

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
JANUARY 11, 2016
6:30 P.M.
BOARD OF EDUCATION BUILDING
217 COMMERCE STREET
COMMERCE, OKLAHOMA**

1. President Kenny Smith called the meeting to order at 6:30 p.m. Those present were Smith, Misty Hailey, Herb Logan, Jamie Johnston, and Kevin Reading. Superintendent Jim Haynes was also present.
2. The invocation was given by Hailey.
3. Smith welcomed and thanked the guests for attending. (Attachment #1)
4. 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 14, 2015, special board meeting.
- b. Minutes of the December 14, 2015, regular board meeting.
- c. Approval of the monthly financial report of activity funds. (Attachment #2)
- d. Approval of the monthly treasurer's report. (Attachment #3)
- e. Approval of the list of General Fund encumbrances for December payroll. (Attachment #4)
- f. Approval of the list of General Fund warrants for December payroll (\$427,331.19). (Attachment #5)
- g. Approval of the list of General Fund encumbrances for December-January. (Attachment #6)
- h. Approval of the list of General Fund warrants for December-January bills. (Attachment #7)
- i. Approval of the list of Cooperative Fund warrants for December payroll (\$843.62). (Attachment #8)
- j. Approval of the list of Building Fund warrants for December-January bills. (Attachment #9)
- k. Approval of the list of Child Nutrition Fund encumbrances for December payroll. (Attachment #10)
- l. Approval of the list of Child Nutrition Fund warrants for December payroll (\$20,151.39). (Attachment #11)
- m. Approval of the list of Child Nutrition Fund encumbrances for December-January. (Attachment #12)
- n. Approval of the list of Child Nutrition Fund warrants for December-January bills. (Attachment #13)
- o. Approval of the additional list of substitute teachers for SY 2015-2016. (Attachment #14)
- p. 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 "p" as recommended by Haynes. Vote: Reading-yes, Logan-yes, Smith-yes, Hailey-yes, Johnston-yes

5. Haynes presented a thank you note from The Landing in Fairland for the van the school donated to them to the board.

6. Administration Reports:
 - a. Superintendent's Report – Haynes reported due to the state declaring a revenue shortfall our state aid projected cut is \$34,905.95 and our flexible benefit allowance projected cut is \$19,944.96. He also reported that insurance premiums are increasing by \$27.46 per month which will be an additional cost to the district of \$23,066.40. Haynes reported dependent insurance premiums for spouses and children increased and will result in less take home pay for personnel that purchase health insurance for their dependents. Haynes reported further cuts are probably coming in February due to a shortfall to the 1017 fund. Haynes presented an expenditure summary report, a revenue comparison/projection report, and a financial statement report that contains historical revenue to the board.
 - i. Facilities Report – Haynes presented middle school floor plan and site plan drawings prepared by Scott Vrooman from TriArch.
 - ii. Resignations – Haynes reported no resignations and one termination.
 - b. Steve Moss, Director of Technology, Report – Director of Technology Steve Moss reported on current district technology, immediate technology increases, and future technology considerations.
 - c. Dana Garard, Opaa! Food Management Inc., Director Nutrition Services, Report – Director of Nutrition Services Dana Garard reported serving 58,180 lunches and 28,880 breakfasts, complimented the kitchen staff for making meal time enjoyable for the students, decorating of sugar cookies at the elementary and middle schools, and adding new recipes to Opaa! Togo!.
 - d. Elementary Principal's Report – Elementary Principal Kevin Wade reported 58 students completed the principals' reading challenge over Christmas break, 352 students met their accelerated reader goal, there will be no school on the 18th, the spelling bee is the 27th, the book fair starts February 4th, and parent teacher conferences are February 11th and 18th.
 - e. Middle School Principal's Report – Middle School Principal Jack Kelley reported 202 students participated in the science fair and the winners will participate in the NEO science fair in February.
 - f. High School Principal's Report – In the absence of High School Principal/Transportation Director Jim Buttram, Haynes reported one of our buses needs a new engine and the estimates to replace/repair ranged from \$19,000 to \$42,000.
 - g. Athletic Director's Report – Athletic Director Rusty Barker presented an athletic calendar to the board and reported the next 4 or 5 weeks will be really busy and January 29th is the Spring coronation.
7. 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 requested by Haynes. (Attachment #16) Vote: Reading-yes, Hailey-yes, Smith-yes, Logan-yes, Johnston-yes
8. Motion by Reading, second by Hailey, to approve one or more board member(s) and/or staff to attend any/all of the following OSSBA Workshops, Conferences, and/or Webinars as recommended by Haynes:
 - a. School Construction: From the Ground Up Workshop, which will be held Friday, January 29, 2016 at the Metro Technology Center Springlake Campus in Oklahoma City.
 - b. What to Expect: Legislative Outlook 2016 Webinar, which will be held Wednesday, February 10, 2016.
 - c. Region 5 Meeting, which will be held Thursday, March 31, 2016 at the Adair High School in Adair.

Vote: Reading-yes, Hailey-yes, Smith-yes, Logan-yes, Johnston-yes

9. Motion by Smith, second by Johnston, to declare for sale property no longer needed for district purposes the items listed as recommended by Haynes. (Attachment #17) Vote: Smith-yes, Johnston-yes, Hailey-yes, Logan-yes, Reading-yes

Motion by Smith, second by Reading, to sell the property no longer needed for district purposes by sealed bid as recommended by Haynes. Vote: Smith-yes, Reading-yes, Hailey-yes, Logan-yes, Johnston-yes

10. Proposed executive session to discuss:
 - a. status of current negotiations with the Commerce Association of Classroom Teachers. 25 O.S. § (307)(B)(2).
 - b. the employment of a new pre-kindergarten teacher so the board can return to open session and vote to hire or not hire a new pre-kindergarten teacher. 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. discuss the purchase of real property. 25 O.S. § (307)(B)(3).
 - e. 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).
11. Motion by Reading, second by Hailey, to convene in executive session. Vote: Reading-yes, Hailey-yes, Smith-yes, Logan-yes, Johnston-yes Time: 7:30 p.m.
12. Board president Smith announced the end of executive session and the board's return to open session at 9:11 p.m.
13. 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 and Mr. Haynes."
14. Motion by Hailey, second by Johnston, to hire Taylor Thorpe as a new pre-kindergarten teacher on a temporary contract as recommended by Haynes.
15. There was no new business.
16. Motion by Reading, second by Hailey, to adjourn. Vote: Reading-yes, Hailey-yes, Smith-yes, Logan-yes, Johnston-yes Time: 9:12 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 8th day of January, 2016 by Jimmy R. Haynes Ed. S., Superintendent of Schools, and notice of this regular meeting was given to the Ottawa County Clerk prior to December 15, 2015 by Jimmy R. Haynes Ed. S., Superintendent of Schools.

(ATTEST)

Kenny Smith
President-Board of Education

Janice G. Johnston
Deputy Clerk

Misty Harley
Vice-President

Kevin Beachy
Member

Herb Logg
Clerk

Date: 02/08/2016

Irish Price
Minutes Clerk

Date: 2-8-2016

Seal