

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
JULY 8, 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 Reading
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 June 10, 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 FY 2013 General Fund encumbrances for June, July, and August payrolls. (Attachment #4)
- e. Approval of the lists of FY 2013 General Fund warrants for June, July, and August payrolls. (Attachment #5)
- f. Approval of the list of FY 2013 General Fund encumbrances for June. (Attachment #6)
- g. Approval of the list of FY 2013 General Fund warrants for June bills. (Attachment #7)
- h. Approval of the list of General Fund encumbrances for July. (Attachment #8)
- i. Approval of the list of General Fund warrants for July bills. (Attachment #9)
- j. Approval of the list of FY 2013 Cooperative Fund encumbrances for June, July, and August payrolls. (Attachment #10)
- k. Approval of the list of FY 2013 Cooperative Fund warrants for June, July, and August payrolls. (Attachment #11)
- l. Approval of the list of FY 2013 Building Fund encumbrances for June. (Attachment #12)
- m. Approval of the list of FY 2013 Building Fund warrants for June bills. (Attachment #13)
- n. Approval of the list of Building Fund encumbrances for July. (Attachment #14)
- o. Approval of the list of Building Fund warrants for July bills. (Attachment #15)
- p. Approval of the list of FY 2013 Child Nutrition Fund encumbrances for June, July, and August payrolls. (Attachment #16)
- q. Approval of the lists of FY 2013 Child Nutrition Fund warrants for June, July, and August payrolls. (Attachment #17)
- r. Approval of the list of FY 2013 Child Nutrition Fund encumbrances for June. (Attachment #18)
- s. Approval of the list of FY 2013 Child Nutrition Fund warrants for June bills. (Attachment #19)
- t. Approval of the list of Child Nutrition Fund encumbrances for July. (Attachment #20)
- u. Approval of the additional list of fundraisers for SY 2013-2014. (Attachment #21)

Motion by Reading, second by Logan, to approve consent agenda items "a" through "u" as recommended by Haynes.

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

6. Haynes report that administrators hosted a group from South Asia sponsored by the Tulsa Global Alliance on June 12, 2013. The group discussed "Crisis and Disaster Management" with the administrators. Haynes presented information on the OSSBA/CCOSA August Conference. Haynes presented information on OSSBA Webinars.
7. Administrator's Reports:
 - a. Superintendent's Report
 - i. Mickey Mantle Statue Park Progress Report – Haynes had nothing further to report. Smith asked about the timeliness of the brick engraving and the quality of the brick engraving.
 - ii. Buildings Committee Report – Haynes reported on correspondence with architect Scott Vrooman from Tri-Arch Architecture
 - b. Elementary Principal Kevin Wade advised that Open House will be August 12 from 6:00-7:00. He informed the board that lots of maintenance work and cleaning was going on to get ready for students. He also advised the board that approximately 60 students attended summer school between the 21st Century Program and the Reading program. Also, a new handicap ramp was put in place at the front of the school.
 - c. Middle School Principal Jack Kelly was not present due to his son's birthday.
 - d. High School Principal Jim Buttram was not present due to attending the funeral visitation of a close family friend.
 - e. Athletic Director Rusty Barker was not present.
8. Motion by Logan, second by Reading, to approve a resolution authorizing the School District Treasurer to invest monies from one fund into another as recommended by Haynes. (Attachment #22) Vote: Logan yes, Reading-yes, Cossairt-yes, Smith-yes, Hailey-yes
9. Motion by Reading, second by Smith, to write off Child Nutrition Program "unpaid charges" for SY 2012-2013 for audit purposes as recommended by Haynes. (Attachment #23) Vote: Reading-yes, Smith-yes, Cossairt-yes, Hailey-yes, Logan-yes
10. A hearing was held to take public input on the adoption of local school board policies. There were no comments.
11. Motion by Reading, second by Smith, to adopt the following policies as recommended by Haynes:
 - a. EIAG Summer Academy Reading Programs (Attachment #24)
 - b. BJ Board of Education Executive Officer – Superintendent (Attachment #25)
 - c. CKC Safety Drills (Attachment #26)
 - d. CKCD Disaster Plans (Attachment #27)
 - e. CKC-R1 Fire Drills Rules and Procedures (Attachment #28)
 - f. CKD-R2 Tornado Drills Rules and Procedures (Attachment #29)
 - g. FNCGA Policy Prohibiting Student Possession of Dangerous Weapons (Attachment #30)
 - h. BBH-R1 New Board Member Workshop (Attachment #31)
 - i. DABB Records Investigation (Attachment #32)

