

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 14, 2025 at 7:00 PM in the District Board Room located in Hoxie, KS.

PRESENT WERE

BOARD MEMBERS: Michael Bretz, Reba White, Billi Beckman, Brett Oelke, Mitchell Baalman, Haley Herrick, Leonard Weber  
SUPERINTENDENT: Sharris Werner  
BOARD CLERK: Mandy Shipley  
PRINCIPAL:  
GUESTS: Ethan Stickel, Chris Gardner

Michael Bretz called the meeting to order at 7:00 PM.

The Board and all in attendance recited the flag salute.

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

The agenda for the Board meeting was approved as amended (Beckman/Weber 7-0).

*Addition of "Approve quote from Northwestern Office Suppliers" to New Business*

The Board welcomed the guests present.

There were no Communications to the Board.

The Board moved to elect Michael Bretz as Board of Education President, to serve in the position until a successor is elected by the Board in July 2026 (White/Oelke 7-0).

The Board moved to elect Billi Beckman as Board of Education Vice-President, to serve in the position until a successor is elected by the Board in July 2026 (Weber/Baalman 7-0).

The resolution for Board meeting dates for the 2025-2026 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 Board Organization Consent Agenda as presented (Baalman/Oelke 7-0).

- i. Appointed Mandy Shipley – Board Clerk of USD 412 & Hannah Franklin – Deputy Board Clerk of USD 412
- ii. Appointed Celeste Schippers – Treasurer of USD 412 & Hannah Franklin – Deputy Treasurer of USD 412
- iii. Appointed Mandy Shipley – Freedom of Information Officer
- iv. Adopted the 1,116 Minimum Hour School Year
- v. Appointed Sharris Werner - Local Consolidated Plan Office Representative

- vi. Appointed Tammy Schamberger-Food Service Representative
- vii. Appointed Sharris Werner - Hearing Officer for Free and Reduced Application Appeals
- viii. Designated Truancy Officers – Sharris Werner & Christopher Gardner
- ix. Designated Mandy Shipley-KPERS Representative
- x. Established mileage rate at current state rate (currently 70 cents)
- xi. Established Petty Cash Limits \$500 a building, \$1500 Central Office
- xii. Appointed KASB-School Attorney
- xiii. Designated Sharris Werner - Homeless Children Duties
- xiv. Designated “The Sheridan Sentinel” - Official Publication for USD 412
- xv. Designated Mandy Shipley-Compliance Coordinator for anti-discrimination
- xvi. Approved Substitute Teacher pay \$120.00 per day
- xvii. Adopted the resolution for the Annual Waiver of Requirements of Generally Accepted Accounting Principles
- xviii. Adopted the resolution to establish Home Rule by the USD 412 Board of Education
- xix. Adopted early payment request for the 2025-2026 school year
- xx. Appointed Michael Bretz as NKESC Board member representative for the 2025-2026 school year
- xxi. Appointed Billi Beckman as FHTNW Board member representative for the 2025-2026 school year
- xxii. Appointed Leonard Weber as Sick Leave Bank Committee representative for the 2025-2026 school year
- xxiii. Appointed Michael Bretz, Mitchell Baalman, and Brett Oelke to the 2026-2027 Negotiations committee
- xxiv. Approved banking resolutions for the 2025-2026 school year
- xxv. Approved the resolution to rescind minutes for the 2024-2025 school year with reference to Board of Education Policies
- xxvi. Adopted the official depositories of school district funds – Outdoor Bank, Equity Bank, and First State Bank of Hoxie
- xxvii. Adopted the resolution for District Credit Cards for the 2025-2026 school year
- xxviii. Adopted the resolution for Surety Bonds for the 2025-2026 school year

The Board moved to approve the Consent Agenda as presented (Weber/White 7-0).

- a) Approve Current Bills
- b) Approve June Treasurer’s report
- c) Approve June Monthly Fund Balance Summary
- d) Approve June Activity Fund Reports
- e) Approve June 25, 2025 Board Minutes
- f) Approve Professional Leave
- g) Approve Gift and Grant Awards
  - a. none

Department reports were reviewed.

**Transportation/Maintenance:** Ethan Stickel presented an update to the Board regarding district transportation and maintenance.

**Large-Scale Projects:** Ethan Stickel gave the board an update on the track project

Ethan Stickel exited the Board meeting at 7:37 PM.

Brett Oelke gave the Board an update on the track fundraising committee.

The Board gave a consensus to establish the USD 412 Hoxie Community Schools Project Fund with the Sheridan County Community Foundation. This fund will be utilized to accept fundraising efforts and donations towards the track project.

