY 2019
07 Cascade
0101 Cascade Elem

Submit ID:

Summary

| Fund [A] | Adopted Budget [B] | Total Reserves (961-966) [C] | Reserve Limit [D] | % of Adopted Budget Reserved (C/B) x 100 [E] | Unreserved Fund Balance Reappropriated (970) [F] | Other Revenue [G] | District Property Tax Requirements (B - F - G = H) If < 0, enter 0 [H] | District Mill Levies H / (TV x .001) [I] |
|---------------------------|---------------------|------------------------------|-------------------|--|--|---------------------|--|--|
| 01 General | 1,339,509.21 | 124,921.87 | 10% | 9.33% | 0.00 | 908,838.81 | 430,670.40 | 62.31 |
| 10 Transportation | 250,082.74 | 0.00 | 20% | 0.00% | 0.00 | 69,006.06 | 181,076.68 | 26.20 |
| 11 Bus Depreciation | 236,903.15 | 0.00 | N/A | 0.00% | 189,046.46 | 0.00 | 47,856.69 | 6.92 |
| 13 Tuition | 41,070.00 | | N/A | | 1,641.54 | 0.00 | 39,428.46 | 5.70 |
| 14 Retirement | 205,154.28 | 41,030.86 | 20% | 20.00% | 28,775.05 | 176,379.23 | | |
| 17 Adult Education | 0.00 | 0.00 | 35% | 0.00% | 0.00 | 0.00 | 0.00 | 0.00 |
| 19 Non-Operating | 0.00 | 0.00 | N/A | 0.00% | 0.00 | 0.00 | 0.00 | 0.00 |
| 28 Technology | 52,745.38 | 0.00 | N/A | 0.00% | 2,745.38 | 0.00 | 50,000.00 | 7.23 |
| 29 Flexibility | 5,714.48 | 0.00 | N/A | 0.00% | 5,714.48 | 0.00 | 0.00 | 0.00 |
| 61 Building Reserve | 36,629.76 | 0.00 | N/A | 0.00% | 1,729.76 | 0.00 | 34,900.00 | 5.05 |
| Total of All Funds | 2,167,809.00 | 165,952.73 | | | 229,652.67 | 1,154,224.10 | 783,932.23 | 113.41 |

| | | | | | | | | |
|-------------------------|------------|------|----------|-------|-----------|------|------------|-------|
| 50 Debt Service | | | | | | | | |
| Tax Jurisdiction | | | | | | | | |
| 0101 | 208,925.00 | 0.00 | 20-9-438 | 0.00% | 17,153.01 | 0.00 | 191,771.99 | 27.74 |

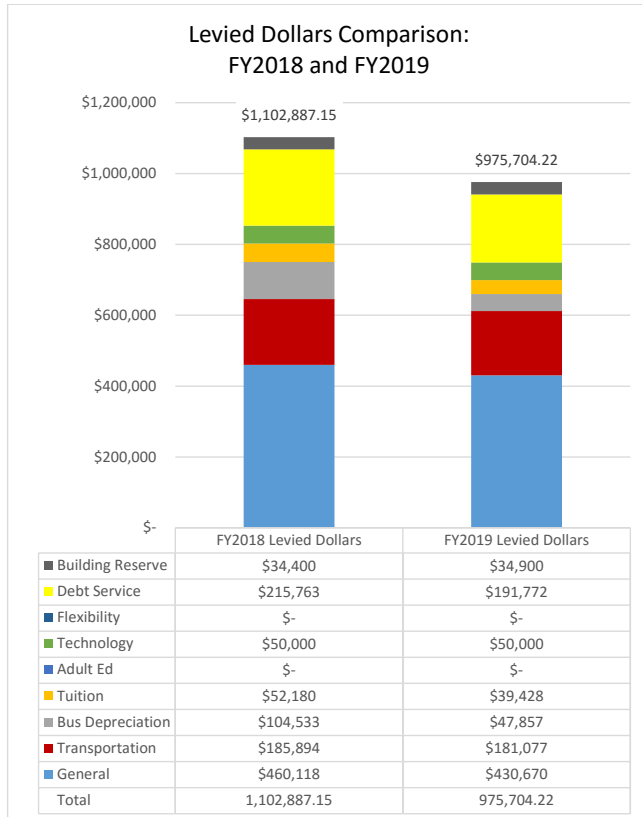
**CASCADE ELEMENTARY DISTRICT 3 BUDGETED FUNDS
FISCAL YEAR 2019**

I. IMPACT ON TAXPAYERS

TOTAL - ALL FUNDS

| Fund | <u>2017-18 Actual Levies</u> | | <u>2018-19 Levies</u> | | | | | | |
|---------------------------|------------------------------|---------------|-----------------------|---------------|---------------------|----------------|-------------------|-------------------|-----------------|
| | \$ | Mills | \$ | Mills | Change \$ | Mills | Change | Est. Annual Tax | Est. Annual Tax |
| | | | | | | | Impact \$100K | Impact \$200K | |
| | | | | | | | home | home | |
| General - BASE | \$ 311,629 | 45.08 | \$ 282,182 | 40.82 | \$ (29,447) | (4.26) | \$ (5.75) | \$ (11.50) | |
| General - OverBASE | \$ 148,489 | 21.48 | \$ 148,489 | 21.48 | \$ - | - | \$ - | \$ - | |
| Transportation | \$ 185,894 | 26.89 | \$ 181,077 | 26.20 | \$ (4,818) | (0.69) | \$ (0.93) | \$ (1.86) | |
| Bus Depreciation | \$ 104,533 | 15.12 | \$ 47,857 | 6.92 | \$ (56,676) | (8.20) | \$ (11.07) | \$ (22.14) | |
| Tuition | \$ 52,180 | 7.55 | \$ 39,428 | 5.70 | \$ (12,752) | (1.85) | \$ (2.50) | \$ (5.00) | |
| Adult Ed | \$ - | - | \$ - | - | \$ - | - | \$ - | \$ - | |
| Technology | \$ 50,000 | 7.23 | \$ 50,000 | 7.23 | \$ - | - | \$ - | \$ - | |
| Flexibility | \$ - | - | \$ - | - | \$ - | - | \$ - | \$ - | |
| Debt Service | \$ 215,763 | 31.21 | \$ 191,772 | 27.74 | \$ (23,991) | (3.47) | \$ (4.68) | \$ (9.36) | |
| ilding Reserve Permissive | \$ 34,400 | 4.98 | \$ 34,900 | 5.05 | \$ 500 | 0.07 | \$ 0.09 | \$ 0.18 | |
| Building Reserve Voted | \$ - | - | \$ - | - | \$ - | - | \$ - | \$ - | |
| Grand Total | \$ 1,102,887 | 159.54 | \$ 975,704 | 141.14 | \$ (127,183) | (18.40) | \$ (24.84) | \$ (49.68) | |

II. LEVIED DOLLARS 1 YEAR COMPARISON



III. LEVIED MILLS 1 YEAR COMPARISON





Budget Report
FY 2019
07 Cascade
0102 Cascade H S

Submit ID:

Summary

| Fund [A] | Adopted Budget [B] | Total Reserves (961-966) [C] | Reserve Limit [D] | % of Adopted Budget Reserved (C/B) x 100 [E] | Unreserved Fund Balance Reappropriated (970) [F] | Other Revenue [G] | District Property Tax Requirements (B - F - G = H) If < 0, enter 0 [H] | District Mill Levies H / (TV x .001) [I] |
|---------------------------|---------------------|------------------------------|-------------------|--|--|-------------------|--|--|
| 01 General | 1,022,939.81 | 65,728.83 | 10% | 6.43% | 0.00 | 728,581.22 | 294,358.59 | 35.45 |
| 10 Transportation | 265,928.15 | 26,592.81 | 20% | 10.00% | 6,779.65 | 69,006.06 | 190,142.44 | 22.90 |
| 11 Bus Depreciation | 260,992.47 | 0.00 | N/A | 0.00% | 209,053.98 | 0.00 | 51,938.49 | 6.26 |
| 13 Tuition | 32,309.00 | | N/A | | 26,438.00 | 0.00 | 5,871.00 | 0.71 |
| 14 Retirement | 155,548.46 | 31,109.69 | 20% | 20.00% | 18,995.34 | 136,553.12 | | |
| 17 Adult Education | 14,000.00 | 0.00 | 35% | 0.00% | 765.51 | 0.00 | 13,234.49 | 1.59 |
| 19 Non-Operating | 0.00 | 0.00 | N/A | 0.00% | 0.00 | 0.00 | 0.00 | 0.00 |
| 28 Technology | 104,307.73 | 0.00 | N/A | 0.00% | 4,307.73 | 0.00 | 100,000.00 | 12.04 |
| 29 Flexibility | 6,926.99 | 0.00 | N/A | 0.00% | 6,926.99 | 0.00 | 0.00 | 0.00 |
| 61 Building Reserve | 26,682.81 | 0.00 | N/A | 0.00% | 782.81 | 0.00 | 25,900.00 | 3.12 |
| Total of All Funds | 1,889,635.42 | 123,431.33 | | | 274,050.01 | 934,140.40 | 681,445.01 | 82.07 |

| | | | | | | | | |
|-------------------------|------------|------|----------|-------|-----------|------|------------|-------|
| 50 Debt Service | | | | | | | | |
| Tax Jurisdiction | | | | | | | | |
| 0102 | 214,100.00 | 0.00 | 20-9-438 | 0.00% | 18,620.70 | 0.00 | 195,479.30 | 23.54 |

