

**Sublette USD #374  
Official Minutes**

The Sublette Unified School District No. 374 Board of Education met in regular session on Monday, November 11, 2024 at 6:30 p.m.

Members Present:   Cornelius Froese       Lee Mason               Grant Webber  
                          Pete Dyck               Shyree Wiswell       Ruthie Vaughan

Members Absent:    Juan Chacon

Others Present: Rex Richardson, Superintendent; Charity Ochs-Lathen, Clerk; Lyle Befort, Activities Director/Asst. MS HS Principal; Sonya Pena, MS HS Principal. Rachel Lee, Elementary School Principal; Renee Phoenix, Elementary Curriculum Director; Brooke Patterson, MS HS Curriculum Director; Michelle Avritt, District Testing Coordinator; Justin Groth, School Resource Officer.

Guests: Rachael Thooft and Matt Meng.

**Item #1 Call Meeting to Order**

The President called the meeting to order at 6:31 p.m.

**Item #2 Approve Agenda**

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

**Item #3 Approve Minutes**

Mr. Mason moved, seconded by Mrs. Vaughan, to approve the minutes of the October 14, 2024 meeting. The motion carried 6-0.

**Item #4 Treasurers Report/ Approve Bills**

Because the system rollover is still not complete, there was nothing on which to make a motion.

**Item #5 Communications**

There were no communication items.

**Item #6 Reports**

**Principals:**

Mrs. Lee reported that the Veterans' Day program was well attended. She reported 99% attendance for Parent Teacher Conferences and that tardies and absences were down quite a bit. There was over \$2,000 raised during the Coin Wars and the class winners did the pie to the face of teachers and staff. This was the same day as the Halloween Parade. The School Mall raised over \$4,000 for teacher gift cards. The Wichita Children's Theater will be coming to perform for the children on the 12<sup>th</sup> and 13<sup>th</sup> and the Donuts with Grown-ups will be the 14<sup>th</sup>. December 2<sup>nd</sup> is the Pre-K through Second Grade Christmas Program. Ms. Phoenix stated that the coin wars concluded with the Book Fair.

Mrs. Pena reported that Coin Wars would be the week of November 11<sup>th</sup>-15<sup>th</sup>. December 3<sup>rd</sup> will be the Reality U with Satanta. There were many team building activities with faculty and staff during the month of October. There are many students enrolled in SCCC classes this semester. Parent Teacher Conferences had 97% attendance at the MS and 98% at the HS.

### **Curriculum**

Ms. Phoenix reported that during District In-Service on November 1<sup>st</sup>, some teachers were asked to present due to their implemented programs working well. Ms. Phoenix and Ms. Patterson will be attending meeting in Wichita the 15<sup>th</sup>. There will be a Site Council meeting November 19<sup>th</sup>.

Ms. Patterson reported the ELA teachers spent the morning with her developing AI guidelines for teachers and students. The goal is to learn how to use it constructively. Teachers can use as a tool in grading but not as an evaluator. Ms. Patterson stated teachers are becoming more comfortable with AI and are learning ways to use it. Mathmatic Curriculum is currently being reviewed.

### **Activities Director**

Fall activities have officially ended. High School Buffer week is November 11-15. Winter sports are gearing up.

### **SWPRSC**

Nothing to report as meeting was not attended.

### **HPEC**

Mr. Webber reported October 17<sup>th</sup> was a pretty standard meeting. November 20<sup>th</sup> will be the Superintendent meeting.

### **PUBLIC FORUM**

Justin Groth informed the Board the with his new duties as Magistrate Judge beginning January 1, 2025, he feels he will not have the time to continue as HS Golf coach. He gave his resignation for that position. Matt Meng introduced himself to the Board. He will be stepping in as the new School Resource Officer in January. He has served in various capacities in his more than 20 years of law enforcement and is excited to join the district.

### **Item #7 Auditorium Entrance Construction Bid**

The Board received one bid from Keystone Endeavors to include replacing doors and enclosing windows with stucco. This option is significantly less than replacing the existing windows. Mr. Richardson would like this project to take place when school dismisses for summer. Mr. Mason moved, seconded by Mrs. Vaughan to move forward with the construction project of replacing entry doors and to enclose window area with stucco instead of replacing windows. The motion carried 6-0.

