

**Sublette USD #374  
Official Minutes**

The Sublette Unified School District No. 374 Board of Education met in regular session on Monday, April 11, 2011 in the boardroom at the Administrative Office at 7:00 p.m.

Members Present

|                  |             |              |                  |
|------------------|-------------|--------------|------------------|
| Jeremy Patterson | R. W. Lucas | Russ Branden | Dr. Bill Hessman |
| Joan Menzie      | Jay Meyer   |              |                  |

Members Absent

Dave Holloway

Others Present

Rex Bruce, Superintendent; Lynn Myers, Clerk; Cesar Pena, Middle/High School principal; Connie Myers, Elementary principal; Risa Stevens, Curriculum Director and Bob McMullen, Transportation Director .

Guests

Melissa and Andy Blevins.

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

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

Mrs. Menzie moved, seconded by Mr. Patterson, to approve the agenda. The motion carried 6-0.

**Item #2 Approve Minutes**

Mr. Meyer moved, seconded by Dr. Hessman, to approve the minutes of the March 7, 2011 regular meeting and the March 24, 2011 special 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. Mr. Branden moved, seconded by Mrs. Menzie, to approve the bills as listed on the List of Warrants dated 03/31/11 and authorize payment. The motion carried 6-0.

**Item #4 Approve Transfers**

Mr. Patterson moved, seconded by Dr. Hessman, to approve the following budget transfers: \$39,385.59 from general fund to At Risk; \$3,814.99 from general fund to 4 year old At Risk; \$5,921.86 from supplemental general fund to Daycare; \$14,598.51 from general fund to Bilingual; \$1,604.04 from supplemental general fund to Professional Development and \$26,747.80 from general fund to Special Education. The motion carried 6-0.

**PUBLIC FORUM**

There was no public forum.

**Reports**

Curriculum

Mrs. Stevens informed the board that the CCC will meet one extra time in May to review test scores.

Principals

Mrs. Myers reported that the elementary science students received one bronze medal at the State Science Competition in Wichita, Kansas. She also reported that the literacy night had 100 students and parents in attendance. She informed the board that two grants have been submitted, a 21<sup>st</sup> Century Grant for an afterschool program and a Technology Rich Classroom grant.

Mr. Pena reported the following preliminary test scores:

|                                |             |             |
|--------------------------------|-------------|-------------|
| 8 <sup>th</sup> Grade math     | Target 86.7 | Scored 97.2 |
| 8 <sup>th</sup> Grade reading  | Target 87.8 | Scored 91.8 |
| 7 <sup>th</sup> Grade math     | Target 86.7 | Scored 91.2 |
| 7 <sup>th</sup> Grade reading  | Target 87.8 | Scored 97   |
| 11 <sup>th</sup> Grade reading | Target 86   | Scored 91.2 |

Mr. Pena reported that the Middle School Quiz Bowl team received 2<sup>nd</sup> place in league competition.

**SWPRSC/HPEC**

Mr. Meyer gave the SWPRSC report. Mr. Lucas gave the HPEC report.

Superintendent:

Mr. Bruce informed the board that the health insurance premiums for the July 1, 2011 have increased 9.2% which is \$41.14 on a single plan. He stated other health insurance options are being considered.

**Item #5 Select Board Members to present diplomas**

8<sup>th</sup> Grade Promotion May 17, 2011 – 7:00 p.m.  
High School Graduation May 14, 2011 – 4:00 p.m.

Mr. Lucas and Mr. Branden  
Mr. Patterson, Mr. Meyer and Dr. Hessman

**Item #6 Consider Summer Food Program**

Mr. Meyer moved, seconded by Mrs. Menzie, to approve the summer food program in June and July. The motion carried 6-0.

**Item #7 Consider Summer Gym Use**

Mr. Meyer moved, seconded by Mr. Branden, to allow SWKS Basketball the use of the school's gym, the same as last year. The motion carried 6-0.

**Item #8 Consider County Mitigation Plan**

Mr. Patterson moved, seconded by Dr. Hessman, to approve the county mitigation plan. The motion carried 6-0.

**Item #9 Consider Bus Bids**

Mr. Branden moved, seconded by Mr. Meyer, to accept the low bid of \$77,694.66 from Thomas for a new bus. The motion carried 6-0.

**Item #10 Consider Elementary School Window Bids**

Mr. Patterson moved, seconded by Mrs. Menzie, to accept the bid of \$61,900 from Kinney Glass, Inc for new windows in the elementary school. The motion carried 6-0.

**Item #11 Consider HVAC Bids**

Dr. Hessman moved, seconded by Mr. Meyer, to accept the bid of \$362,035 from Building Control Systems to complete the HVAC project at the elementary school. The motion carried 6-0.

**Item #12 Executive Session Non-Elected Personnel**

Mrs. Menzie moved, seconded by Mr. Patterson, 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 9:00 p.m. The motion carried 6-0.

Mr. Pena was invited into the executive session at 8:50 p.m.

The Board reconvened to open session at 9:00 p.m.

Mrs. Menzie moved, seconded by Mr. Patterson, 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 and Mr. Pena in executive session, and to reconvene to open session in the boardroom at 9:16 p.m. The motion carried 6-0.

The Board reconvened to open session at 9:16 p.m.

**Item 13 Consider Summer Employee Contracts**

Mr. Meyer moved, seconded by Mr. Patterson, to hire Tyler Bruce and Leroy Loewen for the summer maintenance work. The motion carried 6-0.

**Item #14 Resignations**

Mr. Branden moved, seconded by Mrs. Menzie, to accept the resignation of Matthew Ziegler as middle school language arts teacher and high school coach effective March 25, 2011. The motion carried 6-0.

Mr. Patterson moved, seconded by Dr. Hessman, to accept the resignation of Kori Lopez as 4<sup>th</sup> grade teacher. The motion carried 6-0.

Mrs. Menzie moved, seconded by Mr. Branden, to accept the resignation of Julie Birney as high school secretary. The motion carried 6-0.

**Item #15 Goal Setting**

The board is studying the top five priorities from the community and the teacher/support staff meetings. They will give their input at the next meeting.

Adjournment

With no other business to come before the Board, Mr. Patterson 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*