

CASCADE SCHOOL DISTRICT 3 & B

Meeting of the Board of Trustees



APPENDICES

August 16, 2022 Regular Board Meeting

APPENDIX A

Board Report

Section I – Board Evaluation

Section II – Board Training Hours

Board Meeting Evaluation

3 responses

Board Meeting Date

3 responses

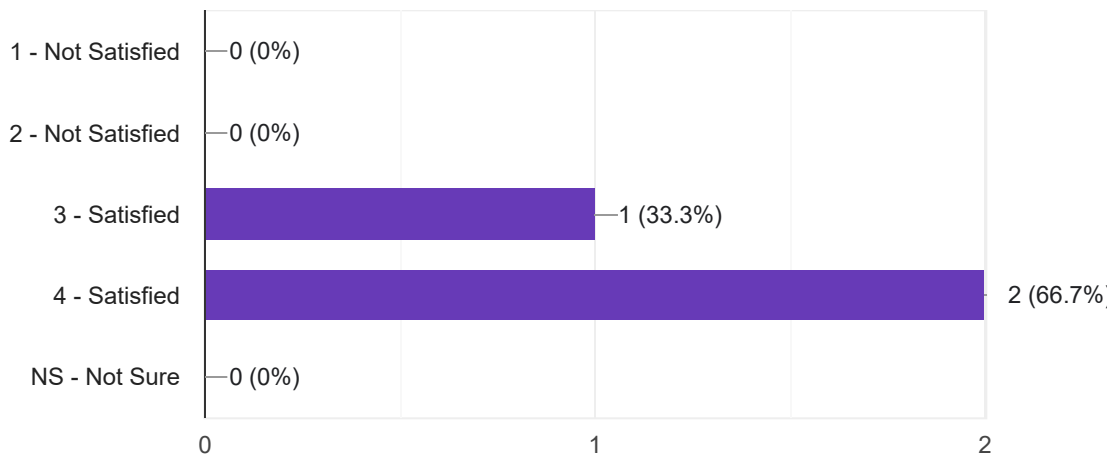
Jul 2022	12	19	2
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Focus

We conducted the meeting with an emphasis on outward vision, rather than internal preoccupation?



3 responses



Comment

0 responses

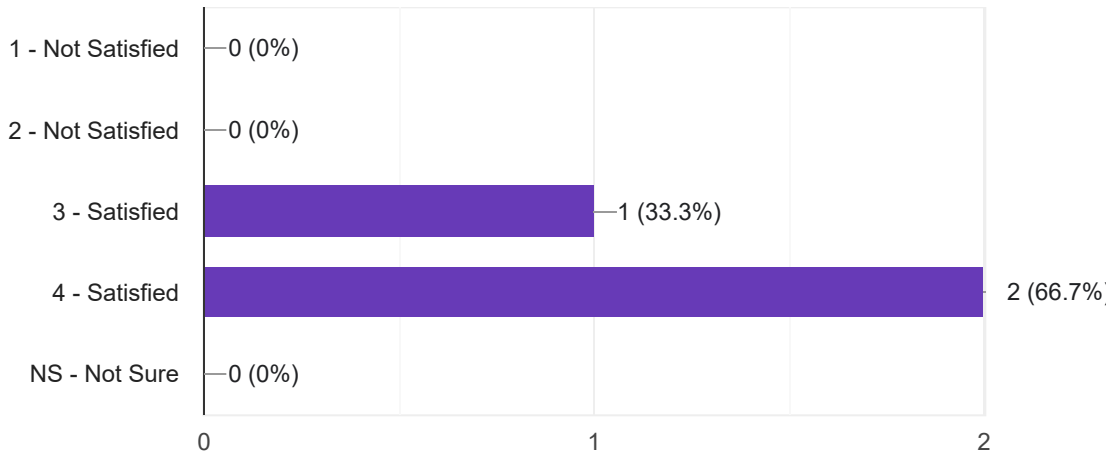
No responses yet for this question.



We focused our thinking at a strategic level?



3 responses



Comment

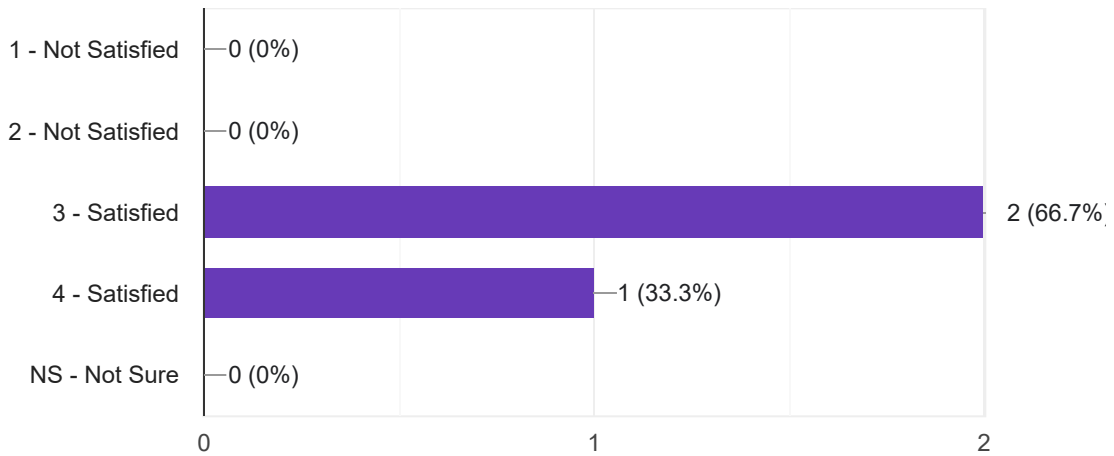
0 responses

No responses yet for this question.

We focused on the future, rather than the past or the present?



3 responses



Comment

0 responses

No responses yet for this question.

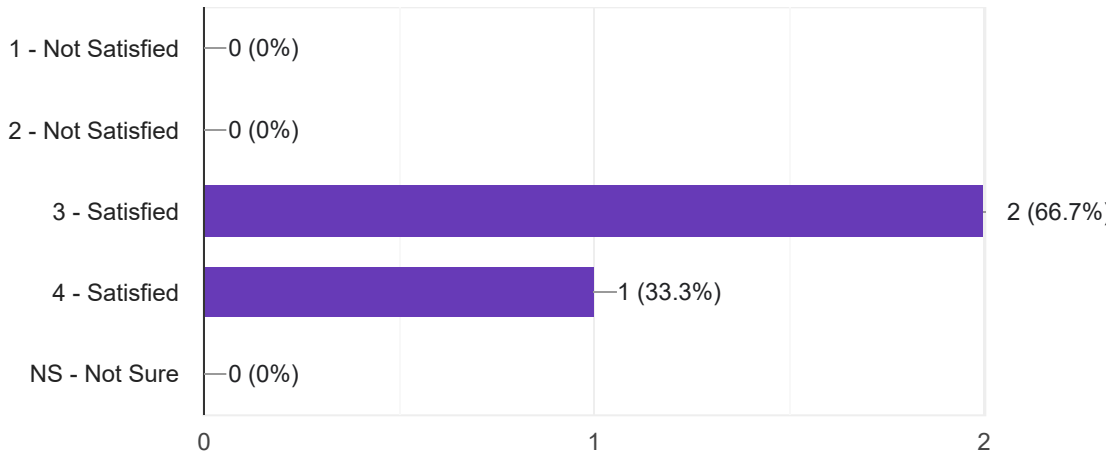
Respect



We made collective rather than individual decisions?



3 responses



Comment

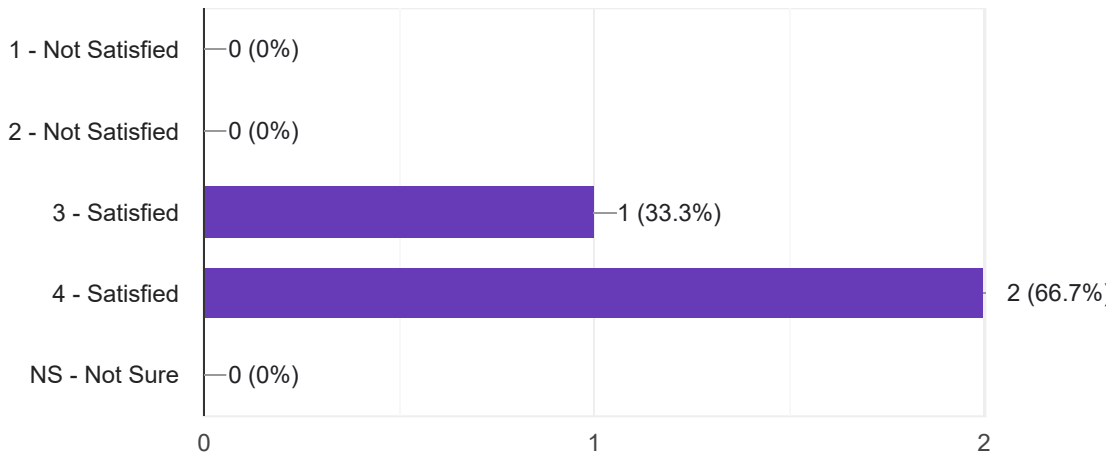
0 responses

No responses yet for this question.

We encouraged diversity of viewpoints?



3 responses



Comment

0 responses

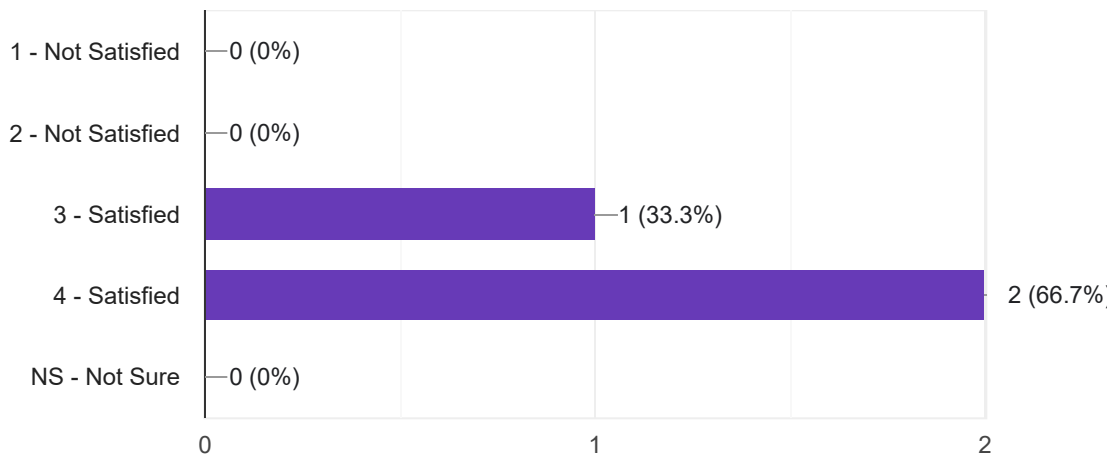
No responses yet for this question.



We were sensitive to our stakeholder's needs?



