

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
DECEMBER 12, 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 Jamie Johnston. Misty Hailey was absent. Superintendent Jim Haynes was also present.
2. Logan gave the invocation.
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 November 14, 2016 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 encumbrances for November payroll. (Attachment #4) (P.O. 50000-50016, 50021-50090, 50093-50116, 50118-50119, 50121, 50123-50127)
- e. Approval of the list of General Fund warrants for November payroll. (Attachment #5) (Warrant 689-941)
- f. Approval of the list of General Fund encumbrances for November-December. (Attachment #6) (P.O. 10-11, 55, 159, 212, 220, 230, 239, 258, 262-296)
- g. Approval of the list of General Fund warrants for November-December bills. (Attachment #7) (Warrant 685-688, 942-1014)
- h. Approval of the list of Cooperative Fund encumbrances for November payroll. (Attachment #8) (P.O. 50001)
- i. Approval of the list of Cooperative Fund warrants for November payroll. (Attachment #9) (Warrant 17-24)
- j. Approval of the list of Building Fund encumbrances for November payroll. (Attachment #10) (P.O. 50000-50001)
- k. Approval of the list of Building Fund warrants for November payroll. (Attachment #11) (Warrant 51-67)
- l. Approval of the list of Building Fund encumbrances for November-December. (Attachment #12) (P.O. 9)
- m. Approval of the list of Building Fund warrants for November-December bills. (Attachment #13) (Warrant 68-69)
- n. Approval of the list of Child Nutrition Fund encumbrances for November payroll. (Attachment #14) (P.O. 50000-50003, 50005-50011)
- o. Approval of the list of Child Nutrition Fund warrants for November payroll. (Attachment #15) (Warrant 62-100)
- p. Approval of the list of Child Nutrition Fund encumbrances for November-December. (Attachment #16) (P.O. 8)
- q. Approval of the list of Child Nutrition Fund warrants for November-December bills. (Attachment #17) (Warrant 101-102)
- r. Approval of the additional list of substitute teachers for SY 2016-2017. (Attachment #18)
- s. Approval of the additional list of substitute cooks for SY 2016-2017. (Attachment #19)
- t. Approval of the additional list of fundraisers for SY 2016-2017. (None)

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

5. Written communications:
6. Staff Reports:
 - a. Superintendent's Report – Haynes provided the Board with a Budget Analysis Report, a Revenue Comparison/Projection Report, and a Financial Statement Report that has historical revenue, disbursement, and balance by month for their information.
 - i. Facilities Report – Haynes reported the HVAC unit on the south side of the Blue Building at the High School had to be replaced at a cost of \$8,750.00.
 - ii. Resignation Report
 - b. Construction Manager Report - Crossland Construction Company Project Manager Aaron Hight presented a construction/progress update that consisted of a project summary, project photos, progress schedules, asphalt bids, and construction budgets report.
 - c. Opa! Director Nutrition Services, Report – Opa! Director of Nutrition Services Dana Garard reported they are decorating sugar cookies at all of the schools this month, they are selling cookies and rice crispy treats at the middle school and in the Tiger Hut at the high school, the middle school and high school students in the NAC meetings said they would not eat a full salad bar because they hate the ranch, they are tired of the Opa! togo, and she plans on having a coffee bar set up for the high school students when they come back from Christmas break.
 - d. Teacher's Report – There was not a teacher present to present a teacher's report.
 - e. Elementary Principal's Report – Elementary Principal Kevin Wade reported 483 student enrolled and the Christmas programs went great this year. The teachers are good at communicating with parents.
 - f. Middle School Principal's Report – Middle School Principal Jack Kelley reported basketball is going on now, semester tests are this week, movie day is Friday, the Middle School Cheerleaders were second in the parade, and the 6th and 7th grade science fairs were held last week.
 - g. High School Principal's Report – High School Principal Jim Buttram reported the 13th is the art show and concert at NEO Fine Arts, and the Welch Basketball Tournament is this week.
 - h. Athletic Director's Report – Athletic Director Rusty Barker was absent.
7. 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 were no comments.
8. Motion by Reading, second by Johnston, to adopt the following "a" through "d" as recommended by Haynes:
 - a. FD Student Residency Policy (Revision)
 - b. Commerce School Plan for Foster Children
 - c. Point of Contact for Children in Foster Care and Homeless Children – Steve Moss
 - d. DBD Conflicts of Interest Policy

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

9. Motion by Reading, second by Logan, to appoint Kenny Smith as the Board's 2017 OSSBA Legislative Liaison.
Vote: Reading-yes, Smith-yes, Logan-yes, Johnston-yes, Hailey-absent
10. Proposed executive session to discuss:
 - a. the evaluation of the Superintendent, with no resulting vote to be made. 25 O.S. § (307)(B)(1).
 - b. discuss the purchase of real property, so that the board can return to open session and take possible action on the purchase of real property. 25 O.S. § (307)(B)(3).
 - c. discuss the assignment of a high school girls' track coach, so that the board can return to open session and take possible action on the assignment of a high school girls' track coach. 25 O.S. § (307)(B)(1).
 - d. 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 Smith, second by Johnston, to convene in executive session. Vote: Reading-yes, Smith-yes, Logan-yes, Johnston-yes, Hailey-absent Time: 7:20 p.m.

- 12. Board president Reading announced the end of executive session and the board's return to open session at 8:40 p.m.
- 13. 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, Mr. Haynes, and Mr. Buttram."
- 14. Motion by Reading, second by Smith, authorizing Haynes to purchase the Duvall property at 211 South Cherry Street as recommended by Haynes. Vote: Reading-yes, Smith-yes, Logan-yes, Johnston-yes, Hailey-absent
- 15. Motion by Smith, second by Reading, to assign Kevin Earl to the high school girls' track coaching position as recommended by Haynes. Vote: Reading-yes, Smith-yes, Logan-yes, Johnston-yes, Hailey-absent
- 16. There was no new business.
- 17. Motion by Reading, second by Johnston, to approve adjournment. Vote: Reading-yes, Smith-yes, Logan-yes, Johnston-yes, Hailey-absent Time: 8:43 p.m.

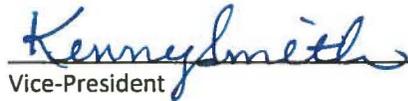
The agenda was posted on the inside of the front door (visible from outside the building) of the Board of Education building at 3:30 p.m. on the 9th day of December, 2016 by Jimmy R. Haynes Ed. S., Superintendent of Schools, and notice of this regular meeting was given to the Ottawa County Clerk prior to December 15, 2015 by Jimmy R. Haynes Ed. S., Superintendent of Schools.

(ATTEST)



 President-Board of Education

 Deputy Clerk



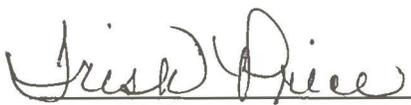
 Vice-President



 Member

 Clerk

Date: 01/09/2017



 Minutes Clerk

Date: 1-9-2017

