

**Sublette USD #374
Official Minutes**

The Sublette Unified School District No. 374 Board of Education met in regular session on Monday, December 9, 2019 in the boardroom at the Administrative Office at 6:30 p.m.

Members Present

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

Members Absent - None

Others Present

Rex Bruce, Superintendent; Andrea Cearley, Clerk; Sonya Pena, Curriculum Director; and Paula Leverett, District Secretary.

Guests

Mathew Medill	Cesar Pena
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Item #1 Call Meeting to Order /Approve Agenda

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

Mr. Holloway moved, seconded by Mr. Meyer, to approve the agenda. The motion carried 6-0.

Item #2 Approve Minutes

Mr. Bultena moved, seconded by Mr. Froese, to approve the minutes of the November 11, 2019 regular meeting. The motion carried 6-0.

Item #3 Approve Bills and Authorize Payment

Prior to the meeting, Mr. Froese, Mr. Holloway, Mr. Bultena and Mr. Mason reviewed Purchase Orders and supporting documents presented for payment. Mr. Holloway moved, seconded by Mr. Mason, to approve the bills as listed on the List of Warrants dated 11/30/19 and authorize payment. The motion carried 6-0.

Item #4 Approve Transfers

Mr. Holloway moved, seconded by Mr. Bultena, to approve the following transfers: \$56,453.15 from General to At Risk; \$5,229.94 from General to 4-Year-Old At Risk; \$5,235.02 from Supplemental General to Day Care; \$105,602.55 from General to Bilingual; \$8,771.50 from General to Food Service; \$45.70 from General to Special Education; and \$1,990.51 from General to Vocational Fund. The motion carried 6-0.

Item #5 2018/2019 Audit Report – Mathew Medill

Mr. Mathew Medill presented the audit report for the fiscal year ended June 30, 2019. Mr. Bultena moved, seconded by Mr. Meyer, to approve the audit report. The motion carried 6-0.

PUBLIC FORUM

There was no public forum.

Reports

Curriculum

Mrs. Pena reported they are working on the Science curriculum and K-2 Health Standards. She attended an Achieve training for the LINK Grant. All the assessments have been given and now the teachers can review them and see which ones are needed the most and provide the most pertinent information. The seven LINK coaches will be attending the national conference in March in Los Angeles. The LINK coaches are trying to spend expenditures earlier in the year than they did last year. Mrs. Pena reviewed the interim assessments which are given in the fall, winter and spring with the board.

Principals

In the absence of Mrs. Lee, Mrs. Pena announced that the Christmas Store ran by the H.S. Choir will be this Wednesday, December 11th and the Elementary Christmas Program will be Monday, December 16th at 2 and 7 p.m.

Activities Director – No report.

SWPRSC/HPEC

Mr. Bultena was unable to attend the HPEC board meeting. There was no report on the SWPRSC meeting.

Item #6 Executive Session Non-Elected Personnel

Mrs. Rogge moved, seconded by Mr. Bultena, to go into executive session to discuss employee performance, pursuant to non-elected personnel exception under KOMA, to include Mr. Bruce in executive session, and to reconvene to open session in the conference room at 7:30 p.m. The motion carried 6-0.

The Board reconvened to open session at 7:30 p.m.

Mrs. Rogge moved, seconded by Mr. Bultena, to go into executive session to discuss employee performance, pursuant to non-elected personnel exception under KOMA, to include Mr. Bruce in executive session, and to reconvene to open session in the conference room at 7:35 p.m. The motion carried 6-0.

The Board reconvened to open session at 7:35 p.m.

Superintendent

Mr. Bruce informed the Board that Bob Moore needs to be replaced on the Sublette Recreation Commission Board. Mr. Bruce presented Mrs. Rogge with a KASB plaque for her 28 years of service on the school board of USD #374 and thanked her for her many contributions to our school district.

Item #7 Approve Policy Updates

Mr. Bultena moved, seconded by Mr. Mason, to approve the KASB mandated policy updates. The motion carried 6-0.

Item #8 Executive Session Non-Elected Personnel

Mrs. Rogge moved, seconded by Mr. Froese, to go into executive session to discuss employee performance, pursuant to non-elected personnel exception under KOMA, to include Mr. Bruce in executive session, and to reconvene to open session in the conference room at 8:05 p.m. The motion carried 6-0.

The Board reconvened to open session at 8:05 p.m.

Mrs. Rogge moved, seconded by Mr. Froese, to go into executive session to discuss employee performance, pursuant to non-elected personnel exception under KOMA, to include Mr. Bruce in executive session, and to reconvene to open session in the conference room at 8:15 p.m. The motion carried 6-0.

Mr. Webber entered the meeting at 8:10 p.m.

The Board reconvened to open session at 8:15 p.m.

Item #9 Superintendent Evaluation

Mr. Meyer moved, seconded by Mr. Froese, to approve the Superintendent evaluation as presented. The motion carried 7-0.

Item #10 Approve Administrative Contracts

Mr. Holloway moved, seconded by Mr. Mason, to extend the contract of Rachel Lee, Elementary Principal, one year to June 1, 2022. The motion carried 7-0.

Mr. Froese moved, seconded by Mr. Bultena, to extend the contract of Owen M. Marlin, Middle/High School Principal, one year to June 1, 2022. The motion carried 7-0.

Mr. Holloway moved, seconded by Mr. Bultena, to extend the contract of Rex Bruce, Superintendent of Schools by one year to June 30, 2023. The motion carried 7-0.

Adjournment

With no other business to come before the Board, Mr. Holloway moved, seconded by Mr. Meyer, to adjourn the meeting. The motion carried 7-0.

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

President

Clerk

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