3 responses



Comment

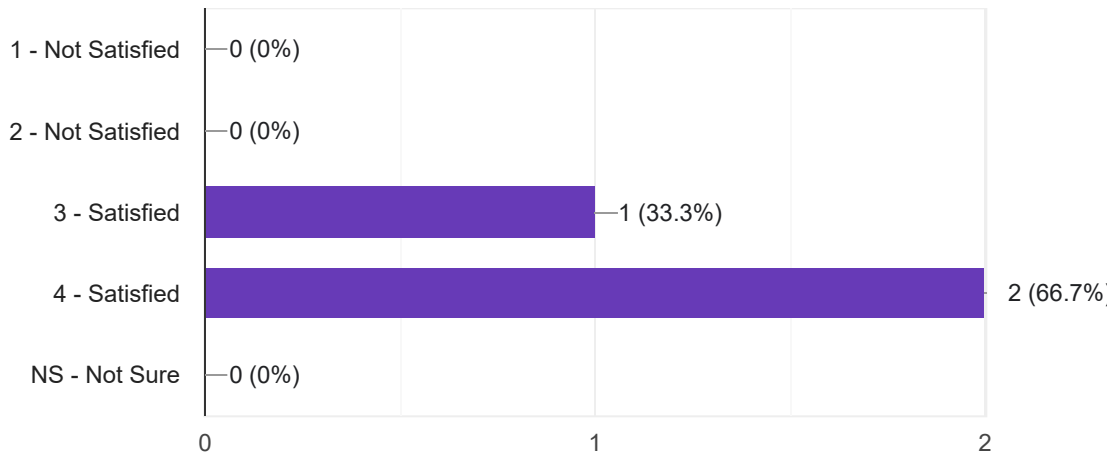
0 responses

No responses yet for this question.

We gave adequate emphasis to the ethics of each issue?



3 responses



Comment

0 responses

No responses yet for this question.

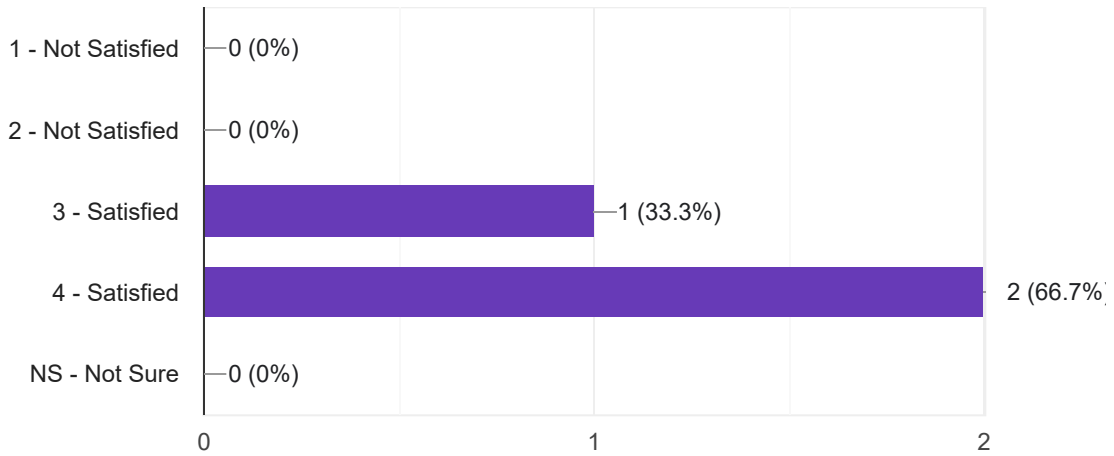
Information



We had the right information to make wise decisions?



3 responses



Comment

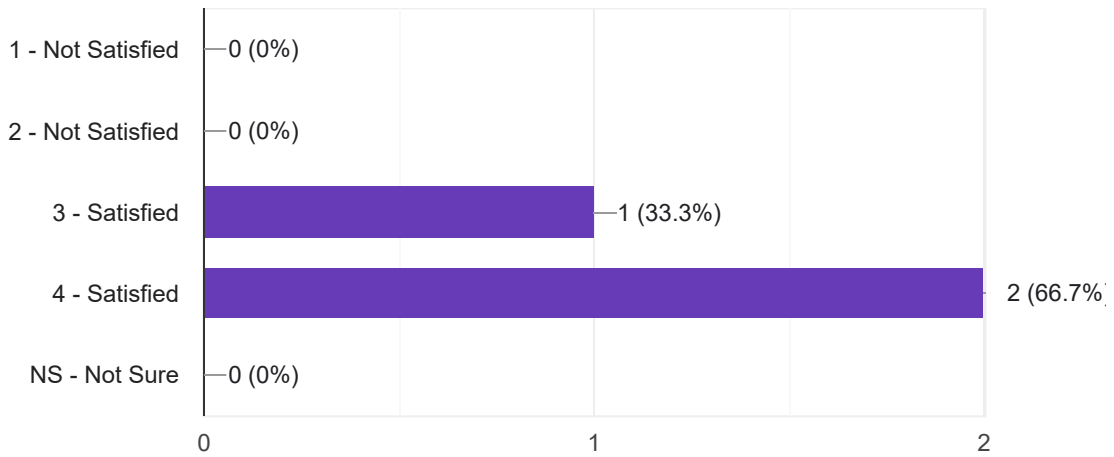
0 responses

No responses yet for this question.

We acknowledged those times when we lacked information or knowledge and made plans to get what we needed?



3 responses



Comment

0 responses

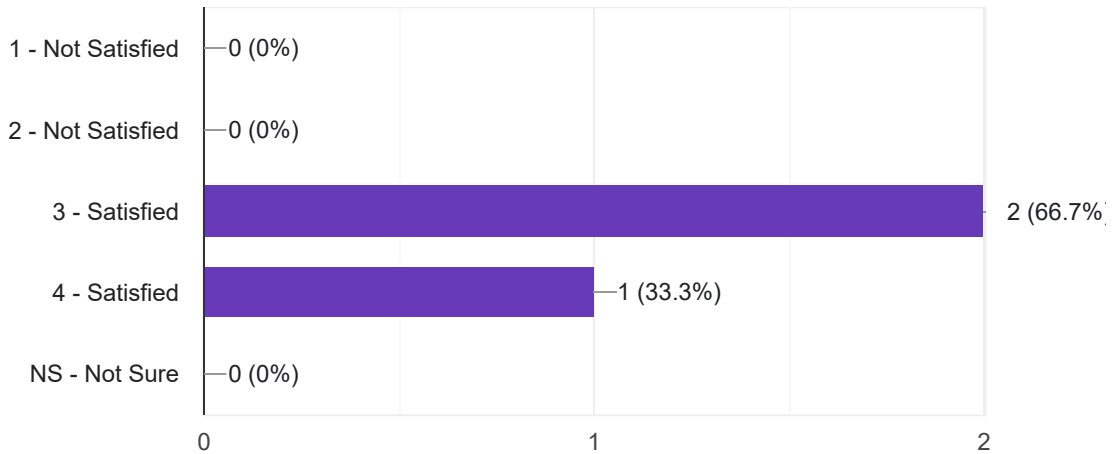
No responses yet for this question.



We used the presence of staff appropriately?



3 responses



Comment

0 responses

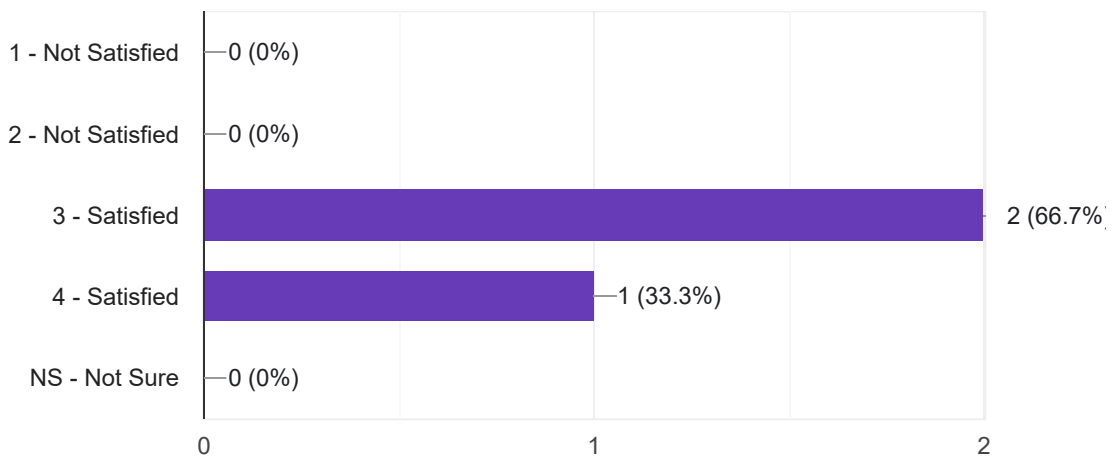
No responses yet for this question.

Agenda

The agenda was structured in a way that enhanced our ability to focus strategically?



3 responses



Comment

0 responses

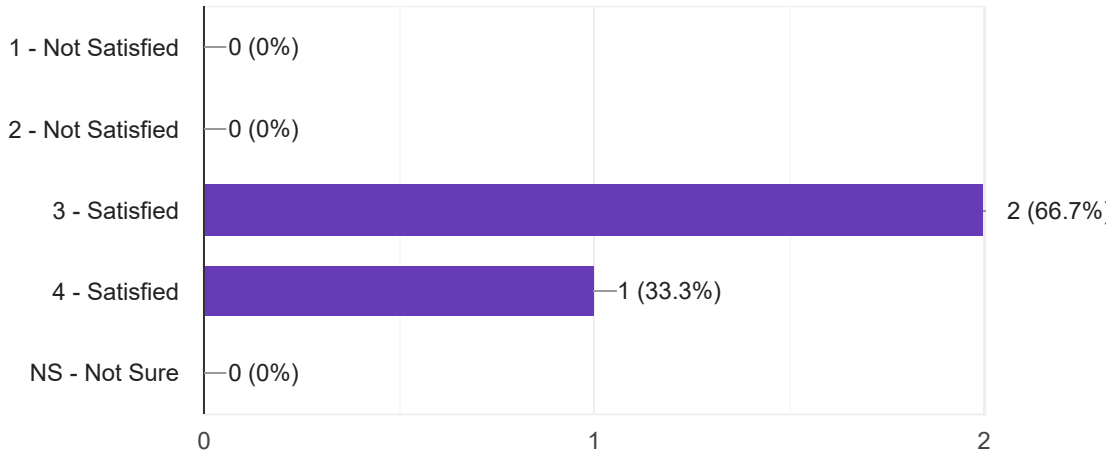
No responses yet for this question.



We spent the right amount of time on most issues?



3 responses



Comment

0 responses

No responses yet for this question.

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Cascade Board Hours 2022-2023

NAME	DATE	TRAINING	CREDITS
John Rumney			
Total			0
Iain McGregor			
Total			0
Ruth Mortag			
Total			0
Chris Wilson			
Total			0
Rick Cummings			
Total			0
Mark McKamey			
Total			0

APPENDIX B

New Business

Section I – Stockmens Bank Resolution Letter

Section II – Policies

Section III – Budgets



CASCADE PUBLIC SCHOOLS

Address: 321 Central Avenue West • PO Box 529 • Cascade, MT 59421

Phones: 406-468-9383 • 406-468-2671 • 406-468-2672

Web: www.cascade.k12.mt.us

Fax: 406-468-2212

August 16, 2022

To: Stockmen's Bank

John Rumney
Board Chairman

Levi Collins
Superintendent

Michelle Price
EK-12 Principal

Karsen Drury
Business Manager

Sonja Mazaira
Activities Director

Angela Johnson
Food Service Director

Bryan Smith
Head of Maintenance

Wiley Aker
Head of Transportation

The following employees of Cascade School District 3 & B are authorized to sign on the accounts listed below at Stockmen's Bank. Two signatures per check, each account, excluding Petty Cash.

Resolution Authority

Petty Cash: John Rumney, Board Chairman
Levi Collins, Superintendent
Karsen Drury, District Clerk
Tracy Taft, Secretary
Angela Hastings, Admin Assistant

Activity Fund: John Rumney, Board Chairman
Levi Collins, Superintendent
Karsen Drury, District Clerk
Sonja Mazaira, Activities Director
Angela Johnson, Food Service Director
Angela Hastings, Admin Assistant

Tax Deposit: John Rumney, Board Chairman
Karsen Drury, District Clerk
Levi Collins, Superintendent
Angela Hastings, Admin Assistant

This resolution of authority supersedes all previous resolutions pertaining to this account.

