

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
JANUARY 8, 2018
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, Jamie Johnston, and Kenny Smith. Superintendent Haynes was absent.
2. Logan gave the invocation.
3. Motion by Smith, second by Johnston, to appoint Emily Burkybile to Post #5. Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-yes
4. Emily Burkybile took the Oath of Office. (Attachment #1)
5. Logan welcomed and thanked the guests for attending. (Attachment #2)
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 December 11, 2017, regular board meeting
- b. Approval of the monthly financial report of activity funds (Attachment #3)
- c. Approval of the monthly treasurer's report (Attachment #4)
- d. Approval of the list of General Fund encumbrances for December payroll (Attachment #5) (P.O. 50000-50004, 50006, 50008-50015, 50019, 50021-50025, 50027-50068, 50070-50105, 50108, 50111-50113, 50115-50129, 50134-50135, 50140, 50144-50145, 50147-50148)
- e. Approval of the list of General Fund warrants for December payroll (\$437,106.77) (Attachment #6) (Warrant 1113-1264)
- f. Approval of the list of General Fund encumbrances for December-January (Attachment #7) (P.O. 115, 240, 317, 324, 337-359)
- g. Approval of the list of General Fund warrants for December-January bills (Attachment #8) (Warrant 1112, 1265-1316)
- h. Approval of the list of Cooperative Fund Encumbrances for December payroll (Attachment #9) (P.O. 50000-50002)
- i. Approval of the list of Cooperative Fund warrants for December payroll (\$836.12) (Attachment #10) (Warrant 22-28)
- j. Approval of the list of Building Fund encumbrances for December payroll (Attachment #11) (P.O. 50000-50001)
- k. Approval of the list of Building Fund warrants for December payroll (\$8,967.47) (Attachment #12) (Warrant 70-81)
- l. Approval of the list of Building Fund encumbrances for December-January (Attachment #13) (P.O. 1, 5)
- m. Approval of the list of Building Fund warrants for December-January bills (Attachment #14) (Warrant 82)
- n. Approval of the list of Building Bond Fund of 2016 encumbrances for December-January (Attachment #15) (P.O. 10, 53, 65-68)
- o. Approval of the list of Building Bond Fund of 2016 warrants for December-January bills (Attachment #16)

(Warrant 45-49)

- p. Approval of the additional list of substitute teachers for SY 2017-2018 (Attachment #17)
- q. Approval of the additional list of fundraisers for SY 2017-2018 (Attachment #18)

Motion by Hailey, second by Johnston, to approve consent agenda item "a". Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-abstain, Burkybile-abstain

Motion by Hailey, second by Johnston, to approve consent agenda items "b" through "q". Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-yes, Burkybile-yes

- 7. Written communications
 - a. Thank you note from the Crawford Family
- 8. Staff Reports:
 - a. Superintendent's Report - absent
 - i. Facilities Report - A discussion was held concerning the construction of a building down by the baseball field that our athletic teams could use to practice inside. Batting cages for both baseball and softball, a place to throw inside, and practice our other outside sports during bad weather. Jack Kelley reported \$85,000 total estimate for 100' X 40' building with 70' X 40' practice area; \$70,000 without electric, plumbing, and flooring; \$3,500 for used turf. Several alumni have indicated they would donate.
 - ii. Resignation Report - None
 - b. Opaal Director Nutrition Services, Report: Snow Wilson was absent - absent
 - c. Teacher's Report: Teacher Floyd McKibben advised that the FCCLA class did a food drive and was able to prepare 29 baskets for area families. The extra food was given to the food bank at the Quapaw Baptist Church. On January 15 the teachers are to go to Vinita for Professional Development. He informed the board that Bruce Rhodes and Bobby Crawford have moved into the storm shelter classrooms.
 - d. Elementary Principal's Report: Principal Kevin Wade advised that the awnings between buildings is now being installed. Accelerated Readers went to Chuckie Cheese in Joplin for their reward. There will be vision screening done on all students on January 18 & 19. He informed the board that there are 50 students attending the after school Reading program.
 - e. Middle School Principal's Report: Principal Jack Kelley advised that the middle school was at Welch playing basketball this evening. They will have vision screening on January 24. He advised that the guttering problem had been fixed and there had been lock problems on some doors and they have been fixed. The plumbing problem on the south end of the new building was a city problem and not a construction problem. That has been taken care of. The American flag is being raised and lowered by the students each day. The girls raise it in the morning and the boys take it down in the afternoon.
 - f. High School Principal/Athletic Director's Report: Rusty Barker was absent due to illness. Assistant Athletic Director Steve Moss advised that basketball was going well. Baseball and soccer practice will be starting soon. He advised they were checking into getting Google chrome books for students. The cost would be \$15,000 per grade.
- 9. Motion by Hailey, second by Johnston, to approve resolution designating the Superintendent of Schools as the authorized representative of this school district for the purpose of completing and signing insurance applications, uninsured motorist election / rejection forms, submitting proof of loss forms and generally dealing with any and all insurance carriers providing insurance coverage to this school district. (Attachment #19) Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-yes, Burkybile-yes
- 10. Motion by Smith, second by Hailey, to approve one or more board member(s) and/or staff to attend any/all of the following OSSBA Workshops, Conferences, and/or Webinars:
 - a. School Construction: Planning the Work – Working the Plan, which will be held Wednesday, January 31,

