

MINUTES

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

1. Board member Herb Logan called the meeting to order at 6:30 p.m. Those present were Logan, Misty Hailey, and Jamie Johnston. Kenny Smith was absent. Superintendent Jim Haynes was also present.
2. The invocation was given by Kevin Wade.
3. Logan welcomed and thanked the guests for attending. (Attachment #1)
4. Motion by Hailey, second by Johnston, to accept the tendered resignation of Commerce Board of Education Member Kevin Reading (Attachment #2) Vote: Hailey-yes, Johnston-yes, Logan-yes, Smith-absent
5. Elect officers of the Board of Education
 - a. President – Motion by Hailey, second by Johnston, to elect Logan president. Vote: Hailey-yes, Johnston-yes, Logan-yes, Smith-absent
 - b. Vice President – Motion by Johnston, second by Logan, to elect Hailey vice president. Vote: Johnston-yes, Logan-yes, Hailey-yes, Smith-absent
 - c. Clerk – Motion by Hailey, second by Logan, to elect Johnston clerk. Vote: Hailey-yes, Logan-yes, Johnston-yes, Smith-absent
 - d. Deputy Clerk – Motion by Hailey, second by Johnston, to elect Smith deputy clerk. Vote: Hailey-yes, Johnston-yes, Logan-yes, Smith-absent
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 October 10, 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 October payroll. (Attachment #5) (P.O. 50000-50006, 50008-50015, 50019, 50021-50025, 50027-50068, 50070-50105, 50108, 50111-50113, 50115-50129, 50134-50144)
 - e. Approval of the list of General Fund warrants for October payroll (\$437,706.61) (Attachment #6) (Warrant 548-706)
 - f. Approval of the list of General Fund encumbrances for October-November (Attachment #7) (P.O. 6, 8, 9, 19, 181, 221, 225, 234, 238, 240, 248, 262, 267-305, 307-308)
 - g. Approval of the list of General Fund warrants for October-November bills (Attachment #8) (Warrant 533-539, 543-547, 704, 707-775)
 - h. Approval of the list of Cooperative Fund warrants for October payroll (\$1,059.10) (Attachment #9) (Warrant 8-14)
 - i. Approval of the list of Building Fund encumbrances for October payroll (Attachment #10) (P.O. 50000-50001)

- j. Approval of the list of Building Fund warrants for October payroll (\$8,944.46) (Attachment #11) (Warrant 43-54)
- k. Approval of the list of Building Fund encumbrances for October-November (Attachment #12) (P.O. 4)
- l. Approval of the list of Building Fund warrants for October-November bills (Attachment #13) (Warrant 55-56)
- m. Approval of the list of Building Bond Fund of 2016 warrants for FY 2017 encumbrances (None)
- n. Approval of the list of Building Bond Fund of 2016 encumbrances for October-November (Attachment #14) (P.O. 13-14, 38, 48-59)
- o. Approval of the list of Building Bond Fund of 2016 warrants for October-November bills (Attachment #15) (Warrant 28-33)
- p. Approval of the list of Sinking Fund encumbrances for October-November (Attachment #16) (P.O. 1)
- q. Approval of the list of Sinking Fund warrants for October-November bills (Attachment #17) (Warrant 1)
- r. Approval of the October payment applications for the new Middle School (Attachment #18) (P.A. 15)
- s. Approval of the October payment applications for the new Storm Shelters (Attachment #19) (P.A. 12)
- t. Approval of the additional list of substitute teachers for SY 2017-2018 (Attachment #20)
- u. Approval of the additional list of substitute cooks for SY 2017-2018 (Attachment #21)
- v. Approval of the additional list of fundraisers for SY 2017-2018 (Attachment #22)

