

**MINUTES**

**REGULAR MEETING  
COMMERCE BOARD OF EDUCATION  
JUNE 9, 2014  
6:30 P.M.  
BOARD OF EDUCATION BUILDING  
217 COMMERCE STREET  
COMMERCE, OKLAHOMA**

1. President Kevin Reading called the meeting to order at 6:30 p.m. Those present were Reading, Kenny Smith, Misty Hailey, and Herb Logan. Jamie Johnston was absent. Superintendent Jim Haynes was also present.
2. The invocation was given by Logan.
3. Reading welcomed and thanked the guests for attending. (Attachment #1)
4. Justin Mills and Courtney Flores, representing Gourmet Solutions, a food service management company, made a presentation to the Board.

Johnston arrived at 6:48 p.m.

5. There were no public communications.
6. 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 12, 2014, regular board meeting.
- b. Minutes of the May 18, 2014, 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 for May payroll. (Attachment #4)
- f. Approval of the list of General Fund warrants for May payroll (\$450,687.36). (Attachment #5)
- g. Approval of the list of General Fund encumbrances for May-June. (Attachment #6)
- h. Approval of the list of General Fund warrants for May-June bills. (Attachment #7)
- i. Approval of the list of Cooperative Fund warrants for May payroll (\$5,241.61). (Attachment #8)
- j. Approval of the list of Building Fund encumbrances for May-June. (Attachment #9)
- k. Approval of the list of Building Fund warrants for May-June bills. (Attachment #10)
- l. Approval of the list of Child Nutrition Fund encumbrances for May payroll. (Attachment #11)
- m. Approval of the list of Child Nutrition Fund warrants for May payroll (\$18,977.52). (Attachment #12)
- n. Approval of the list of Child Nutrition Fund encumbrances for May-June. (Attachment #13)
- o. Approval of the list of Child Nutrition Fund warrants for May-June bills. (Attachment #14)
- p. Approval of the additional list of fundraisers for SY 2014-2015. (Attachment #15)

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

7. Written communications: Haynes presented an email to the Board from Julie Miller, OSSBA General Counsel, regarding the question whether or not the Board needs to approve the Activity Fund purchase orders. She replied, "No. Activity fund expenditures are approved by activity fund custodian based upon reasons for expenditures set yearly by board for sub accounts."

8. Administrator's Reports:
  - a. Superintendent's Report: Superintendent Haynes presented an Expenditure Summary, Revenue Report Comparison/Projections, and Financial Statement. The Board requested Haynes to prepare a revised communications policy for their consideration.
    - i. Mickey Mantle Statue Park Progress Report: Haynes had nothing further to report on the Mickey Mantle Statue Park progress.
    - ii. Buildings Committee Report: Haynes presented a mine map to the Board.
  - b. Elementary Principal's Report: Elementary principal Kevin Wade reported that approximately 50 students are attending the Project Comet summer program and approximately 20 students are attending the reading program.
  - c. Middle School Principal's Report: Middle School principal Jack Kelley reported that they have completed painting the lower half of the wall in the hallway royal blue and painted some classrooms.
  - d. High School Principal's Report: High School principal Jim Buttram presented a revised newsletter to the Board.
  - e. Athletic Director's Report: Athletic Director Rusty Barker did not make a report.
9. Motion by Reading, second by Smith, 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 (\$67,448.00). (Policy period July 1, 2014 to July 1, 2015) as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Logan-yes, Johnston-yes
10. Motion by Smith, second by Hailey, to renew Workers' Compensation Insurance Policy with OSAG, Oklahoma School Assurance Group, through Bomford, Couch, & Wilson Insurance and to authorize payment of the premium (\$34,512.00). (Policy period July 1, 2014 through June 30, 2015) as recommended by Haynes. Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-yes
11. Motion by Hailey, second by Logan, to approve Application for Temporary Appropriations for FY 2014-2015 as recommended by Haynes. (Attachment #16) Vote: Hailey-yes, Logan-yes, Reading-yes, Smith-yes, Johnston-yes
12. Motion by Smith, second by Logan, to approve or deny requests for Open Transfer of Student for the 2014-2015 school year as recommended by Haynes. Vote: Smith-yes, Logan-yes, Reading-yes, Hailey-yes, Johnston-yes
13. Motion by Reading, second by Hailey, to approve request to establish an activity fund sub account for the Art Club as recommended by Haynes. Vote: Reading-yes, Hailey-yes, Smith-yes, Logan-yes, Johnston-yes
14. Motion by Logan, second by Smith, to renew membership in the Oklahoma State School Boards Association for the 2014-2015 school year as recommended by Haynes. Vote: Logan-yes, Smith-yes, Reading-yes, Hailey-yes, Johnston-yes
15. Motion by Smith, second by Hailey, to approve OPSUCA Service Agreement for the 2014-2015 fiscal year as recommended by Haynes. Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-yes
16. Motion by Reading, second by Hailey, to renew or not renew subscription to the OSSBA Policy Services for the 2014-2015 school year as recommended by Haynes. Vote: Reading-yes, Hailey-yes, Smith-yes, Logan-yes, Johnston-yes
17. Motion by Hailey, second by Logan, to renew membership in the Organization of Rural Oklahoma Schools as recommended by Haynes. Vote: Hailey-yes, Logan-yes, Reading-yes, Smith-yes, Johnston-yes
18. Motion by Logan, second by Smith, to approve agreement with Kellogg & Sovereign Consulting, LLC to Provide E-Rate Management Services as recommended by Haynes. Vote: Logan-yes, Smith-yes, Reading-yes, Hailey-yes, Johnston-yes

