

**Mary Ellen  
Welshon,  
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, November 14, 2022 at 7:00 PM the Hoxie Grade School Library located in Hoxie, KS.

**PRESENT WERE**

<b>BOARD MEMBERS:</b>	Devan Castle, Michael Bretz, Billi Beckman, Jennifer Carder, Leonard Weber, Reba White
<b>SUPERINTENDENT:</b>	Mary Ellen Welshhon
<b>CLERK:</b>	Mandy Shipley
<b>PRINCIPALS:</b>	Carey Fose, Sharris Werner
<b>GUESTS:</b>	Gary Sechrist, Steve Karlin, Billi Wilson, Brandon Fenner, Jackie Campbell, Levi Gleason

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

Mandy Shipley took roll call attendance.

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

Devan Castle welcomed the guests present.

Gary Sechrist, KASB Leadership Specialist, and Steve Karlin, KASB Leadership Consultant, reviewed results of the Superintendent Characteristics online community survey (only 71 responses community wide compared to 264 in 2021), as well as results from the in-person committees conducted with USD 412 staff earlier in the day. The Board considered and agreed with the desired characteristics presented. Gary then reviewed the remaining timeline of events for the search.

**Remaining Superintendent Search Timeline:**

Monday, January 2, 2023 - Completed applications due to KASB.

- Thursday, January 5, 2023 - Special Board meeting at a time TBD in the Hoxie Grade School Library. Applicants/candidates screened by Gary Sechrist and his KASB leadership team presented to the Board of Education in executive session for interview selection.
- January 9<sup>th</sup> – Jan 13<sup>th</sup> 2023 - Interviews with potential candidates for the position take place. Special meeting times and dates to be announced closer to, but before this date range.

Gary Sechrist and Steve Karlin left the meeting at 7:47 PM.

There were no Communications to the Board.

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

- a) Approve Current Bills
- b) Approve Treasurer's report
- c) Approve Monthly Budget Summary
- d) Approve Activity Fund Reports
- e) Approve October 10, 2022 Board Minutes
- f) Approve Professional Leave
- g) Approve Gifts and Grants Awards

Department reports were reviewed.

**Transportation:** There were no updates regarding this department.

**Large Summer Projects:** (Board Goal #4): No update on the track or auditorium lighting at the time of the meeting. Benches and tables for the HS courtyard have arrived and will be set up over the winter break.

**NWKTC:** Billi Beckman provided a brief update and minutes from the most recent meeting were provided to the Board.

**NKESC:** Jennifer Carder provided a brief update and minutes from the most recent meeting were provided to the Board.

**Food Service:** The Board reviewed a report provided by Food Service Director, Tammy Schamberger.

**Technology (Board Goal #2):** The Board reviewed a report 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 Welshon provided updates on their respective buildings and the district.

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

The Board held a discussion regarding the Daycare Handbook. The Board moved to approve the Daycare Handbook as amended (Weber/White 7-0).

The Board held a brief discussion on a proposed wording change to the Grade School Handbook. The Board moved to approve the 2022-2023 Grade School Handbook as amended (Carder/Beckman 7-0).

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

The Board moved to approve an amended job description for Kellie Tice (Weber/Carder 7-0).

The Board moved to accept the resignation of Alyssa Gaede as High School ELA teacher and Journalism/FCCLA sponsor, releasing her from all duties effective November 7, 2022, and assessing the maximum allowable liquidated damages for early resignation per the 2022-2023 Negotiated Agreement (White/Weber 7-0).

The Board took a break at 8:32 PM and resumed in open session at 8:37 PM.

Billi Wilson, Jackie Campbell, Brandon Fenner, and Levi Gleason left the meeting at 8:37 PM.

The Board moved to enter into executive session at 8:39 PM to discuss new hires and staff updates pursuant to the non-elected personnel exception under KOMA for 40 minutes with the Board, Mary Ellen Welshon, Sharris Werner and Carey Fose present, returning to open session at 9:19 PM in the Hoxie Grade School Library (Weber/Beckman 7-0).

The Board moved to approve new hires/staff updates for the 2022-2023 school year as presented (Beckman/Weber 7-0).

Audrey Moss: Part-time daycare provider

Billi Wilson: Daycare Grant Writing with job description TBD

Samantha Penzenscham: Bus Route Driver

The Board moved to approve Kellie Tice as part-time HS Assistant Volleyball Coach for the 2022 Fall season and compensate her as discussed (Beckman/White 6-1).

Michael Bretz voted no on the motion.

The Board moved to enter into executive session at 9:22 PM to discuss non-elected personnel pursuant to the non-elected personnel exception under KOMA for 45 minutes with the Board, Mary Ellen Welshon, Sharris Werner and Carey Fose, returning to open session at 10:07 PM in the Hoxie Grade School Library (White/Weber 7-0).

Sharris Werner and Carey Fose exited the executive session at 9:53 PM.

The Board took a break at 10:08 PM and returned to open session at 10:10 PM.

The Board moved to enter into executive session at 10:11 PM to discuss confidential student information pursuant to the matters affecting a student exception under KOMA for 20 minutes with the Board, Mary Ellen Welshon, Sharris Werner and Carey Fose, returning to open session at 10:31 PM in the Hoxie Grade School Library (White/Carder 7-0).

Devan Castle adjourned the meeting at 10:32 PM.



DEVAN CASTLE, PRESIDENT

Approved this 12<sup>th</sup> day of December, 2022



MANDY SHIPLEY, BOARD CLERK