John Rumney, Board Chair

Levi Collins, Superintendent

Dated this 16th day of August 2022.

Home of the Badgers



2
3 **STUDENTS**

5 District-Provided Access to Electronic Information, Services, Equipment, and Networks

6
7 General

8 The District makes Internet access and interconnected computer systems and equipment
9 available to District students and faculty. The District provides equipment and electronic
10 networks, including access to the Internet, as part its instructional program and to promote
11 educational excellence by facilitating resource sharing, innovation, and communication.

12
13 The District expects all students to take responsibility for appropriate and lawful use of this
14 access, including good behavior online. The District may withdraw student access to its
15 equipment, network and to the Internet when any misuse occurs. District teachers and other staff
16 will make reasonable efforts to supervise use of equipment, network, and Internet access;
17 however, student cooperation is vital in exercising and promoting responsible use of this access.

18
19 Curriculum

20 Use of District equipment and electronic networks will be consistent with the curriculum adopted
21 by the District, as well as with varied instructional needs, learning styles, abilities, and
22 developmental levels of students, and will comply with selection criteria for instructional
23 materials and library materials. Staff members may use the Internet throughout the curriculum,
24 consistent with the District’s educational goals.

25
26 Acceptable Uses

- 27
- 28 1. Educational Purposes Only. All use of the District’s equipment and electronic network
29 must be: (1) in support of education and/or research, and in furtherance of the District’s
30 stated educational goals; or (2) for a legitimate school business purpose. Use is a
31 privilege, not a right. Students and staff members have no expectation of privacy in any
32 materials that are stored, transmitted, or received via the District’s electronic network or
33 District computers. The District reserves the right to monitor, inspect, copy, review, and
34 store, at any time and without prior notice, any and all usage of the equipment and
35 computer network, and Internet access and any and all information transmitted or
36 received in connection with such usage.
- 37
- 38 2. Unacceptable Uses of Equipment and Network. The following are considered
39 unacceptable uses and constitute a violation of this policy:
- 40
- 41 A. Uses that violate the law or encourage others to violate the law, including but not
42 limited to transmitting offensive or harassing messages; offering for sale or use
43 any substance the possession or use of which is prohibited by the District’s
44 student discipline policy; viewing, transmitting, or downloading pornographic
45 materials or materials that encourage others to violate the law; intruding into

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4 the networks or computers of others; and downloading or transmitting
5 confidential, trade secret information, or copyrighted materials.

- 6 B. Uses that cause harm to others or damage to their property, including but not
7 limited to engaging in defamation (harming another's reputation by lies);
8 employing another's password or some other user identifier that misleads message
9 recipients into believing that someone other than you is communicating, or
10 otherwise using his/her access to the network or the Internet; uploading a worm,
11 virus, other harmful form of programming or vandalism; participating in
12 "hacking" activities or any form of unauthorized access to other computers,
13 networks, or other information.
- 14 C. Uses that jeopardize the security of student access and of the computer network or
15 other networks on the Internet.
- 16 D. Uses that are commercial transactions. Students and other users may not sell or
17 buy anything over the Internet. Students and others should not give information
18 to others, including credit card numbers and social security numbers.

19
20 Warranties/Indemnification

21
22 The District makes no warranties of any kind, express or implied, in connection with its
23 provision of access to and use of its equipment, computer networks and the Internet provided
24 under this policy. The District is not responsible for any information that may be lost, damaged,
25 or unavailable when using the equipment, network, or for any information that is retrieved or
26 transmitted via the Internet. The District will not be responsible for any unauthorized charges or
27 fees resulting from access to the Internet. Any user is fully responsible to the District and will
28 indemnify and hold the District, its trustees, administrators, teachers, and staff harmless from any
29 and all loss, costs, claims, or damages resulting from such user's access to its equipment,
30 computer network, and the Internet, including but not limited to any fees or charges incurred
31 through purchase of goods or services by a user. The District expects a user or, if a user is a
32 minor, a user's parents or legal guardian to cooperate with the District in the event of its
33 initiating an investigation of a user's use of access to its equipment, computer network, and the
34 Internet.

35
36 Violations

37
38 Violation of this policy will result in a loss of access and may result in other disciplinary or legal
39 action. The principal will make all decisions regarding whether a user has violated this policy
40 and any related rules or regulations and may deny, revoke, or suspend access at any time, with
41 that decision being final.

42
43 Policy History:

44 Adopted on:

45 Reviewed on:

46 Revised on:

STUDENT INTERNET ACCESS AND EQUIPMENT USE CONDUCT AGREEMENT

Every student, regardless of age, must read and sign below:

I have read, understand, and agree to abide by the terms of the _____ School District’s policy regarding District-Provided Access to Electronic Information, Services, Equipment, and Networks (Policy No. 3612). Should I commit any violation or in any way misuse my access to the District’s equipment, computer network and/or the Internet, I understand and agree that my access privilege may be revoked and school disciplinary action may be taken against me including payment of costs associated with damaged equipment.

User’s Name (Print): _____ Home Phone: _____

User’s Signature: _____ Date: _____

Address: _____

Parent or Legal Guardian. (If applicant is under 18 years of age, a parent/legal guardian must also read and sign this agreement.) As the parent or legal guardian of the above-named student, I have read, understand, and agree that my child shall comply with the terms of the District’s policy regarding District-Provided Access to Electronic Information, Services, Equipment, and Networks for the student’s access to the District’s equipment computer network and/or the Internet. I understand that access is being provided to the students for educational purposes only. However, I also understand that it is impossible for the school to restrict access to all offensive and controversial materials and understand my child’s responsibility for abiding by the policy. I am signing this Agreement and agree to accept full responsibility for supervision of my child’s use of his/her equipment and access account if and when such access is not in the school setting. I hereby give my child permission to use the building-approved account to access the District’s computer network and the Internet. I understand any negligence arising out of my student’s use of equipment or networks shall be attributed to me as comparative negligence within the meaning of Section 27-1-702, MCA. I further accept that any costs to repair or replace damages to equipment or networks in accordance Section 20-5-202, MCA

Parent/Legal Guardian (Print): _____

Signature: _____

Home Phone: _____ Address: _____

Date: _____

This Agreement is valid for the _____ school year only.

2
3 **STUDENTS**

3612P

4
5 District-Provided Access to Electronic Information, Services, Equipment, and Networks

6 All use of equipment and electronic networks shall be consistent with the District’s goal of
7 promoting educational excellence by facilitating resource sharing, innovation, and
8 communication. These procedures do not attempt to state all required or proscribed behaviors by
9 users. However, some specific examples are provided. **The failure of any user to follow these
10 procedures will result in the loss of privileges, disciplinary action, and/or appropriate legal
11 action.**

12
13 Terms and Conditions

- 14 1. Acceptable Use – Access to the District’s equipment and electronic networks must be: (a)
15 for the purpose of education or research and consistent with the educational objectives of
16 the District; or (b) for legitimate business use.
- 17
18 2. Privileges – The use of the District’s equipment and electronic networks is a privilege,
19 not a right, and inappropriate use will result in cancellation of those privileges. The
20 system administrator (and/or principal) will make all decisions regarding whether or not a
21 user has violated these procedures and may deny, revoke, or suspend access at any time.
22 That decision is final.
- 23
24 3. Unacceptable Use – The user is responsible for his or her actions and activities involving
25 the equipment and network. Some examples of unacceptable uses are:
 - 26
27 a. Using the equipment and network for any illegal activity, including violation of
28 copyright or other contracts, or transmitting any material in violation of any
29 federal or state law;
 - 30
31 b. Unauthorized downloading of software, regardless of whether it is copyrighted or
32 devirused;
 - 33
34 c. Downloading copyrighted material for other than personal use;
 - 35
36 d. Using the equipment or network for private financial or commercial gain;
 - 37
38 e. Wastefully using resources, such as file space;
 - 39
40 f. Hacking or gaining unauthorized access to files, resources, or entities;
 - 41
42 g. Invading the privacy of individuals, which includes the unauthorized disclosure,
43 dissemination, and use of information of a personal nature about anyone;
 - 44
45 h. Using another user’s account or password;
 - 46

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- 5 i. Posting material authored or created by another, without his/her consent;
- 6
- 7 j. Posting anonymous messages;
- 8
- 9 k. Using the equipment or network for commercial or private advertising;
- 10
- 11 l. Accessing, submitting, posting, publishing, or displaying any defamatory,
- 12 inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially
- 13 offensive, harassing, or illegal material; and
- 14
- 15 m. Using the equipment or network while access privileges are suspended or
- 16 revoked.
- 17
- 18 4. Network Etiquette – The user is expected to abide by the generally accepted rules of
- 19 network etiquette. These include but are not limited to the following:
- 20
- 21 a. Be polite. Do not become abusive in messages to others.
- 22
- 23 b. Use appropriate language. Do not swear or use vulgarities or any other
- 24 inappropriate language.
- 25
- 26 c. Do not reveal personal information, including the addresses or telephone
- 27 numbers, of students or colleagues.
- 28
- 29 d. Recognize that electronic mail (e-mail) is not private. People who operate the
- 30 system have access to all mail. Messages relating to or in support of illegal
- 31 activities may be reported to the authorities.
- 32
- 33 e. Do not use the network in any way that would disrupt its use by other users.
- 34
- 35 f. Consider all communications and information accessible via the network to be
- 36 private property.
- 37
- 38 5. No Warranties – The District makes no warranties of any kind, whether expressed or
- 39 implied, for the service it is providing. The District will not be responsible for any
- 40 damages the user suffers. This includes loss of data resulting from delays, non-deliveries,
- 41 missed deliveries, or service interruptions caused by its negligence or the user’s errors or
- 42 omissions. Use of any information obtained via the Internet is at the user’s own risk.
- 43 The District specifically denies any responsibility for the accuracy or quality of
- 44 information obtained through its services.
- 45
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5 6. Indemnification – The user agrees to indemnify the District for any losses, costs, or
6 damages, including reasonable attorney fees, incurred by the District, relating to or
7 arising out of any violation of these procedures.
8
- 9 7. Security – Network security is a high priority. If the user can identify a security problem
10 on the Internet, the user must notify the system administrator or building principal. Do
11 not demonstrate the problem to other users. Keep your account and password
12 confidential. Do not use another individual’s account without written permission from
13 that individual. Attempts to log on to the Internet as a system administrator will result in
14 cancellation of user privileges. Any user identified as a security risk may be denied
15 access to the network.
16
- 17 8. Vandalism – Vandalism will result in cancellation of privileges, and other disciplinary
18 action. Vandalism is defined as any malicious attempt to harm or destroy equipment,
19 data of another user, the Internet, or any other network. This includes but is not limited
20 to uploading or creation of computer viruses.
21
- 22 9. Telephone Charges – The District assumes no responsibility for any unauthorized charges
23 or fees, including telephone charges, long-distance charges, per-minute surcharges, and/
24 or equipment or line costs.
25
- 26 10. Copyright Web Publishing Rules – Copyright law and District policy prohibit the
27 republishing of text or graphics found on the Web or on District Websites or file servers,
28 without explicit written permission.
29
 - 30 a. For each republication (on a Website or file server) of a graphic or text file that
31 was produced externally, there must be a notice at the bottom of the page
32 crediting the original producer and noting how and when permission was granted.
33 If possible, the notice should also include the Web address of the original source.
34
 - 35 b. Students and staff engaged in producing Web pages must provide library media
36 specialists with e-mail or hard copy permissions before the Web pages are
37 published. Printed evidence of the status of “public domain” documents must be
38 provided.
39
 - 40 c. The absence of a copyright notice may not be interpreted as permission to copy
41 the materials. Only the copyright owner may provide the permission. The
42 manager of the Website displaying the material may not be considered a source of
43 permission.
44
 - 45 d. The “fair use” rules governing student reports in classrooms are less stringent and
46 permit limited use of graphics and text.

