

**Sublette USD #374  
Official Minutes**

The Sublette Unified School District No. 374 Board of Education met in regular session on Monday, August 9, 2010 in the boardroom at the Administrative Office at 7:00 p.m.

Members Present

Jeremy Patterson  
Russ Branden

Dr. Bill Hessman  
Dave Holloway

Jay Meyer  
Joan Menzie

Members Absent

R. W. Lucas

Others Present

Rex Bruce, Superintendent; Lynn Myers, Clerk; Cesar Pena, Middle/High School principal; Connie Myers, Elementary School principal; and Bob Moore, Maintenance Director.

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

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

Mrs. Menzie moved, seconded by Mr. Meyer, to approve the agenda with the following addition: 5a. High School Activities Handbook and Faculty Handbook. The motion carried 6-0.

**Item #2 Approve Minutes**

Mr. Meyer moved, seconded by Mrs. Menzie to approve the minutes of the July 12, 2010 regular meeting. The motion carried 6-0.

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

Prior to the meeting, Mr. Branden and Mrs. Menzie reviewed Purchase Orders and supporting documents presented for payment. Mrs. Menzie moved, seconded by Mr. Branden, to approve the bills as listed on the List of Warrants dated 07/31/10 and authorize payment. The motion carried 6-0.

**Item #4 Approve Transfers**

Mr. Holloway moved, seconded by Dr. Hessman, to approve the following budget transfers: \$1,422.09 from supplemental general fund to Daycare; \$18.90 from general fund to Bilingual and \$1,634.00 from supplemental general to Professional Development. The motion carried 6-0.

**PUBLIC FORUM**

There was no public forum.

## **Reports**

### **Curriculum**

There was no curriculum report this month.

### **Principals**

Mr. Pena reported the enrollment was 144 students at the High School and 65 students at the Middle School. Mr. Pena presented the High School Activities Handbook and the High School Faculty Handbook to the Board and answered questions pertaining to the handbooks.

Mrs. Myers reported that the average attendance in summer school was 40. The elementary school enrollment was 266 students..

### **SWPRSC/HPEC**

Mr. Meyer gave the SWPRSC report. Mr. Lucas was not present to give a HPEC report.

### **Superintendent:**

Mr. Bruce informed the board that the first day of district in-service was August 23, 2010 starting with a breakfast at 7:45 a.m.

### **Item #5 Wind Generator Update**

Mr. Moore reported that the wind generator is currently working.

### **Item #5a High School Activities Handbook and Faculty Handbook**

Mr. Branden moved, seconded by Mr. Holloway, to approve the High School Activities Handbook and Faculty Handbook. The motion carried 6-0.

### **Item #6 Consider HVAC Bids**

Mr. Branden moved, seconded by Dr. Hessman, to accept the bid of \$67,059 from BCS for fifteen HVAC units for the elementary school. The motion carried 6-0.

Mr. Holloway moved, seconded by Dr. Hessman, to accept the bid of \$41,681 from BCS for controls for the HVAC units. The motion carried 6-0.

Mrs. Menzie moved, seconded by Mr. Meyer, to accept the bid of \$42,016 from Davis Electric for electrical work on the HVAC units. The motion carried 6-0.

Mr. Holloway moved, seconded by Mr. Meyer, to accept the bid of \$43,900 from Tatro Plumbing for plumbing on the HVAC units. The motion carried 6-0.

Mrs. Menzie moved, seconded by Mr. Branden, to accept the bid of \$14,625 from Douglas Roofing for roof repairs pertaining to installation of the HVAC units. The motion carried 6-0.

The Vice President requested a five minute recess at 8:30 p.m. The Board reconvened to regular session at 8:35 p.m.

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

Mr. Branden moved, seconded by Mrs. Menzie, 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 8:55 p.m. The motion carried 6-0.

The Board reconvened to open session at 8:55 p.m.

Mr. Branden moved, seconded by Mrs. Menzie, 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 9:05 p.m. The motion carried 6-0.

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

Mr. Branden moved, seconded by Mrs. Menzie, 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 9:10 p.m. The motion carried 6-0.

The Board reconvened to open session at 9:10 p.m.

**Item #8 Negotiations Executive Session**

There was no need for a negotiations executive session.

**Item #9 Resignations**

Mr. Meyer moved, seconded by Dr. Hessman, to accept the resignation of Cristalyn Kirchhoff as the preschool para. The motion carried 6-0.

**Item #10 Consider 2010-2011 Negotiated Agreement**

Mr. Holloway moved, seconded by Mr. Branden, to accept the proposal for the 2010-2011 negotiated agreement as ratified by the teachers. The motion carried 6-0.

**#11 Contract Approval**

Mr. Meyer moved, seconded by Mrs. Menzie, to approve the following contracts: Bobbie Patrick, elementary cook; Lupe Rios, elementary dishwasher; Marissa Hafen, high school assistant volleyball coach and Aaron Williamson, high school assistant basketball coach. The motion carried 6-0.

**Adjournment**

With no other business to come before the Board, Mr. Meyer moved, seconded by Mrs. Menzie 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.*

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*President*

*Clerk*