

CUSTER PUBLIC SCHOOL DISTRICT 15
Board of Trustees Meeting Minutes
Date: Wednesday, August 13, 2025
Time: 7:00 PM
Location: Lobby

Attendance:

Members of the Board

Chairman: Toby Abel
Vice-Chairman: Bryan Buller
Anna Hein
Kasey Keith
Sara Stieg

Custer Schools Business Office

Superintendent: Lance Olson
Business Manager/Clerk: Marynell Perrin
Assistant Clerk: Adriana Mayorga

Visitors

Crystal Griffin
Norman Griffin
Declan Griffin
Adam Tunnell
Tiffany Iverson

1. Call to Order & Quorum

The meeting was called to order by the Chair. A quorum was established.

2. Pledge of Allegiance

All attendees participated in the Pledge of Allegiance.

3. Delegations

None separate from agenda topics.

4. Public Comment

No public comment.

5. Correspondence

A thank-you note from Marynell was circulated and acknowledged.

6. Out-of-District Students (Action)

The meeting was called into closed session at 7:03 PM and called into session at 7:09 PM.

Mrs. Hein made a motion to approve the closed session board minutes. Mr. Buller seconded the motion. Motion carried unanimously.

Mrs. Hein made a motion to approve the Out of District Students. Mr. Keith seconded the motion. Motion carried unanimously.

7. Mrs. Iverson's Internship Update (Information)

Mrs. Iverson provided an update on the Teacher Residency Initiative, explaining that Custer School will host Ms. Jillian Kempf, a student teacher, for the full 2025–26 school year under the 80/20 residency model (80% classroom instruction, 20% coursework). Ms. Kempf will gradually assume responsibility for teaching with Mrs. Iverson serving as her mentor. The program provides a \$1,400 monthly stipend and housing support for the resident, and up to \$6,000 for the mentor teacher, all reimbursed by OPI. The resident must be placed on payroll but may not serve as a paraeducator or accept additional duties and is limited to 10 substitute teaching days during the year. Following completion, Ms. Kempf is required to teach in Montana for three years before becoming eligible for tuition reimbursement. The Board recognized the program's benefits in providing classroom support, continuity for students, and potential for future teacher recruitment at little cost to the district.

8. Consent Agenda (Action)

The following items were approved unanimously with minor corrections:

- a. Minutes from the Regular Board Meeting
 - i. Corrections: Add visitors Andy Hoffman and Natasha;
- b. Changes in agenda
- c. Approval of district claims
- d. Approval of activity claims

Mrs. Hein made the motion to approve the consent agenda as corrected. The motion was seconded by Mrs. Stieg. Motion carried unanimously.

9. Superintendent Report (Information)

Superintendent Olson reported that the facilities are ready for the start of school, with only minor repairs and inspections pending. Teacher housing and furnishing needs were discussed, with community support anticipated. Regarding district vehicles, the Expedition's extended warranty options were reviewed, with the five-year/60,000-mile option noted as preferable but requiring future Board approval due to the \$3,000 authority limit. A Transit warranty is being processed within the superintendent's authority. The Board may consider revising the current \$3,000 single-purchase authority threshold in policy. The Superintendent also announced a short leave from August 20–27, during which discipline protocols will be overseen by head teachers and the counselor, with the Superintendent available by phone. Finally, he noted the expected delivery of the activity vehicle ('Cruiser') by Friday, and reported that cost-saving repair and decal options are being explored.

10. Business

- a. Gym Roof:** The Old Gym roof is still in good condition but leaks are occurring at parapets. Bradford Roofing recommended removing and replacing all caulking, patching TPO as needed, and adding caps if necessary. Their bid was the lowest and considered good value given prevailing wage requirements.

Mr. Buller made the motion to approve Bradford's bid for the old gym. Motion was seconded by Mrs. Stieg. The motion passed unanimously.

The New Gym roof has a significant leak over the free-throw line. Because it is a Star Building with warranty requirements, only Star-approved installers can do the work. Jackson Construction submitted a bid of approximately \$201,000 for one section. Insurance is expected to cover the bulk of the cost minus depreciation. A second installer (Soul) may submit a bid; timeline is six weeks for product, plus contractor availability in the fall. The board agreed to wait for the second bid before acting, possibly at a special Zoom meeting.