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5 e. Student work may only be published if there is written permission from both the
6 parent/guardian and the student.
7
8

9 Internet Safety

- 10
11 1. Internet access is limited to only those “acceptable uses,” as detailed in these procedures.
12 Internet safety is almost assured if users will not engage in “unacceptable uses,” as
13 detailed in these procedures, and will otherwise follow these procedures.
14
15 2. Staff members shall supervise students while students are using District Internet access,
16 to ensure that the students abide by the Terms and Conditions for Internet access, as
17 contained in these procedures.
18
19 3. Each District computer with Internet access has a filtering device that blocks entry to
20 visual depictions that are: (1) obscene; (2) pornographic; or (3) harmful or inappropriate
21 for students, as defined by the Children’s Internet Protection Act and determined by the
22 Superintendent or designee.
23
24 4. The district shall provide age-appropriate instruction to students regarding appropriate online
25 behavior. Such instruction shall include, but not be limited to: positive interactions with
26 others online, including on social networking sites and in chat rooms; proper online social
27 etiquette; protection from online predators and personal safety; and how to recognize and
28 respond to cyberbullying and other threats.
29
30 5. The system administrator and principal shall monitor student Internet access.
31
32
33

34 Legal Reference: Children’s Internet Protection Act, P.L. 106-554
35 Broadband Data Services Improvement Act/Protecting Children in
36 the 21st Century Act of 2008 (P.L. 110-385)
37 20 U.S.C. § 6801, et seq. Language instruction for limited English
38 proficient and immigrant students
39 47 U.S.C. § 254(h) and (l) Universal service
40

41 Procedure History:

42 Adopted on:
43 Reviewed on:
44 Revised:

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PERSONNEL

Applicability of Personnel Policies

Except where expressly provided to the contrary, personnel policies apply uniformly to the employed staff of the District. However, where there is a conflict between terms of a collective bargaining agreement and District policy, the terms of the collective bargaining agreement shall prevail for staff covered by that agreement.

Board policies will govern when a matter is not specifically provided for in an applicable collective bargaining agreement.

Each personnel position in the District will be directed by a position description that delineates the responsibilities of the employee. The employee will receive the position description with the employment contract. Position descriptions are available upon request. The Board of Trustees will regularly review the position descriptions.

Professional Development

If not otherwise addressed in the applicable collective bargaining agreements, the Board shall establish an advisory committee to evaluate the District’s current school year professional development plan; and develop and recommend a plan for the subsequent school year. The advisory committee shall include, but not be limited to, trustees, administrators, and teachers. A majority of the committee shall be teachers. Each school year the Board shall adopt a professional development plan for the subsequent school year based on the recommendation of the advisory committee that meets the requirements of ARM 10.55.714.

Legal Reference: § 39-31-102, MCA Chapter not limit on legislative authority
 ARM 10.55.701(d) Board of Trustees
 ARM 10.55.714 Professional Development

Policy History:

Adopted on:
Reviewed on:
Revised on:

1 _____ **School District**

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3 **PERSONNEL**

5450

Page 1 of 2

4
5 Employee use of Electronic Mail, Internet, Networks, and District Equipment

6
7 The District equipment, e-mail and Internet systems are intended to be used for educational
8 purposes only, and employees have no expectation of privacy. Employees have no expectation
9 of privacy in district owned technology equipment, including but not limited to district-owned
10 desktops, laptops, memory storage devices, and cell phones.

11
12 Users of District equipment, e-mail and Internet systems are responsible for their appropriate
13 use. All illegal and improper uses of the equipment, e-mail, and Internet system, including but
14 not limited to network etiquette violations including mail that degrades or demeans other
15 individuals, pornography, obscenity, harassment, solicitation, gambling, and violating copyright
16 or intellectual property rights, are prohibited. Abuse of the equipment, e-mail, or Internet
17 systems through personal use, or use in violation of the law or District policies, will result in
18 disciplinary action, up to and including termination of employment.

19
20 All e-mail/Internet records are considered District records and should be transmitted only to
21 individuals who have a need to receive them. If the sender of an e-mail or Internet message does
22 not intend for the e-mail or Internet message to be forwarded, the sender should clearly mark the
23 message "Do Not Forward."

24
25 To keep District equipment, e-mail and Internet systems secure, users shall not leave the terminal
26 "signed on" when unattended and may not leave their password available in an obvious place
27 near the terminal or share their password with anyone except the system administrator. The
28 District reserves the right to bypass individual passwords at any time and to monitor the use of
29 such systems by employees.

30
31 Additionally, District equipment, records and e-mail/Internet records are subject to disclosure to
32 law enforcement or government officials or to other third parties through subpoena or other
33 process.

34
35 Consequently, the District retains the right to access stored records in cases where there is
36 reasonable cause to expect wrongdoing or misuse of the system and to review, store, and disclose
37 all information sent over the District e-mail systems for any legally permissible reason, including
38 but not limited to determining whether the information is a public record, whether it contains
39 information discoverable in litigation, and to access District information in the employee's
40 absence. Employee e-mail/Internet messages may not necessarily reflect the views of the
41 District.

42
43 All District employees should be aware that e-mail messages can be retrieved, even if they have
44 been deleted, and that statements made in e-mail communications can form the basis of various
45 legal claims against the individual author or the District.

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All e-mail/Internet records are considered District records and should be transmitted only to individuals who have a need to receive them. E-mail sent or received by the District or the District's employees may be considered a public record subject to public disclosure or inspection. All District e-mail and Internet communications may be monitored.

Policy History:
Adopted on:
Reviewed on:
Revised on:

1 _____ **School District**

2
3 **NONINSTRUCTIONAL OPERATIONS**

8300

4
5 Risk Management

6
7 The Board believes that the District must identify and measure risks of loss which may result from
8 damage to or destruction of District property or claims against the District by persons claiming to have
9 been harmed by action or inaction of the District, its officers or staff. The District will implement a risk
10 management program to reduce or eliminate risks where possible and to determine which risks the
11 District can afford to assume. Such program will consider the benefits, if any, of joining with other units
12 of local government for joint purchasing of insurance, joint self-insuring, or joint employment of a risk
13 manager. The Board will assign primary responsibility for administration and supervision of the risk
14 management program to a single person and will review the status of the risk management program each
15 year.

16
17 The District will purchase surety bonds for the Clerk, and such other staff and in such amounts as the
18 Board shall from time to time determine to be necessary for honest performance of the staff in the conduct
19 of the District’s financial operations.

20
21 Security

22
23 Security means not only maintenance of buildings, but also protection from fire hazards, intruders,
24 damage, vandalism, and faulty equipment. The District shall implement safe practices in the use of
25 electrical, plumbing, and heating equipment. The Board requires close cooperation with local police, fire,
26 and sheriff departments and with insurance company inspectors.

27
28 Access to school buildings and grounds outside of regular school hours shall be limited to staff who have
29 work requiring access. An adequate key control system shall be established which shall limit access to
30 buildings to authorized staff and shall safeguard against the potential entry of unauthorized persons.

31
32 Records and funds shall be kept in a safe place and under lock and key when required.

33
34 Locks and other protective devices designed to be used as safeguards against illegal entry and vandalism
35 shall be installed when appropriate to the individual situation. Employment of security officers may be
36 approved in situations where special risks are involved. All incidents of vandalism, unauthorized access
37 and burglary shall be reported to the Superintendent immediately and to law enforcement agencies as
38 appropriate.

39	Legal Reference:	§ 20-6-608, MCA	Authority and duty of trustees to insure district property
40		§ 20-3-331, MCA	Purchase of insurance – self-insurance plan
41		§§ 2-9-101, et seq., MCA	Liability Exposure
42		§ 2-9-211, MCA	Political subdivision insurance
43		§ 2-9-501, MCA	Application – bonds excepted
44			

45
46
47 Policy History:

48 Adopted on:

49 Reviewed on:

50 Revised on:

1 _____ **School District**

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3 **NONINSTRUCTIONAL OPERATIONS**

8502

Page 1 of 4

4
5 Construction and Repairs

6
7 Before commencing new school construction or repairs, the District shall submit plans for
8 construction of a new school or an addition to or an alteration of an existing school to DPHHS or
9 the local health authority for review and approval. Plans shall include the following where
10 applicable:
11

- 12 (a) Location and detail of classrooms used for science or science laboratories,-consumer
13 science, art classrooms, art supply rooms, mechanic/carpentry, and industrial arts,
14 including location and ventilation detail of lockable storage area of chemicals and
15 other hazardous products;
- 16 (b) Location and detail of janitorial facilities;
- 17 (c) Specifications for the sewage treatment and disposal system to serve the school unless
18 previously approved;
- 19 (d) Specifications for the water supply to serve the school unless previously approved;
- 20 (e) Locations for all emergency eyewash and shower stations, which shall
21 meet the American National Standard for Emergency Eyewash and Shower
22 Equipment;
- 23 (f) Location and detail of laundry facilities including description of equipment
24 and a flow chart indicating the route of laundry through sorting, washing,
25 drying, ironing, folding, and storage;
- 26 (g) Specifications for the final finishes of floors, walls and ceilings in toilet,
27 locker and shower rooms, laundries, and janitorial closets;
- 28 (h) Statement from the designer of the facilities that lighting capable of meeting the
29 minimum requirements of ARM 37.111.830 will be provided;
- 30 (i) Location and detail of the solid waste storage facilities;
- 31 (j) name of DEQ-approved sanitary landfill which will receive solid waste from the
32 school;
- 33 (k) Specifications for a food service to serve the school unless the food service has
34 been previously approved by the DPHHS and/or local health authority;
- 35 (l) Any other information requested by the DPHHS or local health authority
36 relating to the health, sanitation, safety, and physical well-being of the teachers,
37 staff, and students;
- 38 (m) Specifications for any new or modified playground equipment, which shall comply with
39 the standards of the United States Consumer Product Safety Commission's 2010
40 Handbook for Public Playground Safety and the requirements of the 2010 ADA
41 Standards for Accessible Design;
- 42 (n) Specifications for any new or modified air intakes;
- 43 (o) Specifications for any radon-resistant technique used in the building process;
- 44 (p) Documentation reflecting how the topography of the site will permit good drainage
45 of surface water away from the school building to eliminate significant areas of
46 standing water and infiltration of surface water into the school building;
- 47 (q) Specifications showing all chemical storage areas in new construction will be
48 constructed to maintain negative air pressure to eliminate contamination of the
49 school's indoor air quality by being vented to the outside of the building;

- (r) Specifications showing gas supply lines serving science laboratories, consumer science, industrial arts, and other rooms utilizing multiple outlets will have a master shut-off valve that is readily accessible to the instructor or instructors-in-charge without leaving the classroom or storage area;
- (s) Specifications showing industrial arts classrooms or buildings and other rooms using electrically will operated instruction equipment which presents a significant safety hazard to the student utilizing such equipment shall be supplied with a master electric switch readily accessible to the instructor or instructors-in-charge without leaving the classroom or storage area.
- (t) Specifications showing that janitorial storage spaces will be lockable, have sufficient storage are for equipment and chemicals; and be vented to the outside of the building.
- (u) Specifications showing that hot and cold water shall be provided to handwashing sinks and shower facilities. Hot water shall not be below 100° F nor exceed a temperature of 120° F.
- (v) Documentation showing DPHHS the use of radon prevention strategies in new construction.

The District shall not commence construction until all plans required by this policy been approved by DPPHS or the local health authority. Construction shall be in accordance with the plans as approved unless permission is granted in writing by the DPHHS or the local health authority to make changes.