**FHTNW:** Minutes provided, brief update from Billi Beckman

**NKESC:** Minutes provided, brief update from Michael Bretz.

**Food Service:** No report

**Administrator Reports:** Sharris Werner provided and reviewed a report.

The Board took a break at 8:21 PM and returned to open session at 8:28 PM.

The Board moved to address items in Old Business:

The Board moved to approve a resolution regarding a lease purchase financing agreement for the purpose of financing the Hoxie High School Track Project (rebuild and football field lights) with Government Capital Corporation (Oelke/Beckman 7-0).

The Board moved to approve the USD 412 Negotiated Agreement for the 2025-2026 school year as presented (Weber/White 7-0).

The Board moved to enter into executive session at 8:29 PM to discuss non-elected personnel pursuant to the non-elected personnel exception under KOMA for 40 minutes with the Board only, returning to open session at 9:09 PM in the District Boardroom (Beckman/White 7-0).

The Board moved to enter into executive session at 9:10 PM to discuss non-elected personnel pursuant to the non-elected personnel exception under KOMA for 40 minutes with the Board and Sharris Werner present, returning to open session at 9:50 PM in the District Boardroom (Beckman/White 7-0).

The Board moved to enter into executive session at 9:53 PM to discuss the salaries of non-elected personnel and classified staff rehires pursuant to the non-elected personnel exception under KOMA for 40 minutes with the Board only, returning to open session at 10:33 PM in the District Boardroom (Oelke/Weber 7-0).

Sharris Werner entered the executive session at 9:57 PM.

Mandy Shipley entered the executive session at 10:15 PM and exited at 10:19 PM.

The Board moved to approve the Superintendent salary for Sharris Werner for the 2025-2026 school year as discussed (Beckman/Herrick 7-0).

The Board moved to approve the 2025-2026 classified staff rehires and compensation as discussed (Oelke/White 7-0).

The Board moved to approve job descriptions as listed (Beckman/White 7-0):

- K-6 At-Risk Teacher
- K-6 At-Risk Specialist
- Secondary At-Risk Specialist

The Board tabled the Board Self-Evaluation to the regular August Board meeting.

The Board moved on to address items in New Business:

The Board moved to approve the quote from Northwestern Office Suppliers for the 2025-2026 Sharp Photocopy Supply & Maintenance Agreement as presented (Weber/White 7-0).

The Board moved to approve the bid from Network Computer Solutions for FY26 Category 2 E-rate purchases as discussed (Oelke/Herrick 7-0).

The Board moved to dispose of surplus property as listed and donate, dispose of or sell at the discretion of administration (Beckman/Weber 7-0):

- Old/unused books from the elementary Title classroom
- Bus # 12 (2001 white Chevrolet Mid-Bus)
- Bus # 4 (2001 white Chevrolet Mid-Bus)
- Vehicle #9 (2007 white Ford Expedition)

The Board moved to approve the Workman's Compensation Insurance renewal quote from Conrade Insurance Group/RAS for the 2025-2026 school year as presented (Baalman/Weber 7-0).

The Board moved to approve the insurance renewal quote from EMC/Hoxie State Insurance for the 2025-2026 school year as presented (Baalman/Beckman 7-0).

The Board moved to approve the 2025-2026 meal prices and fees schedules as discussed (Weber/White 7-0).

The Board moved to approve the 2025-2026 Student Meal Charging Policy as presented (Weber/Baalman 7-0).

The Board moved to approve the 2025-2026 Wellness Policies as presented (White/Weber 7-0).

The Board moved to proclaim that USD 412 intends to exceed the Revenue Neutral Rate for the 2025-2026 budget year (Oelke/White 7-0).

On or before July 20, 2025, Mandy Shipley will notify the county clerk of each county within the jurisdiction of USD 412 of its intent to exceed the revenue neutral rate and will provide the time, date and location of the public hearing and its proposed tax rate. A declaration that it will be exceeded does not mean that it will be. This option will just open the door for a more lenient budget timeline that would give the Board, administration and the district office time to review and discuss the appropriate fiscal needs for the district and plan accordingly prior to budget adoption.

There were no resignations at the time of the Board meeting to consider.

The Board moved to approve new hires and staff updates as listed (Weber/Herrick 7-0):

**Tyler Baker:** Head High School Girls Wrestling Coach

Michael Bretz adjourned the meeting at 10:57 PM.

---

MICHAEL BRETZ, PRESIDENT

Approved this 11<sup>th</sup> day of August, 2025

---

MANDY SHIPLEY, BOARD CLERK