

**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 Monday, May 8, 2023 at 7:00 PM in the District Boardroom located in Hoxie, KS.

**PRESENT WERE**

**BOARD MEMBERS:** Devan Castle, Michael Bretz, Billi Beckman, Leonard Weber,  
Mitchell Baalman, Reba White

**SUPERINTENDENT:** Mary Ellen Welshhon

**CLERK:** Mandy Shipley

**PRINCIPALS:** Carey Fose, Sharris Werner

**GUESTS:** Brett Oelke, Heather Bracht

**ABSENT:**

Devan Castle called the meeting to order at 7:03 PM.

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

The agenda for the Board meeting was approved as presented (Weber/White 6-0).

Devan Castle welcomed the guests present.

The Board moved to appoint Brett Oelke to the USD 412 Board of Education to fill the member position vacated by Jennifer Carder (Bretz/White 6-0).

Heather Bracht, Sheridan County Clerk, was present and administered the Oath of Office to Mr. Oelke. After being sworn in, he joined the meeting as an official Board member.

Heather Bracht exited the Board meeting at 7:06 PM.

Communications to the Board included a reminder about the Board election process. For the 2023 election year USD 412 has four at-large positions for a term of four years and one at large position to fill an unexpired term of two years. The deadline to file for any of the Board positions is June 1, 2023 at 12:00 PM, 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 (White/Weber 7-0).

- a) Approve Current Bills
- b) Approve Treasurer's report
- c) Approve Monthly Budget Summary
- d) Approve Activity Fund Reports
- e) Approve April 10, 2023 Board Minutes
- f) Approve Professional Leave
- g) Approve Gift and Grant Awards
  - a. Childcare Aware sustainability grant \$1800

Department reports were reviewed.

**Large Scale Projects:** Mary Ellen Welshhon gave an update for this report.

**Transportation/Maintenance:** Mary Ellen Welshhon gave an update for this report.

**NWKTC:** Billi Beckman provided minutes from the March meeting for review.

**NKESC:** Minutes from the April meeting were provided for review.

**Food Service:** No report

**Technology (Board Goal #2):** The Board reviewed a report for technology provided by Mandy Shipley.

**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.

The Board took a break at 8:03 PM and returned to open session at 8:10 PM.

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

The Board held a discussion over district policy related to facility usage. Further discussion and possibly a decision about the process moving forward will take place at the regular June Board meeting.

The Board moved to enter into executive session at 8:30 PM to discuss administrative contracts pursuant to the exception for non-elected personnel under KOMA for 15 minutes with only the Board present, returning to open session at 8:45 PM in the District Boardroom (Bretz/Weber 7-0).

Mandy Shipley was invited into the executive session at 8:32 PM and exited at 8:42 PM.

The Board moved to approve the employment of Sharris Werner as USD 412 Superintendent of Schools & Elementary Principal for a 12-month contract **beginning July 1, 2024 and**

**ending June 30, 2025**, with compensation and benefits to be determined at a later date (Bretz/White 7-0).

It is important to note that Mary Ellen Welshhon is and remains Superintendent of Schools for USD 12 through June 30, 2024.

The Board held a discussion on handbook recommendations. Formal recommendations and approval will occur at a future meeting.

The Board took a break at 10:00 PM and returned to open session at 10:03 PM.

The Board moved to enter into executive session at 10:18 PM to discuss negotiations pursuant to the exception for employer-employee negotiations under KOMA for 5 minutes with the Board only present, returning to open session at 10:23 PM in the district boardroom (Weber/White 7-0).

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

The Board held a discussion regarding any remaining calendar updates for the end of the school year. Mary Ellen Welshhon will communicate any changes to the Board and all stakeholders if and when any changes occur.

The board held a discussion regarding transportation for summer sports and activities. The consensus was to allow board approved coaches & sponsors the use of the transportation fleet for one team camp or tournament per sport or activity. Any use of the transportation fleet beyond one team camp or tournament is not permitted. All allowable transportation must be arranged with transportation director Tom Feldt in advance.

The Board moved to approve 2023 summer employment as presented (White/Weber 7-0).

The Board moved to accept resignations as presented (Bretz/White 7-0):

**Alysia Bixenman:** High School Science - effective end of 2022-2023 contract

**Sarah Finger:** Junior High Science/High School Earth and Space Science & Junior High Cheer Sponsor – effective end of 2022-2023 contract

**Tristan Burris:** Cook – effective May 4, 2023

The Board moved to approve 2023-2024 new hires and staff updates as listed (White/Bretz 7-0):

**Christine Jumper:** Transfer from 7-9 Math & Geometry to High School Science Teacher

**Rachel Byarlay:** Transfer from K-6 Vocal Music to K-4 Vocal Music & 5-12 Band Teacher

**Carey Scott:** Transfer from ESOL/At-Risk to 7-9 Math & Geometry Teacher

**Kathryn Tremblay:** Part-time 5-12 Vocal Music Teacher

**Celeste Schippers:** High School Cheer Sponsor

**Andrea Graham:** Grade School Stuco Sponsor

The Board moved to enter into executive session at 10:35 PM to discuss confidential student information pursuant to the exception relating to actions adversely or favorably affecting a student under KOMA for 50 minutes with the Board, Mary Ellen Welshon, Carey Fose, and Sharris Werner present, returning to open session at 11:25 PM in the district boardroom.

Devan Castle adjourned the meeting at 11:29 PM.



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DEVAN CASTLE, PRESIDENT

Approved this 12<sup>th</sup> day of June 2023



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MANDY SHIPLEY, BOARD CLERK