

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
AUGUST 9, 2010
6:30 P.M.
BOARD OF EDUCATION BUILDING
217 COMMERCE STREET
COMMERCE, OKLAHOMA**

1. President Jim Cossairt called the meeting to order at 6:31 p.m. Board members present were Cossairt, Steve Hartman, Gene Langston, Kenny Smith, and Kevin Reading. Superintendent Jim Haynes was also present.
2. The invocation was given by Hartman.
3. Cossairt thanked the guests for attending. (Attachment #1)
4. There were no public communications.
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 12, 2010, special board meeting.
- b. Minutes of the July 12, 2010, regular board meeting.
- c. Minutes of the July 19, 2010, special board meeting.
- d. Approval of the monthly financial report of activity funds. (Attachment #2)
- e. Approval of the monthly treasurer's report. (Attachment #3)
- f. Approval of the list of General Fund warrants for FY 2010 encumbrances. (Attachment #4)
- g. Approval of the list of General Fund encumbrances for July payroll. (Attachment #5)
- h. Approval of the list of General Fund warrants for July payrolls (\$34, 930.13 and \$75,876.81). (Attachments 6 & 7)
- i. Approval of the list of General Fund encumbrances for July-August. (Attachment #8)
- j. Approval of the list of General Fund warrants for July-August bills. (Attachment #9)
- k. Approval of the American Recovery and Reinvestment Act of 2009 report. (Attachment #10)
- l. Approval of the list of Building Fund encumbrances for July-August. (Attachment #11)
- m. Approval of the list of Building Fund warrants for July-August bills. (Attachment #12)
- n. Approval of the list of Child Nutrition Fund Encumbrances for July Payroll. (Attachment #13)
- o. Approval of the list of Child Nutrition Fund warrants for July payroll (\$2,594.31). (Attachment #14)
- p. Approval of the list of Child Nutrition Fund encumbrances for July-August. (Attachment #15)
- q. Approval of the list of Child Nutrition Fund warrants for July-August bills. (Attachment #16)
- r. Approval of the list of substitute teachers for SY 2010-2011. (Attachment #17)
- s. Approval of the list of substitute cooks for SY 2010-2011. (Attachment #18)
- t. Approval of the additional list of fundraisers for SY 2010-2011. (Attachment #19)

Motion by Hartman, second by Langston, to approve consent agenda items "a-t" as recommended by Haynes.

Vote: Hartman-yes, Langston-yes, Cossairt-yes, Smith-yes, Reading-yes.

6. Haynes presented the contract and deed on the Picher property for signatures and the Preliminary 2009-2010 District Accountability Data Reports to the Board.

7. Administrator's Reports:
 - a. Haynes reminded the Board that the Annual Back-to-School Get Together was scheduled for Thursday, August 12th at the Alexander Elementary School Multi-Purpose Building.
 - b. Mr. Wade advised that Open House is the 16th from 5:30 to 6:30 and their fundraisers would start soon.
 - c. Mr. Kelley advised that they started handing out schedules today and their fundraisers would start soon.
 - d. Mr. Buttram advised that the air conditioner in the office had gone out.
 - e. Mr. Barker advised the fence at the softball field was fixed and that softball would be starting soon. He stated that football practice would begin August 10.
 8. Motion by Langston, second by Reading, to adopt a school-hours policy as recommended by Haynes. Vote: Langston-yes, Reading-yes, Cossairt-yes, Hartman-yes, Smith-yes. (Attachment #20)
 9. Motion by Langston, second by Hartman, to approve a memorandum of agreement with the Boys & Girls Club of Ottawa County for an after school program at Alexander Elementary School as recommend by Haynes. (Attachment #21) Vote: Langston-yes, Hartman-yes, Cossairt-yes, Smith-yes, Reading-yes.
 10. Motion by Reading, second by Smith, to appoint Local Advisory Committee on Gifted Education members as recommended by Haynes. (Attachment #22) Vote: Reading-yes, Smith-yes, Cossairt-yes, Hartman-yes, Smith-yes.
 11. Haynes presented the bids for the Replacement of HVAC Units at Alexander Elementary School. (Attachment #23)
 12. Motion by Cossairt, second by Reading, to accept the bid of \$44,655.00 from B & B Heat & Air of Grove for the Replacement of HVAC Units at Alexander Elementary School as recommended by Haynes. Vote: Cossairt-yes, Reading-yes, Hartman-yes, Langston-yes, Smith-yes.
 13. Motion by Langston, second by Hartman, to adopt the following policies to comply with this year's legislation as recommended by Haynes.
 - a. Concussion and Head Injuries Policy (Attachment #24)
 - b. Concussion and Head Injury Acknowledgement and Information Sheet (Attachment #25)
 - c. Concussion/Head Injury Fact Sheet Student-Athletes (Attachment #26)
 - d. Concussion/Head Injury Fact Sheet Parents/Guardians (Attachment #27)
 - e. Records Investigation Policy (Attachment #25)
 - f. Felony Records Search Procedures (Attachment #26)
 - g. Records Investigation Consent (Attachment #27)
 - h. Oklahoma State Department of Education Application for Criminal History Record Search (Attachment #28)
 - i. Temporary Contract Notice of Limited Employment (Attachment #29)
 - j. Authorization and Release (Attachment #30)
 - k. Jury Duty Service and Witness Leave (Regulations) (Attachment #31)
- Vote: Langston-yes, Hartman-yes, Cossairt-yes, Smith-yes, Reading-yes.
14. Motion by Hartman, second by Langston, to declare for sale property no longer needed for district purposes the items listed and to take sealed bids for selling the property no longer needed for district purposes as recommended by Haynes. (Attachment #32) Vote: Hartman-yes, Langston-yes, Cossairt-yes, Smith-yes, Reading-yes.
 15. Proposed executive session to discuss 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).

- 16. Motion by Reading, second by Langston, to convene in executive session. Vote: Reading-yes, Langston-yes, Cossairt-yes, Hartman-yes, Smith-yes. Time: 7:51 p.m.
- 17. Motion by Smith, second by Langston, to acknowledge the board's return to open session. Vote: Smith-yes, Langston-yes, Cossairt-yes, Hartman-yes, Reading-yes. Time: 9:15 p.m.
- 18. Cossairt announced, "Only the item listed on the executive session agenda was discussed and no votes were taken. Those present in executive session were the five Board members, Mr. Haynes, Mr. Barker, and Mr. Buttram."
- 19. There was no new business.
- 20. Motion by Langston, second by Hartman, to adjourn. Vote: Langston-yes, Hartman-yes, Cossairt-yes, Smith-yes, Reading-yes. Time: 9:16 p.m.

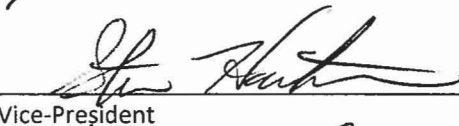
The agenda was posted on the inside of the front door (visible from outside the building) of the Board of Education building at 4:00 p.m. on the 6th day of August, 2010, and notice of this regular meeting was given to the Ottawa County Clerk prior to December 15, 2009.

(ATTEST)



President-Board of Education

Deputy Clerk



Vice-President

Member



Clerk

Date: 9-13-10



Minutes Clerk

Date: 9-13-10