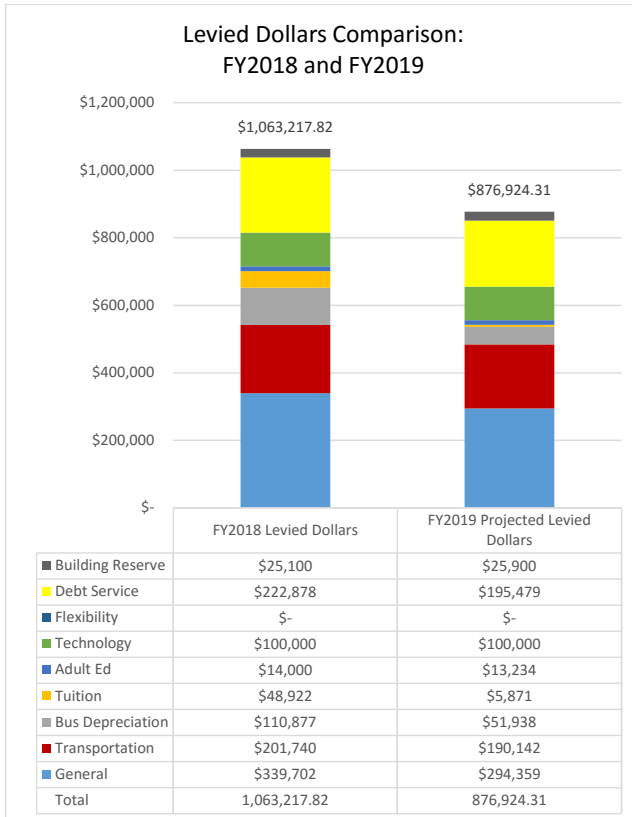
**CASCADE HIGH SCHOOL DISTRICT B BUDGETED FUNDS
FISCAL YEAR 2019**

I. IMPACT ON TAXPAYERS

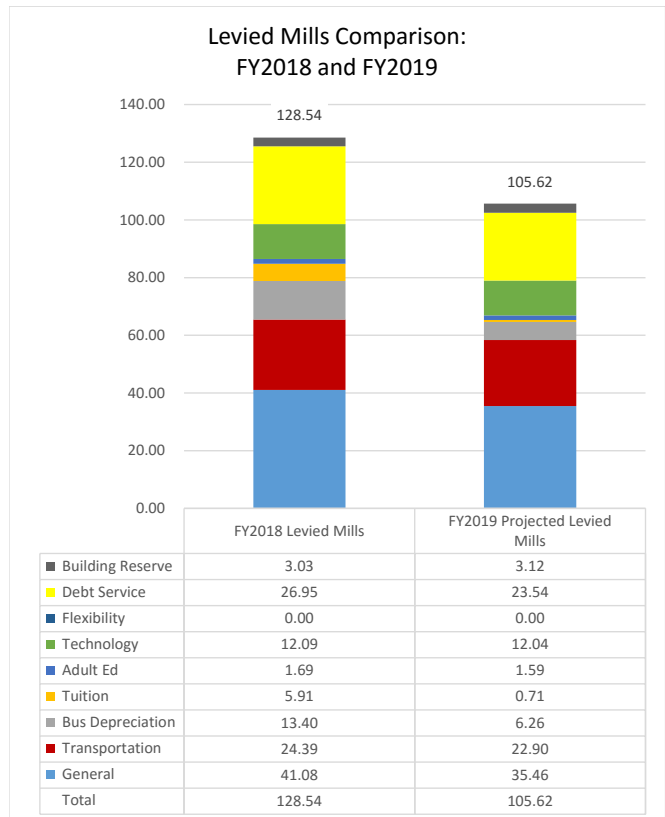
TOTAL - ALL FUNDS

| Fund | <u>2017-18 Actual Levies</u> | | <u>2018-19 Levies</u> | | | | | | |
|---------------------------|------------------------------|---------------|-----------------------|---------------|---------------------|----------------|------------------------------------|------------------------------------|--|
| | \$ | Mills | \$ | Mills | Change \$ | Change Mills | Est. Annual Tax Impact \$100K home | Est. Annual Tax Impact \$200K home | |
| General - BASE | \$ 210,787 | 25.49 | \$ 165,444 | 19.93 | \$ (45,343) | (5.56) | \$ (7.51) | \$ (15.02) | |
| General - OverBASE | \$ 128,915 | 15.59 | \$ 128,915 | 15.53 | \$ - | (0.06) | \$ (0.08) | \$ (0.16) | |
| Transportation | \$ 201,740 | 24.39 | \$ 190,142 | 22.90 | \$ (11,597) | (1.49) | \$ (2.01) | \$ (4.02) | |
| Bus Depreciation | \$ 110,877 | 13.40 | \$ 51,938 | 6.26 | \$ (58,938) | (7.14) | \$ (9.64) | \$ (19.28) | |
| Tuition | \$ 48,922 | 5.91 | \$ 5,871 | 0.71 | \$ (43,051) | (5.20) | \$ (7.02) | \$ (14.04) | |
| Adult Ed | \$ 14,000 | 1.69 | \$ 13,234 | 1.59 | \$ (766) | (0.10) | \$ (0.14) | \$ (0.28) | |
| Technology | \$ 100,000 | 12.09 | \$ 100,000 | 12.04 | \$ - | (0.05) | \$ (0.07) | \$ (0.14) | |
| Flexibility | \$ - | - | \$ - | - | \$ - | - | \$ - | \$ - | |
| Debt Service | \$ 222,878 | 26.95 | \$ 195,479 | 23.54 | \$ (27,399) | (3.41) | \$ (4.60) | \$ (9.20) | |
| ilding Reserve Permissive | \$ 25,100 | 3.03 | \$ 25,900 | 3.12 | \$ 800 | 0.09 | \$ 0.12 | \$ 0.24 | |
| Building Reserve Voted | \$ - | - | \$ - | - | \$ - | - | \$ - | \$ - | |
| Grand Total | \$ 1,063,218 | 128.54 | \$ 876,924 | 105.62 | \$ (186,294) | (22.92) | \$ (30.95) | \$ (61.90) | |

II. LEVIED DOLLARS 1 YEAR COMPARISON



III. LEVIED MILLS 1 YEAR COMPARISON



B. Audit Proposal

Category: Finance

Presented by: Karsen Drury

Attachments: Audit Proposal following pages

Facts to Consider: The District is required by law to conduct an annual audit. We entered into a 1 year contract with Rudd & Co for the FY17 audit as a trial. The company did exemplary work and the District would like to continue work with them. Current audit bids are coming in at or above what Rudd & Co has bid.

Superintendent Recommendation: Approve the 3 year audit contract with Rudd & Co.



RUDD & COMPANYSM

certified public accountants | business consultants

July 26, 2018

Cascade Public School District No. 3
Attn: Karsen Drury, District Clerk
321 Central Avenue W.
Cascade, MT 59421

Dear Ms. Drury and the Board of Trustees:

Thank you for the opportunity to present our qualifications to continue to provide professional audit services to the Cascade Public School District No. 3 (the "District") for the years ending June 30, 2018 through 2020. We are committed to providing you with the highest quality service.

Our fee proposal for the audit and financial statement preparation is \$13,000 for fiscal year 2018, \$13,500 for 2019, and \$14,000 for 2020. Based on last year's costs, we estimate additional travel costs of \$1,500 per year. These fees are based on a three year engagement and includes related advice and consultations necessary for the audit as well as throughout the year. **These fees represent a discount of over \$23,000 from our regular rates and in last year's audit, we wrote off over \$19,000 of our fees.** We know school districts must try to cut costs whenever they can in order to keep up with the rising costs of education and the decreasing state support and we recognize the valuable services provided to the community by the District so we strive to keep our costs low. The rising number of governmental accounting standards have forced us to consider this rate increase. Our estimated hours and rates for the three year engagement (noted above) and a one year engagement are included in Attachment I for your review.

We have also included the resumes of the partner and staff that would perform the work on your audit along with our latest peer review report, peer review acceptance report, and Montana Department of Administration audit roster certificate.

We hope our proposal conveys our commitment to the District, and we look forward to continuing our relationship with you. Please feel free to contact Julie Kostelecky, Partner, or Dane Hancock, Manager, at (406) 585-3393 if you have any questions.

Sincerely,

Rudd & Company, PLLC

Rudd & Company, PLLC

IDAHO FALLS | REXBURG | DRIGGS | BOZEMAN | WEST YELLOWSTONE | HELENA

3805 Valley Commons Drive, Suite 7 | Bozeman, MT 59718 | 406-585-3393 | www.ruddco.com

Proposed Audit Fees – 2018

Three Year Engagement

| Personnel Level | Hours | Rate per Hour | Total |
|--|-----------|---------------|------------------------|
| Partner | 35 | 185 | \$6,475 |
| Manager | 65 | 110 | 7,150 |
| Staff | <u>65</u> | 105 | <u>6,825</u> |
| Proposed Hours | 165 | | |
| Total Proposed Price for Audit Personnel | | | 20,450 |
| Discount | | | <u>(7,450)</u> |
| Total Price Proposed for this Engagement | | | <u>\$13,000</u> |
| Estimated Travel Costs (includes travel time, mileage and meals) | | | <u>\$1,500</u> |

Proposed Audit Fees – 2019

Three Year Engagement

| Personnel Level | Hours | Rate per Hour | Total |
|--|-----------|---------------|------------------------|
| Partner | 35 | 190 | \$6,650 |
| Manager | 65 | 115 | 7,475 |
| Staff | <u>65</u> | 110 | <u>7,150</u> |
| Proposed Hours | 165 | | |
| Total Proposed Price for Audit Personnel | | | 21,275 |
| Discount | | | <u>(7,775)</u> |
| Total Price Proposed for this Engagement | | | <u>\$13,500</u> |
| Estimated Travel Costs (includes travel time, mileage and meals) | | | <u>\$1,500</u> |

Proposed Audit Fees – 2020

Three Year Engagement

| Personnel Level | Hours | Rate per Hour | Total |
|--|-----------|---------------|------------------------|
| Partner | 35 | 195 | \$6,825 |
| Manager | 65 | 120 | 7,800 |
| Staff | <u>65</u> | 115 | <u>7,475</u> |
| Proposed Hours | 165 | | |
| Total Proposed Price for Audit Personnel | | | 22,100 |
| Discount | | | <u>(8,100)</u> |
| Total Price Proposed for this Engagement | | | <u>\$14,000</u> |
| Estimated Travel Costs (includes travel time, mileage and meals) | | | <u>\$1,500</u> |

Proposed Audit Fees – 2018

One Year Engagement

| Personnel Level | Hours | Rate per Hour | Total |
|--|-----------|---------------|------------------------|
| Partner | 35 | 185 | \$6,475 |
| Manager | 65 | 110 | 7,150 |
| Staff | <u>65</u> | 105 | <u>6,825</u> |
| Proposed Hours | 165 | | |
| Total Proposed Price for Audit Personnel | | | 20,450 |
| Discount | | | <u>(5,450)</u> |
| Total Price Proposed for this Engagement | | | <u>\$15,000</u> |
| Estimated Travel Costs (includes travel time, mileage and meals) | | | <u>\$1,500</u> |

C. Classified Salary Schedule

Category: Personnel

Presented by: Rick Miller, Karsen Drury

Attachments: Salary Schedule

Facts to Consider: The classified salary schedule has not been updated on a regular annual basis, which has left some positions chronically under paid. As a result, the District has had difficulty attracting highly qualified personnel for positions such as paraprofessionals, which often require working with some of our neediest students. If we as a District want to meet the goals of our strategic plan, number one being student achievement, we have to employ quality staff to provide quality educational services.

Superintendent and Finance Committee Recommendation: Approve recommendation to update Classified Salary Schedule.



Classified Staff Pay Matrix

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

D. Student and Athletic Handbook Correction

Category: Policy

Presented by: Rick Miller

Attachments: Correction on following page

Facts to Consider: There was conflicting language regarding the attendance policy in the Student and Athletic Handbooks. The correction will consistently state the attendance policy between all handbooks. The first attached page states the correct language, the second page shows the areas to the Student and Athletic Handbooks that will be corrected.

Superintendent Recommendation: Approve the corrections to the Student and Athletic Handbooks.

Attendance the Day of an Activity

- Students must be present for a FULL day of school in order to participate in ANY extracurricular activities, including practices. Exceptions may be granted for reasons such as bereavement, a family emergency, court appearance, or a doctor/dentist appointment, as long as the student returns to school with official documentation from the medical/dental office and the student has received **prior approval from the administration**. A student who leaves school early due to an illness is considered too ill to participate in athletics that day and shall not be allowed to attend a practice or contest.
- Students must not leave school during class periods or between classes unless they have reported to the office and received permission from the administration. Students who leave the school building without checking out will accrue an unexcused absence and will be subject to the consequences as for any other unexcused absence. The Cascade County Sheriff's Department will be called to locate any student who cannot be located within 30 minutes of being reported as missing from an assigned class or area.
- If a student is absent any portion of a school day in which a team practice or extracurricular contest is scheduled, and the absence is caused from an illness (especially contagious coughs and colds, flu-like illnesses, fever, respiratory illness, chicken pox, pink eye), he or she is not permitted to attend after school practices or participate in the event. If a student is not well enough to attend school, he/she is not well enough to attend a team practice or competition either. Documentation from a doctor's office stating the student is not contagious to others must be provided in order to excuse him/her from this requirement.
- If a student athlete is injured during an athletic practice or event, and seeks medical advice, that student athlete may not return to practice or contests until Cascade Public Schools receives documentation from a doctor releasing that student to full participation.
- Students participating in events that return home late at night must be in school at the regular time the following day unless prior approval is given by the administration. In such cases, arrangements should be made by the coach or advisor with the administration ahead of time.