Change of Use in Existing Building

The District shall not use an existing building not currently utilized as a school without the prior approval of the DPHHS or the local health authority. The District shall comply with this policy when modifying a building in order to be utilized as a school.

The District is authorized to use of modular or mobile buildings in response to temporary or permanent closure of the existing school facility, segments thereof, or classroom overflow when plans are submitted and approved by DPHHS or the local health authority.

Contractor Assurance

No contract shall be let to any contractor who is not licensed or registered as required by the laws of this state. Nor shall a contractor be granted a contract unless a statement is submitted and sworn to which states that the contractor is in compliance with the state laws relating to prevailing wage, non-collusion, and residence requirements for public works and with state and federal laws relating to non-discrimination in hiring. A statement to this effect must be a part of every appropriate contract.

No contract shall be let to any contractor if the provision conflicts with the provisions of § 20-9-204.

Contractor Surety Bonds and Insurance

A bid bond must accompany each contractor's bid or other security authorized by state law in the amount of at least ten (10) percent of the total bid amount, excluding taxes. Any bid, which is not successful, shall entitle the bidder to a refund of its security or bond. The successful bidder shall have his/her bond or security retained until such a time as it is determined that the bidder shall complete the contract. All bids received shall specify whether the District or the contractor shall carry fire, liability, or other insurance during construction.

The successful bidder is required to execute and deliver to the Board a good and sufficient performance bond with two (2) or more sureties or a surety company which shall state that the contractor shall execute and faithfully perform the provisions of the contract and shall pay all subcontractors and material men as required by law.

Architect and Engineering Services

The Superintendent shall invite architects and/or engineers to express interest in performing such necessary planning services for the District. Advertising shall be designed to reach a wide geographical area to help insure gender and minority applicant consideration.

Interested firms will be requested to submit a state of qualifications and performance data to enable the Board to determine which architectural or engineering firm will best serve the needs of the District. Criteria for selection of a firm shall include, but not be limited to, quality and breadth of staff, design of similar projects, production capability, supervision and quality control, relationship with clients, cost estimates and budget control.

The Superintendent is directed to establish necessary procedures to solicit and screen qualified engineers and architects. The Superintendent shall recommend one or more firms to the Board for its consideration. The Board and the successful architectural or engineering firm shall enter into a contract for the necessary services. In the event the Board and the selected firm are unable to negotiate a fair and reasonable fee, the trustees may select another firm provided reasonable public notice of the selection is given.

Educational Specifications

Facilities shall be designed to accommodate the educational and instructional needs of the District. The professional experience and judgment of staff shall be solicited in developing such educational specifications. The law requires that special attention be given to accessibility to the education program by students of both genders and those with disabilities. The Superintendent shall see that all construction projects comply with the requirements for accessibility for individuals with disabilities and comparability between the genders. The architect shall be responsible for ensuring compliance with state and federal laws including access for individuals with disabilities and requirements for gender comparability.

When the Board considers major remodeling or building a facility, it shall endeavor to seek facility expertise in all affected program areas as well as comments from faculty, students, and community.

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Legal Reference:	§ 2-2-303, MCA	Agreements to appoint relative to office
	§ 18-2-402, MCA	Standard prevailing rate of wages
	§ 18-2-430, MCA	Preference of Montana labor in public works - wages
	§ 18-2-404, MCA	Approval of contract – bond
	§ 18-2-201, MCA, et seq	<u>Performance, Labor, and Material bonds</u>
	§ 20-9-204, MCA	Conflicts of interest, letting contracts and calling for bids
	§50-1-206, MCA	Regulation in schools on matters of health
	<u>§20-6-631, MCA</u>	<u>When contracts for architectural services required</u>
	<u>§20-6-633, MCA</u>	<u>Hiring for architectural services authorized</u>
	37.111.804, ARM	Preconstruction Review
	37.111.805, ARM	Existing Building – Change of Use
	10.55.701(s), ARM	Board of Trustees
	10.55.701(l), ARM	Board of Trustees

Policy History:

Adopted on:

Reviewed on:

Revised on:

2
3 **STUDENTS**

4
5 Use of Restraint, Seclusion, and Aversive Techniques for Students

6
7 Conduct of Employees Directed Toward Students

8
9 The use by appropriately trained District personnel towards or directed at any student of any form
10 of restraint or seclusion as defined in this policy, is prohibited except in circumstances where
11 proportional restraint or seclusion of a student is necessary when a student’s conduct creates a
12 reasonable belief in the perspective of a District employee, that the conduct of the student has
13 placed the student, the employee, or any other individual in imminent danger of serious bodily
14 harm.

15
16 The employee or any employee who is a witness to this event shall immediately seek out the
17 assistance of the school’s administration or, if such administrator is not available, a certified or
18 classified employee with special training in seclusion and restraint, if available. Upon the arrival
19 of such individual, the administrator or if no administrator is available, the most senior trained
20 individual on seclusion or restraint shall take control over the situation.

21
22 Seclusion or restraint of a student shall immediately be terminated when it is decided that the
23 student is no longer an immediate danger to him or herself or to any other third person or if it is
24 determined that the student is exhibiting extreme distress or at such time that appropriate
25 administrative personnel have taken custody of the child or upon such time that the parent/legal
26 guardian of the child has retaken custody of the child.

27
28 Regardless of employee training status, no District personnel shall use any form of aversive
29 technique or corporal punishment against any student. All seclusion will be in compliance with a
30 student’s IEP or Section 504 Plan.

31
32 If a situation occurs where a properly trained District employee must use acts of restraint or
33 seclusion against a school student, the following shall occur:

- 34
35 1. The employee shall immediately report to their building principal, in writing, the
36 following information:
37 A. The date the event occurred;
38 B. The circumstances leading to the event;
39 C. The student involved; and
40 D. Other witnesses or participants to the event.
41
42 2. The building principal shall notify the Superintendent’s office of the event, providing the
43 Superintendent’s office with a copy of the report of events.
44

- 1 3. The building principal shall ascertain if any of the school's video equipment captured the
2 event on a recording. If such event was captured on recording, the principal shall take all
3 3305
4 Page 2 of 3
5
6 best efforts to maintain a copy of the recording and provide such to the Superintendent's
7 Office for the Superintendent's official records of the event.
8
9 4. The Superintendent or designee shall ascertain the special needs status of the student
10 involved in the seclusion or restraint and shall ascertain and maintain documentation as to
11 whether or not such events were consistent with or contraindicated due to the student's
12 psychiatric, medical, or physical condition(s).
13
14 5. The Superintendent or designee of the Superintendent shall notify the parent or legal
15 guardian of the subject student of the situation and the event of restraint or seclusion via
16 telephone and provide the parent/legal guardian with the name and telephone contact
17 information of the building principal where the parent may obtain additional information
18 regarding the event.
19
20 6. The Superintendent or designee of the Superintendent shall provide the parent/legal
21 guardian of the student with written notice of the event of restraint or seclusion of their
22 student.
23
24 7. The Superintendent's office shall maintain documentation as to events of restraint and
25 seclusion and shall prepare any and all necessary reports to legal entities upon whom such
26 reports are or may become due pursuant to State and federal regulations.
27

28 Training of School Personnel

29
30 As part of the training and preparation of each certified administrator, certified teacher, and in-
31 building classified employee of the District, the following shall occur:
32

- 33 1. Training to personnel as to proper situations and events leading to student seclusion and
34 intervention, including possible preventative alternatives to seclusion and restraint, safe
35 physical escort, de-escalation of student crisis situations, and positive behavioral
36 intervention techniques and supports;
37
38 2. Training of personnel in crisis/conflict management and emergency situations which may
39 occur in the school setting, including examples and demonstrations of proper activities
40 and techniques and trainers observing employee use of proper activities and techniques in
41 the training setting;
42
43 3. Techniques to utilize to limit the possibility of injury to the student, the employee and any
44 other third party in the area;
45

1 4. Information as to the school’s student seclusion areas in each respective school building
2 to which the employee is assigned;

6 5. Training in CPR and basic first aid; and

7
8 6. Provision of the employee with a copy of this policy.

9
10 It is a goal that all new employees are trained in the area of student restraint and seclusion during
11 their first week of employment. However, this may not be possible due to realities of the
12 operation of a school district. If an employee has not yet undergone training and a situation
13 necessitating student restraint or seclusion occurs, and another properly trained employee of the
14 District is present at the event, the properly trained employee shall take the lead in addressing the
15 student crisis.

16
17 Designated Locations

18
19 Each school building for which students are present must have a building designated location for
20 student seclusion. It is the responsibility of the building’s principal, or designee of the principal,
21 to assure that the building’s designated seclusion location is a safe and clean location and that
22 such location has appropriate supervision when any student has been placed into seclusion
23 pursuant to this policy. All seclusion will be in compliance with a student’s IEP or Section 504
24 Plan. Appropriate supervision shall include an adult in the seclusion location which has
25 continuous visual observation of the secluded student.

26
27 Definitions

28
29 For the purposes of this policy, the following definitions shall apply:

30
31 **Restraint:** The immobilization or reduction of a student’s freedom of movement for the purpose
32 of preventing harm to students or others through chemical, manual method, physical, or
33 mechanical device, material, or equipment.

34
35 **Seclusion:** Involuntary confinement in a room or other space during which a student is prevented
36 from leaving or reasonably believes that the he or she can leave or be prevented from leaving
37 through manually, mechanically, or electronically locked doors that, when closed, cannot be
38 opened from the inside; blocking or other physical interference by staff; or coercive measures,
39 such as the threat of restraint, sanctions, or the loss of privileges that the student would otherwise
40 have, used for the purpose of keeping the student from leaving the area of seclusion.

41
42 **Aversive Technique:** Physical, emotional, or mental distress as a method of redirecting or
43 controlling behavior including by not limited to corporal punishment.

44
45 Policy History:

- 1 Adopted on:
- 2 Revised on:
- 3 Reviewed on:

2
3 **STUDENTS**

4
5 Student Risk Assessments

6
7 The District may establish a risk assessment team for students whose behavior may pose a risk to
8 the safety of school staff or students.

9
10 Each team shall:

- 11 1. Provide guidance to students, faculty, and staff regarding recognition of threatening or
- 12 aberrant behavior that may represent a risk to the community, school, or self;
- 13 2. Include persons with expertise in counseling, instruction, school administration, and law
- 14 enforcement.
- 15 3. Identify members of the school community who should be informed of behavior;
- 16 4. Implement school board policies for the assessment of and intervention with students
- 17 whose behavior poses a risk to the safety of school staff or students including response
- 18 plans; and
- 19 5. Utilize available forms and procedures.

20
21 All District employees, volunteers, and contractors are required to report any expressed risks or
22 behavior that may represent a risk to the community, school, or self. In cases determined to be
23 appropriate, teams shall follow established procedures for referrals to community services,
24 boards, or health care providers for evaluation or treatment when appropriate.

25
26 Upon a preliminary determination that a student poses a risk of violence or physical harm to self
27 or others, a risk assessment team shall immediately report its determination to the superintendent
28 or designee. The superintendent or designee shall immediately attempt to notify the student's
29 parent or legal guardian. Nothing in this policy shall prevent a District employee from acting
30 immediately to address an imminent risk.

31
32 The superintendent may establish a committee charged with oversight of the risk assessment
33 teams. An existing committee may be designated to assume the oversight responsibility;
34 however, any such team shall include individuals with expertise in human resources, education,
35 school administration, mental health, and law enforcement.

36
37 Regardless of risk assessment activities, disciplinary action and referral to law enforcement are
38 to occur as required by school board policy and Montana law. The District may, in accordance
39 with the provisions in Policy 3600P, release student records or information in connection with an
40 emergency, without parental consent, if the knowledge of such information is necessary to
41 protect the health or safety of the student or other persons.

