

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
AUGUST 12, 2013
6:30 P.M.
BOARD OF EDUCATION BUILDING
217 COMMERCE STREET
COMMERCE, OKLAHOMA**

1. President Jim Cossairt called the meeting to order at 6:31 p.m. Those present were Cossairt, Kenny Smith, and Herb Logan. Kevin Reading and Misty Hailey were absent. Superintendent Jim Haynes was also present.
2. The invocation was given by Smith.
3. Cossairt welcomed and thanked the guest 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 July 8, 2013, regular board meeting.
- b. Approval of the monthly financial report of activity funds. (Attachment #2)
- c. Approval of the monthly treasurer's report. (Attachment #3)
- d. Approval of the list of General Fund warrants for FY 2013 encumbrances. (Attachment #4)
- e. Approval of the list of General Fund encumbrances for July payroll. (Attachment #5)
- f. Approval of the list of General Fund warrants for July payroll (\$81,860.54). (Attachment #6)
- g. Approval of the list of General Fund encumbrances for July-August. (Attachment #7)
- h. Approval of the list of General Fund warrants for July-August bills. (Attachment #8)
- i. Approval of the list of Building Fund encumbrances for July-August. (None)
- j. Approval of the list of Building Fund warrants for July-August bills. (Attachment #9)
- k. Approval of the list of Child Nutrition Fund encumbrances for July-August. (Attachment #10)
- l. Approval of the list of Child Nutrition Fund warrants for July-August bills. (Attachment #11)
- m. Approval of the list of substitute teachers for SY 2013-2014. (Attachment #12)
- n. Approval of the list of substitute cooks for SY 2013-2014. (Attachment #13)
- o. Approval of the list of substitute custodians for SY 2013-2014. (Attachment #14)
- p. Approval of the additional list of fundraisers for SY 2013-2014. (Attachment #15)

Reading arrived at 6:33 p.m.

Motion by Logan, second by Smith, to approve the consent agenda items "a" through "p" as recommended by Haynes. Vote: Logan-yes, Smith-yes, Cossairt-yes, Reading-yes, Hailey-absent

6. Written communications:
 - a. Haynes presented a thank you note from the Hildegard Wade, Kevin Wade's mother, Family for the plant sent on behalf of the board and administration upon the passing Mrs. Wade.
 - b. Haynes also presented a thank you note from Kevin, Angie, and Lexi Wade for the plant sent from the board and administration upon the passing of Mr. Wade's mother, Hildegard Wade.
7. Administrator's Reports:
 - a. Superintendent's Report
 - i. Haynes presented the Accreditation Status Report for 2013-2014 school year to the board. (Attachment #16)
 - ii. Haynes updated the board on the status of the brick engraving project at the Mickey Mantle Statue Park.
 - iii. Haynes presented an email from architect, Scott Vrooman, during his Buildings Committee report
 - b. Elementary Principal Kevin Wade was absent due to his attendance at the Alexander Elementary School's Open House.
 - c. Middle School Principal Jack Kelley was absent due to his attendance at the Middle School's Open House.
 - d. High School Principal Jim Buttram was absent due to his attendance at the High School's New Student Orientation.
 - e. Athletic Director Rusty Barker present an athletic schedule calendar for the next couple of months, a football schedule, and a softball schedule to the board.
8. Motion by Reading, second by Logan, to adopt a school hours policy for school year 2013-2014 as recommended by Haynes. Vote: Reading-yes, Logan-yes, Cossairt-yes, Smith-yes, Hailey-absent
9. Motion by Reading, second by Smith, to appoint Local Advisory Committee on Gifted Education members as recommended by Haynes. (Attachment #17) Vote: Reading-yes, Smith-yes, Cossairt-yes, Logan-yes, Hailey-absent
10. Motion by Smith, second by Logan, to approve a memorandum of agreement with the Boys & Girls Clubs of Ottawa County for an after school program at Alexander Elementary School as recommended by Haynes. (Attachment #18) Vote: Smith-yes, Logan-yes, Cossairt-yes, Reading-yes, Hailey-absent
11. Proposed executive session to discuss:
 - a. the tendered resignation of high school bi-lingual teacher's assistant Eileen Monteza so that the board can return to open session and vote to accept or not accept the tendered resignation high school bi-lingual teacher's assistant Eileen Monteza. 25 O.S. § (307)(B)(1).
 - b. the employment of a new high school bi-lingual teacher's assistant so that the board can return to open session and vote to employ or not employ a new high school bi-lingual teacher's assistant. 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).
12. Motion by Reading, second by Smith, to convene in executive session. Vote: Reading-yes, Smith-yes, Cossairt-yes, Logan-yes, Hailey-yes Time: 6:58 p.m.
13. Board president Cossairt announced the end of executive session and the board's return to open session at 7:07 p.m.
14. Cossairt stated, "Only the items listed on the executive session agenda were discussed and no votes were taken. Those present in executive session were Mr. Haynes and the four board members present."

- 15. There were no resignations tendered since the posting of the Agenda.
- 16. Motion by Reading, second by Logan, to accept the tendered resignation high school bi-lingual teacher's assistant Eileen Monteza as recommended by Haynes. (Attachment #19) Vote: Reading-yes, Logan-yes, Cossairt-yes, Smith-yes, Hailey-absent
- 17. Motion by Reading, second by Smith, to employ Norma Perez as a new high school bi-lingual teacher's assistant as recommended by Haynes. Vote: Reading-yes, Smith-yes, Cossairt-yes, Logan-yes, Hailey-absent
- 18. There was no new business.
- 19. Motion by Smith, second by Logan, to adjourn. Vote: Smith-yes, Logan-yes, Cossairt-yes, Reading-yes, Hailey-absent

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 9th day of August, 2013 by Jim Haynes, Superintendent of Schools, and notice of this regular meeting was given to the Ottawa County Clerk prior to December 15, 2012 by Jim Haynes, Superintendent of Schools.

(ATTEST)

James M. Cossairt
President-Board of Education

Deputy Clerk

Lauris Reading
Vice-President

Heck Logg
Member

Kenny Smith
Clerk

Date: 09/09/2013

Jessie Price
Minutes Clerk

Date: 9-9-13