Student Handbook P

Students must be present for a FULL day of school in order to participate in ANY after school extracurricular activities, including practices. The only exception is if the student has a professional appointment (doctor's appointment).

Administrative approval from the activity director and principal along with documentation from the appointment office must be provided to the attendance secretary in order to excuse him/her from this full day present requirement. Administration may require that the doctor's note be notarized to ensure authenticity.

Students must not leave school during class periods or between classes unless they have reported to the office and received permission. Students who leave the school building without checking out will accrue an unexcused absence and will be subject to the consequences as for any other unexcused absence. The Cascade County Sheriff's Department will be called to locate any student who cannot be located within 30 minutes of being reported as missing from an assigned class or area.

If a student is absent any portion of a school day in which a team practice or extracurricular contest is scheduled, and the absence is caused from an illness (especially contagious coughs and colds, flu-like illnesses, fever, respiratory illness, chicken pox, pink eye), he or she is not permitted to attend after school practices or participate in the event. If a student is not well enough to attend school, he/she is not well enough to attend a team practice or competition either. Documentation from a doctor's appointment office stating the student is not contagious to others must be provided in order to excuse him/her from this requirement. This does not apply to contests or events held on Saturdays. Students participating in events that return home late at night (after 12:00 midnight) must be in school the following day at the regular starting time unless prior approval is given by the principal. In such cases, arrangements should be made by the coach or advisor with the principal ahead of time. Senior students will be allowed TWO days to attend college related activities and these days will not be counted against them.

Activities Handbook

Attendance the Day of an Activity

- 1.** If a student misses more than three hours of instructional time (180 minutes), in which a team practice or extracurricular contest is scheduled, he or she is not permitted to attend after school practices or participate in the event. An exception will be made for bereavement, a family emergency, court appearance, or a doctor/dentist appointment, as long as the student returns to school with official documentation from the medical/dental office. A student who leaves school early due to an illness is considered too ill to participate in athletics that day and may not be allowed to attend a practice or contest.
- 2.** If a student is absent from school due to a contagious illness, he or she is no permitted to attend after school practices or participate in contests until the school receives documentation from a doctor stating the student is no longer contagious. If a student athlete is injured during an athletic practice or event, and seeks medical advice, that student athlete may not return to practice or contests until Cascade Public Schools receives documentation from a doctor releasing that student to full participation.
- 3.** Students participating in events that return home late at night (after 12:00 midnight) must be in school the following day, at the regular starting time, unless prior approval is given by the principal. In such cases, coaches and advisors should make arrangements with the principal ahead of time.

- E. Recommendation for Coaching: HSFb Asst Volunteer, James Lewis**
Category: Personnel
Presented by: Rick Miller, Sonja Mazaira
Attachments: None
Facts to Consider: The following personnel are being recommended for coaching positions:
HSFB Asst Volunteer: James Lewis
Superintendent Recommendation: Approve recommendations for James Lewis as HSFb Asst Volunteer.
- F. Recommendation for Custodian, Steven Boettger**
Category: Personnel
Presented by: Rick Miller
Attachments: None
Facts to Consider: Steven “Jake” Boettger has been a full time sub over the summer months and is being recommended for full time custodian. Jake has proven to be a hard honest worker, willing to take on any project. He will be a great addition to the full time custodial staff.
Superintendent Recommendation: Approve Jake Boettger for full time custodial position.
- G. Recommendation for Paraprofessional, Julianne Reum**
Category: Personnel
Presented by: Rick Miller
Attachments: None
Facts to Consider: Cascade Schools has been in need of highly qualified paraprofessionals for over a year, and we are fortunate to have two very qualified applicants. Julianne Reum is an experienced Special Needs Educator with a wide variety of instructional skills, including sign language, occupational therapy methods, IEPs, and targeted instruction with high needs students.
Superintendent Recommendation: Approve Julianne Reum for paraprofessional, pending background check results.
- H. Recommendation for Paraprofessional, Mindy Schrecengost**
Category: Personnel
Presented by: Rick Miller
Attachments: None
Facts to Consider: Cascade Schools has been in need of highly qualified paraprofessionals for over a year, and we are fortunate to have two very qualified applicants. Mindy Schrecengost is an experienced paraprofessional with over 5 years experience, and is currently working towards her degree in elementary education. Mindy has been a hard working dedicated employee, always striving to fill any role needed from para, to substitute, to maintenance.
Superintendent Recommendation: Approve Mindy Schrecengost for paraprofessional.
- I. Maintenance Supervisor Compensation**
Category: Personnel
Presented by: Rick Miller
Attachments: None
Facts to Consider: The Maintenance Supervisor position has been vacant. In the meantime, our lead custodians took on supervisory duties and additional workload, without adequate compensation. The recommendation is being made to financially compensate their additional duties and time.
Superintendent Recommendation: Approve the compensation pay for Maintenance Supervisors.
- J. Recommendation For Maintenance Supervisor**
Category: Personnel
Presented by: Rick Miller
Attachments: None
Facts to Consider: Applications were reviewed and interviews conducted for the Maintenance Supervisor position.
Superintendent Recommendation: Approve recommendation for Maintenance Supervisor.

K. NorthCentral Learning Resource Center Board Representative

Category: Curriculum

Presented by: Rick Miller

Attachments: See following attachment.

Facts to Consider: Northcentral Learning Resource Center's form completion is necessary for continuing with the District's Special Ed Coop.

Superintendent Recommendation: Approve the NCLRC Board Representative.

**Northcentral Learning Resource Center
2018-2019 Board Representative**

School District: _____

At a regular school board meeting, held on

_____, the _____ **School**
(Date) (District Name)

Board designated _____ **as their**
(Superintendent Name)

Representative for the Northcentral Learning Resource

Center Advisory Board and designated

_____ **as their alternative representative.**
(Principal or Other Designee)

School Board Chairman Signature

Date

L. McGraw Hill History Textbooks

Category: Curriculum

Presented by: Rick Miller

Attachments: See following attachment.

Facts to Consider: In compliance with Policy 6110P Administration, the Superintendent will recommend textbooks to update curriculum. Our history curriculum has not been updated in years and the attached quote for history textbooks is being recommended for Board approval.

Superintendent Recommendation: Approve McGraw Hill History textbooks.



Because learning changes everything.™

| Product Description | ISBN | Qty | Unit Price | Free Materials | Line Subtotal |
|---|-------------------|---------------------|------------|----------------|-----------------|
| DOP: A History of the US - Early Years | | | | | |
| DISCOVERING OUR PAST A HISTORY OF THE UNITED STATES EARLY YEARS STUDENT EDITION | 978-0-07-676655-0 | 25 30 | \$77.82 | \$0.00 | \$2,323.70 |
| DISCOVERING OUR PAST A HIST OF THE US EARLY YRS TCHR STE WLRNSMRT 6 YR BUNDLE | 978-0-07-677899-7 | 1 | \$400.83 | \$400.83 | *Free Materials |
| DOP: A History of the US - Early Years Subtotal: | | | | \$400.83 | \$2,723.70 |

| | | | | | |
|--|-------------------|---------------------|----------|----------|-----------------|
| DOP: A History of the US - Modern Times | | | | | |
| DISCOVERING OUR PAST A HISTORY OF THE UNITED STATES MODERN TIMES STUDENT EDITION | 978-0-07-897476-2 | 25 30 | \$83.46 | \$0.00 | \$2,921.30 |
| DISCVRNG OUR PAST A HIST OF THE US MODRN TIMES TCHR SUITE 6YR BNDL | 978-0-07-885879-8 | 1 | \$390.00 | \$390.00 | *Free Materials |
| DOP: A History of the US - Modern Times Subtotal: | | | | \$390.00 | \$2,921.10 |

Total = 4838.40



Because learning changes everything.™

| Product Description | ISBN | Qty | Unit Price | Free Materials | Line Subtotal |
|--|-------------------|---------------------|------------|----------------|-----------------|
| DOP: A History of the US - Early Years | | | | | |
| DISCOVERING OUR PAST A HIST OF THE US EARLY YRS STDNT STE WLRNSMRT 6 YR BUNDLE | 978-0-07-677893-5 | 25 30 | \$100.89 | \$0.00 | \$3,531.15 |
| DISCOVERING OUR PAST A HIST OF THE US EARLY YRS TCHR STE WLRNSMRT 6 YR BUNDLE | 978-0-07-677899-7 | 1 | \$400.83 | \$400.83 | *Free Materials |
| DOP: A History of the US - Early Years Subtotal: | | | | \$400.83 | \$3,531.15 |

| | | | | | |
|--|-------------------|---------------------|----------|----------|-----------------|
| DOP: A History of the US - Modern Times | | | | | |
| DISCOVERING OUR PAST A HIST OF THE US MODRN TIMES STDNT STE 6YR BNDL | 978-0-07-898382-5 | 25 30 | \$104.01 | \$0.00 | \$3,640.35 |
| DISCVRNG OUR PAST A HIST OF THE US MODRN TIMES TCHR SUITE 6YR BNDL | 978-0-07-885879-8 | 1 | \$390.00 | \$390.00 | *Free Materials |
| DOP: A History of the US - Modern Times Subtotal: | | | | \$390.00 | \$3,640.35 |

Total = 6147

M. School Van

Category: Transportation

Presented by: Rick Miller

Attachments: None

Facts to Consider: The Transportation Committee has found and is recommending an additional school van. The van seats 6 plus driver, has low mileage, and is in excellent condition. This will eventually replace our older white mini van and help aid in transportation needs with our shortage of bus drivers. The cost of the van is \$16,750.

Superintendent Recommendation: Approve the purchase for school van.

N. Policy 3145 Foreign Exchange Students–Second Reading

Category: Policy

Presented by: Mr. Miller

Attachments: Policy 3145 on following pages

Facts to Consider: The current policy stipulates a two student limit on foreign exchange students. There is the possibility of a third exchange student in the district from a different exchange program. MTSBA advised that in order to have more students, the policy will need to be changed to reflect accommodating more students. The Board will need to have a first reading and then a second meeting to vote.

Superintendent Recommendation: Approve the second reading of Policy 3145 Foreign Exchange Students.

O. Policy 7320 Financial Management–Second Reading

Category: Policy

Presented by: Mr. Miller

Attachments: Policy 7320 on following pages

Facts to Consider: The current policy authorizes the Superintendent to direct expenditures and purchases of stipulated amounts without advance Board approval. Mr. Miller recommends lowering the stipulated amounts, which are struck out and edited in bold.

Superintendent Recommendation: Approve the second reading of Policy 7320 Financial Management.

P. Policy 1332 Authorization of Signatures–Second Reading

Category: Policy

Presented by: Mr. Miller

Attachments: Policy 1332 on following pages

Facts to Consider: The current policy authorizes the Superintendent to direct expenditures and purchases of stipulated amounts without advance Board approval. Mr. Miller recommends lowering the stipulated amounts, which are struck out and edited in bold.

Superintendent Recommendation: Approve the second reading of Policy 1332 Authorization of Signatures.

Cascade School District

STUDENTS

3145
page 1 of 3

Foreign Exchange Students

The District finds that foreign exchange students add to the richness of the high school setting for both District and foreign students. Thus, the District is willing to enroll a manageable number of foreign exchange students.