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

12. Motion by Reading, second by Smith, to approve revised School Food Authority: Commerce Public Schools Procurement Plan for Child Nutrition Programs as recommended by Haynes. (Attachment #33) Vote: Reading-yes, Smith-yes, Cossairt-yes, Hailey-yes, Logan-yes
13. Motion by Smith, second by Hailey, to approve child nutrition program Protest Procedures for any actual or prospective bidder, offeror, or contractor who considers himself to have been aggrieved in connection with the solicitation, evaluation, or award of a contract by Commerce Public School District as recommended by Haynes. (Attachment #34) Vote: Smith-yes, Hailey-yes, Cossairt-yes, Reading-yes, Logan-yes

14. Motion by Smith, second by Hailey, to approve mathematics and science courses when taken in the 11th or 12th grades at Northeast Technology Center, pursuant to H.B. 2886 (70 O.S. § 11-103.6) as recommended by Haynes.
- a. Geometry
 - b. Algebra II
 - c. Algebra III
 - d. AP Calculus BC
 - e. AP Physics
 - f. Mechanics

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

15. Motion by Reading, second by Logan, to approve changes in the CMS CHS Student-Parent Handbook for 2013-2014 as recommended by Haynes. Vote: Reading-yes, Logan-yes, Cossairt-yes, Smith-yes, Hailey-yes
16. Motion by Reading, second by Smith, to approve changes in the Alexander Elementary School Student-Parent Handbook for 2013-2014 as recommended by Haynes. Vote: Reading-yes, Smith-yes, Cossairt-yes, Hailey-yes, Logan-yes
17. Motion by Smith, second by Hailey, to approve the contract with CDI Head Start as recommended by Haynes. Vote: Smith-yes, Hailey-yes, Cossairt-yes, Reading-yes, Logan-yes
18. Motion by Reading, second by Hailey, to renew membership in Grand Gateway Economic Development Association for Fiscal Year 2013 (July 1, 2013 to June 30, 2014) (\$400.00) as recommended by Haynes. Vote: Reading-yes, Hailey-yes, Cossairt-yes, Smith-yes, Logan-yes
19. After discussion it was decided not to hold the staff and family start of school get together this year.
20. Motion by Logan, second by Smith, to approve the personnel evaluation team for school year 2013-2014 as recommended by Haynes.
- a. Food Service Support Personnel - Linda Colver
 - b. Elementary and Middle School Maintenance and Custodial Support Personnel – Bobby Arms
 - c. High School Maintenance and Custodial Support Personnel – Danny Knight
 - d. Elementary Teachers and Support Personnel - Kevin Wade and Trevor Brough
 - e. Elementary Assistant Principal - Kevin Wade
 - f. Middle School Teachers and Support Personnel – Jack Kelley
 - g. High School Teachers, Alternative Education Director/Teacher, and Support Personnel – Jim Buttram
 - h. Special Education Teachers - Trevor Brough, Kevin Wade, Jack Kelley, and Jim Buttram
 - i. Principals and Support Personnel - Jim Haynes

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

21. Motion by Smith, second by Reading, to approve Non-Discrimination Resolution and appoint Jim Buttram, Coordinator of Title VI Civil Rights Act of 1964, Title IX of Education Amendments of 1972, Section 504 of Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, The Age Discrimination Act of 1975, and Boy Scouts of America Equal Access Act of 2001 for school year 2013-2014 as recommended by Haynes. (Attachment #35) Vote: Smith-yes, Reading-yes, Cossairt-yes, Hailey-yes, Logan-yes
22. Motion by Logan, second by Hailey, to approve Jim Haynes and/or Steve Moss as authorized representative(s) for Title I, Title II, Title III, Title IV, Title VI, Title VII, Carl Perkins, and Johnson-O'Malley funds for school year 2013-2014 as recommended by Haynes. (Attachment #36) Vote: Logan-yes, Hailey-yes, Cossairt-yes, Reading-yes, Smith-yes

