

**James Howard,
Superintendent**



HOXIE COMMUNITY SCHOOLS

USD #412 – CENTRAL OFFICE

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UNOFFICIAL UNTIL APPROVED BY BOARD OF EDUCATION
UNIFIED SCHOOL DISTRICT NO. 412
SHERIDAN COUNTY, KANSAS

The Board of Education of Unified School District No. 412 met for their organizational meeting on Monday, July 15, 2019 at 7:00 PM at the Central Administrative Office in Hoxie, Kansas.

PRESENT WERE

BOARD MEMBERS: Lola Baalman, Margery Haas, Billi Beckman, Devan Castle, Leonard Weber
Michael Bretz, Reba White

SUPERINTENDENT: James Howard

CLERK: Mandy Shipley

PRINCIPAL: Mark Wildeman

GUEST: Jake Moss

ABSENT:

Billi Beckman called the meeting to order at 7:00 PM.

The Board and all in attendance recited the flag salute.

The agenda for the Board meeting was approved with the addition of an executive session for personnel under Communications to the Board (White/Castle 7-0).

The Board welcomed the visitors present.

The Board moved to enter into executive session at 7:01 PM to discuss individual employee performance pursuant to the exception for non-elected personnel under KOMA for 10 minutes with the Board, Jim Howard, Mark Wildeman, and Jake Moss present. Jake Moss left the executive session and the Board meeting at 7:05 PM. The Board returned to open session at 7:11 PM in the BOE room (White/Castle 7-0).

The Board reviewed other communications including an article on school finance from KASB and a brief reminder on Board Officer Elections.

The Board moved to elect Billi Beckman as Board of Education President for the 2019-2020 school year (White/Weber 7-0).

The Board moved to elect Devan Castle as Board of Education Vice-President for the 2019-2020 school year (Weber/Baalman 7-0).

The resolution for Board meeting dates with a start time of 7:00 PM unless otherwise noted was approved as presented (White/Castle 7-0).

The Board moved to approve the Consent Agenda for Business Reports as presented (Haas/Baalman 7-0).

Board goals were reviewed. There were no evaluations to discuss so they moved on to the second goal involving technology.

Jim Howard reviewed the technology report. Since school has concluded there have been no insurance or warranty claims on laptops. He updated the Board on progress with the rollover with Denton George, year four technology, and the final exit process with K12itc.

Mark Wildeman gave a brief update on the guidance department, stating that Mrs. Giancola was working on developing social and emotional curriculum to meet some of the KESA requirements. The Board asked that she prepare a report with updates for them to review at each Board meeting in the future.

Jim Howard reviewed changes to the grade school handbook and let the Board know that the district will no longer be printing red calendars. The district calendar is available online and has the ability to be printed and also synched to any smart device. The amount of information available on the district website and social media allows patrons the ability to stay up to date with rescheduled events and changes to the calendar in real time.

The Booster Club will be providing a printed version of the red calendar as a fundraiser. Details on this will be provided by the Booster Club prior to the start of the school year.

The Board reviewed proposed changes to the Hoxie JR/SR High Student Handbook and decided to table the approval of this handbook until the regular August Board meeting.

The Board moved to approve the 2019-2020 Grade School Student Handbook as presented (Baalman/Haas 7-0).

Margery Haas left the Board meeting at 7:57 PM.

The Board held a discussion on next steps with the Toothaker Estate. They came to a consensus that the school would sign the waiver provided by Hirsch Law Office regarding the matter.

Margery Haas re-entered the meeting at 8:10 PM.

The Board took a break at 8:11 PM and returned to open session at 8:16 PM.

The Board moved to approve the 2019-2020 Negotiated Agreement as presented (Bretz/White 7-0).

Jim Howard shared his principals report for Hoxie Grade School. He shared estimated enrollment numbers and recapped events that have taken place over the summer so far including summer school, the Rod Run meal fundraiser, and a meeting with the Cottonwood Ranch Board at which they donated money towards supplies for the STEAM program spear headed by the first grade teaching team. He also updated the Board

on summer projects at the Grade School and commended our custodial staff for all of their hard work. He would like for the Board to walk through each building at the end of the summer to see the completed projects.

Mark Wildeman shared his principal's report for Hoxie JR/SR High. He informed the Board that pre-enrollment had been completed and that enrollment would take place on the 7th and 8th of August mainly for schedule changes and payment of fees. He discussed summer projects taking place at the JR/SR High, and informed the Board that he had just received bids for the sound system in the gym, football field, and auditorium prior to the meeting and would have an update for them at the regular August Board meeting.

The minutes from the last NKESC board meetings were presented and Leonard Weber gave a brief update on those meetings.

Margery Haas had nothing to report for a legislative update.

The Board reviewed bids for the year four transportation purchase and moved to approve the bid from Money Chevrolet out of Hill City for a 2020 Malibu as presented (Haas/Weber 7-0).