To protect the interests of the District and students, the District has adopted the following policies (it should be remembered that foreign exchange students are educated at the expense of the taxpayers of the District and the state of Montana):

1. The foreign exchange student must be eighteen (18) years of age or younger at the time of enrollment;
2. The foreign exchange student must reside with a legal resident of the District. Exceptions may be granted.
3. The foreign exchange student must have sufficient knowledge of the English language to enable effective communication and to use instructional materials and textbooks printed in English.
 - a. The District may administer an English proficiency test of its choosing, which will supersede all other tests.
 - b. If an organization places a student who, on arrival, is deemed by the District to be deficient in English language proficiency, the organization will either terminate the student's placement or provide and pay for tutorial help until the student reaches proficiency, as determined by the District.

Academic Standards and Graduation

1. A foreign exchange student will be expected to meet all appropriate standards required of any student enrolled in the District.
2. Foreign exchange students may not graduate or receive a diploma from Cascade High School. However, they may participate in ceremonies and receive a certificate of attendance.

Orientation by the Exchange Organization

1. Orientation, both pre-departure and upon arrival in the United States, must be provided to the exchange student.

2. Orientation must also be provided to the host family in advance of the exchange student's arrival. The family should be advised of potential problems in hosting an exchange student and provided with suggestions for coping with these problems.
3. The student's host family and the District must be provided written information which includes at least:
 - a. Name, address, and phone number of both local and area coordinators for the exchange organization.
 - b. A twenty-four-(24)-hour emergency telephone number for immediate assistance by the exchange organization.

Supervision

1. The sponsoring foreign student exchange organization must assume the final responsibility of resolving problems, including, if necessary, the changing of host families or the early return home of the exchange student because of personal, family, or school difficulties.
2. The sponsoring foreign student exchange organization must contact the exchange student and host family periodically throughout the exchange visit to ensure that problems are dealt with promptly and effectively.
3. The host family must be available and willing to meet with school personnel when functions or conditions require it.

Student Opportunities and Responsibilities

1. Required Courses. Foreign exchange students will be expected to enroll in the following academic classes while attending Cascade High School:
 - a. One (1) English class;
 - b. One (1) United States history class or one (1) government class;
 - c. Maintain enrollment in at least six (6) classes.
2. Athletic Program. Foreign exchange students are eligible to participate in the Cascade High School Activities Program. Guidelines for participation are set by District policy and by the Montana High School Association, as follows:
 - a. RECOGNITION. The student must be a participant of an "official Foreign

Exchange Program” as defined in the publication from the National Association of Secondary School Principals, entitled, “Advisory List of International Educational Travel and Exchange Programs”.

- b. GRADUATION. The student cannot have graduated or received a diploma in his/her own country.
3. Student Fees. Foreign exchange students are expected to pay all yearbook fees, lab fees, prom tickets, athletic fees, cap and gown fees, lunch prices, and all other school-incurred expenses that are expected of other students enrolled in Cascade High School.
4. Achievement and Discipline. Foreign exchange students must maintain passing grades in all classes, follow rules and regulations of District student policies, and show satisfactory discipline and attendance. Failure to comply with these expectations may result in dismissal of the student from the District Foreign Exchange Program.
5. Scholarship(s). The District will not include names of foreign exchange students in its formal class-rank listing based on cumulative grade point average, nor will foreign exchange students be eligible to apply for any local scholarship.

Placement Quotas for Foreign Student Exchange Organizations

1. ~~Cascade High School will accept a maximum of two (2) individually sponsored exchange students, on a first-come, first-served basis.~~
Cascade High School will not accept foreign exchange students when doing so would require hiring additional staff or providing educational 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.
2. The fact that a foreign exchange organization has located a host family within the District does not infer the District will automatically enroll the student. While the organization may develop such an agreement with a host family, the family should be advised it is contingent upon admission to Cascade High School.

Legal Reference: 20 U.S.C. 221, et seq.

Policy History:

Adopted on: March 18, 2008

Revised on:

Cascade School District

FINANCIAL MANAGEMENT

7320
page 1 of 2

Purchasing

Authorization and Control

The Superintendent is authorized to direct expenditures and purchases within limits of the detailed annual budget for the school year. The Board must approve purchase of capital outlay items, when the aggregate total of a requisition exceeds ~~\$50,000~~ **\$15,000** (*cannot exceed \$80,000 \$20,000*), except the Superintendent shall have the authority to make capital outlay purchases without advance approval when necessary to protect the interests of the District or the health and safety of staff or students. The Superintendent will establish requisition and purchase order procedures to control and maintain proper accounting of expenditure of funds. Staff who obligate the District without proper authorization may be held personally responsible for payment of such obligations.

Bids and Contracts

Whenever any building furnishing, repairing, or other work for the benefit of the District or purchasing of supplies for the District is necessary, the work done or the purchase made must be by contract if the sum exceeds Eighty Thousand Dollars (\$80,000). The District will call for formal bids by issuing public notice as specified in statute. Specifications will be prepared and made available to all vendors interested in submitting a bid. The contract shall be awarded to the lowest responsible bidder, except that the trustees may reject any or all bids. The Board, in making a determination as to which vendor is the lowest responsible bidder, will take into consideration not only the amount of each bid, but will also consider the skill, ability, and integrity of a vendor to do faithful, conscientious work and to promptly fulfill the contract according to its letter and spirit. Bidding requirements do not apply to a registered professional engineer, surveyor, real estate appraiser, or registered architect; a physician, dentist, pharmacist, or other medical, dental, or health care provider; an attorney; a consulting actuary; a private investigator licensed by any jurisdiction; a claims adjuster; or an accountant licensed under Title 37, Chapter 50.

Advertisement for bid must be made once each week for two (2) consecutive weeks, and a second (2nd) publication must be made not less than five (5) nor more than twelve (12) days before consideration of bids.

The Superintendent will establish bidding and contract-awarding procedures. Bid procedures will be waived only as specified in statute. Any contract required to be let for bid shall contain language to the following effect:

In making a determination as to which vendor is the lowest responsible bidder, if any, the District will take into consideration not only the pecuniary ability of a vendor to perform the contract, but will also consider the skill, ability, and

Cascade School District

THE BOARD OF TRUSTEES

1332

Authorization of Signatures

For the conduct of the business of the District, the Board may grant authority to specific staff to sign certain documents on behalf of the District. The Chair and Clerk are authorized to use a facsimile signature plate or stamp.

Warrants: The Chair and Clerk are authorized to sign all District warrants by facsimile signature on behalf of the Board.

Claim Forms: The Superintendent is authorized to certify voucher or invoice claims against or for the District.

Checks: The school clerk is designated as the custodian of each school building extra-curricular fund account. The school clerk is designated as the custodian of all District petty cash accounts. Staff employed by the District in the following designated positions are authorized to sign on behalf of the Board checks drawn on any specific petty cash account: Superintendent, administrative secretary, school clerk, and assistant clerk.

Contracts for Goods and Services and Leases: The Superintendent is authorized to sign on behalf of the Board, contracts, leases, and/or contracts for goods and services for amounts under ~~Fifty Thousand and 00/100 Dollars (\$50,000)~~ **Fifteen Thousand and 00/100 Dollars (\$15,000)** without prior approval of the Board. The types of goods and services contracted for must be pre-approved by the Board.

Classified Contracts: The Board Chair and Clerk are authorized to sign personnel contracts and agreements of employment on behalf of the Board by facsimile signature.

Negotiated Agreements: Negotiated agreements shall be signed for the District by the Board Chair and the Clerk.

Policy History:

Promulgated on: May 15, 2001

Revised on: October 16, 2007

Reviewed on: Nov 17, 2016

Q. Consent Agenda

1. Minutes Regular Board Meeting July 17, 2018
2. Minutes Special Board Meeting August 7, 2018

Regular Meeting

Cascade School District 3B
Board of Trustees
July 17, 2018 - 6:00 pm

DRAFT

Subject to change upon approval of the board

Board Members Present –

High School Board

Val Fowler - Chair
Deanna Hastings - Vice Chair
Blake Standley
John Rumney
Ruth Mortag

Elementary Board

Deanna Hastings - Vice Chair
Blake Standley
John Rumney
Ruth Mortag

Not Present: Chris Boland

Others Present: Karsen Drury - District Clerk, Rick Miller - Superintendent, Andrea Ethridge, Tracy Taft, Pam Marquis, Patti Hagan, Wesley Hagan, Rick Cummings, Eric Brandt & family, and others who did not sign in.

Val Fowler - Board Chair, called the Board of Trustees meeting to order at 6:03 pm. Mrs. Fowler asked for public comment on **non**-agenda items.

New Business

- A. Recommendation For Termination Without Cause During Probationary Period - Eric Brandt
Deanna Hastings moved, seconded by John Rumney to accept the recommendation to terminate Eric Brandt's employment as maintenance supervisor without cause during the probationary period.
Eric Brandt expressed his opposition of the motion.
Passed unanimously.
- B. Recommendation - HS Business Teacher, Cathy Workman
John Rumney moved, seconded by Ruth Mortag to accept the recommendation to hire Cathy Workman as HS Business Teacher.
The accreditation process to obtain the business endorsement was discussed and established that she had 3 years to do so.
Passed unanimously.
- C. Recommendation - 2018-19 Fall Coaching Positions
Deanna Hastings moved, seconded by Ruth Mortag to accept the recommendation to hire Mona Cooper, Stephanie Perry and Sonja Mazaira for fall coaching positions.
Passed unanimously.

Blake Standley moved, seconded by Deanna Hastings to accept the recommendation to

hire Amanda Tharp for fall coaching position.
Passed unanimously.

D. Policy Revision and Update - First Reading

Policy 7540F1 and F2 were presented. Chairman Fowler discussed the revisions of the current policy and applicable forms. MTSBA is in the process of finalizing the details for the second reading.

Informational

1. Audit Report

At 6:15 pm Rudd & Co phoned in to give a summary report of the 2017.

New Business (continued)

E. Certified Handbook

Deanna Hastings moved, seconded by Ruth Mortag to accept the recommendation to approve the Certified Handbook changes for SY2018-19 with discussed revisions. The board discussed revisions to the handbook including duplicate content, page numbering, referencing personnel by position.
Passed unanimously.

F. Classified Handbook

Deanna Hastings moved, seconded by John Rumney to accept the recommendation to approve the Classified Handbook changes for SY2018-19.
Passed unanimously.

G. Student Handbook

John Rumney moved, seconded by Deanna Hastings to accept the recommendation to approve the Student Handbook changes for SY2018-19. The board discussed revisions to the handbook including changing UGF to University of Providence, dual enrollments and eligibility requirements. Ruth Mortag moved, seconded by John Rumney to amend the recommendation to approve the Student Handbook changes for SY2018-19 with discussed revisions.
Passed unanimously.

H. Student Activities & Athletic Handbook

Deanna Hastings moved, seconded by John Rumney to accept the recommendation to approve the Student Activities & Athletic Handbook changes for SY2018-19. The board discussed revisions to the handbook including adding in the alternate travel form in the handbook. Deanna Hastings moved, seconded by Ruth Mortag to amend the motion to approve the Student Activities & Athletic Handbook changes for SY2018-19 with discussed revisions.
Passed unanimously.

