

**Sublette USD #374
Official Minutes**

The Sublette Unified School District No. 374 Board of Education met in regular session on Monday, May 4, 2015 in the boardroom at the Administrative Office at 6:30 p.m.

Members Present

| | | |
|---------------|--------------|--------------|
| R. W. Lucas | Jay Meyer | Mike Bultena |
| Dave Holloway | Martha Rogge | Joan Menzie |

Others Present

Rex Bruce, Superintendent; Lynn Myers, Clerk; Connie Myers, Elementary Principal; Monty Marlin, Middle/High School Principal and Risa Stevens, Curriculum Director.

Guests

None

Item #1 Call Meeting to Order /Approve Agenda

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

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

Item #2 Approve Minutes

Mr. Bultena moved, seconded by Mr. Holloway, to approve the minutes of the April 13, 2015 regular meeting. The motion carried 5-0.

Item #3 Approve Bills and Authorize Payment

Prior to the meeting, Mr. Holloway and Mrs. Menzie reviewed Purchase Orders and supporting documents presented for payment. Mr. Holloway moved, seconded by Mrs. Menzie, to approve the bills as listed on the List of Warrants dated 4/30/2015 and authorize payment. The motion carried 6-0.

Item #4 Approve Transfers

Mr. Lucas moved, seconded by Mr. Bultena, to approve the following transfers: \$53,500.00 from General Fund to At Risk; \$3,999.16 from General Fund to 4 Year Old at Risk; \$3,461.26 from Supplemental General to Daycare; \$13,664.84 from General Fund to Bilingual and \$40,352.70 from General to Special Education. The motion carried 6-0.

PUBLIC FORUM

Mrs. Rogge and Mr. Bultena reported on the new board member training they attended on April 30, 2015.

Mr. Meyer shared a letter from Travis Hinkle thanking the board allowing prom to take place.

Reports

Curriculum

Mrs. Stevens reported that the subject area committees are processing information for the language arts and math textbook adoptions. She also reported that the science curriculum at the elementary is being reorganized.

Principals

Mrs. Myers reported on the success of the elementary school musical "101 Dalmatians", kindergarten roundup, staff appreciation week and end of school activities coming up.

Mr. Marlin presented the Student Council Constitution for the board to review. He also stated that there are many end of school activities taking place.

Activities Director

No report, Mr. Dardis was attending a baseball game.

SWPRSC/HPEC

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

Superintendent:

Mr. Bruce discussed health insurance, the health insurance look back period and adding time to the school day and starting school later.

Item #5 Health Insurance Look Back Period

Mr. Lucas moved, seconded by Mr. Holloway, to adopt the following health insurance look back period policy as of May 4, 2015:

USD 374, Sublette Schools will use a 6 month look back to determine whether an hourly employee is classified with a full time or part time status.

This look back period will begin October 1 of each year and end on March 31 of each year. The motion carried 6-0.

Item #6 KASB Membership/Legal Assistance Fund

Mr. Bultena moved, seconded by Mrs. Menzie, to pay the KASB \$7,270 Membership and the \$1,650 Legal Assistance Fund Service Fee. The motion carried 6-0.

Item #7 Executive Session – Non-elected Personnel

Mr. Lucas moved, seconded by Mrs. Menzie, to go into executive session to discuss non-elected personnel, in order protect the privacy interest of an identifiable individual(s), to include Mr. Bruce, Mr. Marlin and Mrs. Myers in executive session, and to reconvene to open session in the boardroom at 7:50 p.m. The motion carried 6-0.

The Board reconvened to open session at 7:50 p.m.

Item #8 Resignations

Mrs. Rogge moved, seconded by Mrs. Menzie, to accept the resignation of Faron Kraft as middle/high school physical education teacher effective May 20, 2015. The motion carried 6-0.

Mrs. Rogge moved, seconded by Mrs. Menzie, to accept the resignation of Diana Taylor as title I paraprofessional effective May 8, 2015. The motion carried 6-0.

Mr. Holloway moved, seconded by Mr. Lucas, to accept with regret the resignation of Kit Griffin as high school KAY sponsor. The motion carried 6-0.

Item #9 Contract Approval

Mrs. Menzie moved, seconded by Mrs. Rogge, to approve the contracts of Travis Johnson as high school social studies teacher, Rupa Johnson as kindergarten teacher and Leah Wright as second grade teacher. The motion carried 6-0.

