

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
SEPTEMBER 11, 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, Jamie Johnston, Emily Burkybile, and Leslie Bissell. Misty Hailey was absence. Superintendent Jim Haynes was also present.
2. Johnston gave the invocation.
3. Logan welcomed and thanked the guests for attending. (Attachment #1)
4. Pat Hecksher made a presentation on TSET grant opportunities, TAP Grant opportunities, and the Certified Healthy Oklahoma School Program..
5. Keli Keener from Grand Lake Mental Health Center made a presentation on BISS (Behavioral Intervention Services in School) offered by Grand Lake Mental Health Center, Inc.

Motion by Johnston, second by Burkybile, to approve Memorandum of Agreement (MOA) Between Grand Lake Mental Health Center, Inc. And Commerce Public Schools to provide Behavioral Intervention Services as recommended by Haynes. (Attachment #2) Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes, Hailey-absent

6. Alexander Elementary School Counselor, Angela Brough, made a presentation on proposed changes to our Suicide Intervention Plan.

Motion by Johnston, second by Bissell, to adopt the proposed changes to our Suicide Intervention Plan as presented by Brough and recommended by Haynes. (Attachment #3) Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes, Hailey-absent

7. Motion by Burkybile, second by Johnston, to combine the Lady Tigers Basketball Booster Club with the Boys Basketball Booster Club to become the Basketball Booster Club and close out the 929 Lady Tigers Basketball Booster Club Activity Fund subaccount and transfer the remaining fund balance to the renamed 939 Basketball Booster Club subaccount as recommended by Haynes. Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes, Hailey-absent

8. 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 August 13, 2018 regular board meeting
- b. Approval of the monthly financial report of activity funds (Attachment #4)
- c. Approval of the monthly treasurer's report (Attachment #5)
- d. Approval of the list of General Fund warrants for FY 2018 encumbrances (Attachment #6) (Warrant 2988-2992)
- e. Approval of the list of General Fund encumbrances for August payroll (Attachment #7) (P.O. 50001-50014, 50016-50118)

- f. Approval of the list of General Fund warrants for August payroll (\$171,123.44) (Attachment # 8) (Warrant 158-225)
- g. Approval of the list of General Fund encumbrances for August-September (Attachment #9) (P.O. 2, 6, 7, 9, 19, 65, 72-73, 84, 88-90, 93, 110, 113-115, 120, 131, 135, 137, 160, 169, 182, 184-185, 187-220, 222-245, 247-250, 252-259, 261, 263-270, 272, 1702)
- h. Approval of the list of General Fund warrants for August-September bills (Attachment #10) (Warrant 148-157, 226-322)
- i. Approval of the list of Building Fund encumbrances for August payroll (Attachment #11) (P.O. 50000-50001)
- j. Approval of the list of Building Fund warrants for August payroll (\$8,972.92) (Attachment #12) (Warrant 15-26)
- k. Approval of the list of Building Fund encumbrances for August-September (Attachment #13) (P.O. 3-4)
- l. Approval of the list of Building Fund warrants for August-September bills (Attachment #14) (Warrant 27)
- m. Approval of the list of Building Bond Fund of 2016 warrants for FY 2018 encumbrances (None)
- n. Approval of the list of Building Bond Fund of 2016 encumbrances for August-September (Attachment #15) (P.O. 1)
- o. Approval of the list of Building Bond Fund of 2016 warrants for August-September bills (None)
- p. Approval of the list of Building Bond Fund of 2017 encumbrances for August-September (Attachment #16) (P.O. 1)
- q. Approval of the list of Building Bond Fund of 2017 warrants for August-September bills (None)
- r. Approval of the additional list of substitute cooks for SY 2018-2019 (Attachment #17)
- s. Approval of the additional list of substitute teachers for SY 2018-2019 (Attachment #18)
- t. Approval of the additional list of fundraisers for SY 2018-2019 (Attachment #19)

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

- 9. There were no written communications.
- 10. 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. He reported he had received a couple of resignations. He informed the Board that Trish Logan has volunteered to help around the Superintendent's Office and the possibility of hiring a new position for the Superintendent's Office.
 - i. Facilities Report
 - ii. Resignation Report - Haynes reported receiving the resignation of 5th Grade Teacher Richard Schartz on August 31 effective immediately and the resignation of Elementary Cook Tarra Tuttle effective September 21.
 - b. Opaal Director Nutrition Services Report - Snow Wilson was not present to report.
 - c. Teachers' Report - High School Teacher Floyd McKibben reported on the August 31 Professional Development Day teachers helping teachers on IXL learning. He reported the teachers are liking the new Chromebooks and Go Guardian. He reported on the activities for the boys at the high school while the girls were attending My Life, OHP talk on drugs, rock wall climbing etc.
 - d. Elementary Principal's Report - Elementary Principal Kevin Wade reported enrollment of 497, Jerrica Trease has taken Richard Schartz's class, the elementary staff is also implementing IXL and is pleased, Police Chief Ray Horn will be doing crosswalk training with the students and teachers, and Constitution Day program will be on September 17.
 - e. Middle School Principal's Report - Middle School Principal Jack Kelley reported enrollment of 198, highest year 219, having three new teachers, staff doing great with Chromebooks, possible need for crossing guard at middle school or maybe stop sign, softball is almost over, middle school football, progress reports, and parent teacher conferences.
 - f. High School Principal/Athletic Director's Report - High School Principal/Athletic Director Rust Barker

reported on the flooding of the south building and working on it, sports in full swing, softball, football, cheer regionals, state will be in Tulsa at ORU, Parent Teacher Conferences, high school enrollment 216, right on