- I. Coaches, Sponsors, Advisors Activities, Athletics Handbook
Deanna Hastings moved, seconded by John Rumney to accept the recommendation to approve the Coaches, Sponsors, Advisors Activities, Athletics Handbook changes for SY2018-19.
The board discussed revisions to the handbook including referencing personnel by position.
Deanna Hastings moved, seconded by John Rumney to amend the motion to approve the Coaches, Sponsors, Advisors Activities, Athletics Handbook changes for SY2018-19 with discussed revisions.
Passed unanimously.
- J. Transportation Handbook
Deanna Hastings moved, seconded by John Rumney to accept the recommendation to approve the Transportation Handbook changes for SY2018-19.
Passed unanimously.
- K. Board Handbook
Deanna Hastings moved, seconded by Blake Standley to accept the recommendation to approve the Board Handbook changes for SY2018-19.
The board discussed revisions to the handbook including updating Policy 1105, correcting policy number 1402 from 1401 for board use of school email.
Ruth Mortag moved, seconded by Deanna Hastings to amend the motion to approve the Board Handbook changes for SY2018-19 with discussed revisions.
Passed unanimously.
- L. Early K Program
Blake Standley moved, seconded by John Rumney to approve Cascade School's Early K Program.
It was informed that enrollment in the Early K program was 7-10 students at present. Public comment by Pam Marquis, Felicia O'Brien and Andrea Ethridge was made.
The board discussed that the Early K program is funded off of ANB (average number belonging) each year, not through tax dollars. In order to break even, at least 6 students would need to be enrolled in the program.
Passed unanimously.
- M. District Signature Updates
John Rumney moved, seconded by Deanna Hastings to update the district signatures.
Passed unanimously.
- N. Stockmens Bank Signature Updates
Deanna Hastings moved, seconded by John Rumney to update the Stockmens Bank signatures.
Passed unanimously.

O. Consent Agenda

1. Minutes Regular Board Meeting May 15, 2018
2. Minutes Regular Board Meeting June 26, 2018
3. Minutes Special Board Meeting June 29, 2018
4. Business Claims (**5668-5698, EXCLUDING: 5671**)

The board inquired of certain claims.

5. Student Activity Account

The board inquired of the negative student activity balances. Mr. Miller has been apprised of the situation and will look into it.

John Rumney moved, seconded by Blake Standley to approve the consent agenda.

Passed unanimously.

Superintendent Report

A. Interlocal Year End Recap

- a. Karsen Drury presented fiscal year end 2018 figures--\$15,000 was transferred from General Fund to Compensated Absences Fund, \$129,824 was transferred from Transportation to Interlocal Fund, on average 100% of revenue was collected throughout all of the budget funds, 90% of the overall budget was expended.

B. Future Allocations

- a. Presented the pixellot system, discussed the science room needs - bringing water and gas back into the room for experiments.

C. E-Grant Training

- a. Karsen Drury spoke to the E-Grants training on July 9th and informed that she and Mr. Miller would be going to the August 9th training in Helena as well.

D. County Transportation

- a. Meeting to be held Thursday, July 19th at 9:30 am.

E. Technology

- a. Going over technology budget, presented School House IT bid for contracting out technology services as opposed to hiring a technology director. The contract would be annually for \$40,800 and include many services, with a person on sight 1 day per week. The board discussed the pros and cons of each option and requested Mr. Miller present them with more research comparing the options.

- b. E-Rate was explained to the board as a credit to our bill and not actual revenue.

F. Preliminary Budget

- a. Started on line item budget.

G. Mr. Miller brought it to the board's attention that the current Policy 3145 pertaining to Foreign Exchange Students sets a cap at two per year. The board decided to pursue amending the policy for the upcoming school year.

H. Board Hours: to be updated next board meeting

Committee Report

A. Finance and Budget - Set up meeting date.

B. Transportation - Met July 3rd, Rick, Damon, Chris, Blake and Deanna. Approved routes

for county meeting - no changes. Drivers need CPR training - Tilleman will do class. Looking for a new van for driver's ed/overflow transportation for activities/athletics/personnel. Seat belts in new buses. No reimbursements for personal vehicles used for school events when school vehicles are available. Need activity drivers.

- C. Facilities and Grounds - Met July 12, Rick, John, Blake, Chris, Mindy, Katie, Karsen. Report from maintenance department on summer maintenance. Science lab - needs water and gas hooked up to the stations. Tower - needs masonry work and other fixes done.

Recess 8:35 - 8:40

Announcements

- A. **Next Regular School Board Meeting August 20, 2018 at 6:00pm**
- B. MTSBA Events:
 - a. Summer Symposium Video Option, July 20, 2018
 - b. Policy/Negotiations Symposium, July 25-26, Helena or Video Option (Required attendance for Negotiations Committee)
 - c. School Activities Hot Topics Seminar, Aug 9, 2018, Helena or Video Option
 - d. MT-PEC SUMMIT - Strategic Governance/Transformational Leadership, Sept 11-21, 2018

District Clerk Evaluation (Executive Session)

At 8:42 Chairman Val Fowler closed the meeting to conduct the evaluation of the District Clerk. At she reopened the meeting to the public at 9:10 pm.

Adjournment

At 9:17 pm John Rumney moved, seconded by Ruth Mortag **to adjourn.**
Passed unanimously.

Val Fowler, Board Chair

ATTEST: Karsen Drury, District Clerk

Date Signed _____

Special Meeting

Cascade School District 3B

Board of Trustees

August 7, 2018 - 6:00 pm

DRAFT

Subject to change upon approval of the board

Board Members Present –

High School Board

Val Fowler - Chair

Chris Boland

John Rumney

Ruth Mortag

Elementary Board

Chris Boland

John Rumney

Ruth Mortag

Not Present: Blake Standley, Deanna Hastings

Others Present: Rick Miller - Superintendent, Karsen Drury - District Clerk, Andrea Ethridge, Jeff Patterson

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

New Business

A. Schoolhouse IT

Jeff Patterson from School House IT, based in Great Falls, informed the Board that the buy out of the server will be at face value if the contract should end with the company. Currently, 19 schools have the same model CPS chose, although CPS has a higher level of service within the model, which includes having a person on site once a week where most schools are twice a month. In the event of a “disaster,” Schoolhouse IT will work as long as it takes outside of that once a week visit to find a solution as a part of their service agreement. The “boots on the ground” service (once a week visit) is to take care of day to day, non emergency issues. Once the contract is up, CPS can reduce the on site visits as the current contract does not lock into the future contracts. Schoolhouse IT will provide recommendations for the best course of action in particular situations and best products for desired curriculum and security. Although the District can pay on own terms (annually, quarterly, monthly), there is no prepayment discount. Schoolhouse IT does not enforce CPS policy and will not act as surveillance for students or staff.

John Rumney moved, seconded by Chris Boland to approve the recommendation to contract with Schoolhouse IT.

Passed unanimously.

B. SY2018-19 Calendar

Chris Boland moved, seconded by Ruth Mortag to approve the changes to the SY2018-19 Calendar.

The 2018 Badger Invitational was placed on the wrong day and the calendar was

updated to reflect the correction.
Passed unanimously.

- C. Policy 3145 Foreign Exchange Students - First Reading
The policy was revised from allowing 2 foreign exchange students to be enrolled at CPS per year to allowing the number of enrolled foreign exchange students per year up to the discretion of the superintendent based on class sizes and funding.
- D. Policy 7320 Financial Management - First Reading
The policy was revised to decrease the Superintendent's spending authority from \$50,000, not to exceed \$80,000 to \$15,000, not to exceed \$20,000.
- E. Policy 1332 - Authorization of Signatures - First Reading
The policy was revised to reflect the changes made in Policy 7320.
- F. Policy 7450F1,F5 Rental Agreement and Rules - Second Reading
John Rumney moved, seconded by Chris Boland to adopt Policy 7450F1, F5.
Passed unanimously.

Superintendent Report

- A. Policy 1105 - Previously reviewed by Policy Committee 4/18 and edited by MTSBA
 - a. Miller informed the board that this policy, which removed the verbiage of Deep Creek trustee representation, was previously approved, but had not been updated on the website or in the policy manual and will be doing so.
- B. Maintenance Supervisor Pay
 - a. Miller informed the board that the maintenance supervisor position may be taking on additional technology related responsibilities and compensation for those tasks will be paid for out of the Technology Fund.

Adjournment

At 6:48 Chris Boland moved, seconded Ruth Mortag by **to adjourn.**

Passed unanimously.

Val Fowler, Board Chair

ATTEST: Karsen Drury, District Clerk

Date Signed _____

3. Business Claims

08/17/18
10:03:33

CASCADE PUBLIC SCHOOLS
Claim Details
For the Accounting Period: 7/18

Page: 1 of 5
Report ID: AP100

* ... Over spent expenditure

| Claim | Warrant | Vendor #/Name | Amount | | | Acct/Source/ | | |
|--------|---------|---|-------------|------|----------|--------------|-----|------|
| Line # | | Invoice #/Inv Date/Description | Line Amount | PO # | Fund Org | Prog-Func | Obj | Proj |
| 5699 | 10226S | 829 MONTANA HIGH SCHOOL ASSOCIATIO | 3,350.00 | | | | | |
| 1 | | 07/15/18 FY19 Annual Dues & Fees | 3,000.00 | | 201 | 720-3500 | 810 | |
| 2 | | 07/15/18 FY19 Liability Catastrophe Pla | 285.00 | | 201 | 720-3500 | 810 | |
| 3 | | 07/15/18 FY19 Concussion Insurance | 65.00 | | 201 | 720-3500 | 810 | |
| 5700 | 10227S | 1150 MSGIA | 49,120.00 | | | | | |
| 1 | | PC1913011 07/01/18 FY19 Property & Liability I | 12,280.00 | | 101 | 100-2300 | 520 | |
| 2 | | PC1913011 07/01/18 FY19 Property & Liability I | 12,280.00 | | 201 | 100-2300 | 520 | |
| 3 | | PC1913011 07/01/18 FY19 Property & Liability I | 12,280.00* | | 110 | 100-2300 | 520 | |
| 4 | | PC1913011 07/01/18 FY19 Property & Liability I | 12,280.00* | | 210 | 100-2300 | 520 | |
| 5702 | 10230S | 3994 AWARE | 11,144.99 | | | | | |
| 1 | | 310523 07/02/18 Medicaid Remittance | 2,575.81* | | 115 | 100-2100 | 330 | 555 |
| | | 310523 | | | | | | |
| 2 | | 315020 07/09/18 Medicaid Remittance | 3,501.76* | | 115 | 100-2100 | 330 | 555 |
| 3 | | 319401 07/16/18 Medicaid Remittance | 4,141.47* | | 115 | 100-2100 | 330 | 555 |
| 4 | | 323517 07/23/18 Medicaid Remittance | 925.95* | | 115 | 100-2100 | 330 | 555 |
| 5703 | 10228S | 6 A&I DISTRIBUTORS | 2,785.10 | | | | | |
| 1 | | 3151735 07/05/18 Supplies | 2,785.10 | 177 | 110 | 999 | | |
| | | SCHRECENGO | | | | | | |
| | | PO Accounting (Org/Prog/Func/Obj/Proj: -100-2700-610- | | | | | | |
| 5704 | 10231S | 1157 BUG DOCTOR | 163.00 | | | | | |
| 1 | | 8529 07/03/18 Pest Control | 57.50 | | 101 | 100-2600 | 340 | |
| 2 | | 8529 07/03/18 Pest Control | 57.50 | | 201 | 100-2600 | 340 | |
| 3 | | 8529 07/08/18 Pest Control | 24.00 | | 101 | 100-2600 | 340 | |
| 4 | | 8529 07/08/18 Pest Control | 24.00 | | 201 | 100-2600 | 340 | |
| 5705 | 10232S | 407 CENTURY LINK | 11.63 | | | | | |
| 1 | | 1444577182 06/30/18 Long Distance - June | 2.79 | | 101 | 100-2600 | 531 | |
| 2 | | 1444577182 06/30/18 Long Distance - June | 2.79 | | 110 | 100-2700 | 531 | |
| 3 | | 1444577182 06/30/18 Long Distance - June | 1.86 | | 201 | 100-2600 | 531 | |
| 4 | | 1444577182 06/30/18 Long Distance - June | 4.19 | | 210 | 100-2700 | 531 | |
| 5706 | 10233S | 2163 CENTURY LINK | 302.98 | | | | | |
| 1 | | 07/01/18 Phone Lines - June | 72.71 | | 101 | 100-2600 | 531 | |
| 2 | | 07/01/18 Phone Lines - June | 48.48 | | 110 | 100-2700 | 531 | |
| 3 | | 07/01/18 Phone Lines - June | 72.72 | | 201 | 100-2600 | 531 | |
| 4 | | 07/01/18 Phone Lines - June | 109.07 | | 210 | 100-2700 | 531 | |
| 5707 | 10235S | 1674 DIDAX INCORPORATED | 293.20 | | | | | |
| 1 | | 509982 07/05/18 Eureka Math Place Value Disks | 65.00 | | 101 | 100-1000 | 610 | |
| 2 | | 509982 07/05/18 Tangrams Classpack of 30 | 28.95 | | 101 | 100-1000 | 610 | |
| 3 | | 509982 07/05/18 Triman 360 Circle Protractor, | 86.85 | | 101 | 100-1000 | 610 | |
| 4 | | 509982 07/05/18 Eureka Math Place Value Disks, | 59.25 | | 101 | 100-1000 | 610 | |
| 5 | | 509982 07/05/18 4" Protractor, Open Center | 11.85 | | 101 | 100-1000 | 610 | |

