

## MINUTES

**REGULAR MEETING  
COMMERCE BOARD OF EDUCATION  
JUNE 9, 2008 – 6:30 P.M.  
BOARD OF EDUCATION BUILDING  
217 COMMERCE STREET  
COMMERCE, OKLAHOMA**

1. President Jim Cossairt called the meeting to order at 6:33 p.m. Board Members Present were Cossairt, Paula Tedlock, Steve Hartman, and Gene Langston. Rick Brown was absent.
2. The invocation was given by Cossairt.
3. Cossairt thanked the guests for attending. the meeting (Attachment #1).
4. There were no public communications.
5. Motion by Hartman, second by Langston to approve item “b” of the consent agenda, as recommended by Superintendent Jim Haynes. Vote: Hartman-yes, Langston-yes, Cossairt-yes, Tedlock-abstained,. Brown-absent.

Motion by Hartman, second by Langston to approve items “a and c-k” of the consent agenda, as recommended by Haynes. Vote: Hartman-yes, Langston-yes, Cossairt-yes, Tedlock-yes, Brown-absent.

- a. Minutes of the May 12, 2008, regular board meeting.
- b. Minutes of the May 27, 2008 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 encumbrances and warrants for May payroll (\$401,202.91) (Attachment #4).
- f. Approval of the list of General Fund warrants and claims for June bills (Attachment #5).
- g. Approval of the list of Co-op Fund encumbrances and warrants for May payroll (\$5,110.39) (Attachment #6).
- h. Approval of the list of Co-op fund warrants and claims for June bills (Attachment #7).
- i. Approval of the list of Building Fund warrants and claims for June bills (Attachment #8).
- j. Approval of the list of Child Nutrition encumbrances and warrants for May payroll (\$19,403.07) (Attachment #9).
- k. Approval of the list of Child Nutrition warrants and claims for June bills (Attachment #10).

6. There were no written communications.
7. Administrator's Reports:
  - a. Superintendent Haynes reported on summer maintenance, checking on a solution to the sound problem in the band room at the high school, work on the modular classrooms at the elementary to move the migrant ed. program there to free up a classroom for the additional first grade class we are adding this coming year.
  - b. Elementary Principal Kevin Wade reported that fourteen students are attending the summer reading program. Suzy Bryant and Stacy Moss are the teachers. He mentioned that two new teachers will need to be hired for the elementary.
  - c. Middle School Principal Herb Logan was absent due to flooding. He has been serving on jury duty.
  - d. High School Principal Jim Buttram reported on the painting and cleaning going on at the high school and the students that failed because of absences are painting and cleaning to make up the time they missed in order to pass their classes.
  - e. Athletic Director Rusty Barker was absent.
8. Motion by Langston, second by Tedlock to approve changes in the CMS CHS Student-Parent Handbook for 2008-2009, as recommended by Haynes (Attachment #11). Vote: Langston-yes, Tedlock-yes, Cossairt-yes, Hartman-yes, Brown-absent.
9. Motion by Hartman, second by Tedlock to approve changes in the Alexander Elementary School Student-Parent Handbook for 2008-2009, as recommended by Haynes (Attachment #12). Vote: Hartman-yes, Tedlock-yes, Cossairt-yes, Langston-yes, Brown-absent.
10. Motion by Tedlock, second by Langston to renew Workers' Compensation Insurance Policy with OSAG, Oklahoma School Assurance Group, through Bomford, Couch & Wilson Insurance and to authorize payment of the premium (\$25,431.00). Policy period July 1, 2008, through June 30, 2009), as recommended by Haynes. Vote: Tedlock-yes, Langston-yes, Cossairt-yes, Hartman, Brown-absent.
11. Motion by Tedlock, second by Hartman to approve Application for Temporary Appropriations for FY 2008-2009, as recommended by Haynes (Attachment #13). Vote: Tedlock-yes, Hartman-yes, Langston-yes, Cossairt-yes, Brown-absent.
12. Motion by Hartman, second by Tedlock to renew membership in the Oklahoma State School Boards Association for 2008-2009 school year, as recommended by Haynes. Vote: Hartman-yes, Tedlock-yes, Cossairt-yes, Langston-yes, Brown-absent.
13. Motion by Langston, second by Cossairt to renew subscription to the OSSBA Policy Services for 2008-2009 school year, as recommended by Haynes. Vote: Langston-yes, Cossairt-yes, Tedlock-yes, Hartman-yes, Brown-absent.

