

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
JUNE 10, 2013
6:30 P.M.
BOARD OF EDUCATION BUILDING
217 COMMERCE STREET
COMMERCE, OKLAHOMA**

1. President Jim Cossairt called the meeting to order at 6:30 p.m. Those present were Cossairt, Kevin Reading, Kenny Smith, Misty Hailey, and Herb Logan. Superintendent Jim Haynes was also present.
2. The invocation was given by Smith.
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 May 13, 2013, 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 encumbrances for May payroll. (Attachment #4)
- e. Approval of the list of General Fund warrants for May payroll (\$453,046.57). (Attachment #5)
- f. Approval of the list of General Fund encumbrances for May-June. (Attachment #6)
- g. Approval of the list of General Fund warrants for May-June bills. (Attachment #7)
- h. Approval of the list of Cooperative Fund encumbrances for May payroll. (None)
- i. Approval of the list of Cooperative Fund warrants for May payroll (\$7,908.95). (Attachment #8)
- j. Approval of the list of Building Fund warrants for May-June bills. (Attachment #9)
- k. Approval of the list of Child Nutrition Fund encumbrances for May payroll. (Attachment #10)
- l. Approval of the list of Child Nutrition Fund warrants for May payroll (\$23,727.27). (Attachment #11)
- m. Approval of the list of Child Nutrition Fund encumbrances for May-June. (Attachment #12)
- n. Approval of the list of Child Nutrition Fund warrants for May-June bills. (Attachment #13)
- o. Approval of the additional list of fundraisers for SY 2012-2013. (Attachment #14)
- p. Approval of the additional list of fundraisers for SY 2013-2014. (Attachment #15)

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

6. Haynes presented a thank you note to the board from Jack Kelley for the plant sent to him upon the passing of his grandpa.

Administrator's Reports:

- a. Superintendent's Report
 - i. Mickey Mantle Statue Park Progress Report
 - ii. Buildings Committee Report
 - b. Elementary Principal Kevin Wade informed the board that the new generator worked over Memorial Holiday when the electricity went out. There is lots of cleaning going on this summer. The 21st Century program is going the month of June. They have approximately 65 students attending. The summer Reading program has approximately 25 attending.
 - c. Middle School Principal Jack Kelley advised that the middle school has 15 students attending the required summer school. He is still needing a special-ed. teacher to replace Vera Myers who retired this year. They have lots of cleaning, painting and hauling off lots of items just lying around not in use.
 - d. High School Principal Jim Buttram lots of cleaning going on. There are repairs being done to the gym roof and a new ceiling is being installed in the gym. They have 10 students attending summer school for English only. Jimmy Dushane is teaching drivers' education this summer. He informed the board that the lightening had struck the baseball lights so repairs were being done to those.
 - e. Athletic Director Rusty Barker was not present. Mr. Buttram advised summer leagues were going. In both softball and baseball they have approximately 50 participating.
7. There was no action taken on the renewal of the lease/purchase with Welch State Bank for modular classroom buildings due to Haynes' recommendation to pay-off the lease/purchase.
 8. Motion by Reading, second by Smith, to renew lease/purchase with Musco Finance for softball field lights as recommended by Haynes. Vote: Reading-yes, Smith-yes, Cossairt-yes, Hailey-yes, Logan-yes
 9. Motion by Cossairt, second by Hailey, to renew property and casualty insurance policy with OSIG, Oklahoma Schools Insurance Group, through Bomford, Couch, & Wilson Insurance and to authorize payment of the premium (\$72,732.00) (Policy period July 1, 2013 to July 1, 2014) as recommended by Haynes. Vote: Cossairt-yes, Hailey-yes, Reading-yes, Smith-yes, Logan-yes
 10. Motion by Smith, second by Logan, to renew or not renew Workers' Compensation Insurance Policy with OSAG, Oklahoma School Assurance Group, through Bomford, Couch, & Wilson Insurance and to authorize payment of the premium (\$37,238.00) (Policy period July 1, 2013 through June 30, 2014) as recommended by Haynes. Vote: Smith-yes, Logan-yes, Cossairt-yes, Reading-yes, Hailey-yes
 11. Motion by Reading, second by Hailey, to approve Application for Temporary Appropriations for FY 2013-2014 as recommended by Haynes. (Attachment #16) Vote: Reading-yes, Hailey-yes, Cossairt-yes, Smith-yes, Logan-yes
 12. Motion by Smith, second by Hailey, to renew membership in the Oklahoma State School Boards Association for the 2013-2014 school year as recommended by Haynes. Vote: Smith-yes, Hailey-yes, Cossairt-yes, Reading-yes, Logan-yes
 13. Motion by Smith, second by Logan, to approve OPSUCA Service Agreement for the 2013-2014 fiscal year as recommended by Haynes. (Attachment #17) Vote: Smith-yes, Logan-yes, Cossairt-yes, Reading-yes, Hailey-yes
 14. Motion by Cossairt, second by Reading, to renew subscription to the OSSBA Policy Services for the 2013-2014 school year as recommended by Haynes. Vote: Cossairt-yes, Reading-yes, Smith-yes, Hailey-yes, Logan-yes
 15. Motion by Smith, second by Logan, to approve or not approve agreement with Kellogg & Sovereign Consulting, LLC to Provide E-Rate Management Services as recommended by Haynes. Vote: Smith-yes, Logan-yes, Cossairt-yes, Reading-yes, Hailey-yes

