



CASCADE SCHOOL DISTRICT 3 & B

Regular Meeting of the Board of Trustees
Conference Room #123
321 Central Ave West, Cascade, MT 59421
June 24, 2025 at 6:00 p.m.

Agenda

<https://zoom.us/j/92204174053?pwd=zbEzJKhfzkaNcugOLyGsk8y08OU2Dn.1>

Meeting ID: 922 0417 4053

Passcode: iX4hTd

Call to Order

6:00

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. Resignation – Fred Miller, Paraprofessional
- B. Finalized SY2026 Calendar

Staff Reports (I)

- A. Michael Wilson, Principal
- B. Levi Collins, Superintendent
- C. Karsen Floerchinger, Business Manager

Board Report (I)

- A. Board Evaluation
- B. Board Hours
- C. Facilities Committee Report
- D. Policy Committee Report

New Business (A)

- A. Consideration of Recommendation for Junior High Teacher, Chad Boedecker
- B. Consideration of Recommendation for Social Studies Teacher, Rebecca Cross
- C. Consideration of Recommendation for Librarian, Kyle Spinks
- D. Consideration of Recommendation for Activities Director, Kyle Spinks
- E. Consideration of Recommendation for FCS Teacher, Laura Park
- F. Consideration of Recommendation for 2nd Grade Teacher, Jessica Porter
- G. Consideration of Recommendation for SY2026 Coaches
- H. Consideration for Recommendation for SY2026 Advisors
- I. Consideration of Recommendation for SY2026 Administrative & Supervisory Salaries
- J. Consideration of Recommendation for SY2026 Jumpstart/Early Literacy Program
- K. Consideration of FY2026 Annual MSGIA Property and Liability Insurance Renewal
- L. Consideration of FY2026 Annual MSGIA Workers Compensation Renewal
- M. Consideration of FY2026 Annual MTSBA Membership Renewal
- N. Consideration of FY2026 Annual MHSA Application, Catastrophic Insurance & Concussion Insurance
- O. Consideration of Recommendation for SY2026 Handbook Updates
- P. Consideration of Recommendation for SY2026 Bus Routes
- Q. Resolution to Cancel Stale or Outstanding Warrants
- R. Resolution to Close Activity Account, Class of 2025
- S. Resolution to Open Activity Account, Class of 2029
- T. Resolution to Transfer to Compensated Absences Fund
- U. Resolution to Transfer to Interlocal Agreement Fund
- V. Consent Agenda

Board Meeting Evaluation (I)

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

Announcements (I)

- A. Regular School Board Meeting – July 15, 2025
- B. Upcoming Trainings

Adjournment (A)

REGULAR MONTHLY MEETING

Informational (I) (Appendix A)

- A. Resignation – Fred Miller, Paraprofessional
- B. Finalized SY2026 Calendar

Staff Reports (I) (Appendix B)

- A. Michael Wilson, Principal – *Appendix B, Section I*
- B. Levi Collins, Superintendent – *Appendix B, Section II*
- C. Karsen Floerchinger, Business Manager

Board Report (I) (Appendix C)

- A. Board Evaluation – *Appendix C, Section I*
- B. Board Hours – *Appendix C, Section II*
- C. Facilities Committee Report
- D. Policy Committee Report

New Business (A) (Appendix D)

A. Consideration of Recommendation for Junior High Teacher, Chad Boedecker

Category: Personnel
Presented by: Levi Collins
Facts to Consider: Mr. Boedecker has 24 years of teaching experience ranging from grades 4-6 with a Masters in School Leadership. He has taught in both the Great Falls and Ulm School Districts. He is being recommended to join the JH teaching staff for SY2026 and will be instructing ELA.
Superintendent Recommendation: Hire Chad Boedecker as Junior High Teacher for SY2026.
Sample Motion: I move to approve the recommendation to hire Chad Boedecker as Junior High Teacher for SY2026.

B. Consideration of Recommendation for Social Studies Teacher, Rebecca Cross

Category: Personnel
Presented by: Levi Collins
Facts to Consider: Ms. Cross is being recommended for the Social Studies Teacher position for SY2026. She is an Australian native, who has spent several years teaching in Japan.
Attachments: Cover Letter – *Appendix D, Section I*
Superintendent Recommendation: Hire Rebecca Cross as Social Studies Teacher for SY2026.
Sample Motion: I move to approve the recommendation to hire Rebecca Cross as Social Studies Teacher for SY2026.

