

## MINUTES

**REGULAR MEETING  
COMMERCE BOARD OF EDUCATION  
FEBRUARY 15, 2011  
6:30 P.M.  
BOARD OF EDUCATION BUILDING  
217 COMMERCE STREET  
COMMERCE, OKLAHOMA**

1. President Jim Cossairt called the meeting to order at 6:32 p.m. Those present were Cossairt, Steve Hartman, Gene Langston, Kenny Smith, and Kevin Reading. Superintendent Jim Haynes was also present.
2. The invocation was given by Hartman.
3. Kevin Reading and Kenny Smith took the Oath of Office. (Attachments #1 & #2)
4. Motion by Reading, second by Smith, to elect the following Officers of the Board of Education.
  - a. President – Steve Hartman
  - b. Vice President – Gene Langston
  - c. Clerk – Jim Cossairt
  - d. Deputy Clerk – Kevin Reading

Vote: Reading-yes, Smith-yes, Hartman-yes, Langston-yes, Cossairt-yes

5. Hartman thanked the guests for attending.
6. There were no public communications.
7. Jean Lewis representing Archambo & Muggenborg , Inc. presented the annual independent audit for school year 2009-2010 to the Board of Education.
8. Motion by Reading, second by Cossairt, to approve the annual independent audit acknowledgement as recommended by Haynes. (Attachment #3) Vote: Reading-yes, Cossairt-yes, Hartman-yes, Langston-yes, Smith-yes
9. Motion by Cossairt, second by Smith, to approve the letter of response to the auditor’s report prepared for the Board by Haynes. (Attachment #4) Vote: Cossairt-yes, Smith-yes, Hartman-yes, Langston-yes, Reading-yes
10. Consent Agenda:

All of the following items, which concern reports and items of a routine nature normally approved at board meetings, will be approved by one vote unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and approval of the following items:

- a. Minutes of the January 10, 2011, regular board meeting.
- b. Approval of the monthly financial report of activity funds. (Attachment #5)
- c. Approval of the monthly treasurer's report. (Attachment #6)
- d. Approval of the list of General Fund encumbrances for January payroll. (Attachment #7)
- e. Approval of the list of General Fund warrants for January payroll (\$418,713.24). (Attachment #8)
- f. Approval of the list of General Fund encumbrances for January-February. (Attachment #9)
- g. Approval of the list of General Fund warrants for January-February bills. (Attachment #10)
- h. Approval of the American Recovery and Reinvestment Act of 2009 report. (Attachment #11)
- i. Approval of the list of Cooperative Fund encumbrances for January payroll. (Attachment #12)
- j. Approval of the list of Cooperative Fund warrants for January payroll (\$451.87). (Attachment #13)
- k. Approval of the list of Building Fund encumbrances for January-February. (None)
- l. Approval of the list of Building Fund warrants for January-February bills. (Attachment #14)
- m. Approval of the list of Child Nutrition Fund encumbrances for January payroll. (Attachment #15)
- n. Approval of the list of Child Nutrition Fund warrants for January payroll (\$20,379.64). (Attachment #16)
- o. Approval of the list of Child Nutrition Fund encumbrances for January-February. (Attachment #17)
- p. Approval of the list of Child Nutrition Fund warrants for January-February bills. (Attachment #18)
- q. Approval of the additional list of substitute teachers for SY 2010-2011. (Attachment #19)
- r. Approval of the additional list of substitute cooks for SY 2010-2011. (Attachment #20)
- s. Approval of the list of substitute custodians for SY 2010-2011. (Attachment #21)
- t. Approval of the additional list of fundraisers for SY 2010-2011. (Attachment #22)

Haynes recommended approval of the consent agenda.