08/17/18
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CASCADE PUBLIC SCHOOLS
Claim Details
For the Accounting Period: 7/18

Page: 2 of 5
Report ID: AP100

* ... Over spent expenditure

| Claim | Warrant | Vendor #/Name | Amount | | | Acct/Source/ | | |
|--------|---------|---|-------------|------|----------|--------------|-----|------|
| Line # | | Invoice #/Inv Date/Description | Line Amount | PO # | Fund Org | Prog-Func | Obj | Proj |
| 6 | | 509982 07/05/18 Graduated Cylinder 100ml | 41.30 | | 101 | 100-1000 | 610 | |
| 5708 | 10237S | 354 GOLDEN TRIANGLE CURRICULUM CO | 6,105.00 | | | | | |
| 1 | | FY19 Annual Membership Dues | 1,512.50 | | 101 | 100-2300 | 810 | |
| 2 | | FY19 Annual Membership Dues | 1,512.50 | | 201 | 100-2300 | 810 | |
| 3 | | FY19 Professional Development | 1,540.00 | | 101 | 100-2300 | 810 | |
| 4 | | FY19 Professional Development | 1,540.00 | | 201 | 100-2300 | 810 | |
| 5709 | 10239S | 1298 IES, Inc. | 790.00 | | | | | |
| 1 | | 181699 07/03/18 Annual Web Hosting-School Site | 395.00* | | 128 | 100-2500 | 680 | |
| 2 | | 181699 07/03/18 Annual Web Hosting-School Site | 395.00* | | 228 | 100-2500 | 680 | |
| 5710 | 10265S | 4705 I STATE TRUCK CENTER | 1,132.09 | | | | | |
| 1 | | R252035586 07/19/18 Vehicle/Bus Servicing | 566.04 | | 110 | 100-2700 | 440 | |
| 2 | | R252035586 07/19/18 Vehicle/Bus Servicing | 566.05 | | 210 | 100-2700 | 440 | |
| 5711 | 10230S | 3994 AWARE | 2,912.51 | | | | | |
| 1 | | 327713 07/30/18 Medicaid Remittance | 2,912.51* | | 115 | 100-2100 | 330 | 555 |
| 5712 | 10236S | 855 ENERGY WEST | 1,002.51 | | | | | |
| 1 | | 07/26/18 Gas - June 2018 | 451.13 | | 101 | 100-2600 | 411 | |
| 2 | | 07/26/18 Gas - June 2018 | 200.50 | | 110 | 100-2700 | 411 | |
| 3 | | 07/26/18 Gas - June 2018 | 150.38 | | 201 | 100-2600 | 411 | |
| 4 | | 07/26/18 Gas - June 2018 | 200.50 | | 210 | 100-2700 | 411 | |
| 5713 | 10238S | 4399 HIGH PERFORMANCE FLOORS | 8,900.00 | | | | | |
| 1 | | 193 07/14/18 Refinish Gym Floors | 4,450.00 | | 101 | 100-2600 | 340 | |
| 2 | | 193 07/14/18 Refinish Gym Floors | 4,450.00 | | 201 | 100-2600 | 340 | |
| 5714 | 10242S | 561 KELLEY IMAGING SYSTEMS | 110.00 | | | | | |
| 1 | | IN415129 07/24/18 Copier Contract - August 201 | 110.00 | | 101 | 100-2300 | 350 | |
| 5715 | 10250S | 401 MTSBA | 759.00 | | | | | |
| 1 | | 34409 06/30/18 Sup't Term Pay Guidance | 379.50 | | 101 | 100-2300 | 330 | |
| 2 | | 34409 06/30/18 Sup't Term Pay Guidance | 379.50 | | 201 | 100-2300 | 330 | |
| 5716 | 10249S | 224 MONTANA WASTE SYSTEMS | 754.33 | | | | | |
| 1 | | 591564 07/01/18 Disposal Services - July 2018 | 429.97 | | 101 | 100-2600 | 431 | |
| 2 | | 591564 07/01/18 Disposal Services - July 2018 | 324.36 | | 201 | 100-2600 | 431 | |
| 5717 | 10247S | 48 MEADOW GOLD GREAT FALLS | 733.40 | | | | | |
| 1 | | 465872 06/01/18 Dairy | 180.64 | 181 | 112 | 999 | | |
| | | JOHNSON A | | | | | | |
| | | PO Accounting (Org/Prog/Func/Obj/Proj: -910-3100-630- | | | | | | |
| 2 | | 466288 06/05/18 Dairy | 72.70 | 181 | 112 | 999 | | |
| | | JOHNSON A | | | | | | |
| | | PO Accounting (Org/Prog/Func/Obj/Proj: -910-3100-630- | | | | | | |
| 3 | | 467158 06/12/18 Dairy | 160.02 | 181 | 112 | 999 | | |
| | | JOHNSON A | | | | | | |
| | | PO Accounting (Org/Prog/Func/Obj/Proj: -910-3100-630- | | | | | | |

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CASCADE PUBLIC SCHOOLS
Claim Details
For the Accounting Period: 7/18

Page: 3 of 5
Report ID: AP100

* ... Over spent expenditure

| Claim | Warrant | Vendor #/Name | Amount | | | Acct/Source/ | | |
|--------|---------|---|-------------|------|----------|--------------|-----|------|
| Line # | | Invoice #/Inv Date/Description | Line Amount | PO # | Fund Org | Prog-Func | Obj | Proj |
| 4 | | 467989 06/19/18 Dairy | 160.02 | 181 | 112 | 999 | | |
| | | JOHNSON A | | | | | | |
| | | PO Accounting (Org/Prog/Func/Obj/Proj: -910-3100-630- | | | | | | |
| 5 | | 10701780 06/26/18 Dairy | 160.02 | | 112 | 910-3100 | 630 | |
| 5718 | 10244S | 897 MASCO | 185.06 | | | | | |
| 1 | | 15277 07/19/18 Bext Extrators Repair | 185.06 | | 112 | 910-3100 | 440 | |
| 5719 | 10248S | 747 MONTANA COOPERATIVE SERVICES | 286.00 | | | | | |
| 1 | | 1052 04/02/18 FY19 MCS Membership Dues | 143.00 | | 101 | 100-2300 | 810 | |
| 2 | | 1052 04/02/18 FY19 MCS Membership Dues | 143.00 | | 201 | 100-2300 | 810 | |
| 5720 | 10250S | 401 MTSBA | 1,842.25 | | | | | |
| 1 | | 34489 07/16/18 FY19 Policy Maintenance | 611.98 | | 101 | 100-2300 | 330 | |
| 2 | | 34489 07/16/18 FY19 Policy Maintenance | 611.99 | | 201 | 100-2300 | 330 | |
| 3 | | 34426 07/16/18 FY19 Labor Maintenance | 309.14 | | 101 | 100-2300 | 330 | |
| 4 | | 34426 07/16/18 FY19 Labor Maintenance | 309.14 | | 201 | 100-2300 | 330 | |
| 5721 | 10243S | 1630 MARLIN BUSINESS BANK | 379.67 | | | | | |
| 1 | | 16140965 07/19/18 Auto Scrubber Contract | 189.83 | | 101 | 100-2600 | 350 | |
| 2 | | 16140965 07/19/18 Auto Scrubber Contract | 189.84 | | 201 | 100-2600 | 350 | |
| 5722 | 10246S | 2759 MATTESON, KAREN | 110.00 | | | | | |
| 1 | | 07/07/18 MIET Days Registration Reimb | 110.00* | | 128 | 100-1000 | 330 | |
| 5723 | 10252S | 1502 NELSEN, MARK | 125.00 | | | | | |
| 1 | | 07/16/18 DOT Physical Reimb | 125.00 | | 110 | 100-2700 | 340 | |
| 5724 | 10254S | 400 NORTHWESTERN ENERGY | 4,187.40 | | | | | |
| 1 | | 07/09/18 Electricity - June 2018 | 1,214.34 | | 101 | 100-2600 | 412 | |
| 2 | | 07/09/18 Electricity - June 2018 | 1,004.98 | | 110 | 100-2700 | 412 | |
| 3 | | 07/09/18 Electricity - June 2018 | 711.86 | | 201 | 100-2600 | 412 | |
| 4 | | 07/09/18 Electricity - June 2018 | 1,256.22 | | 210 | 100-2700 | 412 | |
| 5725 | 10255S | 1651 NWEA | 3,527.50 | | | | | |
| 1 | | 6388 07/10/18 MAP Growth Math, Reading, Lang | 2,650.00* | | 215 | 412-1000 | 681 | 571 |
| 2 | | 6388 07/10/18 MAP Skills | 240.00* | | 215 | 412-1000 | 681 | 571 |
| 3 | | 6388 07/10/18 MAP Growth K-2 | 563.47* | | 215 | 412-1000 | 681 | 571 |
| 4 | | 6388 07/10/18 MAP Growth K-2 | 74.03* | | 115 | 412-1000 | 681 | 562 |
| 5726 | 10256S | 4495 PURCHASE POWER | 201.00 | | | | | |
| 1 | | 07/03/18 Postage | 84.42 | | 101 | 100-2300 | 582 | |
| 2 | | 07/03/18 Postage | 116.58 | | 201 | 100-2300 | 582 | |