C. Consideration of Recommendation for Librarian, Kyle Spinks

Category: Personnel
Presented by: Levi Collins
Facts to Consider: Mr. Spinks has 9 years of teaching experience in the subjects of Social Studies, Science, and PE. He has been acting as an Assistant Athletic Director at an A school in Louisiana for the past 4 years. Additionally, he has experience in coaching, as well as a pastor. Mr. Spinks has a Masters in Educational Leadership.
Attachments: Resume – *Appendix D, Section I*
Superintendent Recommendation: Hire Kyle Spinks as Librarian for SY2026.
Sample Motion: I move to approve the recommendation to hire Kyle Spinks as Librarian for SY2026.

D. Consideration of Recommendation for Activities Director, Kyle Spinks

Category: Personnel
Presented by: Levi Collins
Facts to Consider: See above. The Activities Director stipend will be set at \$15,000.
Superintendent Recommendation: Hire Kyle Spinks as Activities Director for SY2026.
Sample Motion: I move to approve the recommendation to hire Kyle Spinks as Activities Director for SY2026.

E. Consideration of Recommendation for FCS Teacher, Laura Park

Category: Personnel
Presented by: Levi Collins
Facts to Consider: Mr. Park has expressed interest in filling the part time FCS position. She plans to provide Culinary I and II courses for the first year and hopes to expand the curriculum in years following. She does not currently hold a teaching license, but is working on obtaining a Class 5b license.
Attachments: Resume – *Appendix D, Section I*
Superintendent Recommendation: Hire Laura Park as FCS Teacher for SY2026.
Sample Motion: I move to approve the recommendation to hire Laura Park as FCS Teacher for SY2026.

F. Consideration of Recommendation for 2nd Grade Teacher, Jessica Porter

Category: Personnel
Presented by: Levi Collins
Facts to Consider: Ms. Porter is being recommended to fill the additional 2nd Grade Teacher position. She has 8 years of experience teaching elementary students and filled the long-term substitute position for our second grade teacher while she was on maternity leave this past year.
Attachments: Cover Letter – *Appendix D, Section I*
Superintendent Recommendation: Hire Jessica Porter as 2nd Grade Teacher for SY2026.
Sample Motion: I move to approve the recommendation to hire Jessica Porter as 2nd Grade Teacher for SY2026.

G. Consideration of Recommendation for SY2026 Coaches

Category: Personnel

Presented by: Levi Collins

Facts to Consider:

Brendan Hensely – JH Wrestling Head

Kendra Lane – Cross Country Head

Tyler Costa – JH Boys Basketball Head

Heather Lewis – HS Track Head

Tina Mann – JH Track Head

Jason Raether – HS Golf Head

Lynn Formell – Cross Country Assistant

Josh Munski – JH Football Assistant

Lawni Raether – JH Football Volunteer

Kory Hastings – JH Football Volunteer

Jason Coates – JH Football Volunteer

Superintendent Recommendation: Hire the coaches as listed for SY2026.

Sample Motion: I move to approve the recommendation to hire the coaches as listed for SY2026.

H. Consideration of Recommendation for SY2026 Advisors

Category: Personnel

Presented by: Levi Collins

Facts to Consider:

Jennifer Ward – FFA, Senior Class

Jeff Skogley – Band, Choir, Junior Class

Steve Pettis – Junior Class

Christa Hardy – Annual, Senior Class, Student Counsel

Giulia Weeda – National Honor Society

Tina Mann – Pep Club, Student Counsel

Amanda Iverson – BPA

Eliza Papke – MTSS

Alissa Johnson – MTSS

Superintendent Recommendation: Hire the advisors as listed for SY2026.

Sample Motion: I move to approve the recommendation to hire the advisors as listed for SY2026.

I. Consideration of Recommendation of SY2026 Administrative & Supervisory Salaries

Category: Personnel

Presented by: Negotiations Committee

Facts to Consider: The proposed salaries are based on the average certified employee raise for SY2026. The average raise is calculated off of step advancements and percentage increase to the base salary, which is 4.89%. (all outliers are excluded from the average i.e. lane changes, STARS minimum salaries, maxed years and new teachers to the district). No other terms in the contracts were changed.

Attachments: Salary Proposals – *Appendix D, Section II*

Negotiations Committee Recommendation: Approve the salaries as listed for the administrative and supervisory staff for SY2026.

Sample Motion: I move to approve the salaries as listed for the administrative and supervisory staff for SY2026.

