

**Sublette USD #374
Official Minutes**

The Sublette Unified School District No. 374 Board of Education met in regular session on Monday, June 9, 2025 at 7:00 p.m.

Members Present:

Cornelius Froese Grant Webber Shyree Wiswell
Ruthie Vaughan via telephone

Members Absent: Lee Mason, Pete Dyck and Juan Chacon

Others Present:

Rex Richardson, Superintendent; Charity Ochs-Lathen, Clerk; Lyle Befort, Activities Director; Renee Phoenix Curriculum Director and Rachel Lee, Elementary Principal.

Item #1 Call Meeting to Order /Approve Agenda

The President called the meeting to order at 7:00 p.m.

Mr. Froese moved, seconded by Mrs. Wiswell. The motion carried 4-0.

Item #2 Approve Minutes

Mrs. Wiswell moved, seconded by Mr. Froese to approve the Minutes from the May 12, 2025 Board Meeting. The motion carried 4-0.

Item #3 Treasure's Report- Approve Transfers

Prior to the meeting, Mr. Webber, Mrs. Wiswell and Mr. Froese reviewed Purchase Orders and supporting documents presented for payment as listed on the List of Warrants dated 5/31/2025 and the following transfers: \$49,978.88 from General to At Risk, \$8,517.10 from General to Day Care; \$11,149.01 from General Fund to Bilingual; \$1,295.06 from General to Food Service, \$1,200.92 from General to Vocational Fund; \$495.00 from General Fund to Professional Development; and \$39,796.21 from General Fund to Special Education. Mr. Froese moved, seconded by Mrs. Wiswell. The motion carried 4-0.

Item #4 Communications

The Board received a Thank You note from Mrs. Tracie Burcham thanking the district for the retirement reception and gift.

Reports:

Principals:

Mrs. Lee informed the Board that Summer School was underway. There are approximately 80 students enrolled. Summer Food served breakfast from 7:30 a.m.- 8:00 a.m. and lunch from Noon to 1:00 p.m. The theme for the 2025-2026 school year is Space.

Mrs. Pena was not present but Mr. Richardson stated she informed him the handbook is almost complete.

Activities:

Mr. Befort reported the 2025-2026 Sports Schedules are completed with the exception of an additional softball game with Bucklin. The MS/HS Volleyball and Football players have been participating in summer weights.

Curriculum:

Ms. Phoenix reported to the Board that she and Ms. Patterson have met to go over In-Service dates and times for back to school

SWPRSC- Mrs. Vaughan stated they would be doing a little less Professional Development due to cuts in Federal funding.

HPEC- Mr. Webber reported meeting was some budget information and otherwise nothing new to report.

PUBLIC FORUM

There was no public forum.

Item #5 District Handbooks

Mr. Richardson asked the Board to take a first read of the student handbooks included in their packet.

Item #6 KICS Property Insurance

Mr. Richardson recommended the Board renew the property insurance as presented. Mrs. Wiswell moved, seconded by Mr. Froese. The motion carried 4-0.

Item #7 Cardiac Emergency Response Plan

There is new legislation requiring we have AED machines. The act requires we report the location of all machines and who is trained to use. Mr. Richardson advised us to report the plan presented. Mr. Froese moved, seconded by Mrs. Wiswell. The motion carried 4-0.

Item #8 High School Wrestling

16 students had initially expressed interest in wrestling and it has decreased no to eight. The Board had previously asked Mr. Befort for cost of equipment and uniforms. He reported that a new mat would be \$8,000, head gear is \$50 each and singlets are \$75-\$90 each. After checking the schedules, nobody has availability to add meets for the next school year. The Board would like to continue to look into the possibility of adding wrestling but do not believe it is feasible to do for the 2025-2026 school year. Mrs. Wiswell moved, seconded by Mr. Froese to table discussion for this school year. The motion carried 4-0.

Item #9 2025-2026 Food Service Agreement

Mr. Froese moved, seconded by Mrs. Wiswell to approve the agreement as presented. The motion carried 4-0.

Item #10 Turf Tank Contract

The representative with Turf Tank came on-sight to give a demonstration of the machine. We asked for a bid for three sports and the Sublette Recreation Commission offered to pay \$1,000 toward the cost if we would share with them during baseball season. The lease is for three years and covers the cost of repairs. There is an \$1,800 one-time set up fee. The fee is \$8,500 year with the upgrade option. Mrs. Wiswell moved, seconded by Mr. Froese. The motion carried 4-0.

Item #11 Disposal of District Property

There are currently 15 iPads that are outdated. The district would like to offer them to staff and if any are remaining, place of Facebook. Lizzy would also like to give away five sheet pans from the kitchen. Mr. Froese moved, seconded by Mrs. Wiswell to approve the disposal option. Motion carried 4-0.

Item #12 Executive Session- Negotiations

Mrs. Wiswell moved, seconded by Mr. Froese to enter into Executive Session to include Mr. Richardson. The motion carried 4-0. The Board reconvened to open session at 7:55 p.m.. Mrs. Wiswell moved, seconded by Mr. Froese to return to Executive Session. The motion carried 4-0. After 10 minutes, the Board again returned to Open Session.

Item #13 Negotiated Agreement

Mr. Froese moved, seconded by Mrs. Wiswell to approve the Negotiated agreement as presented. The motion carried 4-0.

Item #14 Executive Session- Personnel

Mrs. Wiswell moved, seconded by Mr. Froese to enter into Executive Session to include Mr. Richardson. The motion carried 4-0. The Board returned to Open session at 8:17 p.m. Mr. Froese moved, seconded by Mrs. Wiswell to return to Executive Session. The motion carried 4-0. The Board reconvened at 8:22 p.m.

Item #15 Personnel Employment

Mr. Froese moved, seconded by Mrs. Wiswell to pay the second ½ of the ESL Stipend. The motion carried 4-0. Mr. Froese moved, seconded by Mrs. Wiswell to approve Renee Phoenix as KESA Chair. The motion carried 4-0. Mrs. Wiswell moved, seconded by Mr. Froese to approve the resignation of Bernie Leverett and rescind the offer to Jennifer Dansie. The motion carried 4-0. Mrs. Wiswell moved, seconded by Mr. Froese to hire Celeste Kunselman for HS FACS, FCCLA, MS Math and CTE Education. The motion carried 4-0. The Board elected to table other employment matters. Mr. Froese moved, seconded by Mrs. Wiswell. The motion carried 4-0.

Item #16 Superintendent Report

Mr. Richardson did not have anything to report.

Adjourn

With nothing more to report, Mrs. Wiswell moved, seconded by Mr. Froese to adjourn. The motion carried 4-0.

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