

## MINUTES

**REGULAR MEETING  
COMMERCE BOARD OF EDUCATION  
AUGUST 13, 2018  
6:30 P.M.  
BOARD OF EDUCATION BUILDING  
217 COMMERCE STREET  
COMMERCE, OKLAHOMA**

1. President Herb Logan called the meeting to order at 6:35 p.m. Those present were Logan, Misty Hailey, Jamie Johnston, and Leslie Bissell. Emily Burkybile was absent. Superintendent Jim Haynes was also present.
2. Logan 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 July 9, 2018, 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 warrants for FY 2018 encumbrances (Attachment #4) (Warrant 2966-2987)
- e. Approval of the list of General Fund encumbrances for July payroll (Attachment #4) (P.O. 50000-50018)
- f. Approval of the list of General Fund warrants for July payroll (\$71,085.48) (Attachment #5) (Warrant 36-82)
- g. Approval of the list of General Fund encumbrances for July-August (Attachment #6) (P.O. 9, 19, 31, 42, 56, 64-67, 69, 76-78, 86, 101-106, 108-109, 114-129, 131-159, 161-162, 164-167, 171-180)
- h. Approval of the list of General Fund warrants for July-August bills (Attachment #7) (Warrant 35, 68-69, 83-147)
- i. Approval of the list of Building Fund warrants for FY 2018 encumbrances (None)
- j. Approval of the list of Building Fund encumbrances for July payroll (Attachment #8) (P.O. 50000-50001)
- k. Approval of the list of Building Fund warrants for July payroll (\$8,977.08) (Attachment #9) (Warrant 3-14)
- l. Approval of the list of Building Fund encumbrances for July-August (Attachment #10) (None)
- m. Approval of the list of Building Fund warrants for July-August bills (None)
- n. Approval of the list of Building Bond Fund of 2016 encumbrances for FY 2018 (Attachment #11) (P.O. 89, 94-97)
- o. Approval of the list of Building Bond Fund of 2016 warrants for FY 2018 encumbrances (Attachment #12) (Warrant 85-89)
- p. Approval of the list of Building Bond Fund of 2016 encumbrances for July-August (Attachment #13) (None)
- q. Approval of the list of Building Bond Fund of 2016 warrants for July-August bills (None)
- r. Approval of the list of Building Bond Fund of 2017 encumbrances for July-August (None)
- s. Approval of the list of Building Bond Fund of 2017 warrants for July-August bills (None)
- t. Approval of the list of substitute teachers for SY 2018-2019 (Attachment #14)
- u. Approval of the list of substitute cooks for SY 2018-2019 (Attachment #15)
- v. Approval of the additional list of fundraisers for SY 2018-2019 (Attachment #16)

Motion by Hailey, second by Logan, to approve consent agenda items "a" through "v" as recommended by Haynes.

