

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
JUNE 13, 2011
6:30 P.M.
BOARD OF EDUCATION BUILDING
217 COMMERCE STREET
COMMERCE, OKLAHOMA**

1. President Steve Hartman called the meeting to order at 6:35 p.m. Those present were Hartman, Gene Langston, Jim Cossairt, and Kenny Smith. Kevin Reading was absent. Superintendent Jim Haynes was also present.
2. The invocation was given by Hartman.
3. Hartman thanked the guests for attending. (Attachment #1)
4. There were no public communications.
5. 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 May 9, 2011, regular board meeting.
- b. Minutes of the May 26, 2011 special board meeting.
- c. Minutes of the June 2, 2011 special board meeting.
- d. Minutes of the June 10, 2011 special board meeting.
- e. Approval of the monthly financial report of activity funds. (Attachment #2)
- f. Approval of the monthly treasurer's report. (Attachment #3)
- g. Approval of the list of General Fund encumbrances for May payroll. (Attachment #4)
- h. Approval of the list of General Fund warrants for May payroll (\$428,519.80). (Attachment #5)
- i. Approval of the list of General Fund encumbrances for May-June. (Attachment #6)
- j. Approval of the list of General Fund warrants for May-June bills. (Attachment #7)
- k. Approval of the American Recovery and Reinvestment Act of 2009 report. (Attachment #8)
- l. Approval of the list of Cooperative Fund encumbrances for May payroll. (Attachment #9)
- m. Approval of the list of Cooperative Fund warrants for May payroll (\$451.87). (Attachment #10)
- n. Approval of the list of Building Fund warrants for May-June bills. (Attachment #11)
- o. Approval of the list of Child Nutrition Fund encumbrances for May payroll. (Attachment #12)
- p. Approval of the list of Child Nutrition Fund warrants for May payroll (\$20,642.88). (Attachment #13)
- q. Approval of the list of Child Nutrition Fund encumbrances for May-June. (Attachment #14)
- r. Approval of the list of Child Nutrition Fund warrants for May-June bills. (Attachment #15)
- s. Approval of the additional list of fundraisers for SY 2011-2012. (Attachment #16)

Motion by Langston, second by Cossairt, to approve the consent agenda as recommended by Haynes. Vote: Langston-yes, Cossairt-yes, Hartman-yes, Smith-yes, Reading-absent

6. There were no written communications.

7. Administrator's Reports:
 - a. Superintendent Haynes reported that he had checked on the availability of additional vocational programs and that there are none available at this time due to the availability of funding.
 - i. Mickey Mantle Statue Park Progress Report
 - b. Elementary Principal Kevin Wade advised maintenance was underway and the 21st Century Summer School is underway. There are 130 students enrolled. The Reading and Math summer school is going in the afternoon. There are 20 students enrolled.
 - c. Middle School Principal Jack Kelley was not present but did send an email to Mr. Haynes advising summer school had started and that 16 students were attending. Maintenance work on the buildings was going well, the gym has been painted and they are beginning to work on the parking lot on the west side of the main building.
 - d. High School Principal Jim Buttram advised he had some students working this summer to make up time missed at school, some had the grades but working for absences and some will have to take classes over. He informed the board that he still needed one or two teaching/coaches positions filled and that the hired summer help was doing a great job.
 - e. Athletic Director Rusty Barker advised that 27 athletes went to football camp at NEO and that the scoreboards have been ordered.
8. Motion by Langston, second by Smith, to approve the request by Commerce Volunteer Fire Department to host their annual fireworks display at the Commerce High School Football Field as recommended by Haynes. Vote: Langston-yes, Smith-yes, Hartman-yes, Cossairt-yes, Reading-absent
9. Motion by Cossairt, second by Langston, to set the elementary breakfast meal price at 75¢ and lunch meal price at \$1.50; and to set middle school and high school breakfast meal price at 80¢ and lunch meal price at \$1.70 for the 2011-2012 school year as recommended by Haynes. Vote: Cossairt-yes, Langston-yes, Smith-yes, Hartman-no, Reading-absent
10. A hearing was held to take public input on the adoption of local school board policies. There were no public comments.
11. Motion by Cossairt, second by Langston, to approve changes in the CMS CHS Student-Parent Handbook for 2011-2012 as recommended by Haynes. Vote: Cossairt-yes, Langston-yes, Smith-yes, Hartman-no, Reading-absent
12. Motion by Langston, second by Smith, to approve changes in the Alexander Elementary School Student-Parent Handbook for 2011-2012 as recommended by Haynes. Vote: Langston-yes, Smith-yes, Hartman-yes, Cossairt-yes, Reading-absent
13. Motion by Cossairt, second by Smith, to renew property and casualty insurance policy with OSIG, Oklahoma Schools Insurance Group, through Bomford, Couch, & Wilson Insurance and to authorize payment of the premium (\$58,805.00). (Policy period July 1, 2011 to July 1, 2012) as recommended by Haynes. Vote: Cossairt-yes, Smith-yes, Hartman-yes, Langston-yes, Reading-absent
14. Motion by Cossairt, second by Smith, to renew Workers' Compensation Insurance Policy with OSAG, Oklahoma School Assurance Group, through Bomford, Couch, & Wilson Insurance and to authorize payment of the premium (\$30,764.50). (Policy period July 1, 2011 through June 30, 2012) as recommended by Haynes. Vote: Cossairt-yes, Smith-yes, Hartman-yes, Langston-yes, Reading-absent
15. Motion by Langston, second by Cossairt, to approve Application for Temporary Appropriations for FY 2011-2012 as recommended by Haynes. (Attachment #17) Vote: Langston-yes, Cossairt-yes, Hartman-yes, Smith-yes, Reading-absent