14. Motion by Hartman, second by Tedlock to approve agreement with Kellogg & Sovereign Consulting, LLC to provide E-Rate Management Services, as recommended by Haynes (Attachment #14). Vote: Hartman-yes, Tedlock-yes, Cossairt-yes, Langston-yes, Brown-absent..
15. Motion by Hartman, second by Langston to approve contract with Northeast Oklahoma Community Action Agency, Inc. (Head Start Program) to provide early childhood education, as recommended by Haynes (Attachment #15). Vote: Hartman-yes, Langston-yes, Cossairt-yes, Tedlock-yes, Brown-absent.
16. Motion by Cossairt, second by Tedlock to approve renewal of contract with Alcohol & Drug Testing, Inc. (ADTI) for DOT alcohol and drug testing of bus drivers, as recommended by Haynes (Attachment #16). Vote: Cossairt-yes, Tedlock-yes, Hartman-yes, Langston-yes, Brown-absent.
17. Motion by Hartman, second by Tedlock to approve school board members to attend the 2008 OSSBA/CCOSA Conference and Exposition, held on August 22-24, 2008, at the Cox Business Services Convention Center, located in Oklahoma City, Oklahoma, as recommended by Haynes. Vote: Hartman-yes, Tedlock-yes, Cossairt-yes, Langston-yes, Brown-absent.
18. Proposed executive session to discuss:
  - a. the hiring of an additional assistant football coach so that the Board can return to open session and vote to hire or not hire an additional assistant football coach. 25 O.S. § 307(B)(1).
  - b. the assignment of personnel for the 2008-2009 school year. 25 O.S. § 307(B)(1).
  - c. the appointment of a middle school building secretary and a middle school library assistant so that the Board can return to open session and appoint a middle school building secretary and a middle school library assistant. 25 O.S. § (307)(B)(1).
  - d. the hiring of a vocational family and consumer sciences teacher, a fifth grade teacher, and a first grade class-size reduction teacher so that the Board can return to open session and vote to hire a vocational family and consumer sciences teacher, a fifth grade teacher, and a first grade class-size reduction teacher. 25 O.S. § 307(B)(1).
  - e. 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).
19. Motion by Tedlock, second by Langston to convene in executive session. Vote: Tedlock-yes, Langston-yes, Cossairt-yes, Hartman-yes, Brown-absent. Time: 7:57 p.m.
20. Motion by Hartman, second by Tedlock to acknowledge the board's return to open session. Vote: Hartman-yes, Tedlock-yes, Cossairt-yes, Langston-yes, Brown-yes. Time: 9:03 p.m.
21. Cossairt announced, "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, Mr. Buttram, Mr. Wade, and Willie Ng."

22. Motion by Tedlock, second by Langston to hire an additional assistant football Coach. Vote: Tedlock-yes, Langston-yes, Cossairt-no, Hartman-no, Brown-absent. The motion failed.
23. Motion by Cossairt, second by Langston to appoint Philip Geren as school Treasurer, as recommended by Haynes. Vote: Cossairt-yes, Langston-yes, Tedlock-yes, Hartman-yes, Brown-absent.
24. Motion by Langston, second by Hartman to appoint the following personnel for SY 2008-2009, as recommended by Haynes:
  - a. Philip Geren – School District Treasurer
  - b. Linda Foster Colver – Assistant Treasurer in charge of collecting and depositing local Child Nutrition Funds and Co-Custodian of Activity Funds.
  - c. Patricia Price - Encumbrance Clerk and Asst. Minutes Clerk
  - d. Darlene Scantlin – Minutes Clerk and Asst. Encumbrance Clerk
  - e. Jim Haynes – Co- Custodian of Activity Funds

Vote: Langston-yes, Hartman-yes, Cossairt-yes, Tedlock-yes, Brown-absent.


25. a. Motion by Langston, second by Tedlock to appoint Louise Kisse as the middle School building secretary, as recommended by Haynes. Vote: Langston-yes, Tedlock-yes, Cossairt-yes, Hartman-yes, Brown-absent.
  - b. Motion by Langston, second by Hartman to table the appointment of a middle school library assistant, as recommended by Haynes. Vote: Langston-yes, Hartman-yes, Cossairt-yes, Tedlock-yes, Brown-absent.
26. a. Motion by Hartman, second by Tedlock to hire Crystal Bolles as the vocational family and consumer sciences teacher, as recommended by Haynes. Vote: Hartman-yes, Tedlock-yes, Cossairt-yes, Langston-yes, Brown-absent.
  - b. Motion by Cossairt, second by Tedlock to hire Lisa M. Gruver as a fifth grade teacher, as recommended by Haynes. Vote: Cossairt-yes, Tedlock-yes, Hartman-yes, Langston-yes, Brown-absent.
  - c. Motion by Hartman, second by Tedlock to hire Michele Kipp as a first grade class-size reduction teacher, as recommended by Haynes. Vote: Hartman-yes, Tedlock-yes, Cossairt-yes, Langston-yes, Brown-absent.
27. Motion by Tedlock, second by Langston to accept the tendered resignation of Adonna Helmig, Alexander Elementary School Counselor, effective August 30, 2008, as recommended by Haynes under “New Business” because the resignation was received after the agenda was posted (Attachment #16). Vote: Tedlock-yes, Langston-yes, Cossairt-yes, Hartman-yes, Brown-absent.

28. Motion by Langston, second by Hartman to adjourn. Vote: Langston-yes, Yes, Hartman-yes, Cossairt-yes, Tedlock-yes, Brown-absent. Time: 9:36 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 1:00 p.m. on the 4<sup>th</sup> day of June, 2008, and notice of this regular meeting was given to the Ottawa County Clerk prior to December 15, 2007.


(ATTEST)

  
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President-Board of Education


  
\_\_\_\_\_  
Deputy Clerk

\_\_\_\_\_  
Vice-President

\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Clerk

Date: 06/30/2008

  
\_\_\_\_\_  
Minutes Clerk

Date: 06/09/2008

Seal