- b. Adult Education:** The district has about \$5,000 in an unused adult education fund. The superintendent proposed offering scheduled evening shop nights (two hours) for community use under staff supervision. Funds would cover supervisor pay and consumables (blades, welding gas, etc.). Participants provide their own project materials; students may attend with parent supervision. Liability waivers required.

Mr. Keith made the motion to approve the use of Adult Education funds as proposed by Superintendent Olson. The motion was seconded by Mr. Buller. Motion Passed unanimously.

- c. Budget:** Work is ongoing entering the budget into MAEFAIRS from the accounting software. Ms. Perrin and her assistant, Ms. Mayorga are working with Todd Watkins by the end of week as review help. The budget must be submitted to the County by August 25.

A special Zoom meeting will be required for formal adoption.

- d. Clerk Consulting Fee:** Ms. Perrin has been assisting with clerk transition since announcing her official retirement at the end of June.

Mr. Buller made the motion to approve that Ms. Perrin receive pay of \$25/hour for July–August work which she will receive in back pay, and \$30/hour consulting beginning Sept 1, capped at \$1,500 for the year. The motion was seconded by Mrs. Hein. Motion passes unanimously.

- e. Transportation:** Superintendent Olson reported the activity vehicle ('Cruiser') should arrive Friday, with possible lower-cost AC repair workaround being explored. Bus driver shortage discussed; CDL training

costs about \$2,500 plus travel/lodging. The board discussed possible cost-sharing and staged reimbursement with retention conditions. No action taken.

Mr. Buller made the motion to approve the increase in reimbursement from \$8 to \$12 for the Individual Transportation Contract #56848. Motion was seconded by Mr. Abel. Motion carried unanimously.

11. Policy Updates

The Board began its annual policy review process, comparing Custer's current policies with the Montana School Boards Association (MTSBA) model policies. Superintendent Olson emphasized that while some model language is mandatory to comply with new laws, other sections can be tailored to local needs.

After discussion, the Mr. Buller made the motion to approve the following policies:

- Policy 1007FE – Multidistrict Agreements:
 - Adopted. Expands language to allow countywide cooperative agreements, opening opportunities for cost-sharing and resource-sharing with other districts (e.g., procurement accounts, transportation). The board noted potential partnership with Hysham Schools.
- Policy 2150 – Suicide Prevention:
 - Adopted. Updates language to reflect requirement for all staff to complete one hour of suicide prevention training every three years. Superintendent Olson will ensure staff training is scheduled this year.
- Policy 2450 – Indian Education for All:
 - Adopted. Incorporates minor language changes but no substantive programmatic shifts. Required for accreditation and tied to federal/state funding.
- Policy 2600 – Work Study:
 - Adopted. Adds new categories of eligible work-study experiences as mandated by statute. Expected to have minimal impact locally but ensures compliance.

The motion was seconded by Mrs. Hein. The motion passed unanimously.

The following policies were tabled for further review: 1009FE, 1015FE, 2050, 2100, 2158, and 2335.

Overall, the Board agreed to pace policy adoption to ensure careful review while still meeting mandatory state requirements.

12. Advisory Committee Update

Committee reviewing 20+ page grant list for opportunities; some may go directly to teachers.

13. Personnel

- a. Mrs. Hein made the motion to approve the hiring of Adam Tunnell as Athletic Director. Motion was seconded by Mrs. Stieg. Motion passes unanimous.
- b. No sub or para-applicants; subs may be used temporarily.
- c. An application for Route driver candidate, Mr. Allan Sturdivant was presented and is pending background check; first week covered internally. No action taken.
- d. The appointment of Ms. Mayorga as District Clerk was delayed until after Ms. Perrin's retirement effective; will be acted on in a Zoom meeting.

14.Walk-Through – Apartments

Apartment 1:

- Front Screen Door needs fixed/replaced.
- Backyard Fence needs fixed/replaced.

Apartment 2:

- Front Screen Door needs fixed/replaced.

Apartment 3:

- Bathroom Fan: Light works, fan does not. This will need to be fixed.
- Refrigerator Drawers do not work properly.
- The back Screen door needs to be replaced.

15.Good of the Order

The board expressed appreciation to staff, community, and students; optimism for the school year.

16.Adjourn

Meeting adjourned at 8:59pm

Next Regular Meeting: Wednesday, September 10, 2025.

Board Chair

Date

District Clerk

Date