

**MINUTES**

**REGULAR MEETING  
COMMERCE BOARD OF EDUCATION  
MARCH 7, 2016  
6:30 P.M.  
BOARD OF EDUCATION BUILDING  
217 COMMERCE STREET  
COMMERCE, OKLAHOMA**

1. President Kenny Smith called the meeting to order at 6:30 p.m. Those present were Smith, Misty Hailey, Herb Logan, and Kevin Reading. Jamie Johnston was absent. Superintendent Jim Haynes was also present.
2. The invocation was given by Smith.
3. Presentation of the February 9, 2016 annual school election results. (Attachment #1)

Board of Education Office No. 1

Kenny Smith	204
Robert Cheater	60
Vera Myers	48
Jessie Burnett	39

4. Kenny Smith took the Oath of Office and Loyalty Oath. (Attachment #2)
5. Elect officers of the Board of Education
  - a. President – Motion by Hailey, second by Smith, to elect Kevin Reading, President. Vote: Hailey-yes, Smith-yes, Logan-yes, Reading-yes, Johnston-absent
  - b. Vice President – Motion by Logan, second by Reading, to elect Kenny Smith, Vice President. Vote; Logan-yes, Reading-yes, Hailey-yes, Smith-yes, Johnston-absent
  - c. Clerk – Motion by Logan, second by Reading, to elect Misty Hailey clerk. Vote: Logan-yes, Reading-yes, Smith-yes, Hailey-yes, Johnston-absent
  - d. Deputy Clerk – Motion by Hailey, second by Smith, to elect Herb Logan, Deputy Clerk. Vote: Hailey-yes, Smith-yes, Reading-yes, Logan-yes, Johnston-absent
6. Reading welcomed and thanked the guests for attending. (Attachment #3)

Johnston arrived at 6:39 p.m.

7. 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 8, 2016, regular board meeting.
- b. Approval of the monthly financial report of activity funds. (Attachment #4)
- c. Approval of the monthly treasurer's report. (Attachment #5)
- d. Approval of the list of General Fund warrants for FY 2015 encumbrances. (Attachment #6)
- e. Approval of the list of General Fund encumbrances for February payroll. (Attachment #7)
- f. Approval of the list of General Fund warrants for February payroll (\$430,651.22). (Attachment #8)
- g. Approval of the list of General Fund encumbrances for February-March. (Attachment #9)
- h. Approval of the list of General Fund warrants for February-March bills. (Attachment #10)
- i. Approval of the list of Cooperative Fund warrants for February payroll (\$843.62). (Attachment #11)
- j. Approval of the list of Building Fund encumbrances for February-March. (Attachment #12)
- k. Approval of the list of Building Fund warrants for February-March bills. (Attachment #13)

- l. Approval of the list of Child Nutrition Fund encumbrances for February payroll. (Attachment #14)
- m. Approval of the list of Child Nutrition Fund warrants for February payroll (\$20,324.80). (Attachment #15)
- n. Approval of the list of Child Nutrition Fund encumbrances for February-March. (None)
- o. Approval of the list of Child Nutrition Fund warrants for February-March bills. (Attachment #16)
- p. Approval of the additional list of substitute cooks for SY 2015-2016(Attachment #17)
- q. Approval of the additional list of substitute custodians for SY 2015-2016(Attachment #18)
- r. Approval of the additional list of substitute teachers for SY 2015-2016. (Attachment #19)
- s. Approval of the additional list of fundraisers for SY 2015-2016. (Attachment #20)

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

8. Written communications:

- a. Haynes presented a letter from the Commerce Education Support Personnel of their intent to negotiate for the 2016-2017 school year.
- b. Haynes presented a letter from the Commerce Association of Classroom Teachers of their intent to negotiate for the 2016-2017 school year.
- c. Haynes presented a flyer for the OSSBA Region 5 Meeting at Adair High School, Thursday, March 31, 2016. The pre-district meeting workshop will begin at 5:30 p.m., and the meeting will begin at 6:30 p.m. and polled the Board to see who would be attending the meeting.

