

**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 13, 2020 at 7:00 PM at the Hoxie Grade School Library in Hoxie, KS.

### 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: Peggy Eland

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 item (i) Approve Concession Stand Bid, under New Business (Haas/White 7-0).

The Board welcomed the visitors present.

The Board reviewed their communications, which included a thank you card from the family of Benny Taylor and documents regarding funding and other financial data for Hoxie Recreation. A brief discussion was held on the topic of funding for Hoxie Recreation and what it will take moving forward to keep the entity solvent. The Board was in consensus to have Jim Howard, Superintendent, meet with both city and county leaders to discuss the best way make that happen. The Board will be updated of progress with that directive prior to the regular August Board meeting.

Billi Beckman called for nominations for Board President for the 2020-2021 school year. Reba White nominated Devan Castle and no other nomination was made.

The Board moved to elect Devan Castle as Board of Education President, to serve in the position until a successor is elected by the Board in July 2021 (White/Weber 7-0).

Devan Castle called for nominations for Board Vice-President for the 2020-2021 school year. Margery Haas nominated Reba White and Devan Castle nominated Michael Bretz.

The Board moved to elect Reba White as Board of Education Vice-President, to serve in the position until a successor is elected by the Board in July 2021 (Haas/Weber 3-4), motion failed.

The Board moved to elect Michael Bretz as Board of Education Vice-President, to serve in the position until a successor is elected by the Board in July 2021 (Beckman/Bretz 4-3), motion passed.

Newly elected Board President, Devan Castle, addressed the Board about an item he wanted to include in the regular Board meeting agendas moving forward; A reoccurring topic in Old Business entitled Project/Consensus Updates, where there would be follow up on ideas presented to but not moved on officially by the Board, to ensure those topics aren't forgotten.

The resolution for Board meeting dates for the 2020-2021 fiscal year with a start time of 7:00 PM unless otherwise noted was approved as presented (White/Weber 7-0).

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

The Board reviewed their goals.

1. All employees will receive effective evaluations that reflect their actual performance.
  - Classified Evaluations were available and were to be discussed in executive session later in the meeting.
2. Technology will be developed to complement student learning
  - Jim Howard delivered the technology report. He updated the Board on progress with our year 5 technology plan, other purchases, and needs.
3. The Guidance Department will be developed to assist all students to have success in our District
  - A report was provided to the Board by Tennille Giancola in their packets containing information on schedule changes and adjustments made, along with a copy of the 2020-2021 schedule containing class sizes for each course.

Jim Howard reviewed proposed changes to the Hoxie Grade School handbook.

The Board reviewed proposed changes to the Hoxie JR/SR High Student Handbook.

The Board moved to approve the 2020-2021 Hoxie Grade School Student Handbook and the 2020-2021 Hoxie JR/SR High Student Handbook with changes as presented (Baalman/White 7-0).

The Board moved to enter into executive session at 8:04 PM to discuss progress with the 2020-2021 negotiations pursuant to the exception for employer-employee negotiations under KOMA for 5 minutes with the Board only, returning to open session in the Hoxie Grade School Library at 8:09 PM (Bretz/Beckman 7-0).

The Board moved to approve the 2020-2021 Negotiated Agreement as presented (Haas/White 5-2). Michael Bretz and Billi Beckman voted no on the motion.

Jim Howard shared his principals report for Hoxie Grade School. He recapped events that had taken place over the summer so far including the Rod Run meal fundraiser and Jammin' Randy. He also discussed attendance for summer school and the year-end pool party on July 30<sup>th</sup>. He concluded his report by informing them of projects that the maintenance staff had completed and still have in progress so far this summer.

Mark Wildeman shared his principal's report for Hoxie JR/SR High. He discussed summer projects taking place at the JR/SR High, the rescheduled prom that took place on Saturday, July 11<sup>th</sup>, and provided the participation percentage for summer weights. He and the Board held a brief discussion on how much progress has been made within the counseling department before switching topics to address High School Graduation changes for Saturday, July 18<sup>th</sup>. With nearby towns having recent surges in COVID-19 cases and several in those towns having to quarantine, the Board felt strongly that attendance in the Auditorium should be limited to 10 family members and/or friends for each graduate, to ensure proper social distancing and safety. The Board feels as though the end goal of any precautionary measure such as this is to prevent an outbreak in Hoxie that would keep the district from re-opening for in-person instruction in the fall, which they are strongly in favor of.

The minutes from the latest NKESC board meeting were provided and Devan Castle gave a brief update.

Margery Haas had nothing to report for a legislative update.

Jim Howard gave his Superintendent's report. He reviewed events since the last regular Board meeting including the Budget Workshop, Superintendents Council Zoom meeting, the year-end Fiscal Closeout Board meeting on June 29<sup>th</sup>, his first Leadership for Tomorrow Zoom meeting on July 9<sup>th</sup>, and the rescheduled Prom that took place on July 11<sup>th</sup>. He also briefly spoke about the High School Concession Stand Project, 7-12 ELA alignment progress, the EVERS and SPARK grants, PDC for the teachers next year, and gave information regarding the program being developed to complement the grant the district received (that Cyndie Aumiller applied for) from the Family Partnership Program. He concluded by briefly presenting an overview of the Operational Guidance document received from KSDE. The document will be further reviewed and approved by the State Board of Education on Thursday, July 16<sup>th</sup> and he will be able to discuss it more thoroughly with the Board after that time.

The Board took a break at 8:55 PM and returned to open session at 9:00 PM in the Hoxie Grade School Library.

