

Mary Ellen  
Welshhon,  
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 Regular Board meeting on Tuesday, March 21, 2023 at 7:00 PM in the Hoxie Grade School Library located in Hoxie, KS.

### PRESENT WERE

BOARD MEMBERS:	Devan Castle, Michael Bretz, Billi Beckman, Jennifer Carder, Leonard Weber, Mitchell Baalman
SUPERINTENDENT:	Mary Ellen Welshhon
CLERK:	Mandy Shipley
PRINCIPALS:	Carey Fose, Sharris Werner
GUESTS:	Tom Feldt, Gina Schamberger, Morgan Slipke, Haley Heskett
ABSENT:	Reba White

Devan Castle called the meeting to order at 7:00 PM.

Mandy Shipley took roll call attendance. Six Board members were present.

The agenda for the Board meeting was approved as presented (Beckman/Bretz 6-0):

Devan Castle welcomed the guests present.

Communications to the Board included reminders about the Board election process. For the 2023 election year USD 412 has four at-large positions. The deadline to file for the Board is June 1, 2023, with the general election taking place in November, and any newly elected Board members taking office in January of 2024.

The Board moved to approve the Consent Agenda as presented (Weber/Carder 6-0).

- a) Approve Current Bills
- b) Approve Treasurer's report

- c) Approve Monthly Budget Summary
- d) Approve Activity Fund Reports
- e) Approve February 13, 2023 Board Minutes
- f) Approve March 7, 2023 7:30 AM Special Board Meeting Minutes
- g) Approve March 7, 2023 6:30 PM Special Board Meeting Minutes
- h) Approve Professional Leave
- i) Approve Gift and Grant Awards
  - a. Childcare Aware sustainability grant \$1800
  - b. Sheridan County Community Foundation Auditorium Phase II Grant \$5000
  - c. Presbyterian Church Donation towards enrollment needs \$9500

Department reports were reviewed.

**Large Scale Projects:** Tom Feldt discussed projects that had been presented to the Board throughout the school year and presented and reviewed bids. The projects included new scoreboards for the elementary gym, camera systems district wide, updated doors and keyless entries district wide, moving lunch for grade school students back down to the grade school in 23-24, updates to the JR/SR High kitchen, and the replacement of windows in the oldest buildings at each school (previously approved by the Board in December of 2022 and covered by ESSER III funds). He also discussed progress with the Auditorium Phase II project (lighting and remaining sound updates), that is pending additional grant funding, the High School Courtyard project, which is only awaiting installation of the shade structure, and gave his opinion of when the district might need to update/replace the JR/SR High track surface.

**Transportation/Maintenance:** Tom Feldt discussed any remaining transportation/maintenance related questions and concerns the Board had and gave them a handout with a five-year plan for transportation and a ten-year plan for district maintenance.

Tom Feldt and Haley Heskett exited the Board meeting at 7:35 PM.

**NWKTC:** Billi Beckman gave an update and provided minutes from the January meeting for review.

**NKESC:** Jennifer Carder gave an update and the latest minutes were provided for review.

**Food Service:** There was no report for Food Service, other than the update provided earlier in the meeting regarding the grade school lunchroom project.

**Technology (Board Goal #2):** No report was provided for technology.

**Guidance Department (Board Goal #3):** The Board reviewed a report provided by guidance counselor, Tennille Giancola.

**Administrator Reports:** Carey Fose, Sharris Werner and Mary Ellen Welshhon provided updates on their respective buildings and the district.

Mary Ellen Welshhon shared that USD 412 was officially accredited by the Kansas State Board of Education and the next five-year cycle for accreditation will start in the 2023-2024 school year. A lot of work went into the process and she expressed gratitude towards the KESA team, school personnel, students and community for their contributions towards completing the arduous task.

The Board took a break at 8:12 PM and returned to open session in the Hoxie Grade School Library at 8:18 PM.

Gina Schamberger and Morgan Slipke exited the meeting at 8:12 PM.

The Board moved on to address the items under Old Business.

