

## MINUTES

**REGULAR MEETING  
COMMERCE BOARD OF EDUCATION  
OCTOBER 11, 2016  
6:30 P.M.  
BOARD OF EDUCATION BUILDING  
217 COMMERCE STREET  
COMMERCE, OKLAHOMA**

1. Vice President Kenny Smith called the meeting to order at 6:30 p.m. Those present were Smith, Misty Hailey, Herb Logan, and Jamie Johnston. President Kevin Reading was absent. Superintendent Jim Haynes was also present.
2. The invocation was given by Smith.
3. Smith welcomed and thanked the guests for attending. (Attachment #1)
4. 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 September 13, 2016 regular board meeting.
- b. Minutes of the September 15, 2016 special board meeting.
- c. Minutes of the October 3, 2016 special board meeting.
- d. Approval of the monthly financial report of activity funds. (Attachment #2)
- e. Approval of the monthly treasurer's report. (Attachment #3)
- f. Approval of the list of General Fund encumbrances for September payroll. (Attachment #4) (P.O. 5000-50015, 50021-50044, 50046-50050, 50052-50090, 50092-50117)
- g. Approval of the list of General Fund warrants for September payroll (\$439,703.60). (Attachment #5) (Warrant 273-415)
- h. Approval of the list of General Fund encumbrances for September-October. (Attachment #6) (P.O. 77-78, 84, 146, 168-169, 173, 180, 184, 187-193, 195-218, 220-223)
- i. Approval of the list of General Fund warrants for September-October bills. (Attachment #7) Warrant 268-272, 412-413, 416-470)
- j. Approval of the list of Cooperative Fund encumbrances for September payroll. (Attachment #8) (P.O. 50000-50002)
- k. Approval of the list of Cooperative Fund warrants for September payroll (\$798.33). (Attachment #9) Warrant 1-8)
- l. Approval of the list of Building Fund encumbrances for September payroll. (Attachment #10) (P.O. 50000-50001)
- m. Approval of the list of Building Fund warrants for September payroll (\$9,962.57). (Attachment #11) (Warrant 24-35)
- n. Approval of the list of Building Fund encumbrances for September-October. (Attachment #12) (P.O. 7)
- o. Approval of the list of Building Fund warrants for September-October bills. (Attachment #13) (Warrant 36-37)
- p. Approval of the list of Child Nutrition Fund encumbrances for September payroll. (Attachment #14) (P.O. 50000-50011)

- q. Approval of the list of Child Nutrition Fund warrants for September payroll (\$24,374.99). (Attachment #15) (Warrant 8-32)
- r. Approval of the list of Child Nutrition Fund encumbrances for September-October. (Attachment #16) (P.O. 8, 10)
- s. Approval of the list of Child Nutrition Fund warrants for September-October bills. (Attachment #17) (Warrant 33-34)
- t. Approval of the list of Building Bond Fund of 2016 warrants for FY 2016 encumbrances. (Attachment #18) (Warrant 5)
- u. Approval of the list of Building Bond Fund of 2016 encumbrances for August-September. (None)
- v. Approval of the list of Building Bond Fund of 2016 warrants for August-September bills. (None)
- w. Approval of the additional list of substitute teachers for SY 2016-2017. (Attachment #19)
- x. Approval of the additional list of fundraisers for SY 2016-2017. (Attachment #20)

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

5. Written communications:

- a. Haynes presented the Governor's Proclamation declaring October 24-28, 2016 "Education Support Personnel Week"

