

**Sublette USD #374
Official Minutes**

The Sublette Unified School District No. 374 Board of Education met in regular session on Monday, November 16, 2020 by Zoom meeting at 6:30 p.m.

Members Present

Jay Meyer Cesar Pena Cornelius Froese Lee Mason Grant Webber

Members Absent

Dave Holloway

Others Present

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

Guests

Charity Ochs-Lathen, Cody Parr, Brandy Leon, Tabitha Ferrell, Jamie Trigg, Trampas Moke, Lory Hernandez, Brenda Wilcox, Barb Casey, Pete Dyck, Michelle Leonard, Eva Loewen, Amber Garetson, Shawna Howell-Hoffman, Jill Garetson, Jane Lehning, Brandy Mata, Kelsey Webb, Aubrey Roths, Shelby Hacker, Traci Parr, Michelle Avritt, Eryn Stokes, Gabe Winger.

Item #1 Call Meeting to Order /Approve Agenda

The President called the meeting to order at 6:33 p.m.

Mr. Pena moved, seconded by Mr. Mason, to approve the agenda with the addition of Item #8 Resignation. The motion carried 4-0.

Item #2 Approve Minutes

Mr. Mason moved, seconded by Mr. Froese, to approve the minutes of the October 12, 2020 regular meeting. The motion carried 4-0.

Mr. Webber joined the meeting at 6:37 p.m.

Item #3 Approve Bills and Authorize Payment

Prior to the meeting, Mr. Meyer, reviewed Purchase Orders and supporting documents presented for payment. Mr. Meyer moved, seconded by Mr. Pena, to approve the bills as listed on the List of Warrants dated 10/31/20 and authorize payment. The motion carried 5-0.

Item #4 Approve Transfers

Mr. Mason moved, seconded by Mr. Webber, to approve the following transfers: \$55,844.47 from General to At Risk; \$5,331.52 from General to 4-Year-Old At Risk; \$5,457.98 from Supplemental General to Day Care;

\$10,655.92 from General to Bilingual; \$14,279.44 from General to Food Service; \$58,907.07 from General to Special Education; and \$4,101.80 from General to Vocational Fund. The motion carried 5-0.

PUBLIC FORUM

There was no public forum.

Reports

Curriculum

Mrs. Pena reported on SAC and CCC meetings and updating memberships. Most teachers are meeting virtual PLCs with Rachel on Friday; Teachers Grades 3-10 gave interim math assessments; they will be spending leftover money from last year from the LINK grant; getting books for every student K-12 for Christmas.

Principals

Mr. Marlin reported he was going to introduce the FFA Teacher, Elizabeth Meyer along with the FFA Officers. He also stated he would like to introduce Jen Younger, the new Graphic Design instructor. However, he decided to wait due to meeting being ZOOM. Mr. Marlin also presented for Mr. Carter who was at practice. In regards to HS BB, he reported the County Health Department would allow 30% capacity which computes to approximately 197 spectators. We will allow 65% of that number for home fans and 35% for the visiting team's fans. Tickets would be available for each game. This computes to 128 home fans or approximately three tickets per player. There will be no crossing over from north and south gyms. Masks will be required to be worn the entire time and no food or drinks will be allowed in the gyms. If a person fails to comply, they will be asked to leave. If resistance as a whole is experienced, we will not allow any spectators until after Christmas.

Mrs. Lee reported that Tuesday, November 17 was Virtual Literacy Night with LINK and BEST2. KITE information for testing, all online, to help struggling readers. She also reported two teachers and two students were COVID positive. The fifth grade is currently on a "modified quarantine" due to COVID issues and it is working ok for now. They come to school from 8:15am-3:00pm till Thanksgiving break. They do not leave the classroom except to recess alone. Per Vada Winger, COVID cases are up from five cases on November 9th to 52 cases on November 16. Fees for using copyright music have been waived for music played on school's website.

Activities Director

Mr. Carter was unable to attend as he was at basketball practice. Mr. Marlin presented information for him.

SWPRSC/HPEC

Mr. Meyer reported on the SWPRSC meeting held via ZOOM. He stated that the LINK grant would be ending next year and would reduce the income. Nobody attended the HPEC meeting.

Superintendent:

Mr. Bruce began by thanking our Substitute teachers for all they've done in our efforts to keep school open. He reported one daycare worker out but they are able to remain open. He stated that if we begin to lose Food Service staff the board will have to convene to decide what to do. Mr. Bruce stated possibly dismissing the

Grade School on Monday and Tuesday, November 23 and 24 depending on the number of COVID cases. Grade School has two teachers and two students who are COVID positive and that Mary McMullen is currently out caring for her husband Bob McMullen. The High School currently has 1 teacher in quarantine. He informed of USD 374 having two appointments on the Sublette Recreation Board and we will be reviewing letters of interest to fill one of those positions which will become vacant when Bob Moore resigns the end of this year. The Board would like to have the Recreation Board applicants attend the next board of education meeting to express their interest. Mr. Bruce reported we have received three letters of interest for our USD #374 Board of Education opening. He asked the Board how they wanted to proceed with HS principal interviews. We have received three applications. The deadline for applications is December 14, 2020. It was suggested we contact the three applicants and advise them of the deadline and that we would plan to begin interviews in January. Mr. Bruce reported on Bob McMullen's accident and that he had knee surgery in Wichita. Bob is back home and recovering.

Item #5 Remove Andrea Cearley from Centera Bank Account Signature Cards and Add Charity Ochs-Lathen

Mr. Pena moved, seconded by Mr. Mason, to remove Andrea Cearley from the Centera Bank account signature cards and add Charity Ochs-Lathen. The motion carried 5-0.

Item #6 Executive Session- Non-elected Personnel

Mr. Pena moved, seconded by Mr. Webber to go into executive session to discuss an individual employee's performance and a potential new employee, pursuant to the non-elected personnel exemption under KOMA, to include Mr. Bruce in executive session, and to reconvene to open session at 7:50 p.m. The motion carried 5-0.

The Board reconvened to open session at 7:50 p.m.

Item #7 Contract Approval

Mr. Mason moved, seconded by Mr. Webber, to approve the new contract amount for Kelly Matteson for additional ESL work. The motion carried 5-0.

Mr. Pena moved, seconded by Mr. Mason, to approve the contract of Olivia Noah as Day Care employee. The motion carried 5-0.

Mr. Webber moved, seconded by Mr. Pena, to approve the supplemental contract of Marcedies Vogts, MS Girls Asst. Basketball Coach and Jaime McVey, MS Girls Head Basketball Coach. The motion carried 5-0.

Item #8 Resignation

Mr. Pena moved, seconded by Mr. Froese, to accept the resignation of Kitty Griffin, MS/HS FACS teacher, effective at the completion of the 2020-2021 contract year, with gratitude for her 27 years of service to the District. The motion carried 5-0.

Adjournment

With no other business to come before the Board, Mr. Pena moved, seconded by Mr. Mason to adjourn the meeting. The motion carried 5-0.

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

President

Clerk

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