19. Motion by Smith, second by Logan, 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 2014-2015 school year as recommended by Haynes. Vote: Smith-yes, Logan-yes, Reading-yes, Hailey-yes, Johnston-yes

20. A discuss 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.

21. Proposed executive session to discuss:

- a. the tendered resignations of the employees listed in item 26 so that the Board can return to open session and vote to accept or not accept the tendered resignations of the employees listed in item 26. 25 O.S. § (307)(B)(1).
- b. the employment of teachers for the positions listed in item 27 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 27 on temporary contracts. 25 O.S. § (307)(B)(1).
- c. coaching assignments for SY 2014-2015 so the Board can return to open session and vote to assign or not assign additional coaches for SY 2014-2015. 25 O.S. § 307(B)(1).
- d. the appointment of personnel for the 2014-2015 school year. 25 O.S. § 307(B)(1).
- e. discuss the purchase of real property. 25 O.S. § (307)(B)(3).
- f. 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).

22. Motion by Smith, second by Reading, to convene in executive session. Vote: Smith-yes, Reading-yes, Hailey-yes, Logan-yes, Johnston-yes Time: 8:18 p.m.

23. Board president Reading announced the end of executive session and the board’s return to open session at 9:58 p.m.

24. Reading 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, Mr. Buttram, Mr. Kelley, and Mr. Barker.”

25. There were no resignations submitted after the posting of the agenda.

26. Vote to accept or not accept the tendered resignation of:
- a. Motion by Smith, second by Logan, to accept the tendered resignation of Lisa Burrows, Alexander Elementary School Kindergarten Teacher, as recommended by Haynes. Vote: Smith –yes, Logan-yes, Reading-yes, Hailey-yes, Johnston-yes
  - b. Motion by Smith, second by Reading, to accept the tendered resignation of Sylvia Fairman, High School Special Education Teacher, as recommended by Haynes. Vote: Smith-yes, Reading-yes, Hailey-yes, Logan-yes, Johnston-yes
  - c. Motion by Smith, second by Logan, to accept the tendered resignation of Steve Hartman, Maintenance Worker, as recommended by Haynes. Vote: Smith-yes, Logan-yes, Reading-yes, Hailey-yes, Johnston-yes
27. Vote to hire or not hire on a temporary contract:
- a. Motion by Reading, second by Hailey, to hire on a temporary contract Josie Berry as a Special Education Teacher (PK-5) as recommended by Haynes. Vote: Reading-yes, Hailey-yes, Smith-yes, Logan-yes, Johnston-yes
  - b. Motion by Logan, second by Smith, to hire on a temporary contract Pamela Catt as a Special Education Teacher (6-12) as recommended by Haynes. Vote: Logan-yes, Smith-yes, Reading-yes, Hailey-yes, Johnston-yes
  - c. No action was taken to hire on a temporary contract a Middle School Science Teacher.
  - d. Motion by Smith, second by Logan, to hire on a temporary contract Bret Bouher as a High School Science Teacher as recommended by Haynes. Vote: Smith-yes, Logan-yes, Reading-yes, Hailey-yes, Johnston-yes
28. Motion by Smith, second by Hailey, to assign Rusty Barker – Head High School Boys Basketball Coach, Bret Bouher – Head High School Baseball Coach, and Bret Bouher – Assistant High School Football Coach for SY 2014-2015 as recommended by Haynes. (Attachment #17) Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-yes
29. Motion by Reading, second by Hailey, to appoint personnel for SY 2014-2015 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: Reading-yes, Hailey-yes, Smith-yes, Logan-yes, Johnston-yes
30. There was no new business.
31. Motion by Logan, second by Hailey, to adjourn. Vote: Logan-yes, Hailey-yes, Reading-yes, Smith-yes, Johnston-yes Time: 10:04 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 5:00 p.m. on the 5<sup>h</sup> day of June, 2014 by Jim Haynes, Superintendent of Schools, and notice of this regular meeting was given to the Ottawa County Clerk prior to December 15, 2013 by Jim Haynes, Superintendent of Schools.

(ATTEST)

*Kristin Rachie*  
President-Board of Education

*Hersh Lopez*  
Deputy Clerk

*Kenny Smith*  
Vice-President

\_\_\_\_\_  
Member

*Misty Huley*  
Clerk

Date: *07/14/2014*

*Trish Price*  
Minutes Clerk

Date: *7-14-14*

Seal