Motion by Reading, second by Smith, to approve consent agenda item "a". Vote: Reading-yes, Smith-yes, Hartman-yes, Cossairt-yes, Langston-abstain

Motion by Cossairt, second by Reading, to approve consent agenda items "b-j" and "l-s". Vote: Cossairt-yes, Reading-yes, Hartman-yes, Langston-yes, Smith-yes

Motion by Langston, second by Smith, to table consent agenda item "t". Vote: Langston-yes, Smith-yes, Hartman-yes, Cossairt-no, Reading-no

Note: Consent Agenda item "t" was reconsidered and approved between agenda items 23 and 24.

11. The Board received thank you notes from Sharon Currey & Family for the plant sent on the passing of Dick Currey and a thank you note from the Boys and Girls Club of Ottawa County for the Board's continued support of the Boys and Girls Club of Ottawa County. (Attachments #23 & #24)
12. Administration Reports:
  - a. Superintendent Haynes reported state testing has been moved back because of school closings. He also reported on buses that need fixed and it costing more to repair than they are worth. Mr. Buttram has been getting prices on buses. New buses are running around \$90,000 and used buses around \$60,000.
    - i. Haynes had nothing new to report on the Mickey Mantle Statue Park Progress at this time.

- b. Elementary Principal Kevin Wade reported the book fair started on Feb. 14<sup>th</sup>, they are getting ready for Parent/Teacher Conference and the state writing test will be taken on March 9<sup>th</sup>. He also advised that they were beginning a procedure to check the playground equipment daily to insure safety. On a monthly basis, the equipment would be given a complete inspection.
  - c. Middle School Principal Jack Kelley advised they were getting ready for Parent/Teacher Conference and getting progress reports sent out. He informed that the core curriculum is now aligned with state requirements, the state writing test will be given to the 8<sup>th</sup> graders on March 9<sup>th</sup>. He also advised that a community basketball league was using the middle school gym.
  - d. High School Principal Jim Buttram advised the district basketball tournament will be on Friday and Saturday, Feb. 17 & 18. He also informed the board of water damage in the art room. The guttering was full and frozen and water ran in which caused some floor tiles to pop up.
  - e. Athletic Director Rusty Barker was not present due to supervising games.
13. Motion by Cossairt, second by Reading, to revise the 2010-2011 school calendars as recommended by Haynes. (Attachment #25) Vote: Cossairt-yes, Reading-yes, Hartman-yes, Langston-yes, Smith-yes
14. Motion by Langston, second by Cossairt, to revise the online instruction policy as recommended by Haynes. (Attachment #26) Vote: Langston-yes, Cossairt-yes, Hartman-yes, Reading-yes, Smith-yes
15. No action was taken on one or more board member(s) and/or staff to attend the OSSBA School Law & Leadership Institute - Tulsa Workshop, which will be held Friday, February 18, 2011 at the Tulsa Public Schools Fulton Learning Academy in Tulsa.
16. Motion by Cossairt, second by Reading, to approve one or more board member(s) and/or staff to attend the OSSBA District 5 Meeting, which will be held Thursday, March 3, 2011 at the Northeast Technology Center in Afton as recommended by Haynes. Vote: Cossairt-yes, Reading-yes, Hartman-yes, Langston-yes, Smith-yes
17. Motion by Cossairt, second by Reading, to approve one or more board member(s) and/or staff to attend the OSSBA Employment Law Workshop, which will be held Friday, March 25, 2011 at the Moore Norman Technology Center – South Penn Campus in Oklahoma City as recommended by Haynes. Vote: Cossairt-yes, Reading-yes, Hartman-yes, Langston-yes, Smith-yes
18. Motion by Langston, second by Smith, to approve one or more board member(s) and/or staff to attend the OSSBA Spring Mini Conference – Oklahoma City, which will be held Saturday, April 16, 2011 at the Waterford Marriott Hotel in Oklahoma City as recommended by Haynes. Vote: Langston-yes, Smith-yes, Hartman-yes, Cossairt-yes, Reading-yes
19. Motion by Cossairt, second by Langston, to approve school board members and/or administrators to attend the NCIS 2011 Spring Conference, held on May 1-3, 2011, in Washington, D.C. as recommended by Haynes. Vote: Cossairt-yes, Langston-yes, Hartman-yes, Reading-yes, Smith-yes
20. Proposed executive session to discuss:
- a. the reemployment status of individual building principals so that the board can return to open session and vote to reemploy individual building principals or vote to find that reasons may exist for the nonreemployment of individual building principals. 25 O.S. § 307(B)(1).

