

**Sublette USD #374  
Official Minutes**

The Sublette Unified School District No. 374 Board of Education met in regular session on Monday, June 13, 2016 in the boardroom at the Administrative Office at 6:30 p.m.

Members Present

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

Others Present

Rex Bruce, Superintendent; Lynn Myers, Clerk; Monty Marlin, Middle/High School Principal and Lance Carter, Activities Director.

Guests

Andrea Cearley

**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. Bultena, to approve the agenda with the following additions: 13. Classified Salary Schedule and 14. Administrative Salaries. The motion carried 6-0.

**Item #2 Approve Minutes**

Mr. Bultena moved, seconded by Mr. Holloway, to approve the minutes of the May 2, 2016 regular meeting. The motion carried 6-0.

**Item #3 Approve Bills and Authorize Payment**

Prior to the meeting, Mr. Holloway reviewed Purchase Orders and supporting documents presented for payment. Mr. Holloway moved, seconded by Mrs. Rogge, to approve the bills as listed on the List of Warrants dated 05/31/16 and authorize payment. The motion carried 6-0.

**Item #4 Approve Transfers**

Mr. Mason moved, seconded by Mr. Froese, to approve the following transfers: \$221.86 from Supplemental General to Professional Development; \$937.13 from Supplemental General to Daycare; \$4,924.58 from General to 4 Year Old At Risk; \$11,438.51 from General to Bilingual; \$54,696.72 from General to At Risk and \$98,341.87 from General to Special Education. The motion carried 6-0.

**PUBLIC FORUM**

There was no public forum.

## **Reports**

### Curriculum

No report.

### Principals

Mr. Marlin discussed the attendance policy for students beginning with the new school year.

### Activities Director

Mr. Carter discussed the summer weights program.

### SWPRSC/HPEC

Mr. Meyer reported on the SWPRSC Board meeting. Mr. Bultena reported on the HPEC meeting.

### Superintendent

Mr. Bruce informed the board that a PowerSchool trainer will be in the district for three days to train selected employees on the system. He also discussed school finance and water rates.

### **Item #6 Change/Set Look Back Period (9 mths. instead of 6 mths.)**

Mrs. Rogge moved, seconded by Mr. Holloway, to change the health insurance look back period to nine months October thru June. The motion carried 6-0.

### **Item #7 Consider Cooperative Agreement of Girls Softball with Satanta**

Mr. Mason moved, seconded Mr. Bultena, to approve the cooperative agreement with Satanta for girls' softball. The motion carried 6-0.

### **Item #8 Negotiations Executive Session**

There was no need for this executive session.

### **Item #9 Executive Session – Non-Elected Personnel**

Mr. Mason moved, seconded by Mr. Bultena, to go into executive session to discuss non-elected personnel, in order to protect the privacy interest of an identifiable individual(s), to include Mr. Bruce in executive session, and to reconvene to open session in the boardroom at 7:25 p.m. The motion carried 6-0.

The Board reconvened to open session at 7:25 p.m.

**Item #10 Contract Approval**

Mr. Mason moved, seconded by Mr. Bultena, to approve the contract of Mrs. Andrea Ardery as MS Science/Chemistry teacher for the 2016-2017 school year and Mrs. Tabitha Ferrell as 6<sup>th</sup> grade teacher for the 2016-2017 school year. The motion carried 6-0.

**Item #11 Resignations**

Mrs. Rogge moved, seconded by Mr. Holloway, to accept the resignation and retirement of Mrs. Debbie Jacques as kindergarten para and Mrs. Dana Watson as 1<sup>st</sup> grade para with thanks for many years of service. The motion carried 6-0.

Mrs. Rogge moved, seconded by Mr. Bultena, to accept the resignation and retirement of Mrs. Judy Marshall as Migrant teacher with thanks for many years of dedicated service. The motion carried 6-0.

Mr. Mason moved, seconded by Mr. Bultena, to accept the resignation of Cerafina Ornelas as elementary custodian. The motion carried 6-0.

**Item #12 Miscellaneous**

The special year end meeting will be Tuesday June 28, 2016 at 12:00 p.m.

**Item #13 Classified Salary Schedule**

Mr. Bultena moved, seconded by Mr. Holloway, to add 25 cents an hour to each step on the classified salary schedule. The motion carried 6-0.

**Item #14 Administrative Salaries**

Mr. Bultena moved, seconded by Mrs. Rogge, to increase Mr. Marlin's and Mr. Bruce's salaries by 2%. The motion carried 6-0.

**Adjournment**

With no other business to come before the Board, Mr. Holloway moved, seconded by Mr. Mason, 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.*