23. Motion by Reading, second by Smith, to approve Jim Haynes and/or Steve Moss as authorized representative(s) for Title VIII "Impact Aid" for school year 2013-2014 as recommended by Haynes. (Attachment #37) Vote: Reading-yes, Smith-yes, Cossairt-yes, Hailey-yes, Logan-yes
24. Motion by Smith, second by Hailey, to approve Jim Haynes and/or Trevor Brough as authorized representative(s) for IDEA-Special Education Programs for school year 2013-2014 as recommended by Haynes. (Attachment #38) Vote: Smith-yes, Hailey-yes, Cossairt-yes, Reading-yes, Logan-yes
25. Motion by Reading, second by Logan, to approve Jim Haynes and/or Linda Colver as authorized representative(s) for Child Nutrition Programs for school year 2013-2014 as recommended by Haynes. (Attachment #39) Vote: Reading-yes, Logan-yes, Cossairt-yes, Smith-yes, Hailey-yes
26. Proposed executive session to discuss:
 - a. the employment of a new high school library assistant so the board can return to open session and vote to employ or not employ a new high school library assistant. 25 O.S. § 307(B)(1)
 - b. the employment of a new special education teacher so the board can return to open session and vote to employ or not employ a new special education teacher on a temporary contract. 25 O.S. § 307(B)(1)
 - c. the employment of a new high school cook so the board can return to open session and vote to employ or not employ a new high school cook. 25 O.S. § 307(B)(1)
 - d. the employment of a new secondary social studies teacher so the board can return to open session and vote to employ or not employ a new secondary social studies teacher on a temporary contract. 25 O.S. § 307(B)(1)
 - e. employing, hiring, appointing, promoting, demoting, disciplining, or receiving the resignation of an employee. 25 O.S. § (307)(B)(1)
27. Motion by Reading, second by Smith, to convene in executive session. Vote: Reading-yes, Smith-yes, Cossairt-yes, Hailey-yes, Logan-yes Time: 8:01 p.m.
28. Board president Cossairt announced the end of executive session and the board's return to open session at 8:28 p.m.
29. 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 and Mr. Haynes."
30. There were no resignations tendered since the posting of the Agenda.
31. Motion by Smith, second by Reading, to employ Heather Pittman as a new high school library assistant as recommended by Haynes. Vote: Smith-yes, Reading-yes, Cossairt-yes, Hailey-yes, Logan-yes
32. Motion by Reading, second by Hailey, to employ Latisha Henderson as a new special education teacher on a temporary contract as recommended by Haynes. Vote: Reading-yes, Hailey-yes, Cossairt-yes, Smith-yes, Logan-yes
33. Motion by Logan, second by Smith, to employ LaRhonda Ruddick as a new high school cook as recommended by Haynes. Vote: Logan-yes, Smith-yes, Cossairt-yes, Reading-yes, Hailey-yes
34. Motion by Smith, second by Reading, to employ Daniel Greene as a new secondary social studies teacher on a temporary contract as recommend by Haynes. Vote: Smith-yes, Reading-yes, Cossairt-yes, Hailey-yes, Logan-yes
35. There was no new business.
36. Motion by Reading, second by Hailey, to adjourn. Vote: Reading-yes, Hailey-yes, Cossairt-yes, Smith-yes, Logan-yes Time: 8:32 p.m.

July 8, 2013

The agenda was posted on the inside of the front door (visible from outside the building) of the Board of Education building at 6:00 p.m. on the 3rd day of July, 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)



President-Board of Education

Deputy Clerk



Vice-President

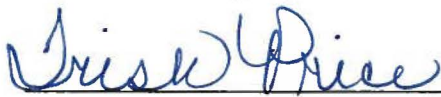


Member



Clerk

Date: 08/12/2013



Minutes Clerk

Date: 8-12-13

