

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
JANUARY 13, 2014
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, Kevin Reading, Kenny Smith, Misty Hailey, and Herb Logan. Superintendent Jim Haynes was also present.
2. The invocation was given by Cossairt.
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 December 9, 2013, regular board meeting.
- b. Minutes of the December 18, 2013, special board meeting.
- c. Approval of the monthly financial report of activity funds. (Attachment #1)
- d. Approval of the monthly treasurer's report. (Attachment #2)
- e. Approval of the list of General Fund encumbrances for December payroll. (Attachment #3)
- f. Approval of the list of General Fund warrants for December payroll (\$454,077.97). (Attachment #4)
- g. Approval of the list of General Fund encumbrances for December-January. (Attachment #5)
- h. Approval of the list of General Fund warrants for December-January bills. (Attachment #6)
- i. Approval of the list of Cooperative Fund encumbrances for December payroll. (None)
- j. Approval of the list of Cooperative Fund warrants for December payroll (\$1,310.43). (Attachment #7)
- k. Approval of the list of Building Fund encumbrances for December-January. (Attachment #8)
- l. Approval of the list of Building Fund warrants for December-January bills. (Attachment #9)
- m. Approval of the list of Child Nutrition Fund encumbrances for December payroll. (Attachment #10)
- n. Approval of the list of Child Nutrition Fund warrants for December payroll (\$22,649.14). (Attachment #11)
- o. Approval of the list of Child Nutrition Fund encumbrances for December-January. (Attachment #12)
- p. Approval of the list of Child Nutrition Fund warrants for December-January bills. (Attachment #13)
- q. Approval of the additional list of substitute teachers for SY 2013-2014. (Attachment #14)
- r. Approval of the additional list of fundraisers for SY 2013-2014. (Attachment #15)

Motion by Smith, second by Logan, to approve consent agenda item "a" as recommended by Haynes. Vote: Smith-yes, Logan-yes, Cossairt-yes, Hailey-yes, Reading-abstain

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

6. Haynes handed out some safety information to the board members.

7. Administration Reports:
 - a. Haynes reported we have received our mid-term adjustment to our Foundation and Salary Incentive Aid +\$247,683 and +\$746 for purchase of textbooks. He provided a Historical General Fund Revenue Analysis and a Historical General Fund Financial Statement Revenue, Expenditures, and Balance Totals for the board members information.
 - i. Haynes had nothing further to report on the Mickey Mantle Statue Park Progress.
 - ii. Haynes reported the Commerce Sports Authority is selling the Mickey Mantle Museum site. The city wants 7 acres of it for retention ponds and that would leave 10 acres for us if we want it. Haynes reported real estate agent Orval Qualls is looking for property for the district and architect Scott Vrooman is looking at the high school site for a possible location for a new building.
 - b. Elementary Principal Kevin Wade reported they had a lot of sickness at the elementary. On January 13 they had 9.6% of the students out. Jessica Culver, of 4 Square Writing, will be coming on January 14. The PreK-5th will be using the 4 Square. In Rise & Shine today they talked to the students about crossing the streets safely. The Accelerated Reader trip will be to Chuckie Cheese on January 24. Progress Reports will be going out on February 4 and Red Wheel begins on February 28.
 - c. Middle School Principal Jack Kelly reported the middle school was getting ready for the State testing. He reported they had a higher number of students out for illness and that they had lots of basketball games scheduled for the month.
 - d. High School Principal Jim Buttram was absent due to illness.
 - e. Athletic Director Rusty Barker was absent due to supervising a ballgame.
8. Motion by Cossairt, second by Reading, to adopt a revised policy FE Open Transfer Policy Transfers and Assignments as recommended by Haynes. (Attachment #16) Vote: Cossairt-yes, Reading-yes, Smith-yes, Hailey-yes, Logan-yes
9. Motion by Reading, second by Logan, to conditionally approve with contracts requests for Open Transfer of Student for the 2014-2015 school year as recommended by Haynes. Vote: Reading-yes, Logan-yes, Cossairt-yes, Smith-yes, Hailey-yes
10. Motion by Reading, second by Hailey, to approve resolution designating the Superintendent of Schools as the authorized representative of this school district for the purpose of completing and signing insurance applications, uninsured motorist election / rejection forms, submitting proof of loss forms and generally dealing with any and all insurance carriers providing insurance coverage to this school district as recommended by Haynes. (Attachment #17) Vote: Reading-yes, Hailey-yes, Cossairt-yes, Smith-yes, Logan-yes
11. Vote to approve or not approve one or more board member(s) and/or staff to attend any/all of the following OSSBA Workshops, Conferences, and/or Webinars:
 - a. Money Matters: 2014 Finance Workshop, which will be held Friday, January 31, 2014 at Francis Tuttle Technology Center, Rockwell Campus in Oklahoma City. (Previously approved)
 - b. New School Board Member Workshop, which will be held Friday-Saturday, March 7-8, 2014 at the Tulsa Southern Hills Marriott in Tulsa. (Previously approved)
 - c. District 5 Meeting, which will be held Thursday, March 27, 2014 at the Miami High School Activity Center in Miami.

Motion by Reading, second by Logan, to approve one or more board member(s) and/or staff to attend the District 5 Meeting, which will be held Thursday, March 27, 2014 at the Miami High School Activity Center in Miami as recommended by Haynes. Vote: Reading-yes, Logan-yes, Cossairt-yes, Smith-yes, Hailey-yes

- 12. Proposed executive session to discuss:
 - a. the evaluation of the Superintendent, with no resulting vote to be made. 25 O.S. § (307)(B)(1).
 - b. 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 Reading, second by Smith, to convene in executive session. Vote: Reading-yes, Smith-yes, Cossairt-yes, Hailey-yes, Logan-yes Time: 7:12 p.m.
- 14. Board president Cossairt announce the end of executive session and the board's return to open session at 7:42 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 five board members and Mr. Haynes."
- 16. There were no resignations tendered since the posting of the Agenda.
- 17. There was no new business.
- 18. Motion by Reading, second by Hailey, to approve adjournment. Vote: Reading-yes, Hailey-yes, Cossairt-yes, Smith-yes, Logan-yes Time: 7:43 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 4:00 p.m. on the 10th day of January, 2014 by Jim Haynes, Superintendent of Schools and notice of this regular meeting was given to the Ottawa County Clerk prior to December 15, 2013 by Jim Haynes, Superintendent of Schools.

(ATTEST)

President-Board of Education

Lauris Reading

Vice-President

Kenny Smith

Clerk

Orish Price

Misty Hailey

Deputy Clerk

Heck Lee

Member

Date: 02/10/2014

Date: 2-10-2014