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10:03:33

CASCADE PUBLIC SCHOOLS
Claim Details
For the Accounting Period: 7/18

Page: 4 of 5
Report ID: AP100

* ... Over spent expenditure

| Claim | Warrant | Vendor #/Name | Amount | | | Acct/Source/ | | |
|--------|---------|--|-------------|------|----------|--------------|-----|------|
| Line # | | Invoice #/Inv Date/Description | Line Amount | PO # | Fund Org | Prog-Func | Obj | Proj |
| 5727 | 10257S | 1504 RAPTOR TECH | 510.00 | | | | | |
| 1 | | 51128 07/01/18 FY19 Raptor Access Fee Renewal | 255.00* | | 128 | 100-1000 | 681 | |
| 2 | | 51128 07/01/18 FY19 Raptor Access Fee Renewal | 255.00* | | 228 | 100-1000 | 681 | |
| 5728 | 10258S | 3620 REALLY GOOD STUFF | 29.70 | | | | | |
| 1 | | 6475719 07/11/18 Desktop Helpers | 29.70 | 160 | 101 | 999 | | 501 |
| | | COOPER B | | | | | | |
| | | PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-501 | | | | | | |
| | | *** Cancelled in 8/18 **** | | | | | | |
| 5729 | | 3774 SELSTADS LAWN RANGER | 604.41 | | | | | |
| 1 | | 476646 07/26/18 Spring Lawn Care | 302.21 | | 101 | 100-2600 | 340 | |
| 2 | | 476646 07/26/18 Spring Lawn Care | 302.20 | | 201 | 100-2600 | 340 | |
| 5730 | 10234S | 1559 CHARTER COMMUNICATIONS | 14.77 | | | | | |
| 1 | | 07/06/18 Spectrum Business TV | 7.38* | | 128 | 100-1000 | 681 | |
| | | 0091844070618 | | | | | | |
| 2 | | 07/06/18 Spectrum Business TV | 7.39* | | 228 | 100-1000 | 681 | |
| | | 0091844070618 | | | | | | |
| 5731 | 10261S | 3876 SUPPLYWORKS | 13.01 | | | | | |
| 1 | | 443627039 06/15/18 CREDIT - 15W LED T8 G13 410 | -466.31 | | 101 | 100-2600 | 610 | |
| 2 | | 443627039 06/15/18 CREDIT - 15W LED T8 G13 410 | -381.52 | | 201 | 100-2600 | 610 | |
| 3 | | 445214927 06/29/18 15W LEDLIN T8 G13 5000K 48I | 235.81 | | 101 | 100-2600 | 610 | |
| 4 | | 445214927 06/29/18 15W LEDLIN T8 G13 5000K 48I | 192.93 | | 201 | 100-2600 | 610 | |
| 5 | | 443959192 06/19/18 CREDIT - 15W LEDLIN T8 G13 | -235.81 | | 101 | 100-2600 | 610 | |
| 6 | | 443959192 06/19/18 CREDIT - 15W LEDLIN T8 G13 | -192.93 | | 201 | 100-2600 | 610 | |
| 7 | | 447622226 07/19/18 ELkay Water Filter EZH20 | 203.63 | | 101 | 100-2600 | 610 | |
| 8 | | 447622226 07/19/18 ELkay Water Filter EZH20 | 166.61 | | 201 | 100-2600 | 610 | |
| 9 | | 448441774 07/25/18 Proline CRPT Extract Clnr | 28.85 | | 101 | 100-2600 | 610 | |
| 10 | | 448441774 07/25/18 Proline CRPT Extract Clnr | 22.67 | | 201 | 100-2600 | 610 | |
| 11 | | 448441774 07/25/18 Affinity Floor Finish 5 Gl | 238.78 | | 101 | 100-2600 | 610 | |
| 12 | | 448441774 07/25/18 Affinity Floor Finish 5 Gl | 187.62 | | 201 | 100-2600 | 610 | |
| 13 | | 448441774 07/25/18 Distilled Vinegar Wht 4 Gl | 7.10 | | 101 | 100-2600 | 610 | |
| 14 | | 448441774 07/25/18 Distilled Vinegar Wht 4 Gl | 5.58 | | 201 | 100-2600 | 610 | |
| 5732 | 10263S | 505 TOWN OF CASCADE | 824.91 | | | | | |
| 1 | | 07/24/18 Water/Sewer Services - June 18 | 206.23 | | 101 | 100-2600 | 421 | |
| 2 | | 07/24/18 Water/Sewer Services - June 18 | 189.73 | | 110 | 100-2700 | 421 | |
| 3 | | 07/24/18 Water/Sewer Services - June 18 | 189.73 | | 201 | 100-2600 | 421 | |
| 4 | | 07/24/18 Water/Sewer Services - June 18 | 239.22 | | 210 | 100-2700 | 421 | |
| 5733 | 10264S | 3120 UNIVERSAL ATHLETICS | 7.99 | | | | | |
| 1 | | 5020031493 07/20/18 VB Net Chain Net Setter | 7.99 | | 201 | 720-3500 | 610 | 626 |

of Claims 34 Total: 103,218.41

103,218.41

08/17/18
10:03:33

CASCADE PUBLIC SCHOOLS
Fund Summary for Claims
For the Accounting Period: 7/18

Page: 5 of 5
Report ID: AP110

| Fund/Account | Amount |
|----------------------|---------------------|
| 101 General Fund | |
| 101 | \$24,706.20 |
| 110 Transportation | |
| 101 | \$17,202.62 |
| 112 Food Services | |
| 101 | \$918.46 |
| 115 Federal Programs | |
| 101 | \$14,131.53 |
| 128 Technology | |
| 101 | \$767.38 |
| 201 General Fund | |
| 101 | \$26,726.11 |
| 210 Transportation | |
| 101 | \$14,655.25 |
| 215 Federal Programs | |
| 101 | \$3,453.47 |
| 228 Technology | |
| 101 | \$657.39 |
| Total: | \$103,218.41 |

4. Student Activity Account

08/15/18
21:12:24

CASCADE PUBLIC SCHOOLS
Statement of Activity by Account Name for 07/01/18 to 07/31/18

Page: 1 of 2
Report ID: S100

| Account | Opening Balance | Disbursed (-) | Receipts | | | Invest (+) | Misc. | Misc. | Closing Balance |
|--------------------------|--------------------|------------------|-------------------|-----------------|------------------|---------------|-----------------|----------------|--------------------|
| | | | in Transit (+) | Deposits (+) | Transfers (+) | | Earnings (+) | Charges (-) | |
| 21 3-4-5TH GRADE | 91.95 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.02 | 0.00 | 91.97 |
| 8 6-7-8TH GRADE | 297.68 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.06 | 0.00 | 297.74 |
| 1 ANNUAL | -1733.78 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -1733.78 |
| 2 ATHLETICS | -488.97 | 0.00 | 0.00 | 0.00 | 266.53 | 0.00 | 0.00 | 0.00 | -222.44 |
| 36 BADGER CUB FB | 1104.11 | 1104.11 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 61 BADGER CUB XC | 266.53 | 0.00 | 0.00 | 0.00 | -266.53 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50 BADGER CUBS BBALL | 1080.39 | 1080.39 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 69 BADGER STORE | 239.99 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.05 | 0.00 | 240.04 |
| 5 BAND | 3887.94 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.75 | 0.00 | 3888.69 |
| 51 BOOK FAIR | 847.67 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.16 | 0.00 | 847.83 |
| 3 BPA | 1659.98 | 0.00 | 11.00 | 584.17 | 0.00 | 0.00 | 0.47 | 0.18 | 2255.44 |
| 4 CHEER/PEP CLUB | 66.20 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.01 | 0.00 | 66.21 |
| 7 CHOIR | -5.94 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -5.94 |
| 48 CLASS OF 2019 | 2933.22 | 0.00 | 0.00 | 170.00 | 0.00 | 0.00 | 0.60 | 0.00 | 3103.82 |
| 59 CLASS OF 2020 | 706.72 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.14 | 0.00 | 706.86 |
| 60 CLASS OF 2021 | 268.76 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.05 | 0.00 | 268.81 |
| 16 CLASS OF 2022 | 100.21 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.02 | 0.00 | 100.23 |
| 13 CONCESSIONS | 9349.95 | 0.00 | 0.00 | 356.25 | 0.00 | 0.00 | 1.88 | 0.00 | 9708.08 |
| 99 CONVERSION ACCOUNT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 47 COUNSELING | 2590.15 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.50 | 0.00 | 2590.65 |
| 65 DRIVERS EDUCATION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 18 ELEM EARN & LEARN | 2790.12 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.54 | 0.00 | 2790.66 |
| 11 FCCLA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 32 FCS | -278.06 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -278.06 |
| 15 FFA | -4047.32 | 0.00 | 0.00 | 1700.00 | 0.00 | 0.00 | 0.00 | 0.00 | -2347.32 |
| 64 FOOD SERVICE CLEARING | -3021.32 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4.42 | -3025.74 |
| 12 HS BOYS' BB | 317.06 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.06 | 0.00 | 317.12 |
| 46 HS CROSS COUNTRY | 297.45 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.06 | 0.00 | 297.51 |
| 38 HS FOOTBALL | 3900.66 | 0.00 | 0.00 | 965.00 | 0.00 | 0.00 | 0.94 | 0.00 | 4866.60 |
| 40 HS GIRLS' BB | 1470.71 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.29 | 0.00 | 1471.00 |
| 66 HS GOLF | -681.28 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -681.28 |
| 19 HS HONOR SOCIETY | 1015.45 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.20 | 0.00 | 1015.65 |
| 29 HS STUDENT COUNCIL | 432.82 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.08 | 0.00 | 432.90 |
| 37 HS TRACK | -20.34 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -20.34 |
| 10 HS VOLLEYBALL | -218.92 | 0.00 | 0.00 | 578.00 | 0.00 | 0.00 | 0.07 | 0.00 | 359.15 |
| 34 HS WRESTLING | 31.92 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.01 | 0.00 | 31.93 |
| 63 INTEREST EARNINGS | -63.17 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -63.17 |
| 57 JH BOYS BB | 333.30 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.06 | 0.00 | 333.36 |
| 39 JH FOOTBALL | 311.21 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.06 | 0.00 | 311.27 |
| 56 JH GIRLS BB | 24.14 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 24.14 |
| 35 JH HONOR SOCIETY | 204.23 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.04 | 0.00 | 204.27 |
| 27 JH STUDENT COUNCIL | -31.24 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -31.24 |
| 54 JH VOLLEYBALL | 277.30 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.05 | 0.00 | 277.35 |
| 43 JMG | -718.05 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -718.05 |
| 26 LIVING 2 SERVE | -1200.48 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | -1200.48 |
| 30 PAWS/MBI | 1093.97 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.21 | 0.00 | 1094.18 |
| 25 REVOLVING | 3042.63 | 0.00 | 0.00 | 1350.00 | 0.00 | 0.00 | 0.85 | 0.00 | 4393.48 |
| 24 ROBOTICS | 22.17 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 22.17 |
| 68 SAM YOUTH ENDOWMENT | 1005.32 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.19 | 0.00 | 1005.51 |
| 9 SCHOLARSHIP | 3154.92 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.61 | 0.00 | 3155.53 |
| 33 SHOP FUND | 711.51 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.14 | 0.00 | 711.65 |
| 31 TECHNOLOGY | 4249.90 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.82 | 0.00 | 4250.72 |

| Account | Opening Balance | Disbursed (-) | Receipts | | | Invest (+) | Misc. | Misc. | Closing Balance |
|-----------------------------------|-----------------|----------------|----------------|----------------|---------------|------------|----------------------------|-------------|-----------------|
| | | | in Transit (+) | Deposits (+) | Transfers (+) | | Earnings (+) | Charges (-) | |
| 17 XCELL | 7728.30 | 0.00 | 0.00 | 705.46 | 0.00 | | 1.63 | 0.00 | 8435.39 |
| 898 MISC EARNINGS | 182.25 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | 182.25 |
| 899 MISC CHARGES | 25.00 | 0.00 | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 | 25.00 |
| Total for Student Accounts | 45604.92 | 2184.50 | 11.00 | 6408.88 | | | 11.62 | 4.60 | 49847.32 |
| Bank Account Totals | 45604.92 | 2184.50 | 11.00 | 6408.88 | 0.00 | | 11.62 | 4.60 | 49847.32 |
| | | | | | | | Bank Balance | | 49847.32 |
| | | | | | | | Plus Outstanding Checks | | 5554.72 |
| | | | | | | | Minus Outstanding Deposits | | 395.50 |
| | | | | | | | | | ----- |
| | | | | | | | Balance | | 55006.54 |
| | | | | | | | Minus Receipts in Transit | | 11.00 |
| | | | | | | | | | ----- |
| | | | | | | | Statement Balance | | 54995.54 |