6. Staff Reports:

- a. Superintendent's Report – Haynes provided a copy of the printout from the OSDE showing our share of the revenue returned to the school districts for FY 16 is \$35,680, an email from Vernon Florence showing the state dedicated revenue collections through September is down by \$12.78 M compared to last year, the state and national election is coming up on November 8<sup>th</sup>, information on State Question 779, the penny sales tax, the projected financial impact it would have on our district if it passes, and information on State Question 790. Haynes provided an Expenditure Summary Report, a Revenue Analysis Report, and a Financial Statement Report to the Board.
  - i. Facilities Report – Haynes reported the fencing project by the baseball field has been completed and a bench is being installed at the elementary school to honor Walter Fanning.
  - ii. Resignation Report – Haynes reported no resignations this month.
- b. Construction Manager Report - Crossland Construction Company Project Manager Aaron Hight presented a construction/progress update that consisted of a project summary, project photos, progress schedule, and construction budget report.
- c. Opaal Director Nutrition Services Report - Opaal Director Nutrition Services Dana Garard reported having two birthday parties for the students, tomorrow parents are eating with their children, and she is sponsoring a pumpkin decorating contest.
- d. Teachers' Report – Rick Schartz reported Halloween will be celebrated on October 28<sup>th</sup> at the elementary.
- e. Elementary Principal's Report – Elementary Principal Kevin Wade reported on the firemen's program, they sold 1,200 Red Wheel items, Red Ribbon Week is coming up, the Walter Fanning memorial bench dedication is set for October 21<sup>st</sup> at 10:00 a.m., teachers Linsey Cass, LaChrista Earll, and Jessica Bell will be attending K-8 Scholars Appreciate Math.
- f. Middle School Principal's Report – Middle School Principal Jack Kelley reported math and English teachers attended an OSAC/OSDE workshop in Muskogee last Friday, the middle school football team is 6-0, TSA will be going to Claremore tomorrow, the 8<sup>th</sup> grade science fair is October 20<sup>th</sup> at the high school, the 6<sup>th</sup> and 7<sup>th</sup> grade science fairs will be scheduled at a later date, and Alpha Plus is helping with academics.
- g. High School Principal's Report – after item 26
- h. Athletic Directors Report – after item 26

7. Aaron Hight, Crossland Construction Company Project Manager, presented the bids for Middle School Project – Bid Package No. 03 (Rebid) (Attachment #21)

8. Motion by Hailey, second by Johnston, to accept the following bid for Middle School Project – Bid Package No. 03 (Rebid) as recommended by Hight. (Attachment #22)

14	Aluminum Storefront & Glazing	Santa Paula	\$72,800
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Vote: Smith=yes, Hailey=yes, Logan=yes, Johnston=yes, Reading-absent

9. The board provided an opportunity for a tribe, or their designee, parent, or group of parents concerned with the educational opportunity of any student or group of students in the Commerce School District to:
- a. Present views regarding application for P.L. 81-874 "Impact Aid" funds.
  - b. Make recommendations concerning the needs of their children.
  - c. Provide input into the planning and development of the educational program of the district.
  - d. Present views on the educational program and its operation.

There were no views, recommendations, or input.

