

November 12, 2025
Regular Meeting Minutes

Chairman Kyle Kluck 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 and Kyle Kluck, and Katie Brown. Others present were Superintendent Steve Bucks and Business Manager Heathyr Knowles.

Call to Order

Visitors present: High School Principal Shawn Bleth, Middle School Principal Mardee Lamb, Elementary Principal JF Hewitt, Transportation Coordinator Carter Clausen, IT Director Evan Grabofsky, Katie Ottinger and Teri Blunt

Visitor List

Public input: None.

Public Input

Consent Agenda

This consists of approving the minutes from the June 11, 2025 regular meeting, approve the agenda, and approve the current month's bills

Approve Agenda,
Minutes, Bills

Motion: Katey Marquis moved to approve the Consent Agenda

2nd: Jessica Oyler

Motion passed unanimously

Agenda Item #1 - Policy Review.

Second reading of Policy 8100, 8110, and 5314. Angel DeVries requested that the wording on 8100 be changed to 8 or less consecutive days.

Agenda Items

Motion: Jessica Oyler moved to approve the three policies with the wording change from Angel

2nd: Katie Brown

Motion passed unanimously

Mr. Bucks reviewed the other policies that were a first reading

Agenda Item #2 – McKinstry Elementary School Assessment

Motion: Katey Marquis moved to table the agenda item until the Building Committee could review it and make a recommendation to the board

2nd: Jessica Oyler

Motion passed unanimously

Agenda Item #3 – Approve Advanced Opportunity Grant

Mr. Bucks and Mr. Bleth reviewed the grant.

Motion: Jessica Oyler moved to approve the Advanced Opportunity Grant

2nd: Katey Marquis

Motion passed unanimously

Committee Reports:

Personnel committee was the only committee that met in October. They are bringing a policy for first reading tonight as one of their action items.

Committee
Reports

The two open positions; SPED 1:1 Para and the Title I Tutor have been filled since the meeting. Staff has also been working on updates to the website per the direction of the committee.

Administrative Reports:

Superintendent Steve Bucks gave his report. High School Principal Shawn Bleth, Middle School Principal Mardee Lamb and Elementary Principal JF Hewitt gave their reports. Transportation Coordinator Carter Clausen, Evan Grabofsky, IT Director and Business Manager Heathyr Knowles also provided reports. Mr. Bleth and Mr. Hewitt spoke more specifically about the participation in parent/teacher conferences at the HS/MS vs the Elementary school and how we might encourage more participation. Mr. Bleth also spoke about community participation in non-athletic school events. He would like to our next survey to include the question of how the community wants to interact with the school.

Administrative
Reports

Agenda Item #4 – Bus Barn Easement

Steve Bucks presented paperwork from the attorney for the Bus Barn Easement agreement with Phillip Henderson.

Motion: Katie Brown moved to give Mr. Bucks the authority to negotiate the easement on behalf of the district.

2nd: Katey Marquis

Motion passed unanimously

Agenda Items

Agenda Item #5 – Individual Transportation Contracts

Mr. Bucks requested Individual Transportation Contracts for the bus riders on the Zortman route while the driver is out on leave.

Motion: Katie Brown moved to approve the Individual Transportation contracts

2nd: Katey Marquis

Motion passed unanimously

Agenda Item #6 – 2026 Election Resolution

The resolution is for the 2026 Election. We have two trustee positions open and will request the ballot to include levies per usual.

Motion: Jessica Oyler moved to approve the 2026 Election Resolution

2nd: Katie Brown

Motion passed unanimously

Action Item #7 – Revised TFS

As the Business Manager was working on the audit, she realized there were some errors in the TFS Fixed Assets page. She contacted OPI, made the changes, and the board now needs to approve those changes.

Motion: Katey Marquis moved to approve the Revised TFS

2nd: Jessica Oyler

Motion passed unanimously

Agenda Item #8 – 2025-2026 Contracts

Title I: Meghan Newman, SPED 1:1: Emma Paulsen pending background check, Part Time Title I: Micaela Score, Sub Teacher:

Bailey Gramshaw, Zortman Sub Driver: Emma Casebolt pending background check, Kitchen Aide: Rita Nordlund pending background check.

Motion: Katie Brown moved to approve the list

2nd: Katey Marquis

Motion passed unanimously

Agenda Item #9 – 2025-2026 Snow Removal Contract

We only had one bid after our request for bids. The only bidder was TD Transport.

Motion: Jessica Oyler moved to approve the Snow Removal Contract

2nd: Katey Marquis

Motion passed unanimously

The next regular board meeting is set for **Wednesday, December 10, 2025** at 7:00 PM in the boardroom of the Malta High School.

Set next board meeting

Motion: Katie Brown moved to adjourn

2nd: Jessica Oyler

Motion passed unanimously

Meeting adjourned at 8:11 PM.

Adjournment



Kyle Kluck
Chairman of the Board



Heathyr Knowles
Clerk of the Board