- 2018 from 9:00 a.m. to 3:00 p.m. at the Edmond Conference Center, Edmond, OK
- b. Warnings! Employees – What Must They Be Told and When: An OSSBA Legal Team Workshop, which will be held Tuesday, February 13, 2018 from 9:00 a.m. to 3:00 p.m. at the OSSBA Conference Center, Oklahoma City, OK
 - c. Spring Minutes Clerk Workshop, which will be held Friday, February 16, 2018 from 8:30 a.m. to 11:30 a.m. at the Credit Union House, Oklahoma City, OK
 - d. Spring eMeeting Group Workshop, which will be held Friday, February 16, 2018 from 11:30 a.m. to 12:30 p.m. at the Credit Union House, Oklahoma City, OK
 - e. Spring Treasurer/Encumbrance Clerk Workshop, which will be held Friday, February 16, 2018 from 12:30 p.m. to 3:15 p.m. at the Credit Union House, Oklahoma City, OK
 - f. Legislative Advocacy for Education Leaders Workshop, which will be held Tuesday, February 20, 2018 from 10:30 a.m. to 3:00 p.m. at the OSSBA Conference Center, Oklahoma City, OK
 - g. Spring Minutes Clerk Workshop, which will be held Friday, February 23, 2018 from 8:30 a.m. to 11:30 a.m. at the Southern Hills Marriott, Tulsa, OK
 - h. Spring eMeeting Group Workshop, which will be held Friday, February 23, 2018 from 11:30 a.m. to 12:30 p.m. at the Southern Hills Marriott, Tulsa, OK
 - i. Spring Treasurer/Encumbrance Clerk Workshop, which will be held Friday, February 23, 2018 from 12:30 p.m. to 3:15 p.m. at the Southern Hills Marriott, Tulsa, OK
 - j. Employee Drug Testing – Someone Went to Denver on Spring Break! An OSSBA Legal Team Workshop, which will be held Tuesday, March 6, 2018 from 9:00 a.m. to 3:00 p.m. at the OSSBA Conference Center, Oklahoma City, OK
 - k. Day at the Capitol, which will be held Tuesday, March 13, 2018 from 9:00 a.m. to 3:00 p.m. at the OSSBA Conference Center, Oklahoma City, OK
 - l. Webinar Wednesday, which will be held Wednesday March 14, 2018 from 12:00 p.m. to 1:00 p.m.
 - m. Incumbent School Board Member Workshop, which will be held Friday/Saturday, April 13-14, 2018 from 9:00 a.m. to 3:00 p.m. at the Southern Hills Marriott, Tulsa, OK
 - n. New School Board Member Workshop, which will be held Friday/Saturday, April 13-14, 2018 from 9:00 a.m. to 3:00 p.m. at the Southern Hills Marriott, Tulsa, OK
 - o. Student Handbooks: An OSSBA Legal Team Workshop, which will be held Tuesday, April 17, 2018 from 9:00 a.m. to 3:00 p.m. at the OSSBA Conference Center, Oklahoma City, OK
 - p. Incumbent School Board Member Workshop, which will be held Friday/Saturday, April 27-28, 2018 from 9:00 a.m. to 3:00 p.m. at the Sheraton, Oklahoma City, OK
 - q. New School Board Member Workshop, which will be held Friday/Saturday, April 27-28, 2018 from 9:00 a.m. to 3:00 p.m. at the Sheraton OKC, Oklahoma City, OK
 - r. Spring School Law Institute, which will be held Wednesday, May 2, 2018 from 9:00 a.m. to 3:00 p.m. at the Credit Union House, Oklahoma City, OK
 - s. President Workshop, which will be held Saturday, May 5, 2018 from 9:00 a.m. to 3:00 p.m. at the OSSBA Conference Center, Oklahoma City, OK
 - t. Region 5 Meeting, which will be held Thursday, March 29, 2018
 - u. 2018 OSSBA/CCOSA Education Leadership Conference, which will be held August 23-26, 2018 at the Cox Convention Center, Oklahoma City, OK

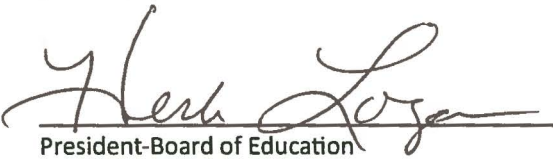
Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-yes, Burkybile-yes

11. Proposed executive session to discuss:
- a. the evaluation of the superintendent and the reemployment status of the superintendent so that the board can return to open session and vote to reemploy the superintendent or vote to find that reasons may exist for the nonreemployment of the superintendent 25 O.S. § 307(B)(1)
 - b. the employment of a new financial secretary trainee so that the board can return to open session and vote to employ a new financial secretary trainee 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)

- 12. Motion by Hailey, second by Johnston, to convene in executive session. Vote: Logan-yes, Hailey-yes, Johnston-yes, Smith-yes, Burkybile-yes Time: 7:11 p.m.
- 13. Board president Logan announced the end of executive session and the board's return to open session at 7:57 p.m.
- 14. 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 five Board members."
- 15. No action was taken on the reemploy of the superintendent.
- 17. Under "New Business" Smith submitted a letter of resignation from the Board of Education. (Attachment #20)
- 16. Motion by Hailey, second by Johnston, to hire Robin Smith as a new financial secretary trainee. Vote: Logan-yes, Hailey-yes, Johnston-yes, Burkybile-yes
- 18. Motion by Hailey, second by Johnston, to adjourn. Vote: Logan-yes, Hailey-yes, Johnston-yes, Burkybile-yes Time: 8:00 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 4:30 p.m. on the 5th day of January, 2018, 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, 2017, by Jimmy R. Haynes, Superintendent of Schools.

(ATTEST)



 President-Board of Education

 Deputy Clerk



 Vice-President



 Member



 Clerk

Date: 02/12/2018



 Minutes Clerk

Date: 2-12-2018

