

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 16, 2018 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

SUPERINTENDENT: James Howard

CLERK: Mandy Shipley

PRINCIPAL:

TREASURER:

GUEST: Mark Wildeman, Taylor Leitner, Peggy Eland

ABSENT: Gary Johnson, Diane Stithem, Reba White

Lola Baalman 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 as presented (Weber/Beckman 6-0).

The Board welcomed the visitors present.

The Board addressed guest Taylor Leitner and gave her the opportunity to present information regarding the Hoxie Medical Clinic offering mental health services one day a week at the district beginning this school year and moving forward from there. The services would be available to any student grades pre-k through 12 and would eliminate the need for that student to travel for mental health services. Details regarding billing, payment and insurance will be provided as needed by the Hoxie Medical Clinic. The Board gave a general consensus to Taylor that this was okay for them to pursue and thanked her for coming to the meeting.

Taylor Leitner left the meeting at 7:05 PM.

The Board reviewed other communications including a thank you card from Christ Community Church for the donation of old playground equipment, and the final proofs for the new scoreboards for the High

School Gym and Football field donated by the Booster Club and paid for by the club and some of their sponsors.

The Board moved to elect Billi Beckman as Board of Education President for the 2018-2019 school year (Haas/Weber 6-0).

The Board moved to elect Devan Castle as Board of Education Vice-President for the 2018-2019 school year (Haas/Bretz 6-0).

The resolution for Board meeting dates with a start time of 7:00 PM unless otherwise noted was approved as presented (Bretz/Baalman 6-0).

The Board approved the bills as presented (Haas/Weber 6-0).

The Board approved the Treasurer's Report as presented (Weber/Castle 6-0).

The Board approved the activity funds for the Hoxie Grade School and Hoxie JR/SR High School as presented (Bretz/Baalman 6-0).

The Board approved the Monthly Budget Summary as presented (Baalman/Castle 6-0).

Jim Howard reviewed changes to the grade school handbook and let the Board know that this would be the final year that the district will print red calendars. The district calendar is available online and has the ability to be printed and can be 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. He did suggest an outside group, such as the Booster Club, could possibly still produce the paper calendars as a fund raiser.

The Board addressed guest Mark Wildeman and asked that he review changes to the JR/SR High Student Handbook. The most notable revisions were to the attendance and eligibility policies. Mr. Wildeman will post the handbook in its entirety on the district website as soon as all revisions are made, and will also meet with students the first week of school to update them on the changes and clarify any questions.

The Board moved to approve the 2018-2019 student handbooks with changes as presented (Bretz/Baalman 6-0).

The Board moved to accept the insurance bid from EMC/Hoxie State Insurance as presented (Castle/Bretz 6-0).

The Board will have a special meeting on Monday, August 6<sup>th</sup> at 7 PM in the BOE room with Gary Sechrist from KASB to set new goals, including a strategic plan for long term goals.

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

Margery Haas provided a brief legislative update.

Jim Howard gave a brief update on where the district is with Technology.

Jim Howard gave his Superintendent's report. He gave the latest update from Topeka on school finance and gave the Board an update on summer projects including the grade school playground project and community build, which was a very hot but productive weekend. He also thanked everyone who came out for the build and made it the success it was. He also shared information from the budget workshop on July 13<sup>th</sup> and informed the Board that he was breaking down attendance data from the 17-18 school year to present at a future Board meeting.

The Board took a break at 8:43 PM and resumed in open session at 8:48 PM.

The Board adopted the Resolution to Waive the Annual Requirements of Generally Accepted Accounting Principles for the fiscal year ending June 30, 2019, in accordance with provisions of K.S.A. Supp. 75-1120a (Bretz/Haas 6-0).

The Board adopted the Resolution Establishing Home Rule for the Board of Education of USD #412 (Baalman/Weber 6-0).

The Board authorized an early payment procedure for district bills for the 2018-2019 school year (Haas/Baalman 6-0).

Leonard Weber was appointed to serve on the Northwest Kansas Educational Service Center Board for the 2018-2019 school year (Bretz/Haas 6-0).

Billi Beckman was appointed to serve on the Northwest Kansas Area Technical School Board for the 2018-2019 school year (Baalman/Weber 6-0).

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, 2018, be rescinded, and adopted the policy manual as presented and recommended by the Superintendent of Schools to govern this school district during the 2018-2019 school year, subject to revisions (Bretz/Castle 6-0).

The Board approved the Banking Resolutions for the 2018-2019 school year as presented (Castle/Bretz 6-0).

The Board approved Equity Bank, First State Bank and Peoples State Bank as the official depositories and checking accounts for district funds for the 2018-2019 school year (Baalman/Weber 6-0).

The Board approved the Authorization Resolution for district credit cards as presented (Haas/Bretz 6-0).

The Board approved the Surety Bond Resolution for the 2018-2019 school year as presented (Bretz/Castle 6-0).

The Board approved the Consent Agenda as presented (Bretz/Baalman 6-0).

- 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 54.5 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 no increase in lunch prices for the 2018-2019 school year
- q) Approved Textbook rental fees will remain the same
- r) Approved Substitute Teacher pay \$100.00 per day

Mark Wildeman and Peggy Eland left the meeting at 8:55 PM.

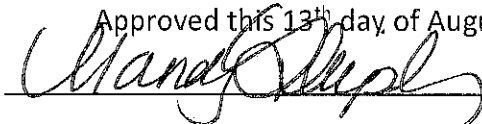
The Board moved to enter into executive session at 8:56 PM to discuss the 2018-2019 negotiations pursuant to the exception for employer-employee negotiations under KOMA for 5 minutes with the Board, Jim Howard and Mandy Shipley present, returning to open session at 9:01 PM in the BOE room (Weber/Haas 6-0).

Billi Beckman adjourned the meeting at 9:03 PM.



BILLI BECKMAN, PRESIDENT

Approved this 13<sup>th</sup> day of August, 2018



MANDY SHIPLEY, CLERK