9. Administration Reports:

- a. Superintendent’s Report – Haynes reported on March 3rd the state announced another across the board cut of 4%. Our original state aid cut of 3% was \$34,905.95. This 4% state aid cut is \$54,028.34. Our Flexible Benefit Allowance 4% cut will be \$25,795.22. Haynes also provided the board with an email from Shawn Hime from OSSBA with a budget cut update. Haynes presented an Expenditure Summary Report, a Revenue Comparison/Projection Report reflecting the projected cuts, and a Financial Statement report that has historical revenue, disbursements, and balance by month to the board.
  - i. Safety Committees – Haynes presented the High School Safety Committee Report provided by High School Principal Jim Buttram. Elementary Principal Kevin Wade presented the Elementary Safety Committee Report.
  - ii. Facilities Report – Haynes provided the board with minutes of the February 22<sup>nd</sup> Bond Issue Campaign Meeting prepared by Smith. He also informed the board that LaLonie Hart had stopped by to let him know that they are interested in selling their property across the street from the Smith Insurance Agency. They are asking \$15,000 for the property.
  - iii. Resignations Report – Haynes informed the board that 3<sup>rd</sup> Grade teacher Tamara Morey has submitted a letter of resignation and Middle School Language Arts Teacher Kathy McCoy has submitted a letter of resignation due to retirement.
- b. Dana Garard, Opa! Food Management Inc., Director Nutrition Services, Report – Garard reported the breakfast count is up from last year, flavor stations have been set up at the High School, second meals are being offered at the High School for \$1, and after Spring Break Opa! will be providing all food for after prom and a chocolate fountain.
- c. Elementary Principal's Report – Wade reported the 5<sup>th</sup> Graders visited the Middle School last week and talked with Band Director Mr. Dunn, grade cards will go out on March 8<sup>th</sup>, Red Wheel fundraiser ends on March 10<sup>th</sup>, the 5<sup>th</sup> grade wax museum will be held on March 22<sup>nd</sup> and 23<sup>rd</sup>, and Holli Hayes has been selected as the Elementary’s Teacher of the Year.
- d. Middle School Principal's Report – Middle School Principal Jack Kelley reported there is a lot going on, the weight lifting meet at Cleveland, baseball has started, and Whitney Crawford has been selected as the Middle School Teacher of the Year.
- e. High School Principal's Report – High School Principal Jim Buttram reported the High School has 220 enrolled, cheerleader tryouts, EOI testing begins April 23<sup>rd</sup>, pre-enrollment has started, and they are looking into new signs for the baseball field.
- f. Athletic Director’s Report – Athletic Director Rusty Barker was attending the Lucky 7 All-Star Basketball Games at NEO. In his absence Haynes presented athletic schedules to the board.

10. Motion by Hailey, second by Logan, to renew contract with Municipal Accounting Systems for financial accounting software for the 2016-2017 school year as recommended by Haynes. Vote: Hailey-yes, Logan-yes, Reading-yes, Smith-yes, Johnston-yes
11. Motion by Reading, second by Hailey, to approve renewal of our OKTLE License Agreement for the 2016-2017 school year as recommended by Haynes. Vote: Reading-yes, Hailey-yes, Smith-yes, Logan-yes, Johnston-yes
12. Motion by Smith, second by Johnston, to adopt the 2016-2017 school calendar as recommended by Haynes. (Attachment #21) Vote: Smith-yes, Johnston-yes, Reading-yes, Hailey-yes, Logan-yes
13. Motion by Smith, second by Hailey, to approve one or more board member(s) and/or staff to attend any/or all of the following OSSBA Workshops, Conferences, and/or Webinars as recommended by Haynes:
  - a. New School Board Member Workshop on Friday, March 4 at the Southern Hills Marriott in Tulsa
  - b. Effective Board Workshop on Saturday, March 5 at the Southern Hills Marriott in Tulsa
  - c. Keeping Meetings Open and Legal Webinar on Wednesday, March 9
  - d. OPSUCA Manage Like a Boss Workshop on Friday, March 11 at the Southern Hills Marriott in Tulsa
  - e. Day at the Capitol, which will be held Tuesday, March 29, 2016 at the Oklahoma State Capitol in Oklahoma City
  - f. OPSUCA Manage Like a Boss Workshop on Friday, April 1 at the Embassy Suites Airport in Oklahoma City
  - g. Minutes Clerk Spring Academy Workshop on Friday, April 15 at the Schusterman Center, OU Tulsa Campus
  - h. Effective Board Workshop on Friday, April 29 at the Embassy Suites Downtown/Medical Center in Oklahoma City
  - i. New School Board Member Workshop on Saturday, April 30 at the Embassy Suites Downtown/Medical Center in Oklahoma City
  - j. Law Institute on Wednesday, May 4 at the Gaillardia Country Club in Oklahoma City
  - k. President's Workshop on Saturday, May 7 at the Embassy Suites Airport in Oklahoma City
  - l. Communications Workshop on Wednesday, June 22 in Oklahoma City

