

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
AUGUST 15, 2017
6:30 P.M.
BOARD OF EDUCATION BUILDING
217 COMMERCE STREET
COMMERCE, OKLAHOMA**

1. President Kevin Reading called the meeting to order at 6:31 p.m.. Those present were Reading, Jamie Johnston, and Herb Logan. Kenny Smith and Misty Hailey were absent. Superintendent Jim Haynes was also present.
2. Johnston gave the invocation.
3. Reading welcomed and thanked the guests for attending. (Attachment #1)
4. Motion by Reading, second by Logan, to sanction a new Middle School Boys Basketball Booster Club and approve establishing a new activity fund subaccount for the Middle School Boys Basketball Booster Club as recommended by Haynes. Vote: Reading-yes, Johnston-yes, Logan-yes, Smith-absent, Hailey-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 July 10, 2017, regular board meeting
- b. Minutes of the July 12, 2017, special 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 warrants for FY 2017 encumbrances (Attachment #4) (Warrant 2797-2813)
- f. Approval of the list of General Fund encumbrances for July payroll (Attachment #5) (P.O. 50000-50014)
- g. Approval of the list of General Fund warrants for July payroll (\$68,975.93) (Attachment #6) (Warrant 31-68)
- h. Approval of the list of General Fund encumbrances for July-August (Attachment #7) (P.O. 8, 31, 34, 60, 64-134, 136-145, 147-151)
- i. Approval of the list of General Fund warrants for July-August bills (Attachment #8) (Warrant 29-30, 69-137)
- j. Approval of the list of Building Fund warrants for FY 2017 encumbrances (Attachment #9) (Warrant 163)
- k. Approval of the list of Building Fund encumbrances for July payroll (Attachment #10) (P.O. 50000-50001)
- l. Approval of the list of Building Fund warrants for July payroll (\$8,560.77). (Attachment #11) (Warrant 2-13)
- m. Approval of the list of Building Fund encumbrances for July-August (Attachment #12) (P.O. 2-3)
- n. Approval of the list of Building Fund warrants for July-August bills (Attachment #13) (Warrant 14-15)
- o. Approval of the list of Building Bond Fund of 2016 warrants for FY 2017 encumbrances (Attachment #14) (Warrant 17-18)
- p. Approval of the list of Building Bond Fund of 2016 encumbrances for July-August (Attachment #15) (P.O. 1-22)
- q. Approval of the list of Building Bond Fund of 2016 warrants for July-August bills (Attachment #16) (Warrant 1-6)
- r. Approval of the list of Prime Contract Change Orders for the New Middle School (Attachment #17) (C.O. 10)

- s. Approval of the July payment applications for the new Middle School (Attachment #18) (P.A. 12)
- t. Approval of the July payment applications for the new Storm Shelters (Attachment #19) (P.A. 9)
- u. Approval of the list of substitute teachers for SY 2017-2018 (Attachment #20)
- v. Approval of the list of substitute cooks for SY 2017-2018 (Attachment #21)
- w. Approval of the additional list of fundraisers for SY 2017-2018 (Attachment #22)

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

6. Written communications:

- a. Thank you note from the summer reading staff

7. Staff Reports:

- a. Superintendent's Report - Haynes reported the Oklahoma Supreme Court has found the \$1.50 per pack cigarette fee unconstitutional that was projected to raise \$200 million in revenue this year. Haynes also provided a Budget Analysis Report, a Revenue Comparison/Projection Report, and a Financial Statement Report for the Board's information.
 - i. Facilities Report - Haynes reported that we are still working on getting the modular buildings at the elementary school out. He reported we are having a problem with the gas line at the elementary. He said apparently it has water in it.
 - ii. Resignation Report - Haynes reported the resignations of Artsuhiro Miyagi, high school custodian, Rikki Turley, elementary cook, Lana Nino, 3rd grade teacher, Andrea Bundy, elementary teacher's assistant, Kymberly Wright, middle school cook, and Paula Knight, middle school language arts teacher.
- b. Construction Manager Report - Crossland Construction Company Project Manager Aaron Hight presented a construction/progress update that consisted of a project summary, project safety, project photos, progress schedules, and construction budgets report.
- c. Opaal Director Nutrition Services Report - Snow Wilson was unable to attend due to working the open houses. She asked Haynes to share the link to the new Opaal! Nutrislice website:
<http://commercetigers.nutrislice.com/>.
- d. Elementary Principal's Report - Elementary Principal Kevin Wade had not arrived due to open house at the elementary school. He gave his report after agenda item #13.
- e. Middle School Principal's Report - Jack Kelley advised the board that his teachers are in their rooms, late into the evening, getting them ready for school to start. Open House to be scheduled as soon as the school is 100% complete.
- f. High School Principal's Report - Rusty Barker reported that the cafeteria has new LED lights. They really make a difference. 75% of the new phones are working. The principal's office got a new copier today - but it doesn't work. He informed the board that there was a water leak at the baseball field. Softball has started. They have a scrimmage at Ketchum this Friday.
- g. Athletic Director's Report - Barker combined his athletic director's report with his principal's report