- b. the employment of assistant high school soccer coaches and assistant high school track coaches so that the Board can return to open session and take possible action on the employment of assistant soccer coaches and assistant high school track coaches. 25 O.S. § 307(B)(1).
- c. employing, hiring, appointing, promoting, demoting, disciplining, or receiving the resignation of an employee, with no resulting vote to be made. 25 O.S. § (307)(B)(1).

- 21. Motion by Reading, second by Langston, to convene in executive session. Vote: Reading-yes, Langston-yes, Hartman-yes, Cossairt-yes, Smith-yes Time: 8:11 p.m.
- 22. Motion by Reading, second by Langston, to acknowledge the board's return to open session. Vote: Reading-yes, Langston-yes, Hartman-yes, Cossairt-yes, Smith-yes Time: 10:35 p.m.
- 23. Hartman announced, "Only the items listed on the executive session agenda were discussed and no votes were taken. Those present in executive session were the five Board Members, Mr. Haynes, Mr. Barker, and Mr. Buttram."

Langston asked to reconsider Consent Agenda item "t".

Motion by Langston, second by Smith, to approve consent agenda item "t". Vote: Langston-yes, Smith-yes, Hartman-yes, Cossairt-yes, Reading-yes

- 24. Motion by Reading, second by Langston, to reemploy individual building principals as recommended by Haynes. (Attachment #27)
  - a. Jim Buttram, Commerce High School Principal
  - b. Jack Kelley, Commerce Middle School Principal
  - c. Kevin Wade, Alexander Elementary School Principal
  - d. Trevor Brough, Alexander Elementary School Assistant Principal

Vote: Reading-yes, Langston-yes, Hartman-yes, Cossairt-yes, Smith-yes

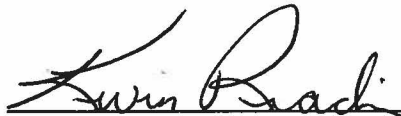
- 25. Motion by Langston, second by Reading, to employ Leslie Redden as assistant high school boys' and girls' soccer coach and Rusty Barker as assistant high school boys' and girls' track coach as recommended by Haynes. Vote: Langston-yes, Reading-yes, Hartman-yes, Cossairt-yes, Smith-yes
- 26. Motion by Reading, second by Langston, to submit a written request for negotiations to commence to the Commerce Association of Classroom Teachers for the 2011-2012 school year as recommended by Haynes. (Attachment #28) Vote: Reading-yes, Langston-yes, Hartman-yes, Cossairt-yes, Smith-yes.
- 27. Motion by Reading, second by Langston, to submit a written request for negotiations to commence to the Commerce Education Support Personnel of Oklahoma for the 2011-2012 school year as recommended by Haynes. (Attachment #29) Vote: Reading-yes, Langston-yes, Hartman-yes, Cossairt-yes, Smith-yes.
- 28. There was no new business.
- 29. Motion by Reading, second by Langston, to adjourn. Vote: Reading-yes, Langston-yes, Hartman-yes, Cossairt-yes, Smith-yes Time: 10:40 p.m.

February 15, 2011


The agenda was posted on the inside of the front door (visible from outside the building) of the Board of Education building at 3:30 p.m. on the 11<sup>th</sup> day of February, 2011 by Superintendent Jim Haynes, and notice of this regular meeting was given to the Ottawa County Clerk prior to December 15, 2010 by Superintendent Jim Haynes.

(ATTEST)

  
\_\_\_\_\_  
President-Board of Education

  
\_\_\_\_\_  
Deputy Clerk

  
\_\_\_\_\_  
Vice-President

  
\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Clerk

Date: 03/10/2011

  
\_\_\_\_\_  
Minutes Clerk

Date: 3-10-11