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

- 7. There were no written communications.
- 8. 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.
 - i. Facilities Report - It was decided to hold an Open House for the new middle school on Tuesday, December 5, 2017, from 6:00 p.m. to 8:00 p.m.
 - ii. Resignation Report - Haynes reported no resignations
 - b. Opaal Director Nutrition Services, Report: Director Snowlyne Wilson informed the board that October was National School Lunch month. She advised that some of the cooks dressed up for Halloween. She informed the board that all was going well in the kitchens.
 - c. Teacher's Report: No teacher was present to report.
 - d. Elementary Principal's Report: Principal Kevin Wade advised that the Veterans assembly was great. Mrs. Dunn always does a great job with that. Tutoring starts this week with four teachers on Monday through Thursday.
 - e. Middle School Principal's Report: Principal Jack Kelley advised that the middle school was in a basketball tournament at Quapaw this week. The new plaque has been installed in the middle school. The new flag pole has been installed and the flag is flying.
 - i. Presentation of annual dropout report, for grades 7-8 - Kelley presented the Comprehensive Exit Report that includes the annual dropout report, for grades 7-8. (Attachment #23)
 - f. High School Principal/Athletic Director's Report: Principal Rusty Barker advised that the Commerce Schools choirs and band was at the Veterans program in downtown Miami. He advised that they did a great job and it was very moving.
 - i. Presentation of annual dropout report, for grades 9-12 - Barker presented the Comprehensive Exit Report that includes the annual dropout report, for grades 9-12. (Attachment #24)
 - ii. Presentation of Annual Student College Remediation Report - Barker presented the Annual Student College Remediation Report. (Attachment #25)
- 9. Motion by Hailey, second by Logan, to approve a Joint Program Agreement for a Pre-Engineering Academy with Northeast Technology Center as recommended by Haynes. (Attachment #26) Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-absent

10. Motion by Hailey, second by Johnston, to approve Local Indian Education Committee Johnson O'Malley By-Laws as recommended by Haynes. (Attachment #27) Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-absent
11. Motion by Hailey, second by Johnston, to approve regular board meeting dates for calendar year 2018 as recommended by Haynes. (Attachment #28) Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-absent
12. 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.
13. Motion by Hailey, second by Logan, to adopt the following policies "a" through "e" as recommended by Haynes.
 - a. DBP Substitute Teachers (Revision) (Attachment #29)
 - b. EIA-R4 Student Retention (Regulation) (Revision) (Attachment #30)
 - c. DOCCA Written Admonishment Teacher (Attachment #31)
 - d. DABB Records Investigation (Revision) (Attachment #32)
 - e. DNA Teacher Evaluation (Revision) (Attachment #33)

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

14. Proposed executive session to discuss:
 - a. appointment of a volunteer to the Commerce Board of Education. 25 O.S. §307(B)(1) and 70 O.S. § 5-118.
 - b. the employment of new custodians so the Board can return to open session and vote to hire or not hire new custodians 25 O.S. § 307(B)(1)
 - c. 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. There was no action taken since the Board did not convene into executive session.
16. There was no announcement made since the Board did not convene into executive session.
17. There was no statement of executive session minutes made since the Board did not convene into executive session.
18. Motion by Logan, second by Hailey, to fill the Board of Education vacancy by election.
19. Motion by Hailey, second by Logan, to amend the 2018 Annual School Election resolution as recommended by Haynes. (Attachment #34) Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-absent
20. Motion by Hailey, second by Johnston, to hire Ryan McCarthy as a new high school custodian and Michael Schultz as a new middle school custodian as recommended by Haynes. Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-absent
21. Motion by Johnston, second by Hailey, to ratify the 2017-2018 negotiated agreement with the Commerce Association of Classroom Teachers as recommended by Haynes. (Attachment #35) Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-absent
22. Motion by Hailey, second by Johnston, to approve a \$100.00 stipend for certified and support personnel as

recommended by Haynes. Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-absent

- 23. There was no new business.
- 24. Motion by Hailey, second by Logan, to approve adjournment. Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-absent Time: 6:59 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 4:00 p.m. on the 9th day of November, 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)



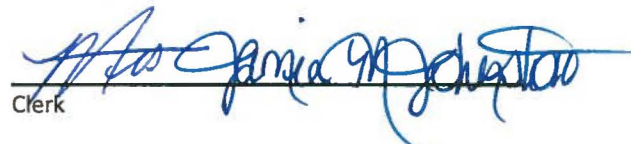
 President-Board of Education

 Deputy Clerk




 Vice-President

 Member



 Clerk

Date: 12/11/2017



 Minutes Clerk

Date: 12-11-17

