

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
JUNE 13, 2016
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, Herb Logan, and Misty Hailey. Jamie Johnston was absent. Superintendent Jim Haynes was also present.
2. The invocation was given by Logan.
3. Reading welcomed and thanked the guests for attending. (Attachment #1)
4. Motion by Smith, second by Hailey, to approve Request for Approval of State Aid and/or Federal Fund for Schools Child Nutrition Fund (\$35,568.10) as recommended by Haynes. (Attachment #2) Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-absent
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 May 9, 2016, regular board meeting.
- b. Minutes of the May 23, 2016, special board meeting.
- c. Approval of the monthly financial report of activity funds. (Attachment #3)
- d. Approval of the monthly treasurer's report. (Attachment #4)
- e. Approval of the list of General Fund warrants for FY 2015 encumbrances. (Attachment #5)
- f. Approval of the list of General Fund encumbrances for May payroll. (Attachment #6)
- g. Approval of the list of General Fund warrants for May payroll (\$427,824.29). (Attachment #7)
- h. Approval of the list of General Fund encumbrances for May-June. (Attachment #8)
- i. Approval of the list of General Fund warrants for May-June bills. (Attachment #9)
- j. Approval of the list of Cooperative Fund warrants for May-August payrolls (\$3,374.53). (Attachment #10)
- k. Approval of the list of Building Fund encumbrances for May-June. (Attachment #11)
- l. Approval of the list of Building Fund warrants for May-June bills. (Attachment #12)
- m. Approval of the list of Child Nutrition Fund encumbrances for May payroll. (Attachment #13)
- n. Approval of the list of Child Nutrition Fund warrants for May-August payrolls (\$80,619.91). (Attachment #1) (Attachment #14)
- o. Approval of the list of Child Nutrition Fund encumbrances for May-June. (Attachment #15)
- p. Approval of the list of Child Nutrition Fund warrants for May-June bills. (Attachment #16)

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

6. Haynes provided a letter of approval from the State Board of Education approving our deregulation application. (Attachment #17)

7. Administrator's Reports:
 - a. Superintendent's Report – Haynes reported receiving notification of an additional state aid cut of \$23,068. Haynes presented an Expenditure Summary Report, a Revenue Comparison/Projection Report, and a Financial Statement report that has historical revenue, disbursements, and balance by month to the board.
 - i. Facilities Report – Smith brought up a problem with the drainage at Mimosa & 6th.
 - ii. Resignation Report – Haynes reported high school/middle school custodian, Richard Barrett, has resigned to take a job with Grand Gateway.
 - b. Construction Manager Report - Aaron Hight, Crossland Construction Company Project Manager, presented a Capital Improvements Construction/Progress Update. Hight reported a request for bids on the middle school demolition were going out on June 14, bids will be opened on June 28, demolition is scheduled to start on July 5, all cleaned up by August 12, and completed by August 2017.
 - c. Dana Garard, Opaa! Food Management Inc., Director Nutrition Services, Report – Garard report on the ice cream at field day and the last day at the middle school and high school, 116,553 lunches, 58,058 breakfasts, 4,334 snacks, and 2,000 adult meals up 5%.
 - d. Elementary Principal's Report – Elementary Principal Kevin Wade reported summer reading is going on, averaging 28 per day, and maintenance is going well.
 - e. Middle School Principal's Report – Middle School Principal Jack Kelley was on vacation.
 - f. High School Principal's Report – High School Principal Jim Buttram reported the schedule is made for next year, Danny and Bruce are doing a good job, they need a person to mow.
 - g. Athletic Director's Report – Athletic Director Rusty Barker reported on camps, weight lifting, and the Premier Baseball Tournament in July.
8. Motion by Smith, second by Hailey, to approve Amendment to Renew Fixed Price Food Service Management Contract with Opaa! Food Management of Oklahoma, LLC for the 2016-2017 school year as recommended by Haynes. (Attachment #18) Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-absent
9. Motion by Reading, second by Logan, to approve a Lease Agreement with Mountain Home Company for an eight classroom modular building with restrooms as recommended by Haynes. Vote: Reading-yes, Logan-yes, Smith-yes, Hailey-yes, Johnston-absent
10. Motion by Hailey, second by Smith, to renew Workers' Compensation Insurance Policy with OSAG, Oklahoma School Assurance Group, and to authorize payment of the premium (\$29,148.00) as recommended by Haynes. (Policy period July 1, 2016 through June 30, 2017) Vote: Hailey-yes, Smith-yes, Reading-yes, Logan-yes, Johnston-absent
11. Motion by Smith, second by Hailey, to approve Application for Temporary Appropriations for FY 2016-2017 as recommended by Haynes. (Attachment #19) Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-absent
12. Motion by Smith, second by Hailey, to approve and deny requests for Open Transfer of Student for the 2016-2017 school year as recommended by Haynes. Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-absent
13. Motion by Smith, second by Hailey, to cancel previously granted Open Transfer of Student for the 2016-2017 school year as recommended by Haynes. Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-absent
14. Motion by Hailey, second by Logan, to approve Resolution for Schools and Libraries Universal Services (E-Rate) for 2016-17 as recommended by Haynes. This resolution authorizes filing of the Form 471 application(s) for funding year 2016-17 and the payment of the applicant's share upon approval of funding and receipt of services. (Attachment #20) Vote: Hailey-yes, Logan-yes, Reading-yes, Smith-yes, Johnston-absent