Vote: Logan-yes, Hailey-yes, Johnston-yes, Bissell-yes, Burkybile-absent

5. There were no written communications.
6. Staff Reports:
  - a. Superintendent's Report - Haynes provided the Board with three additional financial reports that were not part of the consent agenda: a Budget Analysis Report, a Revenue Comparison/Projection Report, and a Financial Statement Report for the Board's information. Haynes reported on the professional development day at Wyandotte earlier today, bus driver training, met with new teachers last Wednesday for new teacher induction, Thursday teacher professional development on Chromebooks, Friday staff professional development in morning on CPR, afternoon with site principals, tomorrow staff breakfast, Wednesday is the first day of school, and bus routes have changed due to needing bus driver. Logan commented on wanting a driver to be hired.
    - i. Presentation of the 2018-2019 Accreditation Status - Haynes reported the district and all sites have been accredited with no deficiencies.
    - ii. Facilities Report
    - iii. Resignation Report - None
  - b. Opaal Director Nutrition Services Report - Snow Wilson was absent.
  - c. Elementary Principal's Report - Kevin Wade was absent due to open house.
  - d. Middle School Principal's Report - Jack Kelley was absent due to open house.
  - e. High School Principal/Athletic Directors Report - Rusty Barker reported there will be a football scrimmage here this Friday and the football scoreboard is not working.
7. Motion by Hailey, second by Bissell, to approve Contract for Secondary Career and Technology Education Programs (Family & Consumer Sciences and Science Technology Engineering & Math) for School Year 2018-2019 with the Oklahoma Department of Career and Technology Education as recommended by Haynes. Vote: Logan-yes, Hailey-yes, Johnston-yes, Bissell-yes, Burkybile-absent
8. Motion by Johnston, second by Hailey, to appoint Angela Brough, Trevor Brough, Jennifer Buttram, Jennifer Jauert, Mandy Marshall, Shawna Mathis, and Kristy Moudy to the Local Advisory Committee on Gifted Education as recommended by Haynes. Vote: Logan-yes, Hailey-yes, Johnston-yes, Bissell-yes, Burkybile-absent
9. A hearing was held to take public input on the adoption of local school board policies. (Proposed policies may be found on the school district website homepage at <http://www.commercetigers.net>. There was no public input.
10. Motion by Hailey, second by Johnston, to adopt the following policies as recommended by Haynes:
  - a. COB-R Food Procurement Plan Child Nutrition Programs (Regulation) (Attachment #17)
  - b. COCA Child Nutrition Program Meal Charge Policy (Attachment #18)
  - c. FFACD Medical Marijuana (Attachment #19)Vote: Logan-yes, Hailey-yes, Johnston-yes, Bissell-yes, Burkybile-absent.
11. Motion by Johnston, second by Logan to appoint the following receiving agents as recommended by Haynes:
  - a. Heather Pittman, Commerce Public Schools
  - b. Steve Moss, Commerce Public Schools
  - c. Janet Trease, Commerce High School
  - d. Louise Kisse, Commerce Middle School
  - e. Willa Hogan, Alexander Elementary School
  - f. Danny Knight, Commerce High School
  - g. Bobby Arms, Alexander Elementary School and Commerce Middle School

- h. Stephen Moore, Commerce High School
- i. Dean North, Commerce Middle School
- j. David McCord, Alexander Elementary School
- k. Sheila Botts, Commerce High School
- l. Cindy Thompson, Commerce Middle School
- m. Rhonda Turner, Alexander Elementary School

Vote: Logan-yes, Hailey-yes, Johnston-yes, Bissell-yes, Burkybile-absent.

- 12. Motion by Hailey, second by Logan, to renew membership in Grand Gateway Economic Development Association for Fiscal Year 2019 (July 1, 2018 to June 30, 2019) (\$400.00) as recommended by Haynes. Vote: Logan-yes, Hailey-yes, Johnston-yes, Bissell-yes, Burkybile-absent.
- 13. Proposed executive session to discuss:
  - a. the employment of a new high school cook, a new pre-kindergarten teacher's assistant, a new elementary school cook, and a new middle school part-time cook so that the board can return to open session and vote to hire or not hire a new high school cook, a new pre-kindergarten teacher's assistant, a new elementary school cook, and a new middle school part-time cook 25 O.S. § (307)(B)(1)
- 14. Motion by Johnston, second by Hailey, to convene in executive session. Vote: Logan-yes, Hailey-yes, Johnston-yes, Bissell-yes, Burkybile-absent. Time: 7:08 p.m.
- 15. Board president Logan announced the end of executive session and the board's return to open session at 7:16 p.m.
- 16. Logan stated, "Only the items listed 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."
- 17. Motion by Logan, second by Johnston, to hire the following personnel as recommended by Haynes:
  - a. Angela Bachman as a new high school cook
  - b. Yuliana Gutierrez as a new pre-kindergarten teacher's assistant
  - c. Shawna Thomure as a new elementary school cook
  - d. Carmen Callahan as a new middle school part-time cook

Vote: Logan-yes, Hailey-yes, Johnston-yes, Bissell-yes, Burkybile-absent

- 18. There was no new business.
- 19. Motion by Johnston, second by Hailey, to adjourn. Vote: Logan-yes, Hailey-yes, Johnston-yes, Bissell-yes, Burkybile-absent. Time: 7:17 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 6:30 p.m. on the 10<sup>th</sup> day of August, 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 Ed. S., Superintendent of Schools.

(ATTEST)

Herb Logan  
President-Board of Education

Emily Bunkybille  
Deputy Clerk

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Vice-President

Justin J. Busell  
Member

Janice A. Johnston  
Clerk

Date: 09/11/2018

Robin Smith  
Minutes Clerk

Date: 09/11/2018

