

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
APRIL 14, 2014
6:30 P.M.
BOARD OF EDUCATION BUILDING
217 COMMERCE STREET
COMMERCE, OKLAHOMA**

1. President Kevin Reading called the meeting to order at 6:30 p.m. Those present were Reading, Kenny Smith, Misty Hailey, Herb Logan, and Jamie Johnston. Superintendent Jim Haynes was also present.
2. The invocation was given by Smith.
3. Reading welcomed and thanked the guests for attending. (Attachment #1)
4. Gregg and Sheila Frost, representing OPAA!, a food service management company, made a presentation to the Board.
5. Motion by Smith, second by Logan, to solicit proposals (bids) from food service management companies as recommended by Haynes. Vote: Smith-yes, Logan-yes, Reading-yes, Hailey-yes, Johnston-yes
6. There were no public communications.
7. Motion by Reading, second by Hailey, to sanction Technology Student Association (TSA) Booster Club and approve establishing a new activity fund subaccount for the TSA Booster Club as recommended by Haynes. (Attachment #2) Vote: Reading-yes, Hailey-yes, Smith-yes, Logan-yes, Johnston-yes
8. 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 March 10, 2014, regular board meeting.
- b. Approval of the monthly financial report of activity funds. (Attachment #3)
- c. Approval of the monthly treasurer's report. (Attachment #4)
- d. Approval of the list of General Fund encumbrances for March payroll. (Attachment #5)
- e. Approval of the list of General Fund warrants for March payroll (\$444,518.31). (Attachment #6)
- f. Approval of the list of General Fund encumbrances for March-April. (Attachment #7)
- g. Approval of the list of General Fund warrants for March-April bills. (Attachment #8)
- h. Approval of the list of Cooperative Fund encumbrances for March payroll. (None)
- i. Approval of the list of Cooperative Fund warrants for March payroll (\$1,310.43). (Attachment #9)
- j. Approval of the list of Cooperative Fund encumbrances for March-April. (Attachment #10)
- k. Approval of the list of Cooperative Fund warrants for March-April Bills. (Attachment #11)
- l. Approval of the list of Building Fund encumbrances for March-April. (Attachment #12)
- m. Approval of the list of Building Fund warrants for March-April bills. (Attachment #13)
- n. Approval of the list of Child Nutrition Fund encumbrances for March payroll. (Attachment #14)
- o. Approval of the list of Child Nutrition Fund warrants for March payroll (\$22,632.31). (Attachment #15)
- p. Approval of the list of Child Nutrition Fund encumbrances for March-April. (None)
- q. Approval of the list of Child Nutrition Fund warrants for March-April bills. (Attachment #16)

(Continued on Page 2)

(Continued from Page 1)

- r. Approval of the additional list of substitute teachers for SY 2013-2014. (Attachment #17)
- s. Approval of the additional list of fundraisers for SY 2013-2014. (Attachment #18)
- t. Approval of the list of fundraisers for SY 2014-2015. (Attachment #19)

Motion by Smith, second by Hailey, to approve consent agenda items “a” through “g”, “l” through “o”, and “q” through “t” as recommended by Haynes. Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-yes

