



## **Cascade School's Mission:**

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

# By promoting excellence for all students through:

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

#### **Cascade Schools will strive to:**

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

# Mav

Accountability for the board through trustee and levy elections. Be sure to orient your newly-elected trustees to your process of strategic governance Adjust your budget priorities and planned staffing depending on the outcome of the levy election.

Celebrate graduation and learning completed over the preceding academic year. Make sure your community knows about the district's progress in increasing student achievement and that your board embraces a belief that all students can be taught and achieve.

# July

New fiscal year. This is a great time to think about kicking off the strategic governance model if you have not yet done so! Use MTSBA's new Strategic Governance Policy Series to guide you through the transition

# AUQUSI

**Budget Adoption.** 

Is the proposed budget deliberately aligned with your district goals? Do you have district goals? If not, to what priorities is your budget aligned? At a minimum, the board and staff leadership team should have a discussion regarding

# April

Continue to refine and align and finalize budget and collective bargaining negotiations with district goals clearly evident in your decisions. Be sure to incorporate sufficient resources for professional development for your staff and board.

# Keep kids at the center of all board decisions!

# September

School is in session. This

# March

Deadline for scheduling any levy that you have identified through your budget planning and alignment process that is required to ensuing school fiscal year.

# Februarv

Incorporate the priorities from your strategic planning in your initial budget and employee collective bargaining discussions. If you don't do this now, you will not be able to align your budget and collective bargaining agreement with your plan this year Also, take time and choose a process for self-assessment of your board. Assessment is the most effective way to ensure board members understand their duties and utilize effective governance

# lanuarv

Review and update your strategic plan based on what you learn in reviewing student achievement over the preceding months, or initiate strategic planning if you have no plan. The plan should belong to the Board but should be crafted in collaboration with staff and community. Also, evaluate the performance of your superintendent.

# November

December

**Review graduation** rates.

# Review NAEP scores.

# Align your governance with the 8 characteristics of effective school boards through MTSBA model policy: 5.

Commit to a vision of high expectations for student achievement and quality instruction. Define clear

goals for that

vision.

1.

**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.

2.

3. 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.

4.

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.

6.

Lead as a united team with the superintendent, each from their respective roles, with strong collaboration and mutual trust.

7.

Take part in team development and training to build shared knowledge, values and commitments for their improvement

efforts.

8.



# CASCADE PUBLIC SCHOOLS

Regular Monthly Meeting of the Cascade Board of Trustees Cascade Public Schools Conference Room #123 321 Central Avenue West, Cascade MT 59421

December 20, 2022 at 6:00 p.m.

## **Agenda**

https://zoom.us/j/95075657618?pwd=NzJPUk9iOEFuL280YXV2UmxOLzczUT09

Meeting ID: 950 7565 7618 Passcode: 531hp6

Call to Order 6:00

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

# **Pledge of Allegiance**

## **Public Comment on Non-Agenda Items**

Members of the community are given opportunity to make brief comments to the Board on any matters not included in the agenda. By law the Board cannot deliberate, debate or take any action on any matter presented during Public Comment. Comments about any staff, student, or member of public are not allowed due to rights of privacy laws.

Public Comment on action (A) agenda items is to be addressed when the item is being considered on the agenda. Informational and Staff Reports are reported to Board of Trustees as information only.

## **REGULAR MONTHLY MEETING**

## Informational (I)

- A. Letter of Resignation Pam Weigand (Paraprofessional)
- B. Letter of Resignation Amy Castellanos (XCELL! Aide)

### Staff Reports (I)

- A. Jen Ward, FFA Advisor
- B. Michelle Price, K-12 Principal
- C. Sonja Mazaira, Activities Director
- D. Levi Collins, Superintendent
- E. Karsen Floerchinger, Business Manager

## **Board Report (I)**

- A. Board Evaluation
- B. Board Training Hours

### **New Business (A)**

- A. Consideration of Recommendation for Coach, Brenden Hensley
- B. Consideration of Recommendation for Advisor, Armando Romero
- C. Consideration of Recommendation for Paraprofessional, Michelle Fuller
- D. Consideration of Recommendation for Purchase of Type E Bus
- E. Consideration of Recommendation to Renew Multidistrict Agreement, District 3 (Elementary)
- F. Consideration of Recommendation to Renew Multidistrict Agreement, District B (High School)
- G. Consideration of Handbook Revisions, Coaches, Sponsors, Advisors, Activities/Athletics & Student Activities/Athletic Handbook 8<sup>th</sup> Grade Participation Policy
- H. Consent Agenda
  - a. Minutes of Regular Board Meeting, November 15, 2022

