

**Sublette USD #374  
Official Minutes**

The Sublette Unified School District No. 374 Board of Education met in regular session on Tuesday, November 15, 2016 in the boardroom at the Administrative Office 6:30 p.m.

Members Present

Jay Meyer	Martha Rogge	Cornelius Froese
Mike Bultena	Lee Mason	Dave Holloway

Others Present

Rex Bruce, Superintendent; Andrea Cearley, Clerk; Monty Marlin, Middle/High School Principal; Rachel Lee, Elementary Principal and Risa Stevens, Curriculum Director.

Guests

Mathew Medill

**Item #1 Call Meeting to Order /Approve Agenda**

The President called the meeting to order at 6:30 p.m.

Mr. Bultena moved, seconded by Mr. Holloway, to approve the agenda with the addition of Item #5A Executive Session – Non-elected Personnel. The motion carried 6-0.

**Item #2 Approve Minutes**

Mr. Bultena moved, seconded by Mr. Froese, to approve the minutes of the October 10, 2016 regular meeting. The motion carried 6-0.

**Item #3 Approve Bills and Authorize Payment**

Prior to the meeting, Mrs. Rogge, Mr. Mason and Mr. Bultena reviewed Purchase Orders and supporting documents presented for payment. Mrs. Rogge moved, seconded by Mr. Holloway, to approve the bills as listed on the List of Warrants dated 10/31/16 and authorize payment. The motion carried 6-0.

**Item #4 Approve Transfers**

Mr. Holloway moved, seconded by Mr. Bultena, to approve the following transfers: \$9,668.92 from General to At Risk; \$5,097.00 from General to 4-Year-Old At Risk; \$12,490.21 from General to Bilingual; \$3,084.06 from General to Professional Development; \$19,589.37 from General to Special Education and \$6,532.48 from General to Day Care. The motion carried 6-0.

**Item #5 2015/2016 Audit Report – Mathew Medill**

Mr. Mathew Medill presented the audit report for the fiscal year ended June 30, 2016. Mr. Mason moved, seconded by Mrs. Rogge, to approve the audit report. The motion carried 6-0.

## **PUBLIC FORUM**

There was no public forum.

## **Reports**

### Principals

Mrs. Lee reported sending PowerSchool parent/student access code letters home with grades 4 thru 6 at enrollment and also with grades K-3 at parent/teacher conferences and the huge increase in usage of the system over last year's sign-in totals. The elementary parent/teacher conference attendance was 95%. She also reported they had a great Veterans Day program on November 11<sup>th</sup>.

Mr. Marlin reported on parent teacher conference attendance, the KU honors night at Seward County Community College, the free shoes distribution on December 14<sup>th</sup>, and that the winter activities and practices have started. He also informed the Board that discussion has begun on selecting the high school softball uniforms with the Satanta principal and a sporting goods representative.

Mr. Marlin introduced Paula Leverett, MS/HS Vocal Music director. She reported that eleven high school choir students were selected for the KMEA All District Honor Choir on December 3<sup>rd</sup> in Dodge City. She also informed the board that she has entered our high school Exaltation group to be one of the three groups performing at the National School Board Association annual conference in Denver, Colorado next spring. They are one of the twelve finalists, and the next step is to submit a group recording.

### Curriculum

Mrs. Stevens reported that the accreditation process is taking shape. We are currently in Year Zero. Next year we will be in Year One of the KESA Five-Year Process. She will be forwarding more information to the Board to review by email.

### Activities Director

No report this month.

### SWPRSC/HPEC

Mr. Meyer reported on the SWPRSC Board meeting. Mr. Bultena reported on the HPEC meeting.

### Superintendent:

Mr. Bruce reported the sharing of our head cook, Jackie Pierce, with Satanta is working out well and the combined girls' softball team will begin this spring. He discussed other possibilities of sharing resources that could be looked at in the future. He also informed the board that Weber Refrigeration Heating & Air Conditioning have been looking at our systems and suggesting areas of improvement.

**Item #5A Executive Session – Non-elected Personnel**

Mr. Holloway moved, seconded by Mr. Froese, to go into executive session to discuss non-elected personnel, in order to protect the privacy interest of an identifiable individual(s), to include Mr. Bruce in executive session, and to reconvene to open session in the boardroom at 8:35 p.m. The motion carried 6-0.

The Board reconvened to open session at 8:35 p.m.

**Item #6 Miscellaneous**

The KASB Annual Conference will be in Wichita on December 2, 3 and 4 this year.

The Board/Staff Christmas Party will be November 29, 2016 at 7:00 p.m.

**Adjournment**

With no other business to come before the Board, Mr. Holloway moved, seconded by Mr. Bultena, to adjourn the meeting. The motion carried 6-0.

*NOTE: These minutes are not considered official until approved by the Board at its next regular meeting.*

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*President*

*Clerk*

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