- 9. There were no written communications.
- 10. Administration Reports:
 - a. Superintendent Haynes presented financial reports to the Board.
 - i. Haynes reported bricks have been repaired at Mickey Mantle Statue Park.
 - ii. Haynes presented a bid from Coss Painting to paint the ball fields.
 - b. Elementary Principal Kevin Wade reported 3rd graders started state testing last Thursday and finished today, progress reports go out this week, Pre-K and Kindergarten petting zoo, Pre-K and Kindergarten enrollment is going on now, Cinco de Mayo assembly on May 5th, May 22nd talent show, May 20th at 10:00 a.m. is the Pre-K graduation, and summer school starts June 2nd.
 - c. Middle School Principal Jack Kelley reported TSA had fourteen qualifiers for Nationals, state testing is going on, baseball and track are going on, progress reports are going out, Shanna Miller benefit this weekend, May 16th graduation, and May 8th 5th grade tour Middle School.
 - d. High School Principal Jim Buttram was unable to attend due to illness.
 - e. Athletic Director Rusty Barker reported upcoming sports schedules and on the huge success of the Mickey Mantle Tournament.
- 11. The Board gave an opportunity for students and their parents to address the board concerning the development of vocational education programs. There were no comments.
- 12. Motion by Smith, second by Logan, to authorize Jim Haynes to submit application for Vocational Education programs (Technology Education and Family and Consumer Sciences) and upon approval, to request reimbursement on an annual basis as recommended by Haynes. (Attachment #20) Vote: Smith-yes, Logan-yes, Reading-yes, Hailey-yes, Johnston-yes
- 13. Motion by Reading, second by Smith, to adopt a revised 24/7 Smoke Free/Tobacco Free Environment Policy (CKDA) as recommended by Haynes. (Attachment #21) Vote: Reading-yes, Smith-yes, Hailey-yes, Logan-yes, Johnston-yes
- 14. Motion by Logan, second by Hailey, to adopt a revised Athletic Director job description as recommended by Haynes. (Attachment #22) Vote: Logan-yes, Hailey-yes, Reading-yes, Smith-yes, Johnston-yes
- 15. Motion by Smith, second by Hailey to approve or deny requests for Open Transfer of Student for the 2014-2015 school year as recommended by Haynes. Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-yes
- 16. Motion by Smith, second by Hailey, to approve Resolution for Schools and Libraries Universal Services (E-Rate) for 2014-15 as recommended by Haynes. This resolution authorizes filing of the Form 471 applications for funding year 2014-15 and the payment of the applicant’s share upon approval of funding and receipt of services. (Attachment #23) Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-yes
- 17. Motion by Logan, second by Hailey, to renew contract with Municipal Accounting Systems for financial accounting software for the 2014-2015 school year as recommended by Haynes. Vote: Logan-yes, Hailey-yes, Reading-yes, Smith-yes, Johnston-yes

18. Proposed executive session to discuss:
 - a. discuss the purchase of real property. 25 O.S. § (307)(B)(3).
 - b. the tendered resignation of Linda Colver, food service director/activity fund custodian, due to retirement, effective July 31, 2014, so that the board can return to open session and vote to accept or not accept the tendered resignation of Linda Colver, food service director/activity fund custodian, due to retirement, effective July 31, 2014. 25 O.S. § 307(B)(1).
 - c. the tendered resignation of Lynette Massey, elementary special education teacher, so that the board can return to open session and vote to accept or not accept the tendered resignation of Lynette Massey, elementary special education teacher. 25 O.S. § 307(B)(1).
 - d. the open fall and winter sports coaching assignments for SY 2014-2015 so that the Board can return to open session and vote to assign or not assign individual fall and winter sports coaches to open positions for SY 2014-2015. 25 O.S. § 307(B)(1).
 - e. employing, hiring, appointing, promoting, demoting, disciplining, or receiving the resignation of employees. 25 O.S. § (307)(B)(1).
19. Motion by Hailey, second by Smith, to convene in executive session. Vote: Hailey-yes, Smith-yes, Reading-yes, Logan-yes, Johnston-yes Time: 8:23
20. Board president Reading announced the end of executive session and the board's return to open session at 9:57 p.m.
21. Reading stated, "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, and Mr. Barker."
22. There were no resignations tendered since the posting of the Agenda.
23. Motion by Smith, second by Hailey to accept the tendered resignation of Linda Colver, food service director/activity fund custodian, due to retirement, effective July 31, 2014 as recommended by Haynes. (Attachment #24) Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-yes
24. Motion by Hailey, second by Logan, to accept the tendered resignation of Lynette Massey, elementary special education teacher as recommended by Haynes. (Attachment #25) Vote: Hailey-yes, Logan-yes, Reading-yes, Smith-yes, Johnston-yes
25. No action was taken on the assignment of individual fall and winter sports coaches to open positions for SY 2014-2015.
26. Under new business, Smith suggested nominating Jim Cossairt for the OSSBA Distinguished Service Award.
27. Motion by Smith, second by Hailey, to adjourn. Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-yes Time: 10:03 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 3:30 p.m. on the 11th day of April, 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)

Karin Beachy
President-Board of Education

Yuhua Luo
Deputy Clerk

Kenny Smith
Vice-President

Janie M Johnston
Member

Misty Hailey
Clerk

Date: *05/12/2014*

Aimee Price

Date: *5-12-2014*

