

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
SEPTEMBER 12, 2017
6:30 P.M.
BOARD OF EDUCATION BUILDING
217 COMMERCE STREET
COMMERCE, OKLAHOMA**

1. President Kevin Reading called the meeting to order at 6:30 p.m.. Those present were Reading, Kenny Smith, and Herb Logan. Misty Hailey and Jamie Johnston were absent. Superintendent Jim Haynes was also present.
2. Logan gave the invocation.
3. Reading welcomed and thanked the guests for attending. (Attachement #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 August 15, 2017 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 warrants for FY 2017 encumbrances (Attachment #4) (Warrant 2814)
- e. Approval of the list of General Fund encumbrances for August payroll (Attachment #5) (P.O. 50000-50006, 50008-50037)
- f. Approval of the list of General Fund warrants for August payroll (\$160,874.90) (Attachment #6) (Warrant 141-209)
- g. Approval of the list of General Fund encumbrances for August-September (Attachment #7) (P.O. 5, 9, 30, 36, 72, 83, 85-86, 88-89, 97, 99, 130, 132, 135, 137, 141, 143-144, 152-214)
- h. Approval of the list of General Fund warrants for August-September bills (Attachment #8) (Warrant 138-140, 197, 210-303)
- i. Approval of the list of Building Fund warrants for FY 2017 encumbrances (Attachment #9) (Warrant 164)
- j. Approval of the list of Building Fund encumbrances for August payroll (Attachment #10) (P.O. 50000-50001)
- k. Approval of the list of Building Fund warrants for August payroll (\$8,540.56) (Attachment #11) (Warrant 16-27)
- l. Approval of the list of Building Fund encumbrances for August-September (None)
- m. Approval of the list of Building Fund warrants for August-September bills (Attachment #12) (Warrant 28-29)
- n. Approval of the list of Building Bond Fund warrants for FY 2017 encumbrances (Attachment #13) (Warrant 19)
- o. Approval of the list of Building Bond Fund of 2016 encumbrances for August-September (Attachment #14) (P.O. 23-41)
- p. Approval of the list of Building Bond Fund of 2016 warrants for August-September bills (Attachment #15) (Warrant 7-16)
- q. Approval of the list of Prime Contract Change Orders for the new Middle School (Attachment #16) (C.O. 11)
- r. Approval of the August payment applications for the new Middle School (Attachment #17) (P.A. 13)
- s. Approval of the August payment applications for the new Storm Shelters (Attachment #18) (P.A. 10)

- t. Approval of the additional list of substitute teachers for SY 2017-2018 (None)
- u. Approval of the additional list of fundraisers for SY 2017-2018 (Attachment #19)

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

5. Written communications:

Education Support Personnel Week is October 9-13, 2017.

Smith reported on schoolSAFEid that he saw at the OSSBA/CCOSA Conference.

6. 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. He also provided the Board with a special Bond Issue financial status report.
 - i. Presentation of the 2017-2018 Accreditation Status - Haynes presented the 2017-2018 Accreditation Status letter to the Board. (Attachment #20)
 - ii. Discuss of possible participation in Bright Futures USA - Haynes and Reading reported on meeting with Steve Patterson regarding the possible implementation of Bright Futures

Hailey arrived at 6:46 p.m.

Hailey reported Westview participates in a program called Moving Mountains instead of Bright Futures.

- iii. Facilities Report - Haynes reported Empire had the electric shut off at the high school after school today to install a transformer. He also reported that one of the two modular classroom buildings at the elementary has been removed.
- iv. Resignation Report - Haynes reported no resignations.
- b. Construction Manager Report (None)
- c. Opaal Director Nutrition Services Report - Snow Wilson apologized for missing last month's meeting, she was helping with the Open Houses. She reported on Opaal providing snacks for professional development meetings. She also reported that we now have a part time lady at the high school provided by Opaal. She reported that we now have a full salad bar at the high school. She reported that the participation numbers have been down.
- d. Teachers’ Report - Floyd McKibben reported that Mr. Pickens and Mrs. Rhodes attended an OSAC writing workshop in Muskogee and the high school boys attended a good Man Up day today.
- e. Elementary Principal's Report - Kevin Wade reported enrollment of 469 at the elementary, 24 is the largest class size in 5th grade, new staff is doing real well, mentor teachers have been assigned for the new teachers, and progress reports go out September 12.
- f. Middle School Principal's Report - Jack Kelley reported the new building is great, they are busy with activities, pictures are next week, and parent-teacher conferences are coming soon.
- g. High School Principal's Report - Rusty Barker that Man Up was really good.
 - i. Presentation of ACT College Readiness Letter - Barker gave the ACT report.
- h. Athletic Directors Report - Barker reported homecoming is September 22 versus Chelsea, football goes to Henryetta September 15, and the softball district tournament is at Wyandotte.

7. Motion by Reading, second by Hailey, to approve the School District 2017-2018 Estimate of Needs and Financial Statement of the Fiscal Year 2016-2017 as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Logan-yes, Johnston-absent

A public hearing was held for the purpose of taking public comment on financial matters, including past and future expenditures, of the district. (70 O.S. §5-134.1) There were no comments.

8. Motion by Hailey, second by Logan, to leave the Gifted Educational Plan as is upon the recommendation of the

- Local Advisory Committee and Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Logan-yes, Johnston-absent
9. Motion by Hailey, second by Logan, to approve the list of concurrently enrolled students as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Logan-yes, Johnston-absent
 10. Motion by Hailey, second by Reading, to close the Class of 2017 Activity Fund subaccount and transfer the balance to the General Fund Activity Fund subaccount as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Logan-yes, Johnston-absent.
 11. Motion by Smith, second by Hailey, to approve Request for New Activity Fund Subaccount for the Class of 2019 as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Logan-yes, Johnston-absent.
 12. Motion by Reading, second by Smith, to approve the addition of Lindsey Darr, Krystal Lesniak, and Kevin Earll to the Professional Development Committee Members for School Year 2017-2018 subject to teacher approval as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Logan-yes, Johnston-absent
 14. Proposed executive session to discuss:
 - a. the employment of a new custodian so the Board can return to open session and vote to hire or not hire a new custodian. 25 O.S. § 307(B)(1).
 - b. the employment of new special education paraprofessionals so the Board can return to open session and vote to hire or not hire new special education paraprofessionals. 25 O.S. § 307(B)(1).
 - c. the 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).
 - 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).
 15. Motion by Smith, second by Reading, to convene in executive session. Vote: Reading-yes, Smith-yes, Hailey-yes, Logan-yes, Johnston-absent Time: 7:38 p.m.
 16. Board president Reading announced the end of executive session and the board's return to open session at 7:54 p.m.
 17. 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."
 18. No action was taken on the hiring of a new custodian.
 19. Motion by Smith, second by Hailey, to hire Miranda Williams as a new special education paraprofessional as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Logan-yes, Johnston-absent
 20. No action was taken on ratifying the 2017-2018 negotiated agreement with the Commerce Association of Classroom Teachers.
 21. There was no new business.
 22. Motion by Logan, second by Reading, to adjourn. Vote: Reading-yes, Smith-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 4:30 p.m. on the 8th day of September, 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: 10/10/2017



Minutes Clerk

Date: 10-10-17

Seal