42
43 Policy History:

44 Adopted on:

45 Revised on:

46 Reviewed on:

STUDENTS

Student Discipline

The Board grants authority to a teacher or principal to hold a student to strict accountability for disorderly conduct in a school building, on property owned or leased by a school district, on a school bus, on the way to or from school, or during intermission or recess.

Disciplinary action may be taken against any student guilty of gross disobedience or misconduct, including but not limited to instances set forth below:

- Using, possessing, distributing, purchasing, or selling tobacco products, and alternative nicotine and vapor products as defined in 16-11-302, MCA.
- Using, possessing, distributing, purchasing, or selling alcoholic beverages, including powdered alcohol. Students who may be under the influence of alcohol will not be permitted to attend school functions and will be treated as though they had alcohol in their possession.
- Using, possessing, distributing, purchasing, or selling drug paraphernalia, illegal drugs, marijuana, controlled substances, or any substance which is represented to be or looks like a narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, stimulant, depressant, or intoxicant of any kind, including such substances that contain chemicals which produce the same effect of illegal substances including but not limited to Spice and K2. Students who may be under the influence of such substances will not be permitted to attend school functions and will be treated as though they had drugs in their possession.
- Using, possessing, controlling, or transferring a firearm or other weapon in violation of Policy 3311.
- Using, possessing, controlling, or transferring any object that reasonably could be considered or used as a weapon as referred to in Policy 3311.
- Disobeying directives from staff members or school officials or disobeying rules, violating state or federal law, or not honoring regulations governing student conduct.
- Using violence, force, noise, coercion, threats, intimidation, fear, or other comparable conduct toward anyone or urging other students to engage in such conduct.
- Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person’s property.
- Engaging in any activity that constitutes an interference with school purposes or an educational function or any other disruptive activity.
- Unexcused absenteeism. Truancy statutes and Board policy will be utilized for chronic and habitual truants.
- Intimidation, harassment, sexual harassment, sexual misconduct, hazing or bullying; or retaliation against any person who alleged misconduct under Policy 3225 or 3226 or participated in an investigation into alleged misconduct under Policy 3225 or 3226.
- Defaces or damages any school building, school grounds, furniture, equipment, or book belonging to the district.

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- 4 • Forging any signature or making any false entry or attempting to authorize any document
- 5 used or intended to be used in connection with the operation of a school.
- 6 • Records or causes to be recorded a conversation by use of a hidden electronic or
- 7 mechanical device which may include any combination of audio or video that reproduces
- 8 a human conversation without the knowledge of all parties to the conversation.
- 9 • Engaging in academic misconduct which may include but is not limited to: cheating,
- 10 unauthorized sharing of exam responses or graded assignment work; plagiarism,
- 11 accessing websites or electronic resources without authorization to complete assigned
- 12 coursework, and any other act designed to give unfair academic advantage to the student.
- 13

14 These grounds stated above for disciplinary action apply whenever a student's conduct is
15 reasonably related to school or school activities, including but not limited to the circumstances
16 set forth below:

- 17
- 18 • On school grounds before, during, or after school hours or at any other time when school
- 19 is being used by a school group.
- 20 • Off school grounds at a school-sponsored activity or event or any activity or event that
- 21 bears a reasonable relationship to school.
- 22 • Travel to and from school or a school activity, function, or event.
- 23 • Anywhere conduct may reasonably be considered to be a threat or an attempted
- 24 intimidation of bullying of a staff member or student, or an interference with school
- 25 purposes or an educational function.
- 26

27 Disciplinary Measures

28

29 Disciplinary measures include but are not limited to:

- 30 • Expulsion
- 31 • Suspension
- 32 • Detention, including Saturday school
- 33 • Clean-up duty
- 34 • Loss of student privileges
- 35 • Loss of bus privileges
- 36 • Notification to juvenile authorities and/or police
- 37 • Restitution for damages to school property
- 38

39 No District employee or person engaged by the District may inflict or cause to be inflicted
40 corporal punishment on a student. Corporal punishment does not include reasonable force
41 District personnel are permitted to use as needed to maintain safety for other students, school
42 personnel, or other persons or for the purpose of self-defense.

43 Non-Disciplinary Measures

44

46 The Superintendent or designee is authorized to assign a student to non-disciplinary offsite

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4 instruction pending the results of an investigation or for reasons related to the safety or well-
5 being of students and staff. During the period of non-disciplinary offsite instruction, the student
6 will be permitted to complete all assigned schoolwork for full credit. The assignment of non-
7 disciplinary offsite instruction does not preclude the Superintendent or designee from
8 disciplining a student who has, after investigation, been found to have violated a School District
9 policy, rule, or handbook provision.

10
11 Delegation of Authority

12
13 The Board grants authority to any teacher and to any other school personnel to impose on
14 students under their charge any disciplinary measure, other than suspension or expulsion,
15 corporal punishment, or in-school suspension, that is appropriate and in accordance with policies
16 and rules on student discipline. The Board authorizes teachers to remove students from
17 classrooms for disruptive behavior.

18
19 Cross Reference: 3300 Suspension and Expulsion
20 3225 Sexual Harassment of Students
21 3226 Bullying, Harassment
22 5015 Bullying, Harassment
23

24 Legal Reference: § 16-11-302(1)(7), MCA Definitions
25 § 20-4-302, MCA Discipline and punishment of pupils –
26 definition of corporal punishment – penalty
27 – defense
28 § 20-5-202, MCA Suspension and expulsion
29 § 45-8-361, MCA Possession or allowing possession of
30 weapon in school building – exceptions –
31 penalties – seizure and forfeiture or return
32 authorized – definitions
33 § 45-5-637, MCA Possession or consumption of tobacco
34 products, alternative nicotine products, or
35 vapor products by persons under 18 years of
36 age is prohibited – unlawful attempt to
37 purchase - penalties
38 29 U.S.C. § 701 Rehabilitation Act of 1973
39 § 45-8-213, MCA Privacy in communications
40 Title 16, Chapter 12 MCA Montana Marijuana Regulation and
41 Taxation

42 Policy History:
43 Adopted on:
44 Reviewed on:
45 Revised on:
46

Medical Exemption Statement

Form HES 101A
Montana Schools



For questions, contact the Montana Department of Immunizations at (406) 444-5580

A prospective student seeking to enroll in a Montana school is not required to receive any immunizations for which they are medically contraindicated. The Medical Exemption Statement, may be completed by a qualifying healthcare provider and utilized as an exemption. In lieu of this form, a written and signed statement from a qualifying healthcare provider will also be accepted under the conditions outlined in ARM 37.114.715.

Pursuant to HB 334 (Ch. 294, L. 2021), a qualifying healthcare provider means a person who: (1) is licensed, certified, or authorized in any U.S. State or Canada to provide health care; (2) is authorized within the person's scope of practice to administer the immunization(s) to which the exemption applies; and (3) has previously provided health care to the student *or* has administered a vaccine to which the student has had an adverse reaction. Once completed, this form should be filed at the student's school along with their most current immunization record.

Student Name: _____ **Parent/Guardian Name:** _____

Student Address: _____ **Student Date of Birth:** _____

Select the vaccine(s) needing medical exemption, then provide a brief description of the contraindication or precaution for each vaccine:

- | | |
|--|--|
| <input type="checkbox"/> DTaP (Diphtheria, Tetanus, and Pertussis) | <input type="checkbox"/> MMR (Measles, Mumps, and Rubella) |
| <input type="checkbox"/> Tdap (Diphtheria, Tetanus, and Pertussis) | <input type="checkbox"/> IPV (Polio) |
| <input type="checkbox"/> Varicella (Chickenpox) | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Hib (<i>Haemophilus influenzae</i> type b) | |

Contraindication/Precaution:

A complete list of medical contraindications and precautions can be found on the Centers for Disease Control and Prevention's website:
<https://www.cdc.gov/vaccines/hcp/acip-recs/general-recs/contraindications.html>.

Duration of exemption: _____

Provider's Name (print): _____ **Title:** _____ **Phone:** _____

Address: _____

Provider's Signature: _____ **Date:** _____

Affidavit of Exemption on Religious GroundsForm HES 113
Montana Schools

For questions, contact the Montana Department of Immunizations at (406) 444-5580

Student's Full Name**Birth Date****Age****Sex**

School: _____

If student is under 18, name of parent, guardian, or other person responsible for student's care and custody:

Street address and city: _____

Telephone: _____

I, the undersigned, declare under penalty of perjury that immunization against the following is contrary to my religious tenets and practices (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> <i>Diphtheria, Pertussis, Tetanus (DTaP, DT, Tdap)</i> | <input type="checkbox"/> <i>Polio</i> |
| <input type="checkbox"/> <i>Measles, Mumps and Rubella (MMR)</i> | <input type="checkbox"/> <i>Varicella (chickenpox)</i> |
| <input type="checkbox"/> <i>Haemophilus Influenzae type b (Hib)</i> | <input type="checkbox"/> <i>Other: _____</i> |

I also understand that:

Pursuant to section 20-5-405, MCA, in the event of an outbreak of one of the diseases listed above, the above-exempted student may be excluded from school by the local health officer or the Department of Public Health and Human Services until the student is no longer at risk for contracting or transmitting that disease.

_____	_____
Signature of parent, guardian, or other person responsible for the above student's care and custody; or of the student, if 18 or older.	Date

Subscribed and sworn to before me this _____ day of _____, _____.

Signature: Notary Public for the State of Montana_____
Print Name: Notary Public for the State of MontanaResiding in _____
My commission expires _____

Seal

1 _____ **School District**

2
3 **Financial Management**

7265

4
5 Use of Enhanced Tax Credit Receipts

6
7 On receiving a donation from an enhanced tax credit, the District shall seek preapproval, in a
8 manner prescribed by the Department of Revenue (DOR), that the amount of tax credit sought by
9 the taxpayer is available under the aggregate limit set in statute. Upon preapproval by the DOR,
10 the District shall issue a receipt, in a form prescribed by the DOR, to each contributing taxpayer
11 indicating the value of the donation received and documenting the preapproval of the credit.
12

13 The District shall use the funds received from an enhanced tax credit for innovative educational
14 programs specified in law which are defined as:

- 15 (a) transformational learning as defined in Section 20-7-1602, MCA;
- 16 (b) advanced opportunity as defined in Section 20-7-1503, MCA;
- 17 (c) any program, service, instructional methodology, or adaptive equipment used to expand
18 opportunity for a child with a disability as defined in Section 20-7-401, MCA;
- 19 (d) any courses provided through work-based learning partnerships or for postsecondary
20 credit or career certification under Policy 2600; and
- 21 (e) technology enhancements, including but not limited to any expenditure incurred for
22 purposes specified in Section 20-9-533, MCA.