Mr. Holloway moved, seconded by Mr. Bultena, to approve the contracts of the list of Certified Personnel. The motion carried 6-0.

Mr. Lucas moved, seconded by Mr. Bultena, to approve the contracts of the list of Classified Personnel. The motion carried 6-0.

Mr. Holloway moved, seconded by Mrs. Menzie, to approve the contracts of the list of Supplemental Positions. The motion carried 6-0.

Item #10 Miscellaneous – Special Year End Meeting

There will be a special session year end meeting on Wednesday June 24, 2015 at 12:00 p.m.

Adjournment

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

President

Clerk

Visit our web site

<http://www.usd374.org/>

2015/2016 Certified Staff

High School

| | | |
|-----------------------|---------------------------------------|------------|
| Monty Marlin | HS Principal | 5243387622 |
| Richard Baker | HS Math | 6138919599 |
| Sally Bruce | MS/HS Counselor | 5969166146 |
| Tracie Burcham | HS Librarian | 6892698492 |
| Aaron Dardis | Activities Director | 1693468271 |
| Jennifer Dardis | MS/HS Art | 7464149262 |
| Matthew Fox | HS Language Arts | 9147131535 |
| Kit Griffin | MS/HS FACS | 2474258477 |
| Travis Johnson | HS Social Studies | 9716116144 |
| | HS Physical Education/Weights | |
| Jane Lehning | HS Business/Computers | 7487178366 |
| Bernard Leverett | HS Science | 6313486838 |
| Larry McVey | Industrial Arts | 3285363134 |
| Victor Rogers | HS Math | 8458196786 |
| Dallas Roths | Instrumental Music | 6556552682 |
| Tamitha Thomas | HS Language Arts | 4682598899 |
| Zach Wimmer | HS Social Studies/Tech Integrationist | 4485368793 |

Middle School

| | | |
|--------------------|-------------------|------------|
| Brittany Fox | MS Language Arts | 1881523349 |
| Carlotta Patterson | MS/HS Science | 5317595274 |
| Gwen Simmons | MS Math | 6245164354 |
| Paul Trigg | MS Social Studies | 9953685894 |

Elementary School

| | | |
|-------------------------|--|------------|
| Connie Myers | Principal | 6456267188 |
| Michelle Avritt | 3 rd Grade | 5676788356 |
| Jessica Ball | 4 th Grade | 7756292332 |
| Keely Blackwood | Kindergarten | 6846143955 |
| Brook Bultena | Title I Reading | 5695486696 |
| Mallory Ginn | 4 th Grade | 4854292962 |
| Mikelyn Holloway | Elementary Counselor | 5596494941 |
| Patti Isaac | 3 rd Grade | 6731273546 |
| Rupa Johnson | Kindergarten | |
| Rachel Lee | 5 th -6 th Grade | 1736643533 |
| Ellen Marlin | 5 th -6 th Grade | 7638568796 |
| Judy Marshall | Retired Certified Migrant/ESL | 4793815243 |
| Mary McMullen | GS Librarian/GS Computers | 9856271886 |
| Jamie McVey | GS Physical Education | 7147622197 |
| Mary Meyers | 5 th -6 th Grade | 7275549549 |
| Traci Parr | Title I Math | 5748526956 |
| Melodee Penner | 4 Year Old At Risk | 8319832292 |
| Terry Phoenix | 2 nd Grade | 7346519213 |
| Renee Phoenix | 1 st Grade | 1651736162 |
| Vivian Redfern | Elementary Art | 6178849923 |
| Manuel Rios | GS Migrant/ESL | 5624483678 |
| Andrew Short | 5 th Grade | 4693523429 |
| Katie Short | 1 st Grade | 9583491969 |
| Risa Stevens | At Risk/Curriculum Coordinator | 3293274579 |
| Victoria Stuckenschmidt | GS Vocal Music | 5192415683 |
| Leah Wright | 2 nd Grade | |

