

## MINUTES

**REGULAR MEETING  
COMMERCE BOARD OF EDUCATION  
AUGUST 11, 2015  
6:30 P.M.  
BOARD OF EDUCATION BUILDING  
217 COMMERCE STREET  
COMMERCE, OKLAHOMA**

1. President Kenny Smith called the meeting to order at 6:31 p.m. Those present were Smith, Herb Logan, and Jamie Johnston. Misty Hailey and Kevin Reading were absent. Superintendent Jim Haynes was also present.
2. The invocation was given by Smith.

Reading arrived at 6:32 p.m.

3. Smith welcomed and 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 July 13, 2015, 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 2015 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 (\$78,600.14). (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 warrants for FY 2015 encumbrances. (Attachment #9)
- j. Approval of the list of Building Fund encumbrances for July-August. (Attachment #10)
- k. Approval of the list of Building Fund warrants for July-August bills. (Attachment #11)
- l. Approval of the list of Child Nutrition Fund encumbrances for July-August. (None)
- m. Approval of the list of Child Nutrition Fund warrants for July-August bills. (None)
- n. Approval of the list of substitute teachers for SY 2015-2016. (Attachment #12)
- o. Approval of the list of substitute cooks for SY 2015-2016. (Attachment #13)
- p. Approval of the list of substitute custodians for SY 2015-2016. (Attachment #14)
- q. Approval of the additional list of fundraisers for SY 2015-2016. (Attachment #15)

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

6. Written communications:
  - a. Thank you note from Sarah Mahurin & Family for the plant sent upon the loss of her father.

7. Administrator's Reports:

- a. Superintendent's Report – Haynes reported that an increase in property valuation should generate an additional \$65,066 in the general fund and an additional \$9,295 in the building fund this school year which will mostly be offset by a reduction in state aid since ad valorem is a chargeable in the state aid formula. Haynes provided the board with an expenditure summary report, a revenue report comparison/projection, and a financial statement report for their information.
  - i. Facilities Report – The board discussed setting a special meeting for September 17<sup>th</sup> or 22<sup>nd</sup> with the principals to discuss their needs and wants.

Hailey arrived at 6:43 p.m.

- ii. Resignations – Haynes informed the board of the following resignation.
      - (a) Karla Forrester – high school custodian
  - b. Elementary Principal's Report – Elementary Principal Kevin Wade reported a good turnout at open house, maintenance has the school looking nice, support and certified staff are meeting tomorrow, and they are going to help students set goals.
  - c. Middle School Principal's Report – Middle School Principal Jack Kelley reported the school is ready, they had an air conditioner out but it has been fixed, there is a refrigerator out in the kitchen, and they have 205 enrolled.
  - d. High School Principal's Report – High School Principal Jim Buttram reported Chris is out ill, they have 49 returning freshmen, 6 new freshmen for a total of 55 freshmen, they have lost 10 students and gained 10 students, they have 230 enrolled, and 1 student that does not speak English.
  - e. Athletic Directors Report – Athletic Director Rusty Barker reported on softball last night, we have a football scrimmage and two games at home at the beginning of the season, and we are still in class 2A.
8. Motion by Hailey, second by Reading, to adopt a school-hours policy for school year 2015-2016 as recommended by Haynes. (Attachment #16) Vote: Hailey-yes, Reading-yes, Smith-yes, Logan-yes, Johnston-yes
9. Motion by Reading, second by Hailey, to approve Contract for Secondary Career and Technology Education Programs (Family & Consumer Sciences and Science Technology Engineering & Math) for School Year 2015-2016 with the Oklahoma Department of Career and Technology Education as recommended by Haynes. (Attachment #17) Vote: Reading-yes, Hailey-yes, Smith-yes, Logan-yes, Johnston-yes
10. Motion by Logan, second by Hailey, to appoint Jerrie Berry, Angela Brough, Trevor Brough, Jennifer Buttram, Kira Luttrell, Mandy Marshall, Kristy Moudy, and Becky Murphy as the Local Advisory Committee on Gifted Education as recommended by Haynes. Vote: Logan-yes, Hailey-yes, Smith-yes, Johnston-yes, Reading-yes
11. Proposed executive session to discuss:
- a. the employment of a new elementary school cook so that the board can return to open session and vote to employ or not employ a new elementary school cook. 25 O.S. § (307)(B)(1).
  - b. status of current negotiations with the Commerce Association of Classroom Teachers with no resulting vote to be made. 25 O.S. § 307(B)(2).
  - 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 Hailey, to convene in executive session. Vote: Reading-yes, Hailey-yes, Smith-yes, Logan-yes, Johnston-yes Time: 7:10 p.m.
13. Board president Smith announced the end of executive session and the board's return to open session at 8:14 p.m.

- 14. Smith 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, Mr. Buttram, Mr. Kelley, Mr. Wade, and Mr. Brough."
- 15. Motion by Hailey, second by Johnston, to employ Karen White as a new elementary school cook as recommended by Haynes. Vote: Hailey-yes, Johnston-yes, Smith-yes, Logan-yes, Reading-yes
- 16. There was no new business.
- 17. Motion by Reading, second by Logan, to adjourn. Vote: Reading-yes, Logan-yes, Smith-yes, Hailey-yes, Johnston-yes Time: 8:15 p.m.

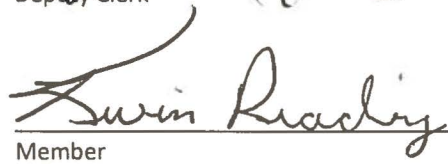
The agenda was posted on the inside of the front door (visible from outside the building) of the Board of Education building at 7:00 p.m. on the 7<sup>th</sup> day of August, 2015 by Jimmy R. Haynes Ed. S., Superintendent of Schools, notice of this regular meeting was given to the Ottawa County Clerk prior to December 15, 2014 by Jimmy R. Haynes Ed. S., Superintendent of Schools, and notice of the change of date of this regular meeting was given to the Ottawa County Clerk on June 8, 2015.

(ATTEST)

  
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President-Board of Education

  
\_\_\_\_\_  
Deputy Clerk

  
\_\_\_\_\_  
Vice-President

  
\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Clerk

Date: 09/15/2015

  
\_\_\_\_\_  
Minutes Clerk

Date: 9-15-15