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

14. Motion by Smith, second by Hailey to appoint board member Johnston to the district teacher of the year selection committee. Vote: Smith-yes, Hailey-yes, Reading-yes, Logan-yes, Johnston-yes
15. Proposed executive session to discuss:
  - a. the reemployment status of individual building principals and/or athletic director so that the board can return to open session and vote to reemploy individual building principals and/or athletic director or vote to find that reasons may exist for the nonreemployment of individual building principals and/or athletic director. 25 O.S. § 307(B)(1).
  - b. status of current negotiations with the Commerce Education Support Personnel of Oklahoma with no resulting vote to be made. 25 O.S. § 307(B)(2).
  - c. status of current negotiations with the Commerce Association of Classroom Teachers with no resulting vote to be made. 25 O.S. § 307(B)(2).
  - d. fall and winter coaching assignments for SY 2016-2017, with no resulting vote to be made. 25 O.S. § 307(B)(1).
  - e. 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 Smith, second by Reading, to convene in executive session. Vote: Smith-yes, Reading-yes, Hailey-yes, Logan-yes, Johnston-yes Time: 7:50 p.m.
17. Board president Reading announced the end of executive session and the board's return to open session at 9:15 p.m.
18. 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, and Mr. Wade."

- 19. Haynes recommended the reemployment of individual building principals and athletic director. (Attachment #22)
  - a. Motion by Smith, second by Logan to reemploy Kevin Wade, Alexander Elementary School Principal. Vote: Smith-yes, Logan-yes, Reading-yes, Johnston-yes, Hailey-abstain
  - b. Motion by Smith, second by Logan to reemploy Trevor Brough, Alexander Elementary School Assistant Principal. Vote: Smith-yes, Logan-yes, Reading-yes, Hailey-yes, Johnston-yes
  - c. Motion by Smith, second by Logan to reemploy Jim Buttram, Commerce High School Principal. Vote: Smith-yes, Logan-yes, Reading-yes, Hailey-yes, Johnston-yes
  - d. Motion by Smith, second by Logan to reemploy Jack Kelley, Commerce Middle School Principal. Vote: Smith-yes, Logan-yes, Reading-yes, Hailey-yes, Johnston-yes
  - e. Motion by Smith, second by Logan to reemploy Rusty Barker, Athletic Director. Vote: Smith-yes, Logan-yes, Reading-yes, Hailey-yes, Johnston-yes
- 20. There was no new business.
- 21. Motion by Reading, second by Hailey, to adjourn. Vote: Reading-yes, Hailey-yes, Smith-yes, Logan-yes, Johnston-yes  
Time: 9:18 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 4<sup>th</sup> day of March, 2016 by Jimmy R. Haynes Ed. S., Superintendent of Schools, and notice of this regular meeting was given to the Ottawa County Clerk prior to December 15, 2015 by Jimmy R. Haynes Ed. S., Superintendent of Schools.

(ATTEST)

*Kevin Ready*  
 \_\_\_\_\_  
 President-Board of Education

*Heck Logan*  
 \_\_\_\_\_  
 Deputy Clerk

*Kenny Smith*  
 \_\_\_\_\_  
 Vice-President

*Jamie M Johnston*  
 \_\_\_\_\_  
 Member

*Rusty Hailey*  
 \_\_\_\_\_  
 Clerk

Date: 04/11/2016

*Iris Price*  
 \_\_\_\_\_  
 Minutes Clerk

Date: 4-11-16

