

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
JULY 11, 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, Misty Hailey, Herb Logan, and Jamie Johnston. Superintendent Jim Haynes was also present.
2. The invocation was given by Johnston.
3. Reading 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 June 13, 2016, regular board meeting.
- b. Minutes of the June 30, 2016, special board meeting.
- c. Approval of the monthly financial report of activity funds. (Attachment #2)
- d. Approval of the monthly treasurer's report. (None)
- e. Approval of the list of FY 2016 General Fund encumbrances for June, July, and August payrolls. (Attachment #3)
- f. Approval of the lists of FY 2016 General Fund warrants for June, July, August, June special payrolls. (June - \$ 424,610.89, July - \$ 350,247.70, August - \$ 265,810.12, June Special - \$7,432.08). (Attachment #4)
- g. Approval of the list of FY 2016 General Fund encumbrances for June. (Attachment #5)
- h. Approval of the list of FY 2016 General Fund warrants for June bills. (Attachment #6)
- i. Approval of the list of General Fund encumbrances for July. (Attachment #7)
- j. Approval of the list of General Fund warrants for July bills. (Attachment #8)
- k. Approval of the list of FY 2016 Building Fund encumbrances for June. (Attachment #9)
- l. Approval of the list of Building Fund encumbrances for July. (Attachment #10)
- m. Approval of the list of Building Fund warrants for July bills. (Attachment #11)
- n. Approval of the list of FY 2016 Child Nutrition Fund encumbrances for June. (Attachment #12)
- o. Approval of the list of FY 2016 Child Nutrition Fund warrants for June bills. (Attachment #13)
- p. Approval of the list of Building Bond Fund of 2016 encumbrances for July. (Attachment #14)
- q. Approval of the list of Building Bond Fund of 2016 warrants for July bills. (None)
- r. Approval of the additional list of fundraisers for SY 2016-2017. (None)

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

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

5. There were no written communications.

6. Administrator's Reports:
 - a. Superintendent's Report – Haynes presented an Expenditure Summary Report to the board.
 - i. Facilities Report – Haynes reported Aaron Hight, the construction manager, would provide the facilities report.
 - ii. Resignation Report – Haynes reported no resignations this month.
 - b. Construction Manager Report - Aaron Hight, Crossland Construction Company Project Manager, presented a Capital Improvements Construction/Progress Update. Hight reported the demolition contractor started Thursday and had the building completely down Friday. It will take 2 ½ weeks to finish. The temporary building should be finished this week. He provided the board with a written report.
 - c. Dana Garard, Opaa! Food Management Inc., Director Nutrition Services, Report – Dana was not present.
 - d. Elementary Principal's Report – Elementary Principal Kevin Wade reported the Summer Reading Program students took a field trip to the KOAM-TV studios, 3 teachers attended a two week SWOSU KESAM math workshop at NEO A & M College, and maintenance is going well.
 - e. Middle School Principal's Report – Middle School Principal Jack Kelley reported the portable building is all here.
 - f. High School Principal's Report – High School Principal Jim Buttram was absent due to illness.
 - g. Athletic Director's Report – Athletic Director Rusty Barker was absent due to vacation.
7. No action was taken on design change for Commerce Middle School.
8. Motion by Hailey, second by Logan, to adopt a school-hours policy for school year 2016-2017 as recommended by Haynes. (Attachment #15) Vote: Hailey-yes, Logan-yes, Reading-yes, Smith-yes, Johnston-yes
9. Motion by Smith, second by Hailey, to write off Child Nutrition Program "unpaid charges" for SY 2015-2016 for audit purposes as recommended by Haynes. (\$747.11) Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-yes
10. Motion by Smith, second by Reading, to establish meal prices for the 2016-2017 school year as recommended by Haynes. (Attachment #16) Vote: Smith-yes, Reading-yes, Hailey-yes, Logan-yes, Johnston-yes
11. Motion by Hailey, second by Johnston, to approve Collaborative Services Agreement and Memorandum of Understanding with Grand Head Start as recommended by Haynes. Vote: Hailey-yes, Johnston-yes, Reading-yes, Smith-yes, Logan-yes
12. Motion by Smith, second by Logan, to approve a resolution authorizing the School District Treasurer to invest monies from one fund into another as recommended by Haynes. (Attachment #17) Vote: Smith-yes, Logan-yes, Reading-yes, Hailey-yes, Johnston-yes
13. A hearing was held to take public input on the adoption of local school board policies. (Proposed policies may be found on the school district website homepage at <http://www.commercetigers.net>. There was no public input.
14. Discussion and possible action on the following policies:
 - a. EIAC EXEMPTION POLICY (Middle School & High School)