J. Consideration of Recommendation for Early Literacy Targeted Interventions Program

Category: Policy

Presented by: Levi Collins

Facts to Consider: Per Policy 3110, the Board of Trustees may at their discretion assign and admit a child to a school in the district who is under 5 years of age. Under HB 352, funding for the program formerly known as “Early K” has been cut unless students who meet exceptional circumstances. Very few of the students set to enroll in our district meet those circumstances, which means the program will not be funded with the typical ANB funding sources, instead the District must supplement to provide the program. Administration believes this program is vital to our community and recommends that the Board approve the program, regardless of historic funding being cut.

Superintendent Recommendation: Approve the Jumpstart/Early Literacy Program for SY2026.

Sample Motion: I move to approve the Jumpstart/Early Literacy Program for SY2026.

K. Consideration of FY2026 Annual MSGIA Property and Liability Insurance Renewal

Category: Finance

Presented by: Karsen Floerchinger

Attachments: FY26 PC Renewal – *Appendix D, Section III*

Facts to Consider: MSGIA has been the District’s insurance provider for many years. See Appendix for breakdown and details.

Superintendent Recommendation: Approve the MSGIA Property & Liability Insurance Renewal for FY2026.

Sample Motion: I move to approve the MSGIA Property & Liability Insurance Renewal for FY2026.

L. Consideration of FY2026 Annual MSGIA Workers Compensation Renewal

Category: Finance

Presented by: Karsen Floerchinger

Attachments: FY26 WC Renewal – *Appendix D, Section IV*

Facts to Consider: MSGIA has been the District’s insurance provider for many years. See Appendix for breakdown and details. See Appendix for breakdown and details.

Superintendent Recommendation: Approve the MSGIA Workers Compensation Insurance Renewal for FY2026.

Sample Motion: I move to approve the MSGIA Workers Compensation Insurance Renewal for FY2026.

M. Consideration of FY2026 Annual MTSBA Membership Renewal

Category: Finance

Presented by: Levi Collins

Attachments: MTSBA Correspondence – *Appendix D, Section V*

Facts to Consider: MTSBA has been the District’s legal representative for many years, providing the District with many valuable resources such as policy maintenance, strategic planning and legal representation. The costs are as follows:

Membership - \$3,975.00 (\$15.00 increase)

Labor Relations Maintenance Services - \$1,000.00 (no increase)

Strategy Maintenance - \$1,000.00 (no increase)

Policy Maintenance - \$1,785.00 (\$71.00 increase)

Superintendent Recommendation: Approve the MTSBA Membership Renewal for FY2026

Sample Motion: I move to approve the MTSBA Membership Renewal for FY2026.

N. Consideration of SY2026 Annual MHSA Application, Catastrophic Insurance & Concussion Insurance

Category: Policy/Extracurriculars

Presented by: Levi Collins

Attachments: SY2026 MHSA Documents – *Appendix D, Section VI*

Facts to Consider: MHSA requires an annual renewal in order to participate. The total dues for SY2025 will be \$4,002.00, to include 6 boys sports (football, cross country, basketball, wrestling, track & golf), 6 girl sports (volleyball, cross country, basketball, wrestling, track & golf), 2 combined activities (band & choir) (\$3,500), liability catastrophe plan insurance (\$381) and concussion insurance (\$121).

Superintendent Recommendation: Approve the annual MHSA Application, Catastrophic Insurance & Concussion Insurance for SY2026.

Sample Motion: I move to approve the annual MHSA Application, Catastrophic Insurance & Concussion Insurance for SY2026.

O. Consideration of Recommendation for SY2026 Handbook Updates

Category: Policy

Presented by: Levi Collins

Facts to Consider: All handbooks were reviewed by the Policy Committee. All handbooks will have updated dates and personnel as needed. No major changes were made to the Classified, Transportation or Board Handbooks, besides the aforementioned.

Attachments: Handbooks – *Appendix D, Section VII*

Superintendent Recommendation: Approve the SY2026 handbook updates.

Sample Motion: I move to approve the SY2026 handbook updates.

P. Consideration of Recommendation for SY2026 Bus Routes

Category: Transportation

Presented by: Levi Collins/Wiley Aker

Attachments: Bus Routes – *Appendix D, Section VIII*

Superintendent Recommendation: Approve the SY2026 bus routes as listed.

Sample Motion: I move to approve the SY2026 bus routes as listed.