23
24 Legal Reference: Title 15, Chapter 30, Part 31, MCA- Tax Credit for Qualified Education
25 Contributions
26

27
28 Policy History:

29 Adopted on:

30 Reviewed on:

31 Revised on:

32



Budget Report

FY 2023

07 Cascade

Submit ID:

0101 Cascade Elem

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	1,467,139.77	134,527.94	10%	9.17%	0.00	1,067,011.21	400,128.56	46.88
10 Transportation	300,000.00	59,680.49	20%	19.89%	0.00	59,393.07	240,606.93	28.19
11 Bus Depreciation Reserve	339,932.38	0.00	N/A	0.00%	262,828.50	0.00	77,103.88	9.03
13 Tuition	87,000.00		N/A		67,941.08	0.00	19,058.92	2.23
14 Retirement	237,980.00	47,596.00	20%	20.00%	40,081.51	197,898.49		
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	88,151.20	0.00	N/A	0.00%	36,863.90	1,287.30	50,000.00	5.86
29 Flexibility	6,702.19	0.00	N/A	0.00%	6,702.19	0.00	0.00	0.00
61 Building Reserve	107,129.95	0.00	N/A	0.00%	70,438.82	15,191.13	21,500.00	2.52
Total of All Funds	2,634,035.49	241,804.43			484,856.00	1,340,781.20	808,398.29	94.71

50 Debt Service								
Tax Jurisdiction								
0101	0.00	10,971.15	20-9-438	0.00%	0.00	0.00	0.00	0.00



Budget Report

FY 2023

07 Cascade

Submit ID:

0102 Cascade H S

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	1,030,278.69	87,290.09	10%	8.47%	0.00	742,204.30	288,074.39	28.43
10 Transportation	300,000.00	55,738.96	20%	18.58%	0.00	59,393.07	240,606.93	23.75
11 Bus Depreciation Reserve	343,140.46	0.00	N/A	0.00%	261,864.58	0.00	81,275.88	8.02
13 Tuition	30,000.00		N/A		15,125.64	0.00	14,874.36	1.47
14 Retirement	158,995.00	31,799.00	20%	20.00%	12,422.39	146,572.61		
17 Adult Education	20,000.00	0.00	35%	0.00%	18,903.74	0.00	1,096.26	0.11
19 Non-Operating	0.00	0.00	N/A	0.00%	0.00	0.00	0.00	0.00
28 Technology	237,722.18	0.00	N/A	0.00%	136,842.25	879.93	100,000.00	9.87
29 Flexibility	9,229.92	0.00	N/A	0.00%	9,229.92	0.00	0.00	0.00
61 Building Reserve	74,427.72	0.00	N/A	0.00%	49,617.85	12,809.87	12,000.00	1.18
Total of All Funds	2,203,793.97	174,828.05			504,006.37	961,859.78	737,927.82	72.83

50 Debt Service								
Tax Jurisdiction								
0102	0.00	10,990.87	20-9-438	0.00%	0.00	0.00	0.00	0.00

APPENDIX C

Consent Agenda

Section I – Meeting Minutes

Section II – Business Claims

Section III – Student Activity Account

Section IV – Sub List

Section V – Student Attendance Agreements

Regular Meeting

DRAFT

Cascade School District 3B
Board of Trustees
July 19, 2022 - 6:00 pm

Board Members Present

High School Board

John Rumney - Chair
Iain McGregor - Vice Chair (via zoom)
Ruth Mortag
Rick Cummings
Chris Wilson

Elementary Board

John Rumney - Chair
Iain McGregor - Vice Chair (via zoom)
Ruth Mortag
Rick Cummings
Chris Wilson

Not Present: Mark McKamey

Others Present: Levi Collins, Karsen Drury, Michelle Price, Sonja Mazaira, Nelsons, Wiley Aker, Ray Castellanos

John Rumney - Board Chair, called the Board of Trustees meeting to order at 6:02 pm. The Board said the Pledge of Allegiance. Mr. Rumney asked for public comment on non-agenda items. There was no public comment.

Staff Reports

- A. Michelle Price, Elementary Principal
 - a. Enrollment 2022-2023
- B. Levi Collins, Superintendent
 - a. Enrollment
 - b. Board Shared Drive
 - c. Safety Response Team
 - d. Board workshop

Board Report

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

New Business

- A. Consideration of Recommendation for Bus Driver, Bill Shirley
Rick Cummings moved, seconded by Chris Wilson to hire Bill Shirley as bus driver for SY2022-2023, contingent upon background check results.
Passed unanimously.

- B. Consideration of Golden Triangle Cooperative Agreement SY2022-2023
Ruth Mortag moved, seconded by Rick Cummings to approve the Golden Triangle Cooperative Agreement for SY2022-2023.
The Golden Triangle provides professional development to our teachers and administrators. We have been a member of the group for many years.
Passed unanimously.
- C. Consideration of Welding Curriculum, SY2022-2023
Chris Wilson moved, seconded by Ruth Mortag to approve the welding curriculum for SY2022-2023.
The welding curriculum is recommended by several colleges. It is estimated to cost around \$4K, which will be paid out of the ESSER funds.
Passed unanimously.
- D. Consideration of Updated & Revised SY2022-2023 Handbooks
Rick Cummings moved, seconded by Chris Wilson to approve the updated and revised SY2022-2023 handbooks.
The policy committee presented the changes and updates to the handbooks.
Passed unanimously.
- E. Required Policy Updates & Revisions
Rick Cummings moved, seconded by Chris Wilson to approve and adopt the required policy updates and revisions.
The policy committee presented the changes and updates to the policies.
Passed unanimously.
- F. Recommended Policy Updates & Revisions - 1st Readings
Chris Wilson moved, seconded by Ruth Mortag to approve the first reading of the recommended policy updates and revisions.
The policy committee presented the changes and updates to the policies.
Passed unanimously.
- G. Recommended Policy Adoptions - 1st Reading
Rick Cummings moved, seconded by Chris to approve the first reading of the new recommended policies.
The policy committee presented the changes and updates to the policies.
Passed unanimously.
- H. Student Attendance Agreements
Chris Wilson moved, seconded by Rick Cummings to approve the student attendance agreement for SY2022-2023.

Passed unanimously.

- I. Consent Agenda (Appendix D)
 - a. Minutes of Regular Board Meeting, June 28, 2022
 - b. Business Claims
 - c. Student Activity Account

Chris Wilson moved, seconded by Ruth Mortag to approve the consent agenda.

Passed unanimously.

Board Meeting Evaluation (I)

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

Announcements (I)

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

Adjournment (A)

At 6:47 pm Ruth Mortag moved, seconded by Rick Cummings to adjourn. Passed unanimously.

John Rumney, Board Chair

ATTEST: Karsen Drury, District Clerk

Date Signed _____

For additional details on items presented in the minutes of the meeting, please see coinciding board agenda found on Cascade Public Schools' webpage:

www.cascade.k12.mt.us/District/1141-Board-Agendas-and-Packet.html

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
7906	12311S	1157 BUG DOCTOR	163.00					
1		8960 07/05/22 Pest Control	81.50*		101	100-2600	340	
2		8960 07/05/22 Pest Control	81.50*		201	100-2600	340	
7907	12312S	1914 CASCADE FFA ALUMNI	18,500.00					
1		07/08/22 Advancing Ag Payment 2022	18,500.00*		115	327-2212	582	101
7908	12313S	407 CENTURY LINK	0.26					
1		300421680 07/01/22 Long Distance	0.10*		101	100-2580	531	
2		300421680 07/01/22 Long Distance	0.05*		110	100-2580	531	
3		300421680 07/01/22 Long Distance	0.06*		201	100-2580	531	
4		300421680 07/01/22 Long Distance	0.05*		210	100-2580	531	
7909	12314S	1599 FRONTLINE TECHNOLOGIES GROUP, LLC	9,644.18					
1		INVUS15641 07/01/22 Frontline - Absence & Time	2,159.35*		101	100-2580	682	
2		INVUS15641 07/01/22 Frontline - Absence & Time	1,563.67*		110	100-2580	682	
3		INVUS15641 07/01/22 Frontline - Absence & Time	2,159.35*		201	100-2580	682	
4		INVUS15641 07/01/22 Frontline - Absence & Time	1,563.67*		210	100-2580	682	
5		INVUS15641 07/01/22 Frontline - Recruiting & H	637.46*		101	100-2580	682	
6		INVUS15641 07/01/22 Frontline - Recruiting & H	461.61*		110	100-2580	682	
7		INVUS15641 07/01/22 Frontline - Recruiting & H	637.46*		201	100-2580	682	
8		INVUS15641 07/01/22 Frontline - Recruiting & H	461.61*		210	100-2580	682	
7910	12316S	1755 ILLUMINATE EDUCATION	2,989.75					
1		Q-143602 07/01/22 Fastbridge Assessment System	2,239.75*		115	421-1000	682	522
2		Q-143602 07/01/22 Fastbridge Training	750.00*		115	421-1000	682	522
7911	12315S	1298 IES, Inc.	790.00					
1		186610 07/01/22 School Website Host	260.70*		128	100-2580	682	
2		186610 07/01/22 School Website Host	529.30*		228	100-2580	682	
7912	12322S	401 MTSBA	3,870.00					
1		0009551 07/01/22 MTSBA Membership Dues	2,322.00*		101	100-2300	810	
2		0009551 07/01/22 MTSBA Membership Dues	1,548.00*		201	100-2300	810	
7913	12317S	1321 INFINITE CAMPUS	3,998.15					
1		ANNUAL0370 05/13/22 FY23 Infinite Campus Renew	1,319.39*		128	100-2580	682	
2		ANNUAL0370 05/13/22 FY23 Infinite Campus Renew	2,678.76*		228	100-2580	682	

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
7914	12319S	829 MONTANA HIGH SCHOOL ASSOCIATIO	3,868.00						
1		07/01/22 FY23 Annual Dues & Fees	3,500.00*		201	720-3500	810		
2		07/01/22 FY23 Liability & Catastrophe	302.00*		201	720-3500	810		
3		07/01/22 FY23 Concussion Insurance	66.00*		201	720-3500	810		
7915	12318S	747 MONTANA COOPERATIVE SERVICES	281.00						
1		2152 04/01/22 FY23 MCS Dues	281.00*		112	910-3100	810		
7916	12320S	3400 MREA	2,170.00						
1		4052 04/01/22 FY23 MREA Annual Dues	1,085.00*		101	100-2300	810		
2		4052 04/01/22 FY23 MREA Annual Dues	1,085.00*		201	100-2300	810		
7917	12323S	1324 OETC	2,752.44						
1		00001073 07/30/22 OETC Membership Renewal K-12	25.00*		128	100-1000	810		
2		00001073 07/30/22 OETC Membership Renewal K-12	50.00*		228	100-1000	810		
3		260430 07/08/22 Microsoft Renewals	669.36*		128	100-1000	682		
4		260430 07/08/22 Microsoft Renewals	2,008.08*		228	100-1000	682		
7918	12321S	1150 MSGIA	76,370.00						
1		PC23-13011 07/01/22 FY23 Property & Liability	19,092.50*		101	100-2600	520		
2		PC23-13011 07/01/22 FY23 Property & Liability	19,092.50*		201	100-2600	520		
3		PC23-13011 07/01/22 FY23 Property & Liability	19,092.50*		110	100-2600	520		
4		PC23-13011 07/01/22 FY23 Property & Liability	19,092.50*		210	100-2600	520		
7919	12324S	1710 REPUBLIC SERVICES	1,318.47						
1		000344494 06/30/22 Disposal Services - July 22	659.23*		101	100-2600	431		
2		000344494 06/30/22 Disposal Services - July 22	659.24*		201	100-2600	431		
7920	12327S	1691 SCHOOLHOUSE IT	4,107.08						
1		2358 07/01/22 Contract Tech Services - July	1,355.34*		128	100-2580	355		
2		2358 07/01/22 Contract Tech Services - July	2,751.74*		228	100-2580	355		
7921	12325S	3015 SAM	300.00						
1		8984 07/01/22 SAM Leadership Summit - LC	180.00*		101	100-2300	582		
2		8984 07/01/22 SAM Leadership Summit - LC	120.00*		201	100-2300	582		