Motion by Smith to adopt EIAC EXEMPTION POLICY (Middle School & High School) as recommended by Haynes. The motion failed for lack of a second.
 - b. FNG-R WIRELESS TELECOMMUNICATIONS DEVICES RULES

Motion by Smith, second by Reading, to adopt FNG-R WIRELESS TELECOMMUNICATIONS DEVICES RULES as recommended by Haynes. (Attachment #18) Vote: Smith-yes, Reading-yes, Hailey-yes, Logan-yes, Johnston-yes

15. Motion by Reading, second by Hailey, to approve changes in the CMS CHS Student-Parent Handbook for 2016-2017 as recommended by Haynes. Vote: Reading-yes, Hailey-yes, Smith-yes, Logan-yes, Johnston-yes
16. Motion by Hailey, second by Logan, to approve changes in the Alexander Elementary School Student-Parent Handbook for 2016-2017 as recommended by Haynes. Vote: Hailey-yes, Logan-yes, Reading-yes, Smith-yes, Johnston-yes
17. Motion by Hailey, second by Johnston, to approve revised School Food Authority: Commerce Public Schools Procurement Plan for Child Nutrition Programs as recommended by Haynes. (Attachment #19) Vote: Hailey-yes, Johnston-yes, Reading-yes, Smith-yes, Logan-yes
18. Motion by Reading, second by Hailey, to approve child nutrition program Protest Procedures for any actual or prospective bidder, offeror, or contractor who considers himself to have been aggrieved in connection with the solicitation, evaluation, or award of a contract by Commerce Public School District as recommended by Haynes. (Attachment #20) Vote: Reading-yes, Hailey-yes, Smith-yes, Logan-yes, Johnston-yes
19. Motion by Hailey, second by Smith, to approve mathematics and science courses when taken in the 11th or 12th grades at Northeast Technology Center, pursuant to H.B. 2886 (70 O.S. § 11-103.6) as recommended by Haynes.
 - a. Geometry
 - b. Algebra II
 - c. Algebra III
 - d. AP Calculus BC
 - e. AP Physics
 - f. Mechanics

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

20. Motion by Johnston, second by Logan, to approve a memorandum of agreement with the Boys & Girls Clubs of Ottawa County for an after school program at Alexander Elementary School as recommended by Haynes. (Attachment #21) Vote: Johnston-yes, Logan-yes, Reading-yes, Smith-yes, Hailey-yes
21. Motion by Hailey, second by Logan, to approve Superintendent Jim Haynes as purchasing agent for Commerce Independent School District, authorized representative for all Federal programs including E-Rate and Child Nutrition, and designated custodian for the general fund, building fund, child nutrition fund, bond fund, activity fund, all federal programs including E-Rate, all state programs, and all other school programs and activities not listed for the 2016-2017 school year as recommended by Haynes. Vote: Hailey-yes, Logan-yes, Reading-yes, Smith-yes, Johnston-yes

22. A discussion regarding compliance with Children's Internet Protection Act (CIPA) was held.

Haynes reported we are using SONICWALL and Open DNS for our technology protection measures (Internet filtering software). SONICWALL and Open DNS protect against access by adults and minors to visual depictions that are obscene, child pornography, or – with respect to use of computers with Internet access by minors – harmful to minors. It may be disabled for adults engaged in bona fide research or other lawful purposes. Our district policy includes monitoring the online activities of minors.