The Board moved to approve project bids with cost as presented and vendors as listed (Weber/Baalman 6-0):

- Nevco Sports, LLC – Grade School Gym Scoreboards (2)
- Digital Domain, Inc. – Camera Systems district wide
- Nex-Tech Communications, LLC – Keyless Entry for doors district wide
- Colby Glass Company – Door replacements district wide
- B&K Access Systems – Vertical Platform Lift for Grade School Lunchroom
- Sunflower Restaurant Supply, Co. – Equipment for Grade School Lunchroom
- Hobart Sales & Service – Equipment for JR/SR High Kitchen
- J+J Carpet, Inc. – Flooring for JR/SR High Kitchen

The Board moved to enter into executive session at 8:26 PM to discuss the opening letter for negotiations pursuant to the exception for employer-employee negotiations under KOMA for 30 minutes with the Board, Mary Ellen Welshhon, Carey Fose and Sharris Werner present, returning to open session at 8:56 PM in the Hoxie Grade School Library (Beckman/Weber 6-0).

Mandy Shipley was invited into the executive session at 8:34 PM and remained for the duration.

The board discussed the Local Option Budget percentage for the 2023-2024 school year. They consented to inform the state of 33% and would adopt an official resolution at a later time to exceed the statewide average if the 2023-2024 budget warrants the action. Informing the state of this percentage at this time will allow the district more options and only sets the ceiling for the percentage used; It does not obligate the district to use it.

The Board moved to approve the 2023-2028 Northwest Kansas Educational Service Center Interlocal Agreement as presented (Weber/Beckman 6-0).

The Board moved on to address the items under New Business.

The Board moved to enter into executive session at 9:02 PM to discuss Principal evaluations pursuant to the non-elected personnel exception under KOMA for 1 hour and 45 minutes with the Board and Mary Ellen Welshhon present, returning to open session at 10:47 PM in the Hoxie Grade School Library (Bretz/Baalman 6-0).

Sharris Werner entered the executive session at 9:55 PM and was dismissed at 10:08 PM. Carey Fose entered the executive session at 10:10 PM and stayed for the duration.

The Board moved to extend the contract of Sharris Werner, Elementary Principal, through the 2024-2025 school year, with compensation to be determined at a later date (Weber/Baalman 6-0).

The Board moved to enter into executive session at 10:48 PM to discuss resignations, terminations, new hires and staff updates pursuant to the non-elected personnel exception under KOMA for 35 minutes with the Board, Mary Ellen Welshhon, Sharris Werner, Carey Fose and Mandy Shipley present, returning to open session at 11:23 PM in the Hoxie Grade School Library (Beckman/Bretz 6-0).

The Board moved to approve new hires/staff updates as listed (Weber/Baalman 6-0).

**Ciri Eagleburger** - Part-Time teachers aid (remainder of 22-23 school year)

**Brenton Boese** – Assistant Junior High Football Coach (2023-2024 school year)

**Tom Friess** - full-time High School Math Teacher to part-time High School Math Teacher. All approved coaching contracts unaffected by change in employment status (2023- 2024 school year).

Jennifer Carder declared her resignation from the USD 412 Board of Education and exited the meeting at 11:25 PM.

The Board moved to adopt a Board Vacancy Resolution (Beckman/Bretz 5-0).

The Board Vacancy Notice will be published in the official publication of the district (The Hoxie Times) on Wednesday, March 29, 2023. Once fifteen days have passed from the date of publication, the Board will be tasked with filling the vacancy by appointment. The appointee will fill the seat created by Jennifer Carder's vacancy until January of 2024. If the appointee desires to remain on the Board they must file for an open at-large member position with the Sheridan County Clerk by June 1, 2023 at 12:00 PM.

The USD 412 Board of Education now has four members at-large and one member at-large to fill an unexpired term for the current election year. The four members at-large who are elected will assume office in January of 2024 and remain for a four-year term ending January of 2028. The one member at-large who is elected to fill the unexpired term will assume office in January of 2024 for two years, until January of 2026. A person must specify which position they are filing for with the Sheridan County Clerk when they go to file.

The Board moved to approve Jennifer Carder as 7-12 FACS teacher and FCCLA sponsor for the 2023-2024 school year (Beckman/Bretz 5-0).

Devan Castle adjourned the meeting at 11:30 PM.



DEVAN CASTLE, PRESIDENT

Approved this 10<sup>th</sup> day of April 2023



MANDY SHIPLEY, BOARD CLERK