

**Sublette USD #374  
Official Minutes**

The Sublette Unified School District No. 374 Board of Education met in regular session on Monday, August 13, 2018 in the boardroom at the Administrative Office at 7:00 p.m.

Members Present

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

Members Absent - None

Others Present

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

Guests – Justin Groth

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

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

Mr. Meyer moved, seconded by Mr. Holloway, to approve the agenda with the removal of Item #4 Approve Budget Transfers and the addition of Item #9 Resignations. The motion carried 7-0.

**Item #2 Approve Minutes**

Mr. Bultena moved, seconded by Mr. Mason, to approve the minutes of the July 5, 2018 regular meeting. The motion carried 7-0.

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

Prior to the meeting, Mr. Holloway, Mr. Froese, Mr. Bultena, Mr. Mason and Mr. Meyer reviewed Purchase Orders and supporting documents presented for payment. Mr. Holloway moved, seconded by Mr. Bultena, to approve the bills as listed on the List of Warrants dated 07/31/18 and authorize payment. The motion carried 7-0.

**Item #4 Approve Budget Transfers**

This item was removed from the agenda.

**PUBLIC FORUM**

Justin Groth was present to discuss the School Resource Officer Conference he attended recently in Reno, Nevada.

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## **Reports**

### Curriculum/Accreditation

Mrs. Sonya Pena was present as our new Curriculum Director. She is excited about the new year ahead. She reported that she had met with Mrs. Lee, Mr. Marlin, Mr. Bruce and Mrs. Leverett this week on mentoring arrangements.

### Principals

Mr. Marlin reported that the middle school and high school enrollment numbers are down about 9 students currently. Hopefully they will gain a few more before school starts. He announced they would be having a yearbook signing party on Monday night.

Mrs. Lee reported that enrollment at the elementary school is down a little from last year; however, they do have a big preschool class of 30 students enrolled. "Peace, Love and Learning" is the 2018-2019 theme at the elementary school, so you will be seeing a lot of tie dye and peace signs throughout the building. A lot of improvements were made this summer at the elementary including new carpet and paint. The grounds have also been spruced up and the new preschool playground equipment has been installed. The BEST Pool/Back to School Party will be Saturday, August 18<sup>th</sup>.

### Activities Director

Mr. Carter was unable to attend the meeting due to football practice. Mr. Marlin reported that fall sports practices started today, and the number of students out for football, volleyball and cross country are pretty good and should increase by the time school starts.

### SWPRSC/HPEC

Mr. Bultena gave the HPEC report. Mrs. Rogge reported on the SWPRSC Board meeting.

### Superintendent:

Mr. Bruce talked about putting an ad in the Monitor Chief advertising the wind turbine for sale. If it doesn't sell, he has someone interested in taking it down and removing it from the school grounds. August 20<sup>th</sup> at 6:00 p.m. there will be a Back to School/Bob Moore Retirement BBQ held in Mr. and Mrs. Bruce's backyard. August 22<sup>nd</sup> at 8:00 a.m. will be the All Staff Breakfast in the high school cafeteria.

### **Item #5 Ratify Negotiated Agreement**

Mr. Holloway moved, seconded by Mr. Bultena to ratify and formally adopt the 2018-2019 Negotiated Agreement between the Unified School District #374 Board of Education and the Sublette Education Association. The motion carried 7-0.

**Item #6 Consider HVAC Bid**

Mr. Bruce shared information and discussed with the Board the Weber Refrigeration bid for new HVAC controls for system upgrades in all buildings.

Mr. Webber moved, seconded by Mr. Mason, to accept the bid of Weber Refrigeration in the amount of \$83,700 to be paid in two annual installments. The motion carried 7-0.

**Item #7 Executive Session – Non-elected Personnel**

Mrs. Rogge moved, seconded by Mr. Meyer, to go into executive session to discuss an individual employee's performance and a potential employee pursuant to non-elected personnel exception under KOMA, to include Mr. Bruce and Mr. Marlin in executive session, and to reconvene to open session in the boardroom at 8:25 p.m. The motion carried 7-0.

The Board reconvened to open session at 8:25 p.m.

Mrs. Rogge moved, seconded by Mr. Meyer, to go into executive session to discuss an individual employee's performance and a potential employee pursuant to non-elected personnel exception under KOMA, to include Mr. Bruce in executive session, and to reconvene to open session in the boardroom at 8:50 p.m. The motion carried 7-0.

The Board reconvened to open session at 8:50 p.m.

Mrs. Rogge moved, seconded by Mr. Meyer, to go into executive session to discuss an individual employee's performance and a potential employee pursuant to non-elected personnel exception under KOMA, to include Mr. Bruce in executive session, and to reconvene to open session in the boardroom at 9:05 p.m. The motion carried 7-0.

The Board reconvened to open session at 9:05 p.m.

**Item #8 Contract Approval**

Mr. Mason moved, seconded by Mr. Bultena, to approve the supplemental contracts of Amber Garetson, Middle School Boys' Assistant Basketball; Aileen Gonzalez, High School Girls' Assistant Basketball; Brent Fowler, High School Assistant Scholar's Bowl; and Matt Lambert, Middle School Scholar's Bowl. The motion carried 7-0.

Mr. Mason moved, seconded by Mr. Bultena, to approve the contract of Roberto de Leon as Elementary Custodian. The motion carried 7-0.

**Item #9 Resignations**

Mr. Webber moved, seconded by Mr. Mason, to accept the resignation of Linda Carrillo as Elementary Custodian with gratitude for many years of service. The motion carried 7-0.

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**Adjournment**

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

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*President*

*Clerk*

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