

**Sublette USD #374
Official Minutes**

The Sublette Unified School District No. 374 Board of Education met in regular session on Monday, December 11, 2023 in the boardroom at the Administrative Office at 6:30 p.m.

Members Present:

	Pete Dyck	Shyree Wiswell
Lee Mason	Cornelius Froese	Grant Webber

Members Absent: Cesar Pena

Others Present:

Rex Richardson, Superintendent; Charity Ochs-Lathen, Clerk; Sonya Pena, Curriculum Director; Bobby Murphy, High School Principal; Rachel Lee, Elementary School Principal

Guests

Steve Schneider, Rachael Thooft

Item #1 Call Meeting to Order /Approve Agenda

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

Mr. Mason moved, seconded by Mr. Froese, to approve the agenda with the addition of Action Item under Board Vacancy. The motion carried 5-0.

Item #2 Approve Minutes

Mr. Mason moved, seconded by Mr. Dyck to approve the minutes of the November 13, 2023 Regular Meeting. The motion carried 5-0.

Item #3 Approve Bills, Transfers and Authorize Payment

Prior to the meeting, Mr. Froese, Mr. Dyck, Mr. Mason, Mrs. Wiswell, and Mr. Webber reviewed Purchase Orders and supporting documents presented for payment as listed on the List of Warrants dated 11/30/2023 and approve the following transfers: \$56,926.72 from General Fund to At Risk; \$5,634.24 from General Fund to 4-Year-Old At Risk; \$8,710.82 from General to Day Care; \$53,225.67 from General Fund to Bilingual; and \$4,458.21 from General to Vocational Fund. Mr. Mason moved, seconded by Mr. Dyck. The motion carried 5-0.

Item #4 Communications

The Board received Thank You notes from Michelle Avritt and Rachel Lee for the recent stipends.

Reports

Principals

Mr. Murphy reported the band and choir concert will be Monday, December 17th. All Sr. students who took College Algebra online passed the course. The CNA students passed the entrance exam and are now onto certification. We had one student make 5 State Honor Band. The MS Science Fair projects will be on display after Christmas Break. Mr. Murphy again asked if we had somebody we would like to nominate for to the HPL for Board Impact.

Mrs. Lee reported there had been a lot of sickness. We had 35 kids out last week and this week started with sickness, too. The Pre K-Second Grade Christmas concert was December 5th. The Christmas store is going to be Wednesday, December 13th. Thursday, December 14th will be the grades Third-Sixth Christmas program.

Paula and Rachel wrote to receive a grant for Pre-K. Nurse Tina is writing to receive a grant for \$2,000 to help purchase a hearing machine that costs \$5,000. The Grinch and Santa will visit on December 20th.

Curriculum

Mrs. Pena reported recent State Assessment scores. One and Two are low, Three and Four are high. We would like our students to be at the high end of 2. State Assessments were taken in 10th and 11th Grades. Our goal was to score a 23 in both. We scored a 22 in Math and 18 in English.

Activities Director

Mr. Befort was not present so Mr. Murphy presented for him. MS and HS Basketball and are both in full swing with MS playing Lakin on the 11th and HS playing Lakin on the 12th and upcoming MS SWH and HS Satanta and South Gray before heading into Christmas break.

HPEC

Mr. Webber was not able to attend.

SWPRSC

Mr. Pena was not at the meeting to report.

PUBLIC FORUM

Mr. Schneider reported that Dodge City will continue to come to Sublette for meets and practices. He presented the Board a document that showed classifications and costs etc. associated with bowling and getting a team together. He would like to invite us to watch a meet or practice.

Item #5 2022-2023 Audit Report

Ms. Rachael Thooft reported there had to be two audits done this time because of the amount of money spent from federal funds. The first audit was our general audit. She explained the state sets a maximum amount to be spent from the General Fund and Supplemental General fund. Capital Outlay and Contingency Reserve are funds used for improvements or to purchase equipment. The second audit is known as a single audit, and includes just federal funds. This was done because we spent more the \$750,000 of federal funds. There was one minor violation but no major violations.

Item #6 Walkthrough Presentation:

Mr. Murphy and Mrs. Lee explained the walk through process to review teachers and assess their interaction with students in the classroom etc. The process takes about Seven to Twelve minutes. Expectations can be listed, videos can be and information is shared with teachers to provide feedback and where they excel and areas where they can improve.

Item #7 District Accounting System

Mr. Richardson informed the Board we are required to change our accounting system due to MAPP no longer being available. He stated that our auditors encouraged us to look in the Harris product called Apta Fund. The expense is significantly more, but so are the capabilities. The Board stated they would be ok with the district's decision.

Item #8 HPEC Amendment Changes:

This states that total enroll for local contribution to the Kansas Cooperative Board is all students attending a brick and mortar or attending virtually online. It states the Kansas Cooperative is a third party to the schools they serve. HPEC has a meeting on Thursday, December 13th and will vote on this.

Item #9 Elementary Piano

There is currently no piano at the Grade School, just one Clavanova. There are several pianos at the High School. We called to have one tuned and repaired to permanently move to the Grade School. However, it was damaged too badly to repair. Until after League Music we have some we can move around to get us by.

Item #10 Board Vacancy

Ruthie Vaughan submitted her letter of interest and qualifications. Mr. Dyck moved, seconded by Mr. Froese to appoint Mrs. Vaughan to the vacant Board of Education position. The motion carried 5-0.

Item #11 Executive Session- Non -elected personnel

Mr. Mason moved, seconded by Mr. Froese to enter into executive session to include Mr. Richardson. The motion carried 5-0.

Item #11 Personnel Employment

Mr. Mason moved, seconded by Mr. Froese to accept the resignation of Vanessa Chavarria. The motion carried 5-0. Mr. Dyck moved, seconded by Mr. Mason to approved the hiring of Vanessa Hernandez. The motion carried 5-0.

Superintendent Report

December 20th, 12:30pm in the HS Cafeteria, there will be a catered luncheon for all faculty, staff and board catered by Hunny's BBQ. February 1st, KSHSAA asked us to dismiss between 2:00 p.n. and 2:15 p.m. to allow us to host Scholar's Bowl.

The Board will allow the After Prom Committee to announce the winner of their fundraiser to be made at half time of the boy's basketball game on December 12th.

Mr. Richardson wanted to give the Board a head's up that the Sheriff's Department may be asking the district to pay more toward the salary of the SRO.

Adjournment

With no further business to come before the Board, Mr. Mason moved, seconded by Mrs. Wiswell to adjourn the meeting. The motion carried 5-0.

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

President

Clerk

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