The Board also came to a consensus to trade in the old Grasshopper mower for a newer model.

Jim Howard gave his Superintendent's report. He reviewed events in the district since the last regular Board meeting including a conference call with KSDE, a Toothaker meeting, the strategic doing meeting, the budget workshop which he attended with Billi Beckman, the meet and greet with Senator Jerry Moran, and a meeting he attended in Oakley to better understand their budgeting process. He also handed out a summary of the districts state assessment results and explained to the Board that now that KESA will be using that data as part of our accreditation process, this year's results would be used as a baseline to build upon moving forward.

The Board adopted the Resolution to Waive the Annual Requirements of Generally Accepted Accounting Principles for the fiscal year ending June 30, 2020, in accordance with provisions of K.S.A. Supp. 75-1120a (Bretz/Castle 7-0).

The Board adopted the Resolution Establishing Home Rule for the Board of Education of USD #412 (White/Haas 7-0).

The Board authorized an early payment procedure for district bills for the 2019-2020 school year (Baalman/Weber 7-0).

Devan Castle was appointed to serve on the Northwest Kansas Educational Service Center Board for the 2019-2020 school year (Baalman/Haas 7-0).

Billi Beckman was appointed to serve on the Northwest Kansas Area Technical School Board for the 2019-2020 school year (Haas/White 7-0).

The Board approved a resolution that all policy statements found in the minutes for the Board of Education of Unified School District #412 prior to June 30, 2019, be rescinded, and adopted the policy manual as

presented and recommended by the Superintendent of Schools to govern this school district during the 2019-2020 school year, subject to revisions (Castle/Haas 7-0).

The Board approved the Banking Resolutions for the 2019-2020 school year as presented (Bretz/Weber 7-0).

The Board approved Equity Bank, First State Bank and Peoples State Bank as the official depositories and checking accounts for district funds for the 2019-2020 school year (Baalman/Castle 7-0).

The Board approved the Authorization Resolution for district credit cards as presented (Bretz/Weber 7-0).

The Board approved the Surety Bond Resolution for the 2019-2020 school year as presented (Castle/Baalman 7-0).

The Board approved the Consent Agenda as presented (Haas/White 7-0).

- a) Appointed Mandy Shipley – Clerk, Mark Wildeman – Deputy Clerk
- b) Appointed Diane Stithem – Treasurer/Mark Wildeman – Deputy Treasurer
- c) Appointed Mandy Shipley – Freedom of Information Officer
- d) Adopted the 1,116 Minimum Hour School Year
- e) Appointed Jim Howard-Local Consolidated Plan Office Representative
- f) Appointed Darla Zerr-Food Service Representative
- g) Appointed Jim Howard-Hearing Officer for Free and Reduced Application Appeals
- h) Designated Jim Howard and Mark Wildeman-Truancy Officers
- i) Designated Mandy Shipley-KPERS Representative
- j) Established mileage rate at current state rate (currently 58 cents)
- k) Established Petty Cash Limits \$500 a building, \$1500 Central Office
- l) Appointed KASB-School Attorney
- m) Designated Jim Howard-Homeless Children Duties
- n) Designated The Hoxie Times-Official Publication for USD 412
- o) Designated Mandy Shipley-Compliance Coordinator for anti-discrimination
- p) Approved Textbook rental fees will remain the same
- q) Approved Substitute Teacher pay \$100.00 per day

The Board moved to approved the Student Charging Policy as presented (Baalman/Castle 7-0).

The Board moved to enter into executive session at 9:06 PM to discuss individual employee performance, resignations, and new hires pursuant to the non-elected personnel exception under KOMA for 25 minutes with the Board, Jim Howard and Mark Wildeman present, returning to open session at 9:31 PM in the BOE room (White/Bretz 7-0).

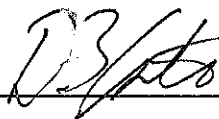
The Board moved to approve the hiring of Lucas Burmeister as High School Play sponsor for the 2019-2020 school year (White/Castle 7-0).

The Board moved to approve the hiring of Lisa Weimer as Concession Stand Coordinator for the 2019-2020 school year (Haas/Weber 7-0).

The Board moved to approve the hiring of Miranda Marez-Scanlon as Assistant JR/SR High Athletic Director for the 2019-2020 school year (Bretz/Haas 7-0).

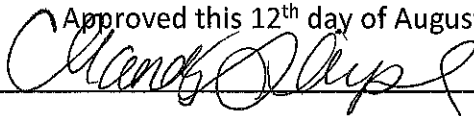
The Board moved to approve the hiring of Laurie Farber as part-time Special Education paraprofessional for the 2019-2020 school year (Haas/Baalman 7-0).

Billi Beckman adjourned the meeting at 9:36 PM.



DEVAN CASTLE, VICE-PRESIDENT

Approved this 12th day of August, 2019



MANDY SHIPLEY, CLERK