

**Sublette USD #374  
Official Minutes**

The Sublette Unified School District No. 374 Board of Education met in regular session on Monday, August 8, 2011 in the boardroom at the Administrative Office at 7:00 p.m.

Members Present

R. W. Lucas  
Jay Meyer

Martha Rogge  
Dave Holloway

Joan Menzie  
Russ Branden

Members Absent

Dr. Bill Hessman

Others Present

Rex Bruce, Superintendent; Lynn Myers, Clerk and Cesar Pena; Middle/High School Principal.

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

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

Mr. Holloway moved, seconded by Mrs. Menzie, to approve the agenda with the following addition: Signature Authorization High School Bank Accounts. The motion carried 6-0.

**Item #2 Approve Minutes**

Mrs. Menzie moved, seconded by Mr. Meyer, to approve the minutes of the July 11, 2011 regular meeting. The motion carried 6-0.

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

Prior to the meeting, Mr. Branden reviewed Purchase Orders and supporting documents presented for payment. Mr. Branden moved, seconded by Mrs. Menzie, to approve the bills as listed on the List of Warrants dated 07/31/11 and authorize payment. The motion carried 6-0.

**Item #4 Approve Transfers**

Mrs. Rogge moved, seconded by Mr. Holloway, to approve the following budget transfers: \$5,702.42 from supplemental general fund to Daycare and \$1,207.50 from supplemental general fund to Professional Development. The motion carried 6-0.

**PUBLIC FORUM**

There was no public forum.

**Reports**

### Curriculum

The Curriculum Committee and SACS do not meet in the summer.

### Principals

Mrs. Myers was in Wichita, Kansas at a 21<sup>st</sup> Century After School Grant meeting.

Mr. Pena gave the middle school/high school report.

### SWPRSC/HPEC

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

### Superintendent:

Mr. Bruce discussed the progress of the heating/air conditioning installation at the elementary school, state testing monitoring and the possibility of digital yearbooks.

### **Item #5 Executive Session – Non-elected Personnel**

Mrs. Holloway 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 in executive session, and to reconvene to open session in the boardroom at 7:55 p.m. The motion carried 6-0.

The Board reconvened to open session at 7:55 p.m.

### **Item #5a Signature Authorization High School Bank Accounts**

Mr. Holloway moved, seconded by Mr. Meyer, to authorize Mike Lower to sign on the High School Activity Fund, account #266108 and the High School Petty Cash, account #298212 at Centera Bank. The motion carried 6-0.

### **Item #6 Executive Session - Negotiations Executive Session**

Mr. Holloway moved, seconded by Mrs. Menzie, to go into executive session to discuss negotiations, to include Mr. Bruce in executive session, and to reconvene to open session in the boardroom at 8:05 p.m. The motion carried 6-0.

The Board reconvened to open session at 8:05 p.m.

Mr. Holloway left the meeting.

### **Item #7 Contract Approval**

Mr. Branden moved, seconded by Mrs. Menzie, to approve the following contracts: Mikelyn Holloway, elementary counselor; Michelle Escarcega, high school ESL para; Lindsay Fitzgerald, nurse; and Sumr Robinett, assistant middle school volleyball coach. The motion carried 5-0.

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Mr. Holloway returned to the meeting.

**Item #8 Goal Setting**

Mr. Bruce is continuing to compile the information as board members return their surveys.

**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*