

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
MARCH 11, 2013
6:30 P.M.
BOARD OF EDUCATION BUILDING
217 COMMERCE STREET
COMMERCE, OKLAHOMA**

1. President Jim Cossairt called the meeting to order at 6:32 p.m. Those present were Cossairt, Kenny Smith, Misty Hailey, and Herb Logan. Kevin Reading was absent. Superintendent Jim Haynes was also present.
2. The invocation was given by Hailey.

Reading arrived at 6:32 p.m.

3. Cossairt welcomed and 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 February 11, 2012, regular board meeting.
- b. Minutes of the March 4, 2013, 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 2012 encumbrances. (Attachment #4)
- f. Approval of the list of General Fund encumbrances for February payroll. (Attachment #5)
- g. Approval of the list of General Fund warrants for February payroll (\$455,007.90). (Attachment #6)
- h. Approval of the list of General Fund encumbrances for February-March. (Attachment #7)
- i. Approval of the list of General Fund warrants for February-March bills. (Attachment #8)
- j. Approval of the list of Cooperative Fund encumbrances for February-March. (Attachment #9)
- k. Approval of the list of Cooperative Fund warrants for February-March bills. (Attachment #10)
- l. Approval of the list of Cooperative Fund warrants for February payroll (\$2,088.89). (Attachment #11)
- m. Approval of the list of Building Fund warrants for February-March bills. (Attachment #12)
- n. Approval of the list of Child Nutrition Fund encumbrances for February payroll. (Attachment #13)
- o. Approval of the list of Child Nutrition Fund warrants for February payroll (\$24,169.67). (Attachment #14)
- p. Approval of the list of Child Nutrition Fund encumbrances for February-March. (Attachment #15)
- q. Approval of the list of Child Nutrition Fund warrants for February-March bills. (Attachment #16)
- r. Approval of the additional list of substitute teachers for SY 2012-2013. (Attachment #17)
- s. Approval of the additional list of fundraisers for SY 2012-2013. (Attachment #18)

Motion by Cossairt, second by Reading, to approve consent agenda item "a" as recommended by Haynes. Vote: Cossairt-yes, Reading-yes, Smith-yes, Hailey-abstained, Logan-abstained

Motion by Reading, second by Smith, to approve consent agenda item "b" as recommended by Haynes. Vote: Reading-yes, Smith-yes, Cossairt-yes, Hailey-yes, Logan-abstained

Motion by Reading, second by Cossairt, to approve consent agenda items “c” through “s” as recommended by Haynes. Vote: Reading-yes, Cossairt-yes, Smith-yes, Hailey-yes, Logan-yes

6. There were no written communications.
7. Administration Reports:
 - a. Superintendent’s Report
 - i. Haynes had Alexander Elementary School principal Kevin Wade present the Alexander Elementary School Safety Committee report to the Board. The High School will present their report at next month’s meeting.
 - ii. Haynes had nothing further to report on the Mickey Mantle Statue Park Progress. Haynes presented to the Board a Revenue Report Comparison/Projection spreadsheet for Fiscal Years 2008 through 2013 and a Financial Statement spreadsheet showing Revenue by Month, Disbursements by Month, and Balance by Month for School Years 2006-2007 through the present.
 - iii. Haynes reported on the February 25, 2013 Building Committee Meeting and presented a draft of copy of a Building Needs Survey.
 - b. Elementary Principal Kevin Wade advised that the ITBS testing begins April 1 for grades K, 1 and 2 and that the 4th grade would be going to Fantastic Caverns on April 3. He also informed the board that the 5th grade writing test will be April 3 and the state testing for grades 3, 4 and 5 will begin April 10. Progress reports will go out on April 16, the Land Run will be April 25 during lunch and the PK and K will be going to the petting zoo at the NEO Equine Center on April 26.
 - c. Middle School Principal Jack Kelley advised that baseball games had started, getting ready to take the Top Tiger students to lunch and that they were getting ready for spring break the week of March 18. He also informed the board that they were getting ready for the state testing in April and that the new ceiling in the gym will be installed during spring break.
 - d. High School Principal Jim Buttram was not present due to a family matter.
 - e. Athletic Director Rusty Barker was not present due to illness.
8. Motion by Reading, second by Smith, to approve the request to use the football field for the 8-Man All-Star Football Game on June 22, 2013 as recommended by Haynes. Vote: Reading-yes, Smith-yes, Cossairt-yes, Hailey-yes, Logan-yes
9. Motion by Cossairt, second by Logan, to approve the CONTRACT FOR AUDIT OF PUBLIC SCHOOLS 2012-2013 SCHOOL YEAR with Archambo & Mueggenborg, PC. (Attachment #19) Vote: Cossairt-yes, Logan-yes, Reading-yes, Smith-yes, Hailey-yes
10. Motion by Reading, second by Hailey, to approve the 2013-2014 school calendar as recommended by Haynes. (Attachment #20) Vote: Reading-yes, Hailey-yes, Cossairt-yes, Smith-yes, Logan-yes
11. Motion by Reading, second by Smith, to approve renewal of our OKTLE License Agreement for the 2013-2014 school year as recommended by Haynes. (Attachment #21) Vote: Reading-yes, Smith-yes, Cossairt-yes, Hailey-yes, Logan-yes
12. Motion by Reading, second by Logan, to approve one or more board member(s) and/or staff to attend the OSSBA Day at the Capitol Workshop, which will be held Tuesday, April 2, 2013 at the Oklahoma State Capitol in Oklahoma City as recommended by Haynes. Vote: Reading-yes, Logan-yes, Cossairt-yes, Smith-yes, Hailey-yes
13. Reading was appointed to the district teacher of the year selection committee.

- 14. Proposed executive session to discuss:
 - a. coaching assignments for SY 2013-2014, with no resulting vote to be made. 25 O.S. § 307(B)(1).
 - b. 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 Reading, second by Smith, to convene in executive session. Vote: Reading-yes, Smith-yes, Cossairt-yes, Hailey-yes, Logan-yes Time: 7:46 p.m.
- 16. Board president Cossairt announced end of executive session and the board's return to open session at 8:18 p.m.
- 17. 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 five Board members, Mr. Kelley, and Mr. Haynes."
- 18. There were no resignations tendered since the posting of the Agenda.
- 19. There was no new business.
- 20. Motion by Reading, second by Hailey, to adjourn. Vote: Reading-yes, Hailey-yes, Cossairt-yes, Smith-yes, Logan-yes

The agenda was posted on the inside of the front door (visible from outside the building) of the Board of Education building at 3:30 p.m. on the 7th day of March, 2013 by Jim Haynes, Superintendent of Schools, and notice of this regular meeting was given to the Ottawa County Clerk prior to December 15, 2012 by Jim Haynes, Superintendent of Schools.

(ATTEST)

James M. Cossairt
President-Board of Education

Misty Hailey
Deputy Clerk

Keris Reading
Vice-President

Herb Logg
Member

Kenny Smith
Clerk

Date: 04/08/2013

Wesley Rice
Minutes Clerk

Date: 4-8-13

