

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
MAY 8, 2017
6:30 P.M.
BOARD OF EDUCATION BUILDING
217 COMMERCE STREET
COMMERCE, OKLAHOMA**

1. President Kevin Reading called the meeting to order at 6:33 p.m.. Those present were Reading, Kenny Smith, Misty Hailey, Jamie Johnston, and Herb Logan. Superintendent Jim Haynes was also present.
2. Logan gave the Invocation.
3. The Board recognized Commerce Public Schools' teacher of the year, Linsey Cass.
4. Motion by Smith, second by Logan, to approve giving a stipend of \$150.00 to the district's teacher of the year, Linsey Cass, a stipend of \$75.00 to Commerce Middle School teacher of the year, Jana Kelley, and a stipend of \$75.00 to Commerce High School teacher of the year, Teruko Rogers as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Johnston-yes, Logan-yes.
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 April 10, 2017, regular board meeting.
- b. Approval of the monthly financial report of activity funds. (Attachment #1)
- c. Approval of the monthly treasurer's report. (Attachment #2)
- d. Approval of the list of General Fund encumbrances for April payroll. (Attachment #3) (P.O. 50000-50011, 50013-50014, 50016, 50021-50050, 50052-50090, 50093-50106, 50108-50114, 50116, 50123, 50128, 50131-50133)
- e. Approval of the list of General Fund warrants for April payroll (\$415,981.97). (Attachment #4) (Warrant 1885-2023)
- f. Approval of the list of General Fund encumbrances for April-May. (Attachment #5) (P.O. 38, 100, 243, 269, 399, 417, 419, 424-447, 449-450)
- g. Approval of the list of General Fund warrants for April-May bills. (Attachment #6) (Warrant 1882-1884, 2024-2103)
- h. Approval of the list of Cooperative Fund encumbrances for April payroll (Attachment #7) (P.O. 50000-50002)
- i. Approval of the list of Cooperative Fund warrants for April payroll (\$1,081.85). (Attachment #8) (Warrant 53-59)
- j. Approval of the list of Building Fund encumbrances for April payroll (Attachment #9) (P.O. 50000-50001)
- k. Approval of the list of Building Fund warrants for April payroll (\$8,694.03) (Attachment #10) (Warrant 125-136)
- l. Approval of the list of Building Fund encumbrances for April-May. (Attachment #11) (None)
- m. Approval of the list of Building Fund warrants for April-May bills (Attachment #12) (Warrant 137)
- n. Approval of the list of Child Nutrition Fund encumbrances for April payroll. (Attachment #13) (P.O. 50001-50003, 50005-50013)

- o. Approval of the list of Child Nutrition Fund warrants for April payroll (\$21,775.14). (Attachment #14) (Warrant 205-228)
- p. Approval of the list of Child Nutrition Fund encumbrances for April-May. (Attachment #15) (P.O. 15-16)
- q. Approval of the list of Child Nutrition Fund warrants for April-May bills. (Attachment #16) (Warrant 202-204)
- r. Approval of the list of Building Bond Fund of 2016 encumbrances for April-May (Attachment #17) (None)
- s. Approval of the list of Building Bond Fund of 2016 warrants for April-May bills. (Attachment #18) (None)
- t. Approval of the list of Sinking Fund encumbrances for April-May. (Attachment #19) (P.O. 1)
- u. Approval of the list of Sinking Fund warrants for April-May bills. (Attachment #20) (Warrant 1)
- v. Approval of the additional list of fundraisers for SY 2016-2017. (Attachment #21)
- w. Approval of the additional list of fundraisers for SY 2017-2018. (Attachment #22)

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

6. Reading welcomed and thanked the guests for attending (Attachment #23)

28. Under new business, Motion by Logan, second by Hailey, to waive board policy on no early graduation at the request of Jazlyn Alejandro and her mother, Gloria Alejandro, as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Johnston-yes, Logan-yes

7. Written communications: Haynes presented a thank you email from Nancy Brown, Chief Executive Officer, American Heart Association, to Rochelle Crawford in appreciation for the \$1,751.20 donation raised through Jump Rope for Heart.