15. Motion by Hailey, second by Logan, to approve Services Agreement for Professional E-Rate & OUSF Management Services with Kellogg & Sovereign Consulting, LLC for the 2016-2017 school year as recommended by Haynes. Vote: Hailey-yes, Logan-yes, Reading-yes, Smith-yes, Johnston-absent
16. Motion by Reading, second by Smith, to renew membership in the Oklahoma State School Boards Association for the 2016-2017 school year as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Logan-yes, Johnston-absent
17. Motion by Smith, second by Hailey, to renew membership in the National School Boards Association for the 2016-2017 school year as recommended by Haynes. Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-absent
18. Motion by Smith, second by Hailey, to approve OPSUCA Service Agreement for the 2016-2017 fiscal year as recommended by Haynes. (Attachment #21) Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-absent
19. Motion by Hailey, second by Logan, to renew subscription to the OSSBA Policy Services for the 2016-2017 school year as recommended by Haynes. Vote: Hailey-yes, Logan-yes, Reading-yes, Smith-yes, Johnston-absent
20. Motion by Hailey, second by Smith, to renew membership in the Organization of Rural Oklahoma Schools as recommended by Haynes. Vote: Hailey-yes, Smith-yes, Reading-yes, Logan-yes, Johnston-absent
21. Motion by Smith, second by Hailey, to renew membership in Grand Gateway Economic Development Association for Fiscal Year 2017 (July 1, 2016 to June 30, 2017) (\$400.00) as recommended by Haynes. Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-absent
22. Proposed executive session to discuss:
 - a. the appointment of personnel for the 2016-2017 school year. 25 O.S. § 307(B)(1).
 - b. discuss the purchase of real property. 25 O.S. § (307)(B)(3).
 - 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).
23. Motion by Smith, second by Reading, to convene in executive session. Vote: Smith-yes, Reading-yes, Hailey-yes, Logan-yes, Johnston-absent Time: 7:47 p.m.
24. Board president Reading announced the end of executive session and the board's return to open session at 8:31 p.m.
25. 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 four board members and Mr. Haynes."
26. Motion by Hailey, second by Logan, to appoint personnel for SY 2016-2017 as recommended by Haynes:
 - a. Philip Geren – School District Treasurer
 - b. Heather Pittman – Assistant Treasurer in charge of collecting and depositing local Child Nutrition Funds, Co-Custodian of Activity Funds, and Assistant Encumbrance Clerk
 - c. Patricia Price – Encumbrance Clerk and Minutes Clerk
 - d. Beverly Haynes – Assistant Board Clerk, Assistant Encumbrance Clerk, and Assistant Minutes Clerk
 - e. Jim Haynes – Co-Custodian of Activity Funds

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

- 27. Under new business it was decided to hold a special board meeting on Thursday, June 30, 2016 at 4:30 p.m. to act on the bids for the demolition of the middle school building.
- 28. Motion by Reading, second by Smith, to adjourn. Vote: Smith-yes, Reading-yes, Hailey-yes, Logan-yes, Johnston-absent

The agenda was posted on the inside of the front door (visible from outside the building) of the Board of Education building at 5:45 p.m. on the 10th day of June, 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)



President-Board of Education



Deputy Clerk



Vice-President



Member



Clerk

Date: 07/11/2016



Minutes Clerk

Date: 7-11-16