Q. Resolution to Cancel Stale or Outstanding Warrants

Category: Finance

Presented by: Karsen Floerchinger

Facts to Consider: A “cancelled warrant” occurs when a district determines a warrant which was previously issued is not valid. The board must authorize cancellation of a warrant. A warrant may be canceled even if the warrant is not in possession of the district. Generally, a warrant is canceled if it was lost, is stale dated, or was issued in payment for goods which were returned to the vendor. A canceled warrant is often followed by a replacement warrant. A board of trustees may cancel a warrant which has been issued for at least one year, however the district’s liability for payment of a contractual obligation does not terminate until the time specified in law (20-9-223, MCA). The contractual obligation generally continues for 8 years if based on an instrument in writing. See 27-2-201, MCA. A “replacement warrant” is usually issued to replace an original warrant lost by the payee. The first warrant is usually canceled by the board and a replacement warrant issued.

Claims:

13257 - \$200.00 – 6/17/24

13283 - \$3.39 – 6/30/24

Student Accounts:

12040 - \$55.00 – 10/12/2023

12064 - \$35.00 – 10/17/2023

12273 - \$156.00 – 02/01/2024

12297 - \$500.00 – 03/18/2024

12299 - \$25.00 – 03/21/2024

12305 - \$50.00 – 03/26/2024

12306 - \$75.00 – 04/09/2024

Voided (duplicate or misprints):

Student Accounts: 12405, 12458, 12459, 12516, 12518, 12603, 12604, 12605, 12606, 12607, 12608, 12609, 12695, 12721, 12722, 12723, 12724, 12725, 12726, 12727, 12728, 12729

Superintendent Recommendation: Cancel the stale dated warrants as listed.

Sample Motion: I move to approve the recommendation to cancel the stale dated warrants as listed.

R. Resolution to Close Activity Account, Class of 2025

Category: Finance

Presented by: Karsen Floerchinger

Facts to Consider: The graduating class fund is closed at the end of each year. If there are remaining monies, the graduating class designates how the monies are spent or where the monies are to be transferred.

Superintendent Recommendation: Close the Class of 2025 activity account.

Sample Motion: I move to approve the recommendation to close the Class of 2025 activity account.

S. Resolution to Open Activity Account, Class of 2029

Category: Finance

Presented by: Karsen Floerchinger
Facts to Consider: It is required that the board approve any fund added to the activity fund.
Superintendent Recommendation: Open Class of 2029 activity account
Sample Motion: I move to approve the recommendation to open Class of 2029 activity account.

T. Resolution to Transfer to Compensated Absences Fund

Category: Finance
Presented by: Karsen Floerchinger
Facts to Consider: Authorized by Section 20-9-512 MCA, for the purpose of financing the accumulated sick leave and vacation pay that non-teaching or administrative school district employee is entitled to upon termination of employment. Funded using budgeted General Fund transfers. Funds in excess of limit must be returned to General Fund.
Superintendent Recommendation: Approve the resolution to transfer year end monies from the General Funds to the Compensated Absences Funds, if necessary.
Sample Motion: I move to approve the recommendation to transfer year end monies from the General Funds to the Compensated Absences Funds, as authorized by 20-9-512, MCA.

U. Resolution to Transfer to Interlocal Agreement Fund

Category: Finance
Presented by: Karsen Floerchinger
Facts to Consider: Per Policy 1007FE, *“Montana law (20-3-363, MCA) allows the boards of trustees of any two or more school districts to enter into a multidistrict agreement to create a multidistrict cooperative to perform any services, activities, and undertakings of the participating districts and to provide for the joint funding and operation and maintenance of all participating districts upon the terms and conditions as may be mutually agreed to by the districts. Each participating district of the multidistrict cooperative may transfer funds into the interlocal cooperative fund from the district’s general fund, budgeted funds other than the retirement fund or debt service fund, or non-budgeted funds other than the compensated absence liability fund. Transfers to the interlocal cooperative fund from each participating school district’s general fund are limited to an amount not to exceed the direct state aid in support of the respective school district’s general fund.”*
Superintendent Recommendation: Approve the transfer year end monies from the general funds to the interlocal agreement fund.
Sample Motion: I move to approve the recommendation to transfer year end monies from the general funds to the interlocal agreement fund.

V. Consent Agenda (Appendix E)

- A. Minutes of Regular & Organizational Board Meeting, May 20, 2025 – *Appendix E, Section I*
- B. Minutes of Special Board Meeting, June5, 2025 – *Appendix E, Section I*
- C. Business Claims – *Appendix E, Section II*
- D. Student Activity Account – *Appendix E, Section III*
- E. Sub List – *Appendix E, Section IV*
- F. Student Attendance Agreements – *Appendix E, Section V*
- G. Individual Transportation Agreements

Board Meeting Evaluation (I)

- A. Complete evaluation and turn into Mr. Collins

Announcements (I)

- A. Regular School Board Meeting – July 15, 2025
- B. Upcoming Trainings:

Adjournment (A)