16. Motion by Cossairt, second by Langston, to approve Bankers Credit Card Service Corporate Borrowing Resolution as recommended by Haynes. (Attachment #18) Vote: Cossairt-yes, Langston-yes, Smith-yes, Hartman-no, Reading-absent
17. Motion by Langston, second by Smith, to renew membership in the Oklahoma State School Boards Association for the 2011-2012 school year as recommended by Haynes. Vote: Langston-yes, Smith-yes, Hartman-yes, Cossairt-yes, Reading-absent
18. Motion by Hartman, second by Cossairt, to renew subscription to the OSSBA Policy Services for the 2011-2012 school year as recommended by Haynes. Vote: Hartman-yes, Cossairt-yes, Langston-yes, Smith-yes, Reading-absent
19. Motion by Langston, second by Cossairt, to approve agreement with Kellogg & Sovereign Consulting, LLC to Provide E-Rate Management Services as recommended by Haynes. Vote: Langston-yes, Cossairt-yes, Hartman-yes, Smith-yes, Reading-absent
20. Motion by Langston, second by Smith, to approve Superintendent Jim Haynes as purchasing agent for Commerce Independent School District, authorized representative for all Federal programs including **E-Rate** and Child Nutrition, and designated custodian for the general fund, building fund, child nutrition fund, bond fund, activity fund, all federal programs including **E-Rate**, all state programs, and all other school programs and activities not listed for the 2011-2012 school year as recommended by Haynes. Vote: Langston-yes, Smith-yes, Hartman-yes, Cossairt-yes, Reading-absent
21. A discussion regarding compliance with Children’s Internet Protection Act (CIPA) was held.

Haynes reported we are using SONICWALL for our technology protection measure (Internet filtering software). SONICWALL protects against access by adults and minors to visual depictions that are obscene, child pornography, or – with respect to use of computers with Internet access by minors – harmful to minors. It may be disabled for adults engaged in bona fide research or other lawful purposes. Our district policy includes monitoring the online activities of minors.

Our Internet Safety Policy addresses the following as required by CIPA:

- a. access by minors to inappropriate matter on the Internet and World Wide Web;
 - b. the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications;
 - c. unauthorized access, including so-called “hacking,” and other unlawful activities by minors online;
 - d. unauthorized disclosure, use, and dissemination of personal information regarding minors; and
 - e. measures designed to restrict minors’ access to materials harmful to minors.
 - f. educating minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.
22. Motion by Cossairt, second by Langston, to approve contract with Northeast Oklahoma Community Action Agency, Inc. (Head Start Program) to provide early childhood education as recommended by Haynes. Vote: Cossairt-yes, Langston-yes, Smith-yes, Hartman-no, Reading-absent
 23. Motion by Langston, second by Smith, to adopt a resolution that asks for full funding of the flexible benefit allowance, OTRS teacher offset credit, and the federal free school lunch matching program as recommended by Haynes. (Attachment #19) Vote: Langston-yes, Smith-yes, Hartman-yes, Cossairt-yes, Reading-absent