Mandy Shipley requested to remove the Banking Resolutions from the Consent Agenda for Board Organization, to be voted on and approved separately.

The Board approved the Consent Agenda for Board Organization as amended (Baalman/Bretz 7-0).

- i. Appointed Mandy Shipley – Clerk, Hayley Heim – Deputy Clerk
- ii. Appointed Diane Stithem – Treasurer, Hayley Heim – Deputy Treasurer
- iii. Appointed Mandy Shipley – Freedom of Information Officer
- iv. Adopted the 1,116 Minimum Hour School Year
- v. Appointed Jim Howard-Local Consolidated Plan Office Representative
- vi. Appointed Tammy Schamberger-Food Service Representative

- vii. Appointed Jim Howard-Hearing Officer for Free and Reduced Application Appeals
- viii. Designated Jim Howard and Mark Wildeman-Truancy Officers
- ix. Designated Mandy Shipley-KPERS Representative
- x. Established mileage rate at current state rate (currently 57.5 cents)
- xi. Established Petty Cash Limits \$500 a building, \$1500 Central Office
- xii. Appointed KASB-School Attorney
- xiii. Designated Jim Howard-Homeless Children Duties
- xiv. Designated The Hoxie Times-Official Publication for USD 412
- xv. Designated Mandy Shipley-Compliance Coordinator for anti-discrimination
- xvi. Approved Textbook rental fees will remain the same
- xvii. Approved Substitute Teacher pay \$100.00 per day
- xviii. Adopted the resolution for the Annual Waiver of Requirements of Generally Accepted Accounting Principles
- xix. Adopted the resolution to establish Home Rule by the USD 412 Board of Education
- xx. Appointed Devan Castle as NKESC Board member representative for the 2020-2021 school year
- xxi. Appointed Billi Beckman as NWKTC Board member representative for the 2020-2021 school year
- xxii. Approved the resolution to rescind minutes for the 2019-2020 school year with reference to Board of Education Policies
- xxiii. Adopted the official depositories of school district funds – Peoples State Bank, Equity Bank, and First State Bank of Hoxie
- xxiv. Adopted the resolution for District Credit Cards
- xxv. Adopted the resolution for Surety Bonds

The Board approved the Banking Resolutions for the 2020-2021 school year with changes as presented (Bretz/Weber 7-0).

The Board moved to enter into executive session at 9:10 PM to discuss individual employee performance, resignations, and new hires pursuant to the non-elected personnel exception under KOMA for 30 minutes with the Board, Jim Howard and Mark Wildeman present, returning to open session at 9:40 PM in the Hoxie Grade School Library (Bretz/Beckman 7-0).

Jim Howard and Mark Wildeman exited the above executive session at 9:36 PM.

The Board moved to enter into executive session at 9:41 PM to discuss individual employee performance, resignations, and new hires pursuant to the non-elected personnel exception under KOMA for 5 minutes with the Board only, returning to open session at 9:46 PM in the Hoxie Grade School Library (Bretz/Beckman 7-0).

The Board invited Jim Howard into the above executive session at 9:43 PM.

The Board moved to enter into executive session at 9:47 PM to discuss individual employee performance, resignations, and new hires pursuant to the non-elected personnel exception under KOMA for 5 minutes with the Board and Jim Howard present, returning to open session at 9:52 PM in the Hoxie Grade School Library (Bretz/Beckman 7-0).

The Board moved to enter into executive session at 9:53 PM to discuss individual employee performance, resignations, and new hires pursuant to the non-elected personnel exception under KOMA for 5 minutes with the Board and Jim Howard present, returning to open session at 9:58 PM in the Hoxie Grade School Library (Bretz/Beckman 7-0).

The Board took a break at 9:59 PM and returned to open session at 10:01 PM in the Hoxie Grade School Library.

The Board moved to approve Administrative salaries for the 2020-2021 school year as discussed (Beckman/Weber 7-0).

The Board moved to approve Salaried Classified Pay as presented (Baalman/Beckman 7-0).

The Board reviewed bids for District Insurance provided by EMC and KERMP/Conrade. It was decided to piecemeal the bids to make the most fiscally responsible decision.

The Board moved to accept the bid for Workers Compensation Insurance through FES from KERMP/Conrade, and accept the bid from EMC as presented, with the exception of the Workers Compensation policy (White/Haas 7-0).

The Board moved to approve the following items remaindered and to sell, donate or recycle as deemed necessary:

- Vehicle # 31 (1993 Chevy Suburban)
- Vehicle # 14 (1999 14 passenger Route Bus)
- Unused/Old dishes stored in the FACS classroom

(Haas/White 7-0).

The Board moved to approve the hiring of Breanna Brown as Assistant Junior High Girls Volleyball Coach for the 2020-2021 school year (Bretz/Baalman 7-0).

The Board held a discussion on the new High School Concession Stand project and the bids provided. The memorials received by the school on behalf of Benny Taylor, along with a portion of the money gifted to the district by the Toothaker Estate was determined to be sufficient to fund the project as bid.

The Board moved to approve the bid from Red Mountain Building Systems for the construction of the new High School Concession Stand as presented (Baalman/Haas 5-2).

Michael Bretz and Billi Beckman voted no on the motion.

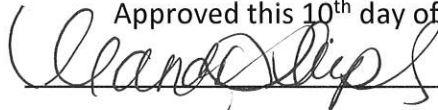
Devan Castle adjourned the meeting at 10:21 PM.



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DEVAN CASTLE, PRESIDENT

Approved this 10<sup>th</sup> day of August, 2020



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MANDY SHIPLEY, CLERK