

**Sublette USD #374  
Official Minutes**

The Sublette Unified School District No. 374 Board of Education met in regular session on Monday, March 10, 2025 in the boardroom at the Administrative Office at 6:30 p.m.

Members Present:

Cornelius Froese  
Lee Mason

Ruthie Vaughan  
Pete Dyck

Attending by phone: Grant Webber

Members Absent: Shyree Wiswell, Juan Chacon

Others Present: Rex Richardson, Superintendent; Charity Ochs-Lathen, Clerk; Rachel Lee, Elementary Principal; Sonya Pena, MS/HS Principal; Lyle Befort, Asst. MS/HS Principal, Activities Director; Renee Phoenix and Brooke Patterson, Curriculum Coordinators

Guests – Sterling Hall, Edwin Avila, Caleb Kelley, Skylar Hart, Eric Avila, Tabitha Ferrell, Ashlyn Klaus, Michelle Daniels, Hadley Klaus, Megan Elsey, Wilder Elsey, Avery Bird, Leigh Bird, Krista Phoenix, Ty Phoenix, John Phoenix, Andrea Simmons, Brooks Simmons, Martha Peters, Terry Phoenix

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

Vice President Cornelius Froese called the meeting to order at 6:30 p.m. Mr. Mason moved, seconded by Mr. Dyck. The motion carried 4-0.

**Item #2 Approve Minutes**

Mr. Dyck moved, seconded by Mr. Mason to approve the minutes from the February 13<sup>th</sup> meeting. The motion carried 4-0.

**Item #3 Treasurer's Report/ Approve Transfers**

Prior to the meeting, Mr. Froese, Mr. Mason, and Mr. Dyck reviewed Purchase Orders and supporting documents presented for payment. \$314,435.52 from General to At Risk; \$62,209.44 from General to Daycare; \$105,910.98 from General to Bilingual; \$14,217.29 from General to Vocational Fund and \$8,033.65 from General to Special Education, \$19,906.95 from General Fund to 4 Year Old At Risk, \$23,401.41 from General Fund to Professional Development and \$16,485.71 from General Fund to Food Service. Mr. Webber moved, seconded by Mr. Mason to approve the bills as listed on the List of Warrants dated 02/28/25 and authorize payment and transfers. The motion carried 4-0.

Mrs. Vaughan entered the meeting at 6:34 p.m.

**Reports:**

**Principals**

Mrs. Lee presented the Board with the Elementary students who attended State Science Fair. 11 Fourth-Sixth Grader attended and seven of them placed. Two placed third overall and received \$75.00. Middle School had 10 entries with five entries placing. Addyson Wilcox placed second overall and received the Thermo-Fisher Award.

Mrs. Pena reported to the Board that the Safe Dates has been presenting and it seems to be going well. The Board asked her to get feedback from the students and report findings back to them. She stated that we are trying to get a scheduled together with Satanta in an effort to share our new music teacher. MS will attend League Music at Southwestern Heights on Tuesday, March 12.

### Curriculum

Ms. Patterson reported to the Board that they are working to align 8<sup>th</sup> Grade Math with HS as a gateway to Algebra 1 because so many in-coming Freshman are only ready for Pre-Algebra. The students who took the interim test show there is a gap that needs filled. The February 28 in-service was spent on digital protocol and KESA. The went over protocol for AI, which will be presented at CCC then go to the Board for approval in April.

Ms. Phoenix introduced the Board to TASN. There is no cost to the district. They will look over the resources being used to ensure that it is evidence based. They will also look over the results from the resources being used and work on weeding out the ones that are least effective. The purpose is to streamline the curriculum. The hope is to implement this in the fall of 2025.