5. Student Attendance Agreements

Student Attendance Agreements 2018-2019 School Year
Students attending school in Cascade from out of district

| Helena School Dist. | | | | Great Falls Dist. | | | |
|---------------------|----|-------|------------------------|-------------------|----|-------|--------------------|
| R | BA | Grade | | R | BA | Grade | |
| | | 12 | Blackman, Raina "Jean" | | | 12 | Anderson, Kendra |
| | | 8 | Otheim, Carter | | | 11 | Carpenter, Jeremey |
| | | 10 | Smith, Alysa | | | 3 | Johnson, Addisen |
| | | 9 | Smith, Skye | | | 7 | Johnson, Braedyn |
| | | 12 | Tweten, Ty | | | K | Johnson, Taerin |
| | | 11 | Vandevender, Dorothy | | | 9 | Jorgensen, Teagan |
| | | | | | | 5 | Jorgensen, Kaden |
| | | | | | | 4 | Jorgensen, Avery |

| Wolf Creek School Dist. | | | | Ulm School Dist. | | | |
|-------------------------|----|-------|-------------------------|------------------|----|-------|--------------------------|
| R | BA | Grade | | R | BA | Grade | |
| | | EK | Bausek, Meadow | | | 6 | Antone, Aviana |
| | | 5 | Bloomquist, Finnah | | | 7 | Crowell, Colby |
| | | 4 | Cloninger, Tannalee | | | 3 | Dougherty, Faith |
| | | 1 | Hunter, Izabel | | | 8 | Gutierrez, Sydney |
| | | 5 | Ligameri, Brant | | | 4 | Kohn-Faldzinski, Natalie |
| | | 6 | McGee, Sonee Free River | | | 6 | Kline, Kristene |
| | | 6 | Otheim, Carsyn | | | 4 | Lange, Drake |
| | | 9 | Orem, Gracie | | | 8 | Leveque, Chase |
| | | 6 | Orem, Hattie | | | 8 | Lewis, James |
| | | 8 | Orem, Sallie | | | 8 | Lynn, Kodiann |
| | | 5 | Shuck, Landon | | | K | Maxwell, Brooklyn |
| | | 10 | Waters, Gabriel | | | 8 | Olson, Kayler |
| | | 8 | Waters, Kaydence | | | | |
| | | 1 | Wood, William | | | | |

| Sun River Valley District | | | |
|---------------------------|----|-------|---------------------|
| R | BA | Grade | |
| | | 10 | Fredrickson, Carynn |

Cascade students attending school in another District

Ulm students attend Cascade School when they are in the 9th grade
All Helena District (Wolf Creek, Craig area) students regardless of grade need agmt.

- "x" student attendance agreement received
- R=SAA received
- BA=SAA Board Approved
- New agreement received since last Bd Mtg

6. Individual Transportation Contracts

Individual Transportation Contracts 2017-2018

| Elementary | R | BA | Miles to School | Miles To Bus Stop | Rate | Grade |
|----------------|---|----|-----------------|-------------------|------|-------|
| Hunter, Salina | X | | | 4 | 0.7 | 6 |
| Ogden, Dustin | X | | 16.3 | 9.8 | 4.76 | 1 |

| High School | R | BA | Miles to School | Miles To Bus Stop | Rate | Grade |
|--------------------|---|----|-----------------|-------------------|------|-------|
| Vandevender, Becky | | | 7 | 0 | 1.4 | 11 |

"x" ITC received

R=Received

BA=Board Approved

New contract received since last Bd Mtg

7. Sub List

| Substitute Teachers | | Bus Drivers | |
|---|--------------|-----------------------------------|---------------|
| Name | T.B./PRINTED | Name | T.B./PRINTED |
| CERTIFIED | | Custodian | |
| Burcusa, Michael | FP/C | Name | T.B./PRINTED |
| Carpenter, Allen* | FP/C | Boettger, Steven | FP/PH |
| Eisenzimer, Joann | C/TB/FP | Cooper, Becca (summer) | FP/pending PH |
| Gist, Virginia | C/FP | Cope, September | PH/FP |
| Gondeiro, Kailee | C/TB/FP/PH | Fredrickson, Jay (summer) | FP/pending PH |
| Halmes, Tara | C/TB/FP | Hall-Elmore, Roberta | TB/FP/PH |
| LaLiberty, Frank | C/TB | Johnson, Angela | TB/FP/PH |
| Mahana, Danette | FP/C | O'Brien, John | TB/FP/PH |
| Manning, Diana | C/TB/FP | Schrecengost, Mindy | TB/FP/PH |
| McKamey, Jeanne | C/TB/FP | Smith, Megan | FP/PH |
| Nelson, Mallory | FP/C | Sukut, Earl | FP/TB/PH |
| Schrecengost, Mindy | C/TB/FP | Kitchen | |
| Skogley, Melody | C/TB/FP | Name | T.B./PRINTED |
| Speidel, Kelly | C/FP | Baker, Iris | TB/FP/PH |
| Wells, Carol | C/TB/FP | Creveling, Tracy | pending PH/FP |
| Workman, Cathy | C/TB/FP | Gottlob, Erin | TB/FP/PH |
| | | Sukut, Earl | FP/TB/PH |
| NON-CERTIFIED | | Volunteers | |
| Castellanos, Toni Marie | TB/FP | Name | T.B./PRINTED |
| Ethridge, Andrea* | FP | Lewis, James (JHBB) | FP |
| Mann, Tina* | FP | Nelsen, Jessica (piano) | |
| Mortag, Mary | TB/FP | XCELL! Afterschool Program | |
| Skelton, Jackie | TB/FP | Name | T.B./PRINTED |
| Secretarial | | Creveling, Tracy | TB/FP |
| Name | T.B./PRINTED | Pepos, Alyssa | FP |
| Thaut, Niki | TB/FP | Pepos, April | FP |
| | | | |
| *Need Approval by the Trustees | | | |
| T.B. Approved (No longer required) | | | |
| C - Some teaching certification | | | |
| FP - FINGERPRINTED | | | |
| PH - Physical Approved | | | |

Superintendent Report (I)

- A. Early K Enrollment
- B. Staff BBQ
- C. PIR Days, School Start
- D. Back to School Night
- E. Pixelot
- F. Technology
- G. Board Training Hours, Board & Administrator Publication
- H. General Fund Budget

| Board Hours | | | |
|------------------------|-------------|--|------------------------|
| NAME | DATE | DESCRIPTION | CREDIT RECEIVED |
| Val Fowler | 05/23/18 | Orientation for Newly Elected Trustees - Video Series - Free | 6 |
| | 06/08/18 | MTSBA's June Leadership Symposium - Video Option - Free | 6 |
| | 08/15-16/18 | MT-PEC | ? |
| | | TOTAL | 12 |
| Deanna Hastings | | | 0 |
| Chris Boland | | | 0 |
| Blake Standley | | | 0 |
| Ruth Mortag | 05/23/18 | Orientation for Newly Elected Trustees - Video Series - Free | 6 |
| | | TOTAL | 6 |
| John Rumney | 05/23/18 | Orientation for Newly Elected Trustees - Video Series - Free | 6 |
| | 06/08/18 | MTSBA's June Leadership Symposium - Video Option - Free | 6 |
| | | TOTAL | 12 |

Committee Report

- A. Finance and Budget
- B. Policy Review
- C. Transportation
- D. Facilities and Grounds
- E. Negotiations
- F. Technology

Announcements (I)

- A. Regular School Board Meeting September 18, 2018 at 6:00 pm
- B. MTSBA Events: MT-PEC SUMMIT-Strategic Governance/Transformational Leadership, Sept 11-21, 2018

Board Meeting Evaluation

Adjournment (A)



Board Meeting Evaluation

Each member of the board should complete this instrument following each meeting. Comments should apply to the board meeting itself. A single individual should collect the data and it should be shared back with the board in a frequency distribution mode, rather than averages (see the explanation which follows the assessment tool).

| FOCUS | | Not Satisfied | | Satisfied | | Not Sure | |
|-----------------------------|--|---------------|---|-----------|---|----------|--|
| | | 1 | 2 | 3 | 4 | NS | |
| How satisfied are you that: | | | | | | | |
| | We conducted the meeting with an emphasis on outward vision, rather than internal preoccupation? | | | | | | |
| | We focused our thinking at a strategic level? | | | | | | |
| | We focused on the future, rather than the past or the present? | | | | | | |

Comments:

| RESPECT | | Not Satisfied | | Satisfied | | Not Sure | |
|-----------------------------|--|---------------|---|-----------|---|----------|--|
| | | 1 | 2 | 3 | 4 | NS | |
| How satisfied are you that: | | | | | | | |
| | We made collective rather than individual decisions? | | | | | | |
| | We encouraged diversity of viewpoints? | | | | | | |
| | We were sensitive to our stakeholders' needs? | | | | | | |
| | We gave adequate emphasis to the ethics of each issue? | | | | | | |

Comments:

| INFORMATION | | Not Satisfied | | Satisfied | | Not Sure |
|-----------------------------|---|---------------|---|-----------|---|----------|
| | | 1 | 2 | 3 | 4 | NS |
| How satisfied are you that: | | | | | | |
| | We had the right information to make wise decisions? | | | | | |
| | We acknowledged those times when we lacked information or knowledge and made plans to get what we needed? | | | | | |
| | We used the presence of staff appropriately? | | | | | |

Comments:

| AGENDA | | Not Satisfied | | Satisfied | | Not Sure |
|-----------------------------|--|---------------|---|-----------|---|----------|
| | | 1 | 2 | 3 | 4 | NS |
| How satisfied are you that: | | | | | | |
| | The agenda was structured in a way that enhanced our ability to focus strategically? | | | | | |
| | We spent the right amount of time on most issues? | | | | | |

Comments:

Analyze the Results

Place the responses for each competency in the appropriate scale below. Use a frequency distribution, not a mean or average numbers. For Example

| | | | | |
|-------------------------|----------|----------|----------|----------|
| Rankings | 1 | 2 | 3 | 4 |
| Frequency Chosen | 2 | 3 | 2 | 6 |

Items rated between 1 and 2: suggests an area of vulnerability that requires purposeful attention.

Items ranked between 2 and 3: suggests an area of competence with opportunity/need for improvements. Items ranked between 3 and 4: suggests and area of strength to build upon.

Items ranked between 1 and 4: suggests that participants are having very different experiences in the same area and that time should be spent trying to understand differing perceptions of what the board members expect in this area.