		CI .
b.	Business	Claims

- c. Student Activity Account
- d. Sub List

# **Executive Sessions**

- A. Student Issue
- B. Superintendent Quarterly Evaluation

# **Board Meeting Evaluation (I)**

A. Complete the evaluation and turn into Mr. Collins

# Announcements (I)

- A. Regular School Board Meeting January 12, 202
- B. Upcoming Events

Adjournment (A) 7:30

### **REGULAR MONTHLY MEETING**

### Informational

#### A. Letter of Resignation - Pamela Wiegand (Paraprofessional)

December 4, 2022

Dear Michelle,

This letter is to inform you of my decision to retire from Cascade School the end of December, 2022.

It has been such a good experience working with excellent staff here. You have been professional, and kind in every way. I will miss working here as a Para, and in the future, should my personal circumstances change, I would be delighted to return to your employment.

In addition, I would like to request to continue my dental insurance under Cobra, if that would be allowable.

Thank you!

Blessings,

Pamela Wiegand

#### B. Letter of Resignation – Amy Castellanos (XCELL! Aide)

Mr. Levi Collins, Mrs. Michelle Price Superintendent/ Principal Cascade Public Schools 321 Central Ave. W- P.O.Box 529 Cascade, Mt. 59421

To both Mr. Collins and Mrs. Price.

Please receive this as my letter of resignation from my position as Xcell assistant and Sub effective December 8, 2022. I am leaving this employment for the following reasons: Will be opening a Daycare in Cascade beginning December 12, 2022. I want to thank you both for allowing me to work in such a wonderful school district; it has been a pleasure to work for Cascade Public Schools and to serve the students here.

Thank you,

Amanda Castellanos-Romero (Mrs. Amy)

## Staff Reports (Appendix A)

- A. Jen Ward, FFA Advisor
- B. Michelle Price, Elementary Principal
- C. Sonja Mazaira, Activities Director Appendix A, Section I (pg. 3)
- D. Levi Collins, Superintendent Appendix A, Section II (pg. 9)
- E. Karsen Floerchinger, Business Manager Appendix A, Section III (pg. 10)

# **Board Report (Appendix B)**

- A. Board Evaluation Appendix B, Section I (pg. 21)
- B. Board Training Hours Appendix B, Section II (pg. 28)

## New Business (A) (Appendix C)

#### A. Consideration of Recommendation for Coach, Brenden Hensely

Category: Personnel

Presented by: Sonja Mazaira

**Facts to Consider:** 

Brenden Hensley – HS Wrestling 2<sup>nd</sup> Assistant

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

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

#### B. Consideration of Recommendation for Advisors, Armando Romero

Category: Personnel

Presented by: Sonja Mazaira

Facts to Consider:

Armando Romero - Concessions

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

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

## C. Consideration of Recommendation for Paraprofessional, Michelle Fuller

Category: Personnel
Presented by: Levi Collins

Facts to Consider: Michelle has been working as a substitute teacher at the school. Administration would like to offer her a

contract to work part-time as a paraprofessional.

Superintendent Recommendation: Hire Michelle Fuller as paraprofessional for SY2022-2023.

**Sample Motion:** I move to hire Michelle Fuller as paraprofessional for SY2022-2023.

### D. Consideration of Recommendation for Purchase of Type E Bus

**Category:** Transportation

Presented by: Levi Collins/Wiley Aker

Attachments: Type E Bus Information – Appendix C, Section I (pg. 30)

Facts to Consider: The Board authorized the District to purchase a Type E bus to replace the 2015 Dodge Caravan. A 2021 Ford Expedition Max has been purchased and added to the fleet for the price of \$73,922. The Transportation department sees a need for another Type E bus to run routes. Under Montana Laws 20-10-101 and 20-10-102, School districts may use a "Type E" vehicle that is approved to transport students to and from school. This vehicle is required to meet very stringent safety standards to qualify for a Transportation reimbursement. Due to the current shortage of qualified bus drivers, our increasing need for transporting students, and flexibility in addressing transportation needs during the current pandemic, the District completed a study as required by MCA 20-10-148 to determine the cost effectiveness analysis required for transporting students, which will be completed before purchase. The vehicle may also be used for staff transportation, as well as transportation for athletics & activities. Several districts in the area have purchased their Type E buses through Van Motors in Conrad and have ranged in price from \$30K-\$80K, depending on year, model, and add-ons that are required by MCA. Type E Buses may be purchased with Bus Depreciation funds and depreciated, just like yellow school buses. We currently have a Bus Depreciation budget of \$609K.