16. Motion by Reading, second by Smith, to approve or not approve Superintendent Jim Haynes as purchasing agent for Commerce Independent School District, authorized representative for all Federal programs including **E-Rate** and Child Nutrition, and designated custodian for the general fund, building fund, child nutrition fund, bond fund, activity fund, all federal programs including **E-Rate**, all state programs, and all other school programs and activities not listed for the 2013-2014 school year as recommended by Haynes. Vote: Reading-yes, Smith-yes, Cossairt-yes, Hailey-yes, Logan-yes

17. A discussion regarding compliance with Children’s Internet Protection Act (CIPA) was held.

Haynes reported we are using SONICWALL and Open DNS for our technology protection measures (Internet filtering software). SONICWALL and Open DNS protect against access by adults and minors to visual depictions that are obscene, child pornography, or – with respect to use of computers with Internet access by minors – harmful to minors. It may be disabled for adults engaged in bona fide research or other lawful purposes. Our district policy includes monitoring the online activities of minors.

Our Internet Safety Policy addresses the following as required by CIPA:

- a. access by minors to inappropriate matter on the Internet and World Wide Web;
 - b. the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications;
 - c. unauthorized access, including so-called “hacking,” and other unlawful activities by minors online;
 - d. unauthorized disclosure, use, and dissemination of personal information regarding minors; and
 - e. measures designed to restrict minors’ access to materials harmful to minors.
 - f. educating minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.
18. Motion by Reading, second by Smith, to renew or not renew membership in the Organization of Rural Oklahoma Schools as recommended by Haynes. Vote: Reading-yes, Smith-yes, Cossairt-yes, Hailey-yes, Logan-yes
19. Proposed executive session to discuss:
- a. the employment of teachers for the positions listed in item 24 on temporary contracts so that the Board can return to open session and vote to hire or not hire teachers for the positions listed in item 24 on temporary contracts. 25 O.S. § (307)(B)(1).
 - b. the employment of summer maintenance workers so that the Board can return to open session and vote to hire or not hire summer maintenance workers. 25 O.S. § (307)(B)(1).
 - c. the appointment of personnel for the 2013-2014 school year. 25 O.S. § 307(B)(1).
 - 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).
20. Motion by Cossairt, second by Reading, to convene in executive session. Vote: Cossairt-yes, Reading-yes, Smith-yes, Hailey-yes, Logan-yes Time: 7:16 p.m.
21. Board president Cossairt announced the end of executive session and the board’s return to open session at 7:41 p.m.
22. Cossairt stated, “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. Haynes, and Mr. Buttram.”
23. Motion by Reading, second by Hailey, to accept the resignation of Matt Barker that was submitted after the posting of the agenda as recommended by Haynes. (Attachment #18)

- 24. Vote to hire or not hire on a temporary contract:
 - a. No recommendation was made or action taken on hiring a new Middle School Special Education Teacher.
 - b. Motion by Reading, second by Logan to hire Denise Bayless as a new High School Science Teacher on a temporary contract as recommended by Haynes. Vote: Reading-yes, Logan-yes, Cossairt-yes, Smith-yes, Hailey-yes
 - c. Motion by Logan, second by Reading, to hire Bruce Rhodes as a new One-Half Time High School Mathematics Teacher on a temporary contract for a retired teacher as recommended by Haynes. Vote: Logan-yes, Reading-yes, Cossairt-yes, Smith-yes, Hailey-yes
 - d. Motion by Reading, second by Smith, to hire Richard Barrett as a new Middle School Custodian as recommended by Haynes. Vote: Reading-yes, Smith-yes, Cossairt-yes, Hailey-yes, Logan-yes
 - e. No recommendation was made or action taken on hiring a new High School Library Assistant.
- 25. Motion by Logan, second by Reading, to hire Blake Witten and Casey Ng as Summer Maintenance Workers as recommended by Haynes. Vote: Logan-yes, Reading-yes, Cossairt-yes, Smith-yes, Hailey-yes
- 26. Motion by Smith, second by Reading, to appoint the following personnel for SY 2013-2014 as recommended by Haynes.
 - a. Philip Geren – School District Treasurer
 - b. Linda Colver – Assistant Treasurer in charge of collecting and depositing local Child Nutrition Funds, Co-Custodian of Activity Funds, and Assistant Encumbrance Clerk
 - c. Patricia Price – Encumbrance Clerk and Minutes Clerk
 - d. Beverly Haynes – Assistant Encumbrance Clerk and Assistant Minutes Clerk
 - e. Jim Haynes – Co-Custodian of Activity Funds

Vote: Smith-yes, Reading-yes, Cossairt-yes, Hailey-yes, Logan-yes

- 27. There was no new business.
- 28. Motion by Reading, second by Hailey to adjourn. Vote: Reading-yes, Hailey-yes, Cossairt-yes, Smith-yes, Logan-yes Time: 7:46 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 5:30 p.m. on the 6th day of June, 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

Laura Reading
Vice-President

Kenny Smith
Clerk

Patricia Price
Minutes Clerk

Misty Hailey
Deputy Clerk

Herb Loge
Member

Date: 07/08/2013

Date: 7-8-2013

