

**Sublette USD #374
Official Minutes**

The Sublette Unified School District No. 374 Board of Education met in regular session on Monday, July 13, 2020 at 7:00 p.m. via Zoom.

Members Present

Jay Meyer Cesar Pena Cornelius Froese Grant Webber

Charity Ochs-Lathen

Members Absent

Dave Holloway Mike Bultena

Others Present

Rex Bruce, Superintendent; Andrea Cearley, Clerk; Monty Marlin, Middle/High School Principal; Rachel Lee, Elementary School Principal; Lance Carter, Activities Director; and Sonya Pena, Curriculum Director.

Guests – Chris Loyd, Melinda McElheny, Traci Parr, Cody Parr, Michelle Avritt, Brent Fowler, Jessica Ordonez, Sterling Hall, Becky Tyler, Barb Casey, Dana Watson, Jamie Trigg, Renee Phoenix, Charity Horinek, Christyne Tharp, Jacob Giesbrecht, Olivia Noah, Jessica Schield, Paula Leverett, Jessica Ball, Kandi Hoeffner, Eva Loewen, Keely Blackwood, Shyree Wiswell, Mike Lower, Amanda Vaughan and Price Wright.

Item #1 Call Meeting to Order /Approve Agenda

The Vice President called the meeting to order at 7:05 p.m.

Mr. Pena moved, seconded by Mr. Webber, to approve the agenda with the addition of Item #1a Accept Board Resignation and Elect Vice President; Item #14a Executive Session-Negotiations; Item #14b Executive Session-Non-elected Personnel; and Item #16 Salary Approvals. The motion carried 5-0.

Item #1a Accept Board Resignation and Elect Vice President

Mr. Pena moved, seconded by Mrs. Ochs-Lathen, to accept the resignation of Michael (Mike) Bultena as President of the Board of Education for USD #374. The motion carried 5-0.

With the resignation of President Bultena, our Vice President, Mr. Jay Meyer, will become President of the Board. Mr. Pena moved, seconded by Mr. Froese, to nominate Mr. Webber as Vice President of the Board of Education of USD #374. The motion carried 5-0.

Item #2 Approve Minutes

Mrs. Ochs-Lathen moved, seconded by Mr. Froese, to approve the minutes of the June 8, 2020 Amended Budget Hearing, the June 8, 2020 regular meeting and the June 29, 2020 year end meeting. The motion carried 5-0.

Item #3 Approve Bills and Authorize Payment

Prior to the meeting, Mr. Meyer reviewed Purchase Orders and supporting documents presented for payment. Mr. Meyer moved, seconded by Mr. Pena, to approve the bills as listed on the List of Warrants dated 06/30/20 and authorize payment. The motion carried 5-0.

Item #4 Approve the Consent Agenda

Mr. Webber moved, seconded by Mr. Froese, to approve the Consent Agenda with the exception of Item #12 Approve Elementary and High School Faculty and Student Handbooks. The motion carried 5-0.

PUBLIC FORUM

There was no public forum.

REPORTS

Curriculum

Mrs. Pena reported that 9 employees attended a leadership training recently at South Gray. Purchase orders for new materials for the 2020-2021 school year are going out this week.

Principals

Mr. Marlin reported that High School Graduation is still planned for July 25, 2020 at 4:00 p.m. in the High School Gymnasium. As the date approaches, he will double check with Mrs. Vada Winger, Haskell County Health Director, to make sure this will be an acceptable gathering. He said the final graduation information will go out to the public by text caster.

Mrs. Lee was on vacation, but joined the Zoom meeting. She reported our food service team is continuing the Grab & Go lunches this summer.

Activities Director

Mr. Carter reported the summer weights class is continuing with cleaning as they go. KSHSAA is waiting on the KSDE guidelines also to see what our fall sports programs might look like.

SWPRSC/HPEC

Mr. Meyer reported on the SWPRSC Board meeting. There was no HPEC Board meeting report.