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount						
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Acct/Source/ Prog-Func	Obj	Proj	
7922	12326S	1906 SAVVAS LEARNING COMPANY LLC	82,015.74						
1		06/30/22 HS World History	2,976.00	276	115	999		33	
		PIEPER N							
		PO Accounting (Org/Prog/Func/Obj/Proj: -775-1000-682- 33							
2		06/30/22 HS myWorld Interactive Ge	3,108.00	276	115	999		33	
		PIEPER N							
		PO Accounting (Org/Prog/Func/Obj/Proj: -775-1000-682- 33							
3		06/30/22 Shipping/Handling	547.56	276	115	999		33	
		PIEPER N							
		PO Accounting (Org/Prog/Func/Obj/Proj: -775-1000-610- 33							
4		06/30/22 HS Earth Science	3,165.00	277	115	999		33	
		PO Accounting (Org/Prog/Func/Obj/Proj: -775-1000-682- 33							
5		06/30/22 HS Experience Chemistry	2,833.50	277	115	999		33	
		PO Accounting (Org/Prog/Func/Obj/Proj: -775-1000-682- 33							
6		06/30/22 HS Miller Biology	4,153.50	277	115	999		33	
		PO Accounting (Org/Prog/Func/Obj/Proj: -775-1000-682- 33							
7		06/30/22 Shipping & Handling	940.08	277	115	999		33	
		PO Accounting (Org/Prog/Func/Obj/Proj: -775-1000-610- 33							
8		06/30/22 JH Science Professional	500.00	278	115	999		33	
		PO Accounting (Org/Prog/Func/Obj/Proj: -775-1000-682- 33							
9		06/30/22 JH Elevate Science	17,901.00	278	115	999		33	
		PO Accounting (Org/Prog/Func/Obj/Proj: -775-1000-682- 33							
10		06/30/22 Shipping & Handling	1,692.99	278	115	999		33	
		PO Accounting (Org/Prog/Func/Obj/Proj: -775-1000-610- 33							
11		06/30/22 EL Science Profssional	500.00	279	115	999		33	
		PO Accounting (Org/Prog/Func/Obj/Proj: -775-1000-682- 33							
12		06/30/22 EL Elevate Science	8,122.00	279	115	999		33	
		PO Accounting (Org/Prog/Func/Obj/Proj: -775-1000-682- 33							
13		06/30/22 EL Elevate Science K-5	11,211.00	279	115	999		33	
		PO Accounting (Org/Prog/Func/Obj/Proj: -775-1000-682- 33							
14		06/30/22 Shipping & Handling	1,850.67	279	115	999		33	
		PO Accounting (Org/Prog/Func/Obj/Proj: -775-1000-610- 33							
15		06/30/22 JH/HS Literacy Profession	1,700.00	280	115	999		33	
		PO Accounting (Org/Prog/Func/Obj/Proj: -775-1000-682- 33							
16		06/30/22 JH/HS myPerspectives Engl	29,283.00	280	115	999		33	
		PO Accounting (Org/Prog/Func/Obj/Proj: -775-1000-682- 33							
17		06/30/22 Shipping & Handling	2,239.10	280	115	999		33	
		PO Accounting (Org/Prog/Func/Obj/Proj: -775-1000-610- 33							
18		06/30/22 Shipping & Handling	396.37	280	101	999			
		PO Accounting (Org/Prog/Func/Obj/Proj: -100-1000-610-							
19		06/30/22 Discount	-396.37		101	100-1000	610		
20		06/30/22 Discount	-10,707.66		115	775-1000	610	33	

* ... Over spent expenditure

Claim	Warrant	Vendor #/Name	Amount			Acct/Source/		
Line #		Invoice #/Inv Date/Description	Line Amount	PO #	Fund Org	Prog-Func	Obj	Proj
7923	12328S	4426 TYLER TECHNOLOGIES INC.	300.00					
1		045-378267 06/01/22 FY23 Archive Fee	99.00*		128	100-2580	682	
2		045-378267 06/01/22 FY23 Archive Fee	201.00*		228	100-2580	682	
		# of Claims 18	Total: 213,438.07	# of Vendors	18			

Fund/Account	Amount
101 General Fund	
101	\$26,217.14
110 Transportation	
101	\$21,117.83
112 Food Services	
101	\$281.00
115 Federal Programs	
101	\$103,505.49
128 Technology	
101	\$3,728.79
201 General Fund	
101	\$29,251.11
210 Transportation	
101	\$21,117.83
228 Technology	
101	\$8,218.88
Total:	\$213,438.07

Account	Opening Balance	Receipts				Transfers (+)	Invest (+)	Misc.	Misc.	Closing Balance
		Disbursed (-)	in Transit (+)	Deposits (+)	Earnings (+)			Charges (-)		
1 ANNUAL	153.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	153.84	
36 ART	2239.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2239.35	
2 ATHLETICS	12594.28	91.33	0.00	0.00	0.00	0.00	0.00	0.00	12502.95	
5 BAND	3990.10	100.00	0.00	0.00	0.00	0.00	0.00	0.00	3890.10	
51 BOOK FAIR	653.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	653.63	
3 BPA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4 CHEER/PEP CLUB	1074.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1074.07	
7 CHOIR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
60 CLASS OF 2021	0.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.56	
16 CLASS OF 2022	476.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	476.40	
61 CLASS OF 2023	1300.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1300.85	
62 CLASS OF 2024	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
68 CLASS OF 2025	671.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	671.94	
13 CONCESSIONS	31627.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31627.60	
47 COUNSELING	1789.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1789.17	
65 DRIVERS EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
32 FCS	0.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.23	
15 FFA	3049.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3049.58	
64 FOOD SERVICE CLEARING	184.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	184.00	
12 HS BOYS' BB	148.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	148.09	
46 HS CROSS COUNTRY	868.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	868.49	
38 HS FOOTBALL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
40 HS GIRLS' BB	274.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	274.14	
66 HS GOLF	262.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	262.49	
19 HS HONOR SOCIETY	4164.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4164.77	
29 HS STUDENT COUNCIL/MBI	811.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	811.15	
37 HS TRACK	662.79	0.00	0.00	0.00	0.00	0.00	0.00	0.00	662.79	
10 HS VOLLEYBALL	5085.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5085.97	
34 HS WRESTLING	1330.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1330.40	
70 IC PAYMENT	166.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	166.43	
57 JH BOYS BB	1863.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1863.46	
39 JH FOOTBALL	1178.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1178.51	
56 JH GIRLS BB	493.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	493.10	
35 JH HONOR SOCIETY	206.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	206.37	
27 JH STUDENT COUNCIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
53 JH TRACK	644.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	644.57	
54 JH VOLLEYBALL	255.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	255.04	
55 JH WRESTLING	127.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	127.40	
43 JMG	207.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	207.36	
6 JUNIOR TIRP	1.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.43	
18 K-8 MISC EARNINGS	3216.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3216.21	
26 LIVING 2 SERVE	0.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.16	
25 REVOLVING	3159.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3159.38	
24 ROBOTICS	96.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	96.62	
9 SCHOLARSHIP	1709.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1709.41	
33 SHOP FUND	1297.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1297.58	
31 TECHNOLOGY	9492.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9492.18	
17 XCELL	840.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	840.57	
898 MISC EARNINGS	119.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	119.08	
899 MISC CHARGES	-49.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-49.96	

CASCADE PUBLIC SCHOOLS
Statement of Activity by Account Name for 07/01/22 to 07/30/22

Account	Opening Balance	Disbursed (-)	Receipts			Invest (+)	Misc.	Misc.	Closing Balance
			in Transit (+)	Deposits (+)	Transfers (+)		Earnings (+)	Charges (-)	
Total for Student Accounts	98438.79	191.33							98247.46
Bank Account Totals	98438.79	191.33	0.00	0.00	0.00		0.00	0.00	98247.46
							Bank Balance		98247.46
							Plus Outstanding Checks		8485.75
							Minus Outstanding Deposits		0.00

							Balance		106733.21
							Minus Receipts in Transit		0.00

							Statement Balance		106733.21

Substitute Teachers	
Name	
CERTIFIED	
Burcusa, Michael	C/FP
Eisenzimer, Joann	C/TB/FP
LaLiberty, Frank	C/TB
Manning, Diana	C/TB/FP
McKamey, Jeanne	C/TB/FP
Pieper, Frank	C/FP
Skogley, Melody	C/TB/FP
Strobbe, Peggy	C/FP
NON-CERTIFIED	
Aker, Virginia	FP
Baker, Enrico	FP
Castellanos, Toni Marie	TB/FP
Castellanos-Romero, Amy	FP
Cox-Marez, Dawna	
Ehmer, Michelle	
Ethridge, Andrea	FP
Moss, Ethan	
Price, Alexi	FP
Rhodes, Leah	FP
Winkowitsch, Daniel	FP
Winkowitsch, Valerie	
Woodend, Justine	FP
Secretarial	
Name	
Skogley, Meolody	

***Need Approval by the Trustees**

T.B. Approved (No longer required)

C - Some teaching certification

FP - FINGERPRINTED

PH - Physical Approved

****All approval of employment is contingent upon passing background checks****

Bus Drivers	
Name	
Aker, Virginia	FP/PH
Cope, Ted	FP/PH
Grismer, Tina (shuttle only)	
McDermant, James	
Nelson, Dave	FP
Nelsen, Mark	FP/PH
Skogley, Jeff	TB/FP
Tilleman, Eric	TB/FP
Winkowitsch, Daniel	
Custodian	
Name	
Aker, Virginia	FP/PH
Ehmer, Michelle	FP/PH
Correll, Michele	FP/PH
Hunter, Tina	TB/FP/PH
Johnson, Angela	TB/FP/PH
McDermant, James	
Kitchen	
Name	
Romero, Armondo JR	
Hickam, Jay	FP/PH
Volunteers	
Name	
Nelsen, Jessica (piano)	
XCELL! Afterschool Program	
Name	
Antonich, Myrtle	ULM
Calvert, Brittney	ULM
Hastings, Angela	ULM
McCullough, Riley	ULM
McKamey, Mattison	
Wilson, Madison	FP

Student Attendance Agreements

2022-2023 School Year

Students attending school in Cascade from out of district

Helena School Dist. 7th-12th	R	BA	Grade
Cloninger, Tannalee	X	X	8
Fowler, Mason	X	X	6
Gatch, Austin	X	X	10
Gatch, Nathan	X	X	12
King, Alex			6
Ligameri, Brant	X	X	9
Maulding, Colten			8
Otheim, Carsyn	X	X	10
Otheim, Carter	x	x	12
Park, Alexandria	X	X	7
Park, Cody	X	X	9
Park, Johnny	X	X	11
Sewak, Sage	X		9

Great Falls Dist. EK-12th	R	BA	Grade
Brooks, Jason	X		6
Brown, Elisabeth	X	X	7
Brown, Emma	X	X	3
Fleming, Brooklynn	X		9
Hauk, Mackenzie	X	X	11
Hauk, Peyton	X	X	9
Madison, Brooke			K2
Molen, Roman	X		7
Waters, Kaydence			12

Wolf Creek School Dist. EK-6th	R	BA	Grade
Brown, Ashlyn			2
Cory, Dillon	X		5
Hunter, Izabel	X	X	5
King, Annastacia	X		3
Kraemer, Aleigha	X		3
Lisle, Dylan	X	X	K2
Lisle, Jo	X	X	2
Maulding, Trevor			3
Overduyn, Brayden	X	X	4
Sattler, Frank	X	X	3
Sattler, Levi	X	X	3
Sattler, Messina	X	X	4
Thompson, Clay	X	X	4
Thompson, Sarah	X	X	1
Wirth, Laci	X	X	3
Wirth, Nicholas	X	X	4

Ulm School Dist. EK-8th	R	BA	Grade
Bronson, Tyler	X	X	8
Faldzinski, Beau	X	X	6
Fuller, Jadon	X	X	7
Gilham, Grady	X		7
Hastings, Reese	X	X	6
Kohn-Faldzinski, Natalie	X		8
Lange, Drake	X	X	8
Smith Bryson	X	X	7

Augusta Elem/HS School Dist.	R	BA	Grade
Golie, Brydger	X	X	7
Golie, Jacob	X	X	8

Simms Elementary School District	R	BA	Grade

Sun River Valley District	R	BA	Grade

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

Cascade students attending school in another District

Great Falls Dist. EK-12th	R	BA	Grade

"x" student attendance agreement received
 R=SAA received
 BA=SAA Board Approved
 New agreement received since last Bd Mtg
 8/11/2022