10. Motion by Logan, second by Hailey, to approve P.L. 81-874 Indian Policies and Procedures as recommended by Haynes. (Attachment #23) Vote: Smith=yes, Hailey=yes, Logan=yes, Johnston=yes, Reading-absent
11. Motion by Smith, second by Hailey, to approve the School District 2016-2017 Budget as recommended by Haynes. (Attachment #24) Vote: Smith=yes, Hailey=yes, Logan=yes, Johnston=yes, Reading-absent
12. Motion by Johnston, second by Hailey, to support Drop It and Drive, Bobbi White, School Safety Campaign as recommended by Haynes. Vote: Smith=yes, Hailey=yes, Logan=yes, Johnston=yes, Reading-absent
13. Motion by Smith, second by Johnston, to adopt a resolution opposing The Empire District Electric Company's application to increase electric rates as recommended by Haynes. (Attachment #25) Vote: Smith=yes, Hailey=yes, Logan=yes, Johnston=yes, Reading-absent
14. Motion by Johnston, second by Hailey, to approve FCCLA members and sponsors to attend a 2016 National Cluster Meeting in Orlando, Florida on Friday, November 18, 2016 through Sunday, November 20, 2016 as recommended by Haynes. Vote: Smith=yes, Hailey=yes, Logan=yes, Johnston=yes, Reading-absent
15. Motion by Hailey, second by Logan, to approve Loan Agreement for Food Service Deficits as recommended by Haynes. (Attachment #26) Vote: Smith=yes, Hailey=yes, Logan=yes, Johnston=yes, Reading-absent
16. Motion by Smith, second by Hailey, to approve resolutions calling for the 2017 Annual School Election as recommended by Haynes. (Attachment #27) Vote: Smith=yes, Hailey=yes, Logan=yes, Johnston=yes, Reading-absent
17. Motion by Smith, second by Logan, to approve revised school calendar for the 2016-2017 school year as recommended by Haynes. (Attachment #28) Vote: Smith=yes, Hailey=yes, Logan=yes, Johnston=yes, Reading-absent
18. Motion by Smith, second by Johnston, to appoint Whitney Crawford and Jack Kelley as residency committee members for entry year teacher Krystal Lesniak. Vote: Smith=yes, Hailey=yes, Logan=yes, Johnston=yes, Reading-absent
19. Motion by Hailey, second by Johnston, to approve Request for New Activity Fund Subaccount for the National Junior Honor Society as recommended by Haynes. Vote: Smith=yes, Hailey=yes, Logan=yes, Johnston=yes, Reading-absent

20. Motion by Smith, second by Logan, to approve one or more board member(s) and/or staff to attend the OSSBA Region 5 Meeting & Pre-Region Meeting Workshop "Fair Labor Standards Act (FLSA)", which will be held Tuesday, October 25, 2016 at the Oologah-Talala High School Cafeteria in Oologah, Oklahoma as recommended by Haynes. Vote: Smith-yes, Hailey-yes, Logan-yes, Johnston-yes, Reading-absent
21. Proposed executive session to discuss:
  - a. the employment of a new crossing guard so the Board can return to open session and vote to hire or not hire a new crossing guard 25 O.S. § 307(B)(1).
  - b. employing, hiring, appointing, promoting, demoting, disciplining, or receiving the resignation of an employee 25 O.S. § (307)(B)(1)
22. Motion by Hailey, second by Johnston, to convene in executive session. Vote: Smith-yes, Hailey-yes, Logan-yes, Johnston-yes, Reading-absent Time: 7:30 p.m.
23. Board vice president Smith announced the end of executive session and the board's return to open session at 7:40 p.m.
24. Smith stated, "Only the items on the executive session agenda were discussed and no votes were taken. Those present in executive session were Mr. Haynes and the four board members."
25. Motion by Hailey, second by Johnston, to hire Jim Rice as a new crossing guard as recommended by Haynes. Vote: Smith-yes, Hailey-yes, Logan-yes, Johnston-yes, Reading-absent
26. Motion by Smith, second by Logan, to approve individual certified and support personnel contracts for school year 2016-2017 as recommended by Haynes. (Attachment #29) Vote: Smith-yes, Hailey-yes, Logan-yes, Johnston-yes, Reading-absent
6. Staff Reports:
  - g. High School Principal's Report – Substitute high school principal Rusty Barker was supervising at the powder puff football game. He arrived at 7:41 p.m.
  - h. Athletic Directors Report – Athletic Director Rusty Barker provided an athletic schedule after his arrival.
27. There was no new business.
28. Motion by Hailey, second by Logan, to approve adjournment. Vote: Smith-yes, Hailey-yes, Logan-yes, Johnston-yes, Reading-absent Time: 7:50 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 9<sup>th</sup> day of October, 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, Superintendent of Schools.

(ATTEST)

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President-Board of Education

*Mark Logg*  
\_\_\_\_\_  
Deputy Clerk

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

*James M. Johnston*  
\_\_\_\_\_  
Member

\_\_\_\_\_  
Clerk

Date: *11/14/2016*

*Miss Price*  
\_\_\_\_\_  
Minutes Clerk

Date: *11-14-16*