Our Internet Safety Policy addresses the following as required by CIPA:

- a. access by minors to inappropriate matter on the Internet and World Wide Web;
 - b. the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications;
 - c. unauthorized access, including so-called "hacking," and other unlawful activities by minors online;
 - d. unauthorized disclosure, use, and dissemination of personal information regarding minors; and
 - e. measures designed to restrict minors' access to materials harmful to minors.
 - f. educating minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.
23. Motion by Smith, second by Johnston, to approve the personnel evaluation team for school year 2016-2017 as recommended by Haynes.
- a. Elementary and Middle School Maintenance and Custodial Support Personnel – Bobby Arms
 - b. High School Maintenance and Custodial Support Personnel – Danny Knight
 - c. Elementary Teachers and Support Personnel - Kevin Wade and Trevor Brough
 - d. Elementary Assistant Principal - Kevin Wade
 - e. Middle School Teachers and Support Personnel – Jack Kelley
 - f. High School Teachers, Alternative Education Director/Teacher, and Support Personnel – Jim Buttram
 - g. Special Education Teachers - Trevor Brough, Kevin Wade, Jack Kelley, and Jim Buttram
 - h. Principals and Support Personnel - Jim Haynes


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

24. Motion by Smith, second by Hailey, to approve Non-Discrimination Resolution and appoint Jim Buttram, Coordinator of Title VI Civil Rights Act of 1964, Title IX of Education Amendments of 1972, Section 504 of Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, The Age Discrimination Act of 1975, and Boy Scouts of America Equal Access Act of 2001 for school year 2016-2017 as recommended by Haynes. (Attachment #22) Vote: Smith=yes, Hailey=yes, Reading=yes, Logan=yes, Johnston=yes
25. Motion by Hailey, second by Johnston, to approve Jim Haynes and/or Steve Moss as authorized representative(s) for Title I, Title II, Title III, Title IV, Title VI, Title VII, Carl Perkins, and Johnson-O'Malley funds for school year 2016-2017 as recommended by Haynes. (Attachment #23) Vote: Hailey=yes, Johnston=yes, Reading=yes, Smith=yes, Logan=yes
26. Motion by Reading, second by Hailey, to approve Jim Haynes and/or Steve Moss as authorized representative(s) for Title VIII "Impact Aid" for school year 2016-2017 as recommended by Haynes. (Attachment #24) Vote: Reading=yes, Hailey=yes, Smith=yes, Logan=yes, Johnston=yes
27. Motion by Smith, second by Logan, to approve Jim Haynes and/or Trevor Brough as authorized representative(s) for IDEA-Special Education Programs for school year 2016-2017 as recommended by Haynes. (Attachment #25) Vote: Smith=yes, Logan=yes, Reading=yes, Hailey=yes, Johnston=yes
28. Motion by Reading, second by Johnston, to approve Jim Haynes and/or Heather Pittman as authorized representative(s) for Child Nutrition Programs for school year 2016-2017 as recommended by Haynes. (Attachment #26) Vote: Reading=yes, Johnston=yes, Smith=yes, Hailey=yes, Logan=yes

- 29. Proposed executive session to discuss:
 - a. status of current negotiations with the Commerce Association of Classroom Teachers with no resulting vote to be made. 25 O.S. § 307(B)(2).
 - b. employing, hiring, appointing, promoting, demoting, disciplining, or receiving the resignation of an employee. 25 O.S. § (307)(B)(1)
- 30. Motion by Smith, second by Hailey, to convene in executive session. Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-yes Time: 8:04 p.m.
- 31. Board president Reading announced the end of executive session and the board's return to open session at 8:28 p.m.
- 32. 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 and Mr. Haynes."
- 33. No action was taken on vote to employ or not employ a new elementary cook since it was placed on the agenda by mistake.
- 34. No action was taken on vote to employ or not employ a new middle school teacher's assistant since it was placed on the agenda by mistake.
- 35. There was no new business.
- 36. Motion by Logan, second by Hailey, to adjourn. Vote: Logan-yes, Hailey-yes, Reading-yes, Smith-yes, Johnston-yes

The agenda was posted on the inside of the front door (visible from outside the building) of the Board of Education building at 5:00 p.m. on the 8th day of July, 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: 08/09/2016



 Minutes Clerk

Date: 8-9-16

Seal