

February 12, 2025
Regular Meeting Minutes

Chairman Angel DeVries called the regular meeting to order in the Board room of the Malta Middle/Senior High School at 7:00 PM. Board members present were Jessica Oyler, Angel DeVries, Katey Marquis, Katie Brown and Kyle Kluck. Others present were Superintendent Steve Bucks and Business Manager Heathyr Knowles.

Call to Order

Visitors present: High School Principal Shawn Bleth, Elementary Principal JF Hewitt, Athletic Director Jake Norby, Transportation Director Carter Clauson, Charlie Messerly, Raymond Hough, Katie Ottinger, Katie Smith, and Layala Messerly.

Visitor List

Public input: Layla Messerly received a \$4,000 grant through FCLA and created a public outreach program called FACTS that encourages kids to wear their seat belts. She will be giving a presentation at the FCLA State Competition in Billings that is an overview of her program. If she places there, she will go on to Nationals. She is already having an impact at Malta schools.

Public Input

Consent Agenda

This consists of approving the minutes from the January 8, 2025 Regular meeting and the January 22, 2025 Special Meeting, approve the agenda, and approve the current month's bills.

Motion to approve Consent Agenda – Katey Marquis

Second – Kyle Kluck

Approved

**Approve
Agenda,
Minutes, Bills**

Committee Reports:

Building Committee – They had a walk through on the HVAC system at the elementary school and a final punch list was created. They also met recently to review projects for the rest of the year. Have requested staff to get them more specifics so a decision can be made on a go forward path.

Curriculum Committee – pulled grading scales from near schools and will be meeting with admin to review.

**Committee
Reports**

Administrative Reports:

High School Principal Shawn Bleth reported on high school events. Elementary Principal JF Hewitt gave his report. AD Jake Norby reported on upcoming events. Carter Clauson gave a Transportation report. Evan Grabofsky gave an IT report. Heathyr Knowles gave a Finance report, and Steve Bucks gave the Superintendent report.

**Administrative
Reports**

Information/Action Items:

Action Items

#1 Pass Election Resolution – Next step in the election process is to pass the Trustees Election Resolution. This will now lead to the ability to put out a press release. The resolution is sent to the County Clerk and does not have to be posted.

Motion to approve the Trustees Election Resolution: Katey Marquis
Second – Katie Brown
Approved

#2 – Second Reading of MTSBA Policies – Mr. Bucks recommended additional changes.

Motion to approve the policies as revised excluding 1332 which we will re-visit next month: Katie Brown
Second: Katey Marquis
Approved

#3 – School Data Error Correction Form – while working through the FY26 transportation worksheets and the First Semester reimbursement requests we found some mismatch information with OPI for VIN's and descriptions. They provided a form that needs to be reviewed and approved and then returned to OPI.

Motion to approve the Data Correction Form: Jessica Oylar
Second: Kyle Kluck
Approved

#4 – Authorization of Records Destruction – while cleaning out the vault, Jana found some old election records. We reached out to the County Clerk for destruction instructions and we given those as well as links to specific forms to be filled out. The form needs to be reviewed and approved, signed and held in the permanent files. The records will be shredded when the shred truck comes around.

Motion to authorize the destruction of the records on the form:
Jessica Oylar
Second: Katie Brown
Approved

#5 – Approve 2024-2025 Contracts

Denise Watkins as a substitute teacher until her Emergency Credential is approved with OPI

Renaë Heisler – HS Head Golf Coach

Carter Clausen – Revision of current contract

Shaelin Jensin – Substitute Teacher pending background check

Motion to hire the contract list as stated with the amendment of Shaelin Jensin pending a background check: Katey Marquis
Second: Kyle Kluck
Approved

#6 – Substitute Pay Review

Due to some system limitations, we can't get to exactly \$70 for a half day substitute premium. We can do either 58% of a full day (69.60) or 59%

of a full day (70.80). Need the board to approve either of these options.

Motion to revise substitute pay to 59% of a full day/\$70.80: Katey

Marquis

Second: Katie Brown

Approved

#7 – Approve TR-5 and TR-6 Transportation Claims

Approve first semester bus and individual transportation claims for OPI.

Motion to approve the TR-5 and TR-6 transportation claims: Katie

Brown

Second: Katey Marquis

Approved

#8 – Approval of District Profile of a Learner

This is required for our accreditation.

Motion to approve the District Profile of a Learner: Katey Marquis

Second: Jessica Oylar

Approved

#9 – Information on Finance Committee

The finance committee met and support hiring a Middle School Principal that would also be a teacher or interventionist.

#10 – Approve the Middle School Principal job description and open the application. It was noted that this position must be opened internally first for a two-week period before it is opened externally. It was also noted that the job description includes both options so that we cast as wide a net as possible.

Motion to accept the job description as provided and open the position: Katey Marquis

Second: Kyle Kluck

Approved

#11 – Recognize the Receipt of the Letter of Intent for Negotiations.

We have received letters from both the Classified and Certified Associations.

Motion to recognize the receipt of the letters of intent for negotiations: Katey Marquis

Second – Katie Brown

Approved

The regular board meeting is set for Wednesday, March 12, 2025 at 7:00 PM in the boardroom of the Malta High School.

Set next board meeting

Motion to adjourn the meeting: Jessica Oylar

Second: Katey Marquis

Approved

Adjournment

Meeting adjourned at 8:47 PM.



Angel DeVries,
Chairman of the Board



Heathyr Knowles,
Clerk of the Board