### Activities Director

Mr. Befort said Quiz Bowl is 3-3 with B Team at 4-2. The final meet is in Satanta, Monday, March 10<sup>th</sup>. Spring Sports began Monday, March 3<sup>rd</sup>. 12 students have signed up for Baseball, 15 for Softball, 35 for HS Track and 27 for MS Track, of which 22 are girls. Golf with Satanta has 17 students from Sublette and 3 from Satanta. Sub-State Saturday brought 929 spectators through the doors. Everything ran very smoothly and there were many compliments on the hospitality room.

### SWPRSC

Mrs. Vaughan said there was not much to report. The meeting consisted mostly of demos on the new software.

### HPEC

Mr. Webber stated that HPEC was still searching for a new direct. Mr. Richardson jumped in to say they had just announced that they extended an offer to the HPEC Assistant Director, but no confirmation of whether or not she accepted.

### Public Comments:

There was no public comment.

### Item #4 School Foundation Report

Sterling Hall presented for the Sublette Schools Foundation. He reported that they met February 13<sup>th</sup>. They voted on officers of which they retained the ones currently serving. He also reported the teacher grant will remain at \$500, the Teacher of the Year will increase to \$500, and the Student of the Year remains at \$250. The funds from Western Kansas Community Foundation will be used for a \$1,000 Scholarship. The Foundation asked for the Board's approval to accept a donation for \$500 to help pay for expenses associated with the State Science Fair. Because of Mr. Halls request for a vote, Mr. Mason moved, seconded by Mr. Dyck to amend Item #4 from an information item to an action item. The vote carried 5-0. Mr. Mason moved, seconded by Mrs. Vaughan to accept the donation to the Science Fair and the \$1,000 Scholarship. The motion carried 5-0.

### Item #5 Capital Projects

Mr. Richardson stated to the Board that during the meeting at the Service Center last week, a company named DCS presented. They are a turnkey company who work with districts looking to do Capital Improvement and deferred maintenance projects. Their fee is \$10,000 and includes them coming in and doing a complete needs assessment. They offer suggestions on projects and use their leverage with companies to get the most competitive bids available. The Board granted permission to Mr. Richardson to meet with DCS on Thursday to gather more detailed information to help determine if we will be moving forward with their services.

**Item #6 Executive Session- Negotiations**

Mr. Dyck moved, seconded by Mrs. Vaughan to enter into Executive Session for five minutes and to include Mr. Richardson. The motion carried 5-0. The Board reconvened to Open Session at 7:30 p.m.

**Item #7 Executive Session- Non-Elected Personnel**

Mr. Dyck moved, seconded by Mrs. Vaughan to enter into Executive Session, to include Mr. Richardson. The motion carried 5-0. At 7:36 p.m. The Board invited Mrs. Pena and Mr. Befort into Executive. The Board Reconvened at 7:46. Mr. Dyck moved, seconded by Mrs. Vaughan to return to Executive Session for an additional 5 minutes. The motion carried 5-0. The Board reconvened to Open Session at 7:52 p.m.

**Item #8 Personnel Employment**

Mr. Mason moved, seconded by Mr. Webber to accept the resignation of Selena Montanez from the Daycare, Travis Leverett Head HS Boys Basketball Coach and Trevor Leverett Asst. HS Boys Basketball Coach. The motion carried 5-0. Mr. Mason moved, seconded by Mr. Dyck to approve the hiring of Chelsea Voth as HS Science Teacher. The motion carried 5-0. Mr. Mason moved, seconded by Mrs. Vaughan to hire Kelly Anthony for HS Asst. Football coach, Kassidy Cook for HS Asst. Track and Tiffany Koehn to move from High School Track to Asst. Middle School Track. The motion carried 5-0.

**Item #9 Superintendent Report**

Mr. Richardson reminded the Board of In-Service/ Parent Teacher Conferences on March 12-13 and Spring Break beginning on the 14<sup>th</sup>. He said he had a couple of leads for potential teachers and he would let the Board know when he knew something.

**Item #10 Adjourn**

With no other business to discuss, Mr. Mason moved, seconded by Mr. Dyck to adjourn. The motion carried 5-0.

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*President*

*Clerk*

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