

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
DECEMBER 9, 2013
6:30 P.M.
BOARD OF EDUCATION BUILDING
217 COMMERCE STREET
COMMERCE, OKLAHOMA**

1. President Jim Cossairt called the meeting to order at 6:30 p.m. Those present were Cossairt, Kenny Smith, Misty Hailey, and Herb Logan. Kevin Reading was 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 November 11, 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 November payroll. (Attachment #5)
- f. Approval of the list of General Fund warrants for November payroll (\$466,023.34). (Attachment #6)
- g. Approval of the list of General Fund encumbrances for November-December. (Attachment #7)
- h. Approval of the list of General Fund warrants for November-December bills. (Attachment #8)
- i. Approval of the list of Cooperative Fund warrants for November payroll (\$1,310.43). (Attachment #9)
- j. Approval of the list of Building Fund encumbrances for November-December. (Attachment #10)
- k. Approval of the list of Building Fund warrants for November-December bills. (Attachment #11)
- l. Approval of the list of Child Nutrition Fund encumbrances for November payroll. (Attachment #12)
- m. Approval of the list of Child Nutrition Fund warrants for November payroll (\$24,111.40). (Attachment #13)
- n. Approval of the list of Child Nutrition Fund encumbrances for November-December. (Attachment #14)
- o. Approval of the list of Child Nutrition Fund warrants for November-December bills. (Attachment #15)
- p. Approval of the additional list of substitute teachers for SY 2013-2014. (None)
- q. Approval of the additional list of fundraisers for SY 2013-2014. (Attachment #16)

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

6. Written communications:

Haynes present thank you notes from Lindsay Roberts and Joan McMinn for the Christmas stipends.

7. Administration Reports:
 - a. Superintendent Haynes report that he had included a historical financial statement and revenue analysis in the Board packets for the Board's information. He also informed the Board that he had received a letter of retirement from Cindy Wheeler.
 - i. Mickey Mantle Statue Park Progress Report - Haynes reported that had talked to Brian Waybright about the bricks at Mickey Mantle Statue Park. Waybright told him the committee is working on the problem.
 - ii. Buildings Committee Update Report - Haynes reported the day after the last board meeting, the Commerce Sports Authority voted to sell the property they were going to use for the Mickey Mantle Museum. He reported he has had conversations with city councilman Jim Long regarding this property. Long is writing a grant for a ground water filtration system to clean the mine run-off. Long needs 7 acres for his project. There are 17 acres total at the formerly proposed Mickey Mantle Museum site. This would leave 10 acres for us to possibly relocate one of our ball fields to so that we could use that ground for the school. Haynes reported he has engaged Orval Qualls, a local real estate agent, to assist us in the search and acquisition of property for a school building. Haynes and Qualls have talked to Brian Waybright about the former Mickey Mantle Museum site. Qualls is also going to check on the property next to Pap's Appliance and see about getting the properties appraised for us. Haynes and Qualls also talked about some of the other properties surrounding the high school. Haynes reported he has also talked to architect Scott Vrooman about the possibility of building a building on the softball/practice football field sites or the baseball field site if we have the opportunity to relocate one of the fields to the former museum site. Vrooman is going to be working on this for us.
 - b. Elementary Principal Kevin Wade and Elementary Assistant Principal Trevor Brough were absent due to the weather.
 - c. Middle School Principal Jack Kelley reported the middle school is playing basketball tonight, the Top Tigers will be going out to lunch on Friday, finals are coming up, and they have been changing and remodeling the office area at the middle school.
 - d. High School Principal Jim Buttram reported Miss Merry Christmas assembly is coming up, Sheila Botts received the Above and Beyond Recognition Award for December, Luke Freeman and Samantha Smith were students of the month for December, December 19th is the Christmas program at NEO, and December 20th is the talent show.
 - e. Athletic Director Rusty Barker handed out athletic calendars and basketball schedules. He reported there is a middle school game in progress now with Bluejacket.
8. Motion by Smith, second by Hailey, to adopt policy DNAA-P Leader Performance Evaluation Procedures as recommended by Haynes. (Attachment #17) Vote: Smith-yes, Hailey-yes, Cossairt-yes, Logan-yes, Reading-absent
9. Motion by Smith, second by Logan, to approve request to establish an activity fund sub account for the Class of 2015 as recommended by Haynes. Vote: Smith-yes, Logan-yes, Cossairt-yes, Hailey-yes, Reading-absent
10. Motion by Hailey, second by Logan, to approve an amendment to the Section 125 Flexible Benefit Plan to permit a carryover of unused contributions with respect to the Medical Expense Reimbursement Plan for Plan Years beginning in 2013 in accordance with Internal Revenue Service Notice 2013-71 as recommended by Haynes. Vote: Hailey-yes, Logan-yes, Cossairt-yes, Smith-yes, Reading-absent
11. Motion by Logan, second by Smith, to appoint Cossairt as the Board's 2014 OSSBA Legislative Liaison. Vote: Logan-yes, Smith-yes, Cossairt-yes, Hailey-yes, Reading-absent
12. Proposed executive session to discuss:
 - a. the tendered resignation of Pamela Catt, special education teacher, so the board can return to open session and vote to accept or not accept the tendered resignation of Pamela Catt, special education teacher. 25 O.S. § (307)(B)(1).

- b. the employment of a new special education teacher so the board can return to open session and vote to hire a new special education teacher on a temporary contract. 25 O.S. § (307)(B)(1).
 - c. the evaluation of the Superintendent, with no resulting vote to be made. 25 O.S. § (307)(B)(1).
 - d. 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).
13. Motion by Smith, second by Hailey, to convene in executive session. Vote: Smith-yes, Hailey-yes, Cossairt-yes, Logan-yes, Reading-absent Time: 7:06 p.m.
 14. Board president Cossairt announce the end of executive session and the board's return to open session at 8:15 p.m.
 15. Cossairt stated, "Only the items listed on the executive session agenda were discussed and no votes were taken. Those present in the executive session were the four board members and Mr. Haynes."
 16. No action was taken to accept or not accept the tendered resignation of Pamela Catt, special education teacher.
 17. No action was taken to hire a new special education teacher on a temporary contract.
 18. There were no resignations tendered since the posting of the Agenda.
 19. There was no new business.
 20. Motion by Smith, second by Hailey, to approve adjournment. Vote: Smith-yes, Hailey-yes, Cossairt-yes, Logan-yes, Reading-absent Time: 8:16 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 6:30 p.m. on the 4th day of December, 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

Misty Hailey
Deputy Clerk

Vice-President

Herb Logan
Member

Kenny Smith
Clerk

Date: 01/13/2014

Wish Price

Date: 1-13-14