Superintendent:

Mrs. Cearley announced to the Board her intention to resign her position as Board Clerk possibly by the end of December 2020 or as soon as she can complete the training of her replacement. Mr. Bruce reported that he has received the State Board of Education's recommendations for re-opening school this fall. He plans to meet this Friday with Mr. Marlin and Mrs. Lee and then the first of next week, he plans to meet with teachers and parents regarding how school will look this fall. His first priority will be the safety of students and staff and secondly, to

have students at school as much as possible. Our county may soon be receiving \$800,000 in COVID-19 funding to help reimburse our schools, county and hospitals for the extra costs they spend on masks, face shields, sanitizing machines, etc. related to COVID-19. Mr. Bruce is on a county committee formed to monitor the use of these funds. We have received approximately \$50,000 in federal funds from the ESSER/CARES Act to help cover the cost of laptops used for continuous learning.

Item #5 Technology Discussion

Mr. Marlin reported that chromebooks will probably be checked out to each student at the middle school and high school at the beginning of the year for sanitation reasons.

Item #6 Report on Cash Balances

Mrs. Cearley reported on the Cash Balances as of June 30, 2020. She noted that the revenue/expense report included in the board packets was ran before the remaining available balance of \$121,242.31 was transferred from the General fund to the Contingency fund.

Item #7 Report of Year End Transfers

Mrs. Cearley reported on the Year End transfers made from the General Fund to At Risk, Day Care, Bilingual, Summer Food, Special Education and Small Rural Schools; and from the Supplemental General fund to At Risk, 4-Year-Old At Risk and Bilingual.

Item #8 Consider Wellness Policy

Mr. Webber moved, seconded by Mrs. Ochs-Lathen, to approve the 2020-2021 Wellness Policy. The motion carried 5-0.

Item #9 Consider Breakfast/Lunch Price Increase for 2020-2021

Mr. Pena moved, seconded by Mr. Froese, to approve the breakfast/lunch price increase for 2020-2021 as reviewed by the Board and submitted to KSDE. The motion carried 5-0.

Item #10 Consider Food Service Agreement

Mr. Webber moved, seconded by Mrs. Ochs-Lathen, to approve the 2020-2021 school year Food Service Agreement with the breakfast/lunch price increases as approved. The Food Service Agreement includes approval of the Standard of Conduct, Procurement Plan and the Sponsor Application as submitted to KSDE. The motion carried 5-0.

Item #11 Appoint HPEC Board Representative and two alternates for 2020-2021

Mr. Pena moved, seconded by Mr. Webber, to appoint Mrs. Ochs-Lathen as the HPEC Board Representative, and Mr. Webber as the 1st alternate and Mr. Froese as the 2nd alternate. The motion carried 5-0.

Item #12 Appoint Governmental Relations Representative

Mr. Webber moved, seconded by Mr. Froese, to appoint Mr. Pena as the Governmental Relations Representative. The motion carried 5-0.

Item #13 Appoint Delegate for the KASB Annual Conference

Mr. Webber moved, seconded by Mr. Froese, to appoint Mr. Pena as our Delegate for the KASB Annual Conference. The motion carried 5-0.

Item #14 Appoint Two (2) Board Negotiators

Mr. Froese moved, seconded by Mrs. Ochs-Lathen, to appoint the President (Mr. Meyer) and Vice President (Mr. Webber) as the two Board Negotiators. The motion carried 5-0.

Item #14a Executive Session – Negotiations

Mr. Pena moved, seconded by Mr. Webber, to go into executive session to discuss negotiations, to include Mr. Bruce in executive session, and to reconvene to open session at 8:36 p.m. The motion carried 5-0.

The Board reconvened to open session at 8:36 p.m.

Item #14b Executive Session – Non-elected Personnel

Mr. Webber moved, seconded by Mr. Pena, to go into executive session to discuss an individual employee's performance and a potential new employee, pursuant to the non-elected personnel exemption under KOMA, to include Mr. Bruce in executive session, and to reconvene to open session at 8:47 p.m. The motion carried 5-0.

The Board reconvened to open session at 8:47 p.m.

Item #15 Contract Approval

Mr. Pena moved, seconded by Mr. Webber, to approve the contract of Litzy Hernandez-Gonzalez as high school custodian. The motion carried 5-0.

Item #16 Salary Approval

- A. Classified**
- B. 12 month Salaried Employees**
- C. Administration**

Mr. Webber moved, seconded by Mr. Froese, to approve the classified, 12 month salaried employees and administration salaries as discussed in executive session. The motion carried 5-0.

Board Minutes

Page 5

July 13, 2020

Adjournment

With no other business to come before the Board, Mr. Pena moved, seconded by Mr. Webber 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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