Superintendent Recommendation: Approve the purchase of a Type E Bus, pending cost analysis.

Sample Motion: I move to approve the purchase of a Type E Bus, pending cost analysis.

#### E. Consideration of Recommendation to Renew Multidistrict Agreement, District 3 (Elementary)

Category: Finance

Presented by: Karsen Floerchinger

Attachments: 3-year Multidistrict Data Recap, Multidistrict Agreement – Appendix C, Section II (pg. 32)

**Facts to Consider:** Under Policy 1007FE, the District is permitted to enter into an agreement with another District, which allows for the transfer of funds for the purpose of shared costs and expenses outlined in a Multidistrict Agreement. Cascade District 3 entered into a Multidistrict Agreement with Cascade District B in December 2016, and renewed the agreement in December 2019. Per 20-3-363, MCA, a Multidistrict Agreement may not extend beyond a 3-year term. Once the term has expired, both Districts must approve the renewal for up to a 3-year term.

**Superintendent Recommendation:** Approve the renewal of the Multidistrict Agreement for a 3-year term.

**Sample Motion:** I move to approve the recommendation to renew the Multidistrict Agreement with Cascade District B for a 3-year term.

#### F. Consideration of Recommendation to Renew Multidistrict Agreement, District B (High School)

Category: Finance

Presented by: Karsen Floerchinger

Attachments: 3-year Multidistrict Data Recap, Multidistrict Agreement – Appendix C, Section II (pg. 32)

Facts to Consider: Under Policy 1007FE, the District is permitted to enter into an agreement with another District, which allows for the transfer of funds for the purpose of shared costs and expenses outlined in a Multidistrict Agreement. Cascade District 3 entered into a Multidistrict Agreement with Cascade District B in December 2016, and renewed the agreement in December 2019. Per 20-3-363, MCA, a Multidistrict Agreement may not extend beyond a 3-year term. Once the term has expired, both Districts must approve the renewal for up to a 3-year term.

Superintendent Recommendation: Approve the renewal of the Multidistrict Agreement for a 3-year term.

**Sample Motion:** I move to approve the recommendation to renew the Multidistrict Agreement with Cascade District 3 for a 3-year term.

# G. Consideration of Handbook Revisions, Coaches, Sponsors, Advisors, Activities/Athletics & Student Activities/Athletic Handbook – 8<sup>th</sup> Grade Participation Policy

Category: Policy

Presented by: Levi Collins

**Attachments:** Current 8<sup>th</sup> Grade Participation Policy – *Appendix C, Section III (pg. 37)* 

Facts to Consider: It has been requested to review and possibly amend the District's 8th Grade Participation Policy as written in

the Coaches, Sponsors, Advisors, Activities/Athletics Handbook and Student Activities/Athletic Handbook.

**Sample Motion:** I move to review the current 8<sup>th</sup> Grade Participation Policy.

#### H. Consent Agenda (Appendix D)

- A. Minutes of Regular Board Meeting, November 18, 2022 Appendix D, Section I (pg. 39)
- **B.** Business Claims Appendix D, Section II (pg. 43)
- C. Student Activity Account Appendix D, Section III (pg. 60)
- **D.** Sub List Appendix C, Section IV (pg. 61)

## **Executive Sessions**

- A. Student Issue
- B. Superintendent Quarterly Evaluation

# **Board Meeting Evaluation (I)**

A. Complete evaluation and turn into Mr. Collins

### Announcements (I)

- A. Regular School Board Meeting, January 17, 2023
- B. Upcoming Trainings:
  - a. Accommodating Individuals with Disabilities Training January 10, 17, 27<sup>th</sup>

# Adjournment (A)