8. Staff Reports:

- a. Superintendent's Report - Haynes reported our May state aid payment will be short due to a revenue shortfall. We do not know how much it will be yet. Haynes reported on the Wellness Committee Meeting held on Monday May 1. Haynes provided the Board with a Budget Analysis report, a Revenue Analysis report, and a Financial Statement report.
 - i. Facilities Report - Haynes reported the HVAC unit in the Middle School safe room needs to be replaced. The cost is estimated to be in the \$6,000 range. Haynes reported Danny Knight has been off with an injured knee for about a week and we will need to come up with a plan to keep up on the mowing.
 - ii. Resignations Report - Haynes reported on the resignations of elementary teachers Sarah Mahurin, Shelly Freeman, and Josie Chrz. He also reported high school science teacher, Teruko Rogers, has resigned due to retirement.
- b. Construction Manager Report - Crossland Construction Company Project Manager Aaron Hight presented a construction/progress update that consisted of a project summary, project safety, project photos, project schedules, and construction budgets report.
- c. Snowlyne Wilson, Opa! Food Management Inc., Director Nutrition Services, Report: Ms. Wilson advised the board that there will be a new menu system for next year. It has already been placed on the school website.
- d. Elementary Principal's Report: Kevin Wade advised the board that last week was Teacher Appreciation Week. At lunch today the elementary had a luncheon for Linsey Cass their Teacher of the Year. She is also Commerce Public Schools Teacher of the Year. The 5th grade is hosting the teachers meeting tomorrow. On May 15, at 10:00 a.m., they will be having the dedication of the bench in memory of Gracie. Gracie was killed in an automobile accident at the beginning of this school year. The Summer Reading program will begin June 5 and go until the 29th. Lacey Brough won \$400 from Flint Rock for an essay she wrote on Kindness.

- e. Middle School Principal's Report: Jack Kelley advised that the teachers will start moving out of their rooms the last day of school. Athletics physicals were last week. Twenty four G/T students and their sponsors went to Oklahoma City to see the Human Body exhibit. May 12 at 9:00 a.m. will be the awards assembly and then at 6:30 p.m. will be the 8th grade promotion. Semester tests will be Monday and Tuesday of next week.
 - f. High School Principal's Report: Jim Buttram was not in attendance due to illness. Teacher Floyd McKibben reported the high school carnival raised around \$2,000 on April 27th. May 11 will be the senior picnic at the Rust Bucket. On Sunday the 14th will be baccalaureate at 6:00 p.m. with graduation following.
 - g. Athletic Director's Report: Rusty Barker advised they had 120 students having their physicals. Integris will donate the money paid back to the athletic department. That should be \$1,200.00. Mr. Barker handed out football schedules for next year.
9. Motion by Hailey, second by Johnston, to adopt calendar option 4 as the 2017-2018 school calendar as recommended by the calendar committee. (Attachment #24) Vote: Reading-yes, Smith-yes, Hailey-yes, Johnston-yes, Logan-yes
 10. Motion by Reading, second by Smith, to renew contract with Clearwater Enterprises, LLC to supply natural gas for the 2017-2018 school year as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Johnston-yes, Logan-yes
 11. Motion by Smith, second by Logan, to approve renewal of contract with Alcohol & Drug Testing, Inc. (ADTI) for DOT alcohol and drug testing of bus drivers as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Johnston-yes, Logan-yes
 12. Motion by Logan, second by Smith, to declare no longer needed for district purposes two (2) 2006 Wilkins' Mobile Builders, Inc. 27' 4" X 67' 4" modular classroom buildings, #2831 and #2832, two (2) 1998 Williams Scotsman 11" 9" X 56' 0" modular classroom buildings, #981142 and #981143, and authorized Superintendent Haynes to sell the property no longer needed for district purposes as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Johnston-yes, Logan-yes
 13. Proposed executive session to discuss:
 - a. the reemployment status of all teachers listed on "Schedule A" so the board can return to open session and vote to reemploy, or table the reemployment of, teachers. 25 O.S. § 307 (B)(1).
 - b. the reemployment status of all temporary teachers listed on "Schedule B" so the board can return to open session and vote to reemploy on a teacher contract or a temporary contract those temporary teachers recommended by the Superintendent for reemployment on a teacher contract or a temporary contract. 25 O.S. § 307 (B)(1).
 - c. the reemployment of all support personnel listed on "Schedule C" so that the Board can return to open session and vote to give reasonable assurance of reemployment or to table reemployment of support personnel not recommended for reemployment by the Superintendent. 25 O.S. § 307(B)(1).
 - d. coaching assignments for SY 2017-2018 so the Board can return to open session and vote to assign or not assign coaches for SY 2017-2018. 25 O.S. § 307(B)(1).
 - e. The employment of new elementary teachers so the Board can return to open session and vote to hire or not hire new elementary teachers. 25 O.S. § (307)(B)(1).
 - 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).
 14. Motion by Smith, second by Logan, to convene in executive session. Vote: Reading-yes, Smith-yes, Hailey-yes, Johnston-yes, Logan-yes Time: 7:53 p.m.
 15. Board president Reading announced the end of executive session and the board's return to open session at 8:57 p.m.