CLASSIFIED

| <u>Name</u> | <u>Department</u> |
|--------------------|-------------------------------------|
| Lupe Bustillos | Asst Cook |
| Graciela Lozano | Asst Cook |
| Adela Hernandez | Asst Cook |
| Adela Trejo | Asst Cook |
| Leticia Trejo | Asst Cook |
| Silvia Palma | Asst Cook |
| | |
| Karen Snovelle | High School Secretary |
| Ruth Phoenix | Elementary School Secretary |
| | |
| Melita Connor | Bus Driver |
| Nora Rollins | Bus Driver |
| Leroy Loewen | Bus Driver |
| Alishcia Thornton | Bus Driver |
| Ron Wilcox | Bus Driver |
| | |
| Lynn Myers | Clerk of the Board |
| Paula Leverett | Central Office Secretary |
| | |
| Ana Olivia Aragon | Custodial |
| Linda Carrillo | Custodial |
| Angelita de Leon | Custodial |
| Elida Hernandez | Custodial |
| Leroy Loewen | Custodial |
| Gloria Montoya | Custodial |
| Robert Moore | Custodial |
| Cerafina Ornelas | Custodial |
| | |
| Mike Lower | High School Secretary |
| Andrea Cearley | Elementary School Secretary |
| Jackie Pierce | Food Service Manager |
| | |
| | Full-time Substitute |
| Suzie Boschman | Para |
| Julie Carminati | Para |
| Michelle Escarcega | Para |
| John Escobar | Para |
| Debra Jacques | Para |
| Linda Keeney | Para |
| Liz Meyer | Para |
| Johnathan Ornelas | Para |
| Pam Patterson | Para |
| Michelle Wagner | Para |
| Dana Watson | Para |
| | |
| Brent Fowler | Tech |
| Robert McMullen | Transportation/Maintenance Director |
| | |
| Lindsay Fitzgerald | Nurse |
| Marissa Hafen | Day Care Director |
| Candice Moke | Day Care Worker |
| Megan Orth | Day Care Worker |
| Krista Phoenix | Day Care Worker |

Middle School 2015-2016

| | | |
|------------------|----------------------|--|
| Football | Head Asst. | Travis Johnson Lyle Beford |
| Volleyball | Head Asst. | Rachel Lee Meghann Rogers |
| Cross Country | Head | Kim Stevens |
| Boys Basketball | Head Asst. | Lyle Beford Paul Trigg |
| Girls Basketball | Head Asst. | Jessica Ball Larry McVey |
| Wrestling | Head | |
| Track | Head Asst Asst | Andy Short Rachel Lee Brittany Fox |
| Scholars Bowl | | Gwen Simmons Paul Trigg |
| Science Olympiad | | Bernie Leverett |
| Cheerleading | | Carlotta Patterson |

High School 2015-2016

| | | |
|---------------|------------------------|--|
| Football | Head Asst. Asst. | OPEN Andy Short Matthew Fox |
| Volleyball | Head Asst. | Shandi Lopez OPEN |
| Cross Country | | Kim Stevens |

| | | |
|------------------------|------------------------|--|
| Boys Basketball | Head Asst. Asst. | Aaron Dardis Bernie Leverett Zach Wimmer |
| Girls Basketball | Head Asst. | Andrea Ardery OPEN |
| Wrestling | Head Asst. | Matthew Fox Justin Groth |
| Track | Head Asst. Asst. | Mathew Fox Johnathan Ornelas OPEN |
| Baseball | Head Asst. | Lyle Beford Bernie Leverett |
| Softball | Head Asst. | Jessica Ball OPEN |
| Boys Golf | | Paul Trigg |
| Cheerleading | | Mallory Ginn |
| Drama Production | | Tammy Thomas |
| HALO | | John Ornelas |
| Kays | | OPEN |
| National Honor Society | | Richard Baker |
| Scholars Bowl | | Victor Rogers |
| Science Olympiad | | Bernie Leverett |
| Student Council | | Zach Wimmer |
| Yearbook | | Richard Baker |
| Junior Sponsor | | Matthew Fox John Ornelas |

Senior Sponsor
Kit Griffin
Richard Baker

S Club
Bernie Leverett
John Ornelas

District Wide

Activities Director
Aaron Dardis

School Improvement
Connie Myers
Risa Stevens

Instrumental
Dallas Roths

Vocal
Paula Leverett

Curriculum Coordinator
Risa Stevens

Larks in flight
Victoria Stuckenschmidt