### **Item #8 2023-2024 Audit**

Rachael Thooft present findings of the 2023-2024 Audit to the Board. There were no significant defencies. There were missing minutes from the book and no signed GAAP Waiver.

### **Item #9 BEST 21<sup>st</sup> Century Audit**

Ms. Avritt informed the Board there had been a site audit for the BEST 21<sup>st</sup> Century After School program. There were no deficiencies. She was impressed by the average daily attendance and felt the teachers and admin. were very supportive of the program. She suggested we look at ways to keep the program sustainable in the even the grant is not renewed or become unavailable. It take \$125,000 year to run the program. Ms. Avritt also reported that Lori Hensley would like to get involved in teaching about healthy relationships. She would come into district once a month. This would be for Seventh-Ninth grade and is at no cost to the district. Several duties are doing this. The Board asked Ms. Avritt to collect more information and get in touch with the other participating districts and report back for the December meeting before making a decision whether or not we will participate.

**Item #10 Sublette Recreation Commission**

Mr. Nick Leon met with Mr. Richardson, Mr. Webber and a couple of members of the Recreation Commission Board to discuss the current policy for the district paying district employee and Board member memberships. Currently, that amount is \$1,000 annually. The Recreation Commission is asking that amount to be increased to \$5,000 annually. The Recreation Commission shows 56 active district employees on their list. It was discovered upon review during that meeting, that many on the list were no longer with the district. The district sent out an email to all faculty and staff asking who used their membership. Only 16 replied that they actively used their membership. The Board discussed the partnership with the Recreation Commission and their use of our facilities for various activities. Mr. Webber said this long-standing arrangement was designed as a give and take on both sides. The Board talked about counter offers and would like to table until the December meeting.

**Item #11 Disposal of District Property**

The district has upgraded the Safe Defend system. This leaves 60+ Safe Defend boxes from the old system in which the district will need to dispose. The Board declared these surplus items and would like to sell them for \$75 per box. This will create some revenue to put toward the cost of the upgraded system. Mr. Groth also asked if he could keep the laptop that the district purchased for him. He stated there was no student or faculty or staff information on it. The district stated there was no value in the laptop. Mr. Mason moved, seconded by Mr. Froese to sell the safes for \$75. Mr. Mason moved, seconded by Mr. Dyck to allow Mr. Groth to keep his laptop. The motion carried 6-0.

**Item #12 HS Golf**

Satanta has three with the possibility of two more golfers. They would like to combine with us like they do in Softball. They have offered to provide the additional coach. This person would take the place of Justin Groth. Mr. Mason moved, seconded by Mr. Froese to approve this agreement. The motion carried 6-0.

**Item #13 Executive Session- Non- Elected Personnel**

Mr. Froese moved, seconded by Mrs. Wiswell to enter into Executive Session to include Mr. Richardson. The motion carried 6-0. Mr. Richardson left executive session at 8:32 p.m. and re-entered at 8:35 p.m. The Board Reconvened to open session.

**Item #14 Personnel Employment**

Mrs. Vaughan moved, seconded by Mr. Dyck to the hiring of Selena Montanez as Daycare Worker. The motion carried 6-0. Mr. Froese moved, seconded by Mrs. Wiswell to accept the resignations of Alex White, Justin Groth and Olivia Noah. The motion carried 6-0. Mr. Mason moved, seconded by Mrs. Vaughan to hire Erica Leggett as Head MS Girls Basketball Coach and Alisha Waggonner as Assistant MS Girls Basketball Coach. The motion carried 6-0. Mr. Mason moved, seconded by Mr. Dyck to approve payment of ½ of the ESL Stipend to the qualified employees. The motion carried 6-0.

**Item #15 Superintendent's Report**

Mr. Richardson reminded the Board that KASB Conferences were November and 15th-17<sup>th</sup>.

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**Adjournment**

With no other business to come before the Board, Mr. Mason moved, seconded by Mr. Froese 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*

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