16. Reading stated, "Only the items 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. Brough, Mr. Wade, Mr. Kelley, and Mr. Barker."
17. Haynes recommended the reemployment of all teachers listed on "Schedule A" for the 2017-2018 school year.
18. Motion by Hailey, second by Logan, to reemploy all teachers listed on "Schedule A" for the 2017-2018 school year as recommended by the superintendent. Vote: Reading-yes, Smith-yes, Hailey-yes, Johnston-yes, Logan-yes
19. Haynes recommended the reemployment of Kylee Bunch, LaChrista Earll, Jana Kelley, and Michelle Kirkendall on a teacher contract for the 2017-2018 school year. He recommended the reemployment of Krystal Lesniak and Bruce Rhodes on a temporary contract for the 2017-2018 school year.
20. Motion by Smith, second by Hailey, to reemploy Kylee Bunch, LaChrista Earll, Jana Kelley, and Michelle Kirkendall on a teacher contract for the 2017-2018 school year as recommended by the superintendent. Vote: Reading-yes, Smith-yes, Hailey-yes, Johnston-yes, Logan-yes
21. Motion by Hailey, second by Smith, to reemploy Krystal Lesniak and Bruce Rhodes on a temporary contract for the 2017-2018 school year as recommended by the superintendent. Vote: Reading-yes, Smith-yes, Hailey-yes, Johnston-yes, Logan-yes
22. Haynes recommended giving reasonable assurance of reemployment to all support personnel listed on "Schedule C" for the 2017-2018 school year.
23. Motion by Hailey, second by Johnston, to give reasonable assurance of reemployment to all support personnel listed on "Schedule C" for the 2017-2018 school year as recommended by the superintendent. Vote: Reading-yes, Smith-yes, Hailey-yes, Johnston-yes, Logan-yes
24. No action was taken to direct Superintendent to deliver all appropriate notices, as required by law, to those support personnel recommended for nonreemployment since it is not applicable.
25. Motion by Reading, second by Johnston, to give reasonable assurance of reemployment to all substitute teachers listed on "Schedule D", all substitute cooks listed on "Schedule E", and all substitute bus drivers listed on "Schedule F" for the 2017-2018 school year as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Johnston-yes, Logan-yes
26. Motion by Smith, second by Reading, to assign coaches for SY 2017-2018 as recommended by Haynes. (Attachment #25) Vote: Reading-yes, Smith-yes, Hailey-yes, Johnston-yes, Logan-yes
27. Motion by Smith, second by Logan, to hire Terra Morgan, Jessica Smith, and Jerrica Trease as new elementary teachers on temporary contracts as recommended by Haynes. Vote: Reading-yes, Smith-yes, Hailey-yes, Johnston-yes, Logan-yes
28. Under new business, Motion by Logan, second by smith, to accept the tendered resignation of Jim Buttram, as Commerce High School Principal for the 2017-2018 school year, due to retirement for health reasons as recommended by Haynes. (Attachment #26) Vote: Reading-yes, Smith-yes, Hailey-yes, Johnston-yes, Logan-yes
29. Motion by Reading, second by Johnston, to adjourn. Vote: Reading-yes, Smith-yes, Hailey-yes, Johnston-yes, Logan-yes Time: 9:04 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 5:30 p.m. on the 5th day of May, 2017 by Jimmy R. Haynes, Superintendent of Schools, and notice of this regular meeting was given to the Ottawa County Clerk prior to December 15, 2016 by Jimmy R. Haynes, Superintendent of Schools..

(ATTEST)



President-Board of Education



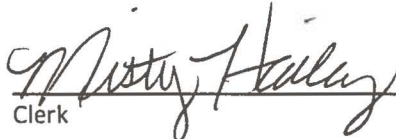
Deputy Clerk



Vice-President




Member



Clerk

Date: 06/12/2017



Minutes Clerk

Date: 6-12-17



“Schedule A”

Gerry Armstrong
Russell Barker
Denise Bayless
Jessica Bell
Crystal Bolles
Ramona Boyd
Angela Brough
Suzy Bryant
Jennifer Buttram
Linsey Cass
Pamela Catt
Bobby Crawford
Rochelle Crawford
Whitney Crawford
Gary Davis
Jason Dunn
Lisa Dunn
Kevin Earll
Melinda Hailey
Holli Hayes
Shawna Hemphill
Michele Kipp
Clint Kisse
Paula Knight
Katy Leatherman

Elizabeth Littlejohn
Danielle Manning
Floyd McKibben
John Medlin
Michelle Moore
Stacy Moss
Steve Moss
Kristy Moudy
Debbie Mountford
Jerry Myers
Lana Nino
Andrea Patrick
James Pickens
Matthew Poteet
Shellie Rhodes
Lindsay Roberts
Richard Schartz
Jake Sharp
Scott Shepherd
Brian Simmons
Michanne Summers
Terry Tyree Jr.
Brian Waybright
Kelly Wright

“Schedule B”

Kylee Bunch*
LaChrista Earll*
Jana Kelley*

Michelle Kirkendall*
Krystal Lesniak
Bruce Rhodes (Retired)

“Schedule C”

William Arms
Brenda Barr
Mitzi Black
Sheila Botts
Lorrie Bowling
Michelle Brookshire
Vicki Bruce
Andrea Bundy
Blake Elliott
Paula Grisham
Kalina Guzman
Teresa Hart
Willa Hogan
Jerry Karnes Jr.
Louise Kisse
Danny Knight Sr.
Julia Lalicker
Kira Luttrell
Irma Marquez
Leandra Martin
Carolyn McCord
David McCord
Atsuhiko Miyagi
Janis Millhollin

Stephen Moore
Dean North
Virginia Ontiveros
Kayla Palmer
Christine Patrick
Heather Pittman
Patricia Price
Nancy Rathjen
James Rice
LaRhonda Ruddick
Carol Sargent
Michelle Shackelford
Hollie Snyder
Brenda Spurgeon
Steve Sweeten
Cindy Thompson
Bobbie Tompkins
Janet Trease
Jodi Trease
Rikki Turley
Rhonda Turner
Martha White
Kymberly Wright
Flavia Ybarra

“Schedule D”

Delaney Ballard
Phyllis Bruton
Kamesha Cook
Hannah Hailey
Michael Hart
Steven Hartman
Dale Hurst
Jan Lee

Kay Medlin
Patricia Medlin
Terra Morgan
Kelly Nelson
Sandi Pannell
Steven Patterson
Cathy Redden

“Schedule E”

Terra Tuttle

“Schedule F”

Darrell Botts

Morris Williams