8. Motion by Reading, second by Johnston, to approve Contract for Secondary Career and Technology Education Programs (Family & Consumer Sciences and Science Technology Engineering & Math) for School Year 2017-2018 with the Oklahoma Department of Career and Technology Education as recommended by Haynes. Vote: Reading-yes, Johnston-yes, Logan-yes, Smith-absent, Hailey-absent

9. Motion by Johnston, second by Logan, to appoint Local Advisory Committee on Gifted Education members as recommended by Haynes. (Attachment #23) Vote: Reading-yes, Johnston-yes, Logan-yes, Smith-absent, Hailey-absent

10. 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.
11. Motion by Logan, second by Johnston, to adopt the following policies as recommended by Haynes:
 - a. EHDD Concurrent Enrollment Student (Attachment #24)
 - b. EHDD-R Concurrent Enrollment Student (Regulation) (Attachment #25)

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

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

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

13. Motion by Logan, second by Reading, to renew membership in Grand Gateway Economic Development Association for Fiscal Year 2018 (July 1, 2017 to June 30, 2018) (\$400.00) as recommended by Haynes. Vote: Reading-yes, Johnston-yes, Logan-yes, Smith-absent, Hailey-absent

7d. Elementary Principal's Report - Elementary Principal Kevin Wade reported that as of today they have 475 enrolled. He informed the board that there was a real good turnout for their Open House tonight.

14. Proposed executive session to discuss:
 - a. The employment of a new elementary school teacher on a temporary contract, a new middle school language arts teacher on a temporary contract, a new high school Title VII teacher's assistant for the computer lab, a new pre-kindergarten teacher's assistant, a new elementary school cook, a new middle school cook/custodian, and a new high school custodian so that the board can return to open session and vote to hire or not hire a new elementary school teacher on a temporary contract, a new middle school language arts teacher on a temporary contract, a new high school Title VII teacher's assistant for the computer lab, a new pre-kindergarten teacher's assistant, a new elementary school cook, a new middle school cook/custodian, and/or a new high school custodian 25 O.S. § (307)(B)(1)
 - b. status of current negotiations with the Commerce Association of Classroom Teachers so the board can return to open session and vote on ratification of the 2017-2018 negotiated agreement 25 O.S. § 307(B)(2)
 - 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)

15. Motion by Logan, second by Johnston, to convene in executive session. Vote: Reading-yes, Johnston-yes, Logan-yes, Smith-absent, Hailey-absent Time: 7:39 p.m.

16. Board president Kevin Reading announced the end of executive session and the board's return to open session at 8:10 p.m.
17. Reading stated, "Only the items on the executive session agenda were discussed and no votes were taken. Those present in executive session were the three board members, Mr. Haynes, Mr. Kelley, Mr. Barker, Mr. Wade, Mr. Brough, and Mr. Moss."
18. Personnel:
 - a. Motion by Reading, second by Johnston, to hire Cathy Rable as a new elementary school teacher on a temporary contract as recommended by Haynes. Vote: Reading-yes, Johnston-yes, Logan-yes, Smith-absent, Hailey-absent
 - b. Motion by Reading, second by Logan, to hire Michele Martin as a new middle school language arts teacher on a temporary contract as recommended by Haynes. Vote: Reading-yes, Johnston-yes, Logan-yes, Smith-absent, Hailey-absent
 - c. Motion by Reading, second by Johnston, to hire Michelle Bashore as a new high school Title VII teacher's assistant for the computer lab as recommended by Haynes. Vote: Reading-yes, Johnston-yes, Logan-yes, Smith-absent, Hailey-absent
 - d. Motion by Reading, second by Logan, to hire Catie Boman as a new pre-kindergarten teacher's assistant as recommended by Haynes. Vote: Reading-yes, Johnston-yes, Logan-yes, Smith-absent, Hailey-absent
 - e. Motion by Reading, second by Johnston, to hire Tarra Tuttle as a new elementary school cook as recommended by Haynes. Vote: Reading-yes, Johnston-yes, Logan-yes, Smith-absent, Hailey-absent
 - f. Motion by Reading, second by Logan, to hire Melissa Pruitt as a new middle school cook/custodian as recommended by Haynes. Vote: Reading-yes, Johnston-yes, Logan-yes, Smith-absent, Hailey-absent
 - g. No action was taken on hiring a new high school custodian.
19. No action was taken on ratifying the 2017-2018 negotiated agreement with the Commerce Association of Classroom Teachers
20. There was no new business. Reading made a comment about the absence of cookies.
21. Motion by Reading, second by Logan, to adjourn. Vote: Reading-yes, Johnston-yes, Logan-yes, Smith-absent, Hailey-absent Time: 8:14 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 11:45 p.m. on the 12th day of August, 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)

Karin Radin
President-Board of Education

Deputy Clerk

Vice-President

Herb Loya
Member

Clerk

Date: *09/12/2017*

Kristi Price
Minutes Clerk

Date: *9-12-2017*

