

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
FEBRUARY 13, 2017
6:30 P.M.
BOARD OF EDUCATION BUILDING
217 COMMERCE STREET
COMMERCE, OKLAHOMA**

1. President Kevin Reading called the meeting to order at 6:32 p.m. Those present were Reading, Misty Hailey, Herb Logan, and Jamie Johnston. Kenny Smith was absent. Superintendent Jim Haynes was also present.
2. Logan gave the Invocation.

Smith arrived at 6:34 p.m.

3. Reading welcomed and thanked the guests for attending. (Attachment #1)
4. Jan Schilling, representing Kerry John Patten, C.P.A., presented the annual independent audit report for school year 2015-2016 to the Board of Education.
5. Motion by Hailey, second by Johnston, to approve the annual independent audit acknowledgement as recommended by Haynes. (Attachment #2) Vote: Reading-yes, Smith-yes, Hailey-yes, Logan-yes, Johnston-yes
6. 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 January 9, 2017, regular board meeting.
- b. Approval of the monthly financial report of activity funds. (Attachment #3)
- c. Approval of the monthly treasurer's report. (Attachment #4)
- d. Approval of the list of General Fund encumbrances for January payroll. (Attachment #5) (P.O. 50000-50014, 50016, 50021-50050, 50052-50090, 50092-50114, 50116, 50125, 50128-50129)
- e. Approval of the list of General Fund warrants for January payroll (\$410,572.14). (Attachment #6) (Warrant 1240-1378)
- f. Approval of the list of General Fund encumbrances for January-February. (Attachment #7) (P.O. 13, 25, 31, 35, 38, 55, 96, 293, 318-360)
- g. Approval of the list of General Fund warrants for January-February bills. (Attachment #8) (Warrant 1238-1239, 1379-1460)
- h. Approval of the list of Cooperative Fund encumbrances for January payroll. (Attachment #9) (P.O. 50000-50002)
- i. Approval of the list of Cooperative Fund warrants for January payroll (\$1,081.85). (Attachment #10) (Warrant 32-38)
- j. Approval of the list of Building Fund encumbrances for January payroll (Attachment #11) (P.O. 50000-50001)
- k. Approval of the list of Building Fund warrants for January payroll (\$8,629.34) (Attachment #12) (Warrant 84-95)
- l. Approval of the list of Building Fund encumbrances for January-February. (Attachment #13) (None)
- m. Approval of the list of Building Fund warrants for January-February bills. (Attachment #14) (Warrant 96)

- n. Approval of the list of Child Nutrition Fund encumbrances for January payroll. (Attachment #15) (P.O. 50000-50012)
- o. Approval of the list of Child Nutrition Fund warrants for January payroll (\$22,422.32). (Attachment #16) (Warrant 128-151)
- p. Approval of the list of Child Nutrition Fund encumbrances for January-February. (Attachment #17) (P.O. 8, 14-15)
- q. Approval of the list of Child Nutrition Fund warrants for January-February bills. (Attachment #18) (Warrant 152)
- r. Approval of the list of Building Bond Fund of 2016 encumbrances for January-February (Attachment #19) (P.O. 10-11)
- s. Approval of the list of Building Bond Fund of 2016 warrants for January-February bills (Attachment #20) (Warrant 10)
- t. Approval of the additional list of substitute teachers for SY 2016-2017. (Attachment #21)
- u. Approval of the additional list of fundraisers for SY 2016-2017. (Attachment #22)

Motion by Reading, second by Hailey, to approve consent agenda items “a” as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Johnston-yes, Logan-abstained

Motion by Reading, second by Hailey, to approve consent agenda items “b” through “u” with the exception of the Army National Guard Advertising/Recruiting Fundraiser as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey, Logan-yes, Johnston-yes

7. Written communications:

Haynes provided a Thank You note from the Brough’s for the plant sent on the passing of Trevor’s father.

8. Staff Reports:

- a. Superintendent’s Report – Haynes provided a Budget Analysis Report, a Revenue Comparison/Projection Report, and a Financial Statement Report for the Board’s information.
 - i. Safety Committees – Principal Jack Kelley presented the Middle School Safety Committee Report. Items mentioned were noise level of construction, fencing, noise in Ms. Summers and Mrs. Crawford’s rooms, writing on the new decks that I have taken care of, noise during testing, issues at bus pickup, and combined with Healthy & Fit Committee.
 - ii. Facilities Report – None other than construction report.
 - iii. Resignations Report – Haynes reported Beverly Haynes has submitted her resignation due to retirement to be effective June 30, 2017. (Attachment #
- 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, and construction budgets report.
- c. Teacher’s Report – High School Teacher Floyd McKibben reported Terry Tyree Jr. has stated a snack pack program at the Middle School. They had 34 students given snack packs on Friday, February 3rd. The Tech Ed and National Junior Honor Society Officers filled the bags. Mrs. Rogers and I went to an Oklahoma Energy Resources Board in-service on February 4th.

- d. Elementary Principal's Report – Elementary Principal Kevin Wade reported on the elementary backpack program with Valentine’s Day coming up. Mrs. Brough heads up and all the donations come from surrounding churches. We serve 42 kids that take home a bag of groceries each week. Mrs. Brough had Valentine’s cards that she offered to the backpack recipients. The Carnival was Friday night. Mrs. Mountford’s second grade class won the prince and princess contest. Jaicey Cundiff was the princess and Corbin Casey was the prince. They raised around \$6,500. Josie Chrz had an idea for PFC to auction grade baskets, which raised around \$2,000. The prince and princess contest raised around \$2,000. Mrs. Brough and our School Resource Officer, Alex Perez, are doing a bully free program. Valentine’s Day is tomorrow. Parent Teacher Conferences are next Tuesday and Thursday. Mr. Brough is holding a professional development Reading Committee. Alpha Plus will be here a week from today. Pre-K will be hosting the faculty meeting on February 28th.
 - e. Middle School Principal's Report – Middle School Principal Jack Kelley reported their newsletter has a new look in calendar format. They have finished basketball season in the last two weeks. They had Alpha Plus meetings on the 7th. They have already had Math and Science PLC meetings. They are looking forward to Valentine’s Day tomorrow. They have no idea where they are going to put the deliveries. Teachers’ Meeting is Wednesday at 7:45. There will be English and Reading PLC meetings Friday. There will be a TSA Conference in Claremore Friday. Parent Teacher Conferences are next week. There will be a Social Studies PLC meeting Thursday and we are out of school on Friday. Ten kids are going to the NEO Science Fair on the 28th. Mr. Tyree asked about doing a snack pack program. In his Master’s Program to be an administrator, he has friends doing it at their school. They formed a committee and identified thirty-four students. He has an anonymous donor that will match up to \$500. The 6th Grade girls’ basketball team was 9-2, the 6th grade boys were 4-7, they lost 4 games by 4 points or less. The 7th grade girls were 8-0 and the 7th grade boys were 9-0. The 8th grade girls were 4-12 and the 8th grade boys were 12-1. The 8th grade girls were 30-6 and the 8th grade boys were 36-3 over the past 3 years. Baseball is starting, he brought schedules. Tonight is a parent-player basketball game. Enrollment is 165, which is up a little bit since Christmas. Upcoming Wednesday Ms. Moudy and Mrs. Kelley are going to a 504 Conference in Muskogee with Mr. Brough and Ms. Buttram. On the 17th, the 8th graders will be ordering caps and gowns. Alpha Plus will be at the Middle School on March 20th from 8:15 to 11:00 to meet with Reading, Math, and Special Education Teachers. I will be gone on the 23rd to OSAC meeting on A-F for ½ day. Pre-enrollment is March 3rd. Current 8th graders will be pre-enrolling on the 22nd. The 8th grade valedictorians are Trysten Bundy, Ty Jauert, Brandon Kelley, and Marisa Scott. The all had perfect 4.0 all the way through. There are 67 8th graders.
 - f. High School Principal's Report – High School Principal Jim Buttram pointed out a picture of the CHS student section. They want to go to Hulbert. They are having a sign up. The need at least 20 to take the mini-bus. If they have more they will take another bus. Districts cost \$5 and State \$7. They will have to prepay. Parent Teacher Conferences are next week. FCCLA is having a blood drive, Blood Drive Challenge Wednesday. They had a signing, Chandler Wilson signed to play football at NEO. The valedictorians are Gracie Bundy, Brayden Craig, Tori Schnakenberg, Reghan Trease, and Chandler Wilson. Mr. McKibben is getting real excited. Mr. McKibben reported prom is March 31 at Peoria Ridge. Students will arrive at 5:30 for pictures so they can be in their seats by 7:00. I need to know who all is coming. Alpha Plus is helping us a little. The state changed everything up, the 10th grade will be testing across the board. This is a 1-year shot in Math. Next year they will be using ACT testing or SAT.
 - g. Athletic Director’s Report – Athletic Director Rusty Barker passed out schedules, baseball has both high school and middle school. They have been turning on the lights and checking the scoreboards. The Lucky 7 All-Star game is on March 6th. We will have a couple of kids in the games. They will be at NEO. Ketchum is the backup. We were sent to Districts at Hulbert with Dale, which is 100 miles away. Dale is 140 miles away from Hulbert.
9. 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.

10. Motion by Hailey, second by Logan, to adopt the following “a” through “d” as recommended by Haynes:
- a. FJ FUND RAISING BY IN-SCHOOL ORGANIZATIONS
 - b. FJ-E FUND-RAISER REQUEST
 - c. FJ-P FUND RAISING ACTIVITES
 - d. FJ-R ADMINISTRATIVE GUIDELINES FOR RAFFLES

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

11. Motion by Reading, second by Smith, to appoint the following “a” through “l” as receiving agents as recommended by Haynes:
- a. Beverly Haynes, Commerce Public Schools
 - b. Janet Trease, Commerce High School
 - c. Louise Kisse, Commerce Middle School
 - d. Willa Hogan, Alexander Elementary School
 - e. Danny Knight, Commerce High School
 - f. Bobby Arms, Alexander Elementary School and Commerce Middle School
 - g. Stephen Moore, Commerce High School
 - h. Dean North, Commerce Middle School
 - i. David McCord, Alexander Elementary School
 - j. Sheila Botts, Commerce High School
 - k. Cindy Thompson, Commerce Middle School
 - l. Rhonda Turner, Alexander Elementary School

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

12. 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. the reemployment status of individual building principals and/or athletic director so that the board can return to open session and vote to reemploy individual building principals and/or athletic director or vote to find that reasons may exist for the nonreemployment of individual building principals and/or athletic director. 25 O.S. § 307(B)(1).
 - 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).

13. Motion by Hailey, second by Johnston, to convene in executive session. Vote: Reading-yes, Smith-yes, Hailey-yes, Logan-yes, Johnston-yes Time: 8:37 p.m.

14. Board president Reading announced the end of executive session and the board’s return to open session at 10:07 p.m.

15. Reading stated, “Only the items 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.”

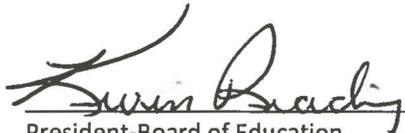
16. Motion by Smith, second by Hailey, to reemploy individual building principals and athletic director as recommended by Haynes.
- a. Kevin Wade, Alexander Elementary School Principal
 - b. Trevor Brough, Alexander Elementary School Assistant Principal
 - c. Jim Buttram, Commerce High School Principal
 - d. Jack Kelley, Commerce Middle School Principal
 - e. Rusty Barker, Athletic Director

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

17. There was no new business.
18. Motion by Reading, second by Hailey, to adjourn. Vote: Reading=yes, Smith=yes, Hailey=yes, Logan=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 3:30 p.m. on the 10th day of February, 2017 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, 2016 by Jimmy R. Haynes Ed. S., Superintendent of Schools.

(ATTEST)



President-Board of Education



Deputy Clerk



Vice-President

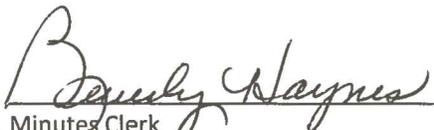


Member



Clerk

Date: 03/13/2017



Minutes Clerk

Date: 3/13/2017