24. Motion by Langston, second by Cossairt, to approve school board members to attend the 2011 OSSBA/CCOSA Conference and Exposition, held on August 26-28, 2011, at the Cox Business Services Convention Center, located in Oklahoma City, Oklahoma as recommended by Haynes. Vote: Langston-yes, Cossairt-yes, Hartman-yes, Smith-yes, Reading-absent
25. Proposed executive session to discuss:
 - a. the employment of an Alexander Elementary School Counselor so that the Board can return to open session and vote to hire a counselor for Alexander Elementary School. 25 O.S. § (307)(B)(1).
 - b. the employment of a Commerce High School Counselor so that the Board can return to open session and vote to hire a counselor for Commerce High School. 25 O.S. § (307)(B)(1).
 - c. the appointment of personnel for the 2011-2012 school year. 25 O.S. § 307(B)(1).
 - d. the tendered resignation of Chris Neal, high school social studies teacher/coach, so the board can return to open session and vote to accept or not accept the tendered resignation of Chris Neal, high school social studies teacher/coach. 25 O.S. § 307(B)(1).
 - e. the purchase or appraisal of real property. 25 O.S. § 307(B)(3).
 - f. 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).
26. Motion by Langston, second by Cossairt, to convene in executive session. Vote: Langston-yes, Cossairt-yes, Hartman-yes, Smith-yes, Reading-absent Time: 8:18 p.m.
27. Motion by Cossairt, second by Langston, to acknowledge the board's return to open session. Vote: Cossairt-yes, Langston-yes, Smith-yes, Hartman-no, Reading-absent Time: 9:48 p.m.
28. 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 four board members, Mr. Haynes, Mr. Moss, Mr. Buttram, and Mr. Barker."
29. Motion by Cossairt, second by Smith, to hire Angela Brough as counselor for Alexander Elementary School as recommended by Haynes. Vote: Cossairt-yes, Smith-yes, Hartman-yes, Langston-yes, Reading-absent
30. Motion by Cossairt, second by Hartman, to hire Jennifer Buttram as counselor for Commerce High School as recommended by Haynes. Vote: Cossairt-yes, Hartman-yes, Langston-yes, Smith-yes, Reading-absent
31. Motion by Langston, second by Smith, to hire Kasey Ng and Blake Witten as summer maintenance workers as recommended by Haynes. Vote: Langston-yes, Smith-yes, Hartman-yes, Cossairt-yes, Reading-absent
32. Motion by Cossairt, second by Smith, to appoint the following personnel for SY 2011-2012 as recommended by Haynes.
 - a. Philip Geren – School District Treasurer
 - b. Linda Colver – Assistant Treasurer in charge of collecting and depositing local Child Nutrition Funds, Co-Custodian of Activity Funds, and Asst. Encumbrance Clerk
 - c. Patricia Price – Encumbrance Clerk and Minutes Clerk
 - d. Beverly Haynes – Asst. Minutes Clerk
 - e. Jim Haynes – Co-Custodian of Activity Funds

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

33. Motion by Langston, second by Cossairt, to accept the tendered resignation of Chris Neal, high school social studies teacher/coach as recommended by Haynes. (Attachment #20) Vote: Langston-yes, Cossairt-yes, Hartman-yes, Smith-yes, Reading-absent

- 34. No action was taken on the discussion and possible action on the purchase of real property.
- 35. There was no new business.
- 36. Motion by Langston, second by Cossairt, to adjourn. Vote: Langston-yes, Cossairt-yes, Hartman-yes, Smith-yes, Reading-absent Time: 9:53 p.m.

The agenda was posted on the inside of the front door (visible from outside the building) of the Board of Education building at 2:00 p.m. on the 9th day of June, 2011 by Jim Haynes, Superintendent of Schools, and notice of this regular meeting was given to the Ottawa County Clerk prior to December 15, 2010 by Jim Haynes, Superintendent of Schools.

(ATTEST)



President-Board of Education

Deputy Clerk

Vice-President




Member



Clerk

Date: 07/11/2011



Minutes Clerk

Date: 7-11-11

