

**Sublette USD #374  
Official Minutes**

The Sublette Unified School District No. 374 Board of Education met in regular session on Monday, January , 2024 in the boardroom at the Administrative Office at 6:30 p.m.

Members Present:

Ruthie Vaughan	Cornelius Froese	Shyree Wiswell
Grant Webber	Cesar Pena	Pete Dyck

Members Absent – Lee Mason

Others Present:

Rex Richardson, Superintendent; Charity Ochs-Lathen, Clerk; Rachel Lee, Elementary Principal; Bobby Murphy, High School Principal; Lyle Befort, Activities Director

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

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

Mr. Froese moved, seconded by Mrs. Wiswell, to approve the agenda. The motion carried 6-0.

**Item #2 Reorganization of The Board**

Mr. Pena moved, seconded by Mr. Froese, to appoint Mr. Webber as President of the Board. The motion carried 6-0. Mr. Pena moved, seconded by Mrs. Wiswell, to appoint Mr. Froese as Vice President. The motion carried 6-0.

**Item #3 Approve Minutes**

Mr. Dyck moved, seconded by Mr. Pena, to approve the minutes from the December 11, 2023 Board Meeting. The motion carried 6-0.

**Item #4 Approve Transfers**

Prior to the meeting, Mr. Webber, Mr. Froese, Mr. Dyck, Mr. Pena, Mrs. Wiswell, and Mrs. Vaughan reviewed Purchase Orders and supporting documents presented for payment as listed on the List of Warrants dated 12/31/2023 and the following transfers: \$111,969.99 from General Fund to At Risk; \$11,268.48 from General Fund to 4-Year-Old At Risk; \$15,576.52 from General to Day Care; \$67,430.71 from General Fund to Bilingual and \$8,007.08 from General to Vocational Fund; \$657.99 from General Fund to Professional Development; and \$35,769.93 from General Fund to Special Education. Mr. Pena moved, seconded by Mr. Froese to approve payments and transfers. The motion carried 6-0.

**Item #5 Communications**

There were no communications.

**Item #6 Reports**

Principals: Mr Murphy reported to the Board that the district-wide crisis drill was December 15. Mrs. Lee stated there were issues with one set of doors that they were looking into. Mr. Murphy stated it went well but he wished there was a way to better communicate to the public that it was just a drill. Mrs. Lee suggested doing a drill at the beginning of the year to have all new hires there to be able to answer their questions. Mr. Murphy went on to say that if MS students make it to state, parents will be responsible for taking their student at their own expense. The MS/HS Christmas programs went well, along with Hobby Day. Grade cards will be going out within the next few days. The pep rally was this past Friday and Snow Ball this past Saturday. Both went well. Ft. Hays Voice project will be here to shadow some of our High School Math/ Science teachers.

The collaboration with Satanta on the PLC meetings went well and we are attempting to align our class schedules with theirs as closely as we can.

Mrs. Lee reported Chloe Simmons is doing her practicum and helping while a teacher is out on maternity leave. Title reading looked good, with the exception of fifth and sixth grades. That will be researched more to discover why that is. There were technical issues discovered with iReady that may have caused this. New teacher's brought up questions regarding the crisis drill and what to do if there is an intruder. Mr. Richardson commented that he and SRO Groth would look into reviewing plans and listening to new ideas

Curriculum: Mrs. Pena was not present.

Activities: Mr. Befort that January is the last month for MS Basketball. The girls are 1-8, A Team Boys are 3-6, and B Team Boys are 4-4. Friday is a Scholar's Bowl Meet at home. Regional Scholar's Bowl is February 1<sup>st</sup> and will result in grades 7-12 dismissing around 2pm. Bus kids will be held until busses leave.

SWPRSC- Mr. Pena did not attend the meeting.

HPEC- Mr Webber reported this was their board's reorganization meeting. He informed of several members who stepped off the Board and 2-3 newly installed. He stated this was their Christmas meeting and it was fairly short and simple. He also said that they were working on getting some new paras to us to fill those vacancies. Mr. Webber also stated he would try to be better at attending the HPEC meetings.

## **PUBLIC FORUM**

There was no public forum.

### **Item #7 COVID Policy**

Mr. Pena moved, seconded by Mr. Dyck to keep our current COVID policy. The motion carried 6-0.

**Item #8 KASB Policy Book-** The Board was given a segment of the KASB Policy Book update for Policy EE, which references the cutoff amounts of \$25 for Grade School and \$50 for MS/HS before offering an alternate lunch. Mr. Richardson suggested it be \$50 across all buildings. Because the time needed to read and understand, this was just a first read item.

### **Item #9 District Accounting -**

The fees for the new accounting software will allow for the district to pay for the implementation fee in the 2023-2024 fiscal year, and the annual program fees to be paid in the 2024-2025 fiscal year. Mr. Pena moved, seconded by Mrs. Vaughan to move forward with the new program. The motion carried 6-0.

### **Item #10 HPEC Amendment Changes**

HPEC will be at February's meeting to address questions regarding the proposed changes. It doesn't affect our district because we do not have virtual learning options.

### **Item #11 Fundraisers**

The Board discussed issues regarding the raffling of firearms. As it stands, organizations not affiliated with the school have been allowed to sell tickets on the school's premises for the drawings of such items as weapons and firearms. The item is donated to the organization and they take what they are given.

The Board agreed there may need to be some stricter guidelines regarding these drawings and agreed they would look into creating a new policy and voting it into effect in a future meeting.

**Item #12 Winter/ Christmas Programs**

Concern was raised regarding the degree of religion represented in the Elementary School Christmas program. It did not conform to the guidelines laid out for public schools, which state there must be equal representation of religious and secular views. We need to make sure all of our teachers are aware of this.

**Item #13 Executive Session- Non-Elected Personnel**

Mr. Pena moved, seconded by Mr. Dyck to go into executive session, to include Mr. Richardson. The motion carried 6-0. The Board returned to open session at 7:32 p.m. Mr. Pena moved, seconded by Mr. Dyck to return to executive session to also include Mr. Murphy and Mr. Befort. The motion carried 6-0. The Board reconvened at 7:42 p.m. Mr. Pena moved, seconded by Mr. Dyck to again go into executive session. The motion carried 6-0. The Board returned to open session at 7:48 p.m. Mr. Webber moved, seconded by Mr. Dyck to return to Executive Session. At 7:53 p.m. Mr. Befort left executive session. At 7:54 p.m. the Board reconvened to open session. Mr. Dyck moved, seconded by Mr. Pena to, once again, enter into executive session, retain Mr. Richardson and Mr. Murphy. The motion carried 6-0. Mr. Murphy exited the meeting at 7:58 p.m. At 8:00 p.m., the board reconvened to open session. Mr. Dyck moved, seconded by Mr. Pena for the Board to make it's final return to executive session. The motion carried 6-0. At 8:10 p.m., the Board reconvened to open session.

**Item #14 Personnel Employment**

Mr. Pena moved, seconded by Mr. Dyck to accept the resignation of John Escobar as Pre-K Para and Mr. Cesar Pena as Board Member.

**Item #15 Superintendent Report**

Mr. Richardson reported that Brooke Briggs had approached him regarding use of our facilities for grades 3-6 basketball tournaments. There will be a tournament in February. The district will receive part of the gates and her organization will match custodial pay.

**Adjourn**

With no other business to address, Mr. Dyck moved, Mrs. Wiswell seconded 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.*