

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
DECEMBER 11, 2017
6:30 P.M.
BOARD OF EDUCATION BUILDING
217 COMMERCE STREET
COMMERCE, OKLAHOMA**

1. President Herb Logan called the meeting to order at 6:30 p.m. Those present were Logan, Misty Hailey, and Jamie Johnston. Kenny Smith was absent. Superintendent Jim Haynes was also present.
2. Johnston gave the invocation.
3. Logan 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 November 13, 2017 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 General Fund encumbrances for November payroll (Attachment #4) (P.O. 50000-50006, 50008-50015, 50019, 50021-50025, 50027-50068, 50070-50105, 50108, 50111-50113, 50115-50129, 50134-50136, 50140-50141, 50144-50147)
- e. Approval of the list of General Fund warrants for November payroll (Attachment #5) (Warrant 776-1049)
- f. Approval of the list of General Fund encumbrances for November-December (Attachment #6) (P.O. 214, 281-282, 284, 291-292, 308-335)
- g. Approval of the list of General Fund warrants for November-December bills (Attachment #7) (Warrant 1050-1111)
- h. Approval of the list of Cooperative Fund encumbrances for November payroll (Attachment #8) (P.O. 50000-50002)
- i. Approval of the list of Cooperative Fund warrants for November payroll (Attachment #9) (Warrant 15-21)
- j. Approval of the list of Building Fund encumbrances for November payroll (Attachment #10) (P.O. 50000-50001)
- k. Approval of the list of Building Fund warrants for November payroll (Attachment #11) (Warrant 57-68)
- l. Approval of the list of Building Fund encumbrances for November-December (Attachment #12) (None)
- m. Approval of the list of Building Fund warrants for November-December bills (Attachment #13) (Warrant 69)
- n. Approval of the list of Building Bond Fund of 2016 encumbrances for November-December (Attachment #14) (P.O. 41, 48-49, 56-57, 59-64)
- o. Approval of the list of Building Bond Fund of 2016 warrants for November-December bills (Attachment #15) (Warrant 34-44)
- p. Approval of the additional list of substitute teachers for SY 2017-2018 (Attachment #16)
- q. Approval of the additional list of fundraisers for SY 2017-2018 (None)

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

5. There were no written communications.

6. Staff Reports:
 - a. Superintendent's Report - Haynes provided the Board with a Budget Analysis Report, a Revenue Comparison/Projection Report, and a Financial Statement Report. Haynes reported Steve Moss and him attended the Innovative Learning Institute presented by the OU K20 Center in Norman. The K20 Center provides professional development for schools and administers the the state technology grants. Haynes reported he will be attending the Oklahoma School Advisory Council's Legislative Luncheon at Northeastern State University in Broken Arrow tomorrow. Representative Loring will be attending with him. Haynes reported we are getting ready for the end of the semester, semester tests are next week, and then we will be having Christmas break.
 - i. Facilities Report - Haynes reported we have a meeting scheduled with Aaron Hight from Crossland Construction next week. One of the items we will be discussing is a piece of playground equipment that was damaged during construction at the elementary school. Hailey asked about the ceiling in the middle school library. Middle School Principal Jack Kelley said it is on the list and went over other items on the punch list.. Logan asked about the paint on the door to the walkway. Kelley said they are supposed to come back and repaint it with epoxy paint. Haynes said we are looking at moving the entry doors to the gym to the cafeteria building because they have windows in them. Johnston said Mr. Earll told her the sink in the art room needs a splash guard behind it. Haynes also reported that we need to purchasing a kiln for the middle school art room. Haynes reported Ray Aspey will be installing awnings over sidewalks at the elementary over Christmas Break. After finishing at the elementary we will look at something at the high school between the back building and the main building.
 - ii. Resignation Report - Haynes reported he has not received any resignations this month.
 - b. Opaal Director Nutrition Services, Report - The Opaal Director of Child Nutrition Services was not present to report.
 - c. Teacher's Report - A teacher was not present to report.
 - d. Elementary Principal's Report - Elementary Principal Kevin Wade reported they have two students with chickenpox in second and third grades. They have sent home information informing parents. Lisa Dunn's father just passed away. They will be making a decision about the Christmas Program and postponing it to next week.
 - e. Middle School Principal's Report - Middle School Principal Jack Kelley reported they have finished fencing and will be putting the basketball goals backup over Christmas Break. The exhaust vent hood has been installed in the science lab. Semester Tests are Monday and Tuesday of next week. Wednesday will be make-up day. They will be showing movies Wednesday afternoon.
 - f. High School Principal/Athletic Director's Report - High School Principal/Athletic Director Rusty Barker was absent due to his attendance at the Welch Basketball Tournament.
7. Motion by Johnston, second by Logan, to appoint Smith as the Board's OSSBA Legislative Liaison. Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-absent
8. Proposed executive session to discuss:
 - a. the evaluation of the Superintendent, with no resulting vote to be made. 25 O.S. § (307)(B)(1).
 - b. discuss the employment of new special education paraprofessionals so the Board can return to open session and vote to hire or not hire new special education paraprofessionals. 25 O.S. § 307(B)(1).
 - c. 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).
9. Motion by Hailey, second by Johnston, to convene in executive session. Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-absent Time: 6:47 p.m.
10. Board president Logan announced the end of executive session and the board's return to open session at 7:09 p.m.

- 11. Logan stated, "Only the items listed on the executive session agenda were discussed and no votes were taken. Those present in executive session were the three board members and Mr. Haynes."
- 12. Motion by Hailey, second by Johnston, to hire Amber Bonham as a new special education paraprofessional as recommended by Haynes. Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-absent
- 13. There was no new business.
- 14. Motion by Johnston, second by Hailey, to approve adjournment. Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-absent Time: 7:11 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 4:00 p.m. on the 8th day of December, 2017, 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, 2016, by Jimmy R. Haynes Ed. S., Superintendent of Schools..

(ATTEST)

Herb Lopez
President-Board of Education

Deputy Clerk

Mark Hailey
Vice-President

Emily Burkholder
Member

Janice M Johnston
Clerk

Date: 1-8-2018

Trish Price
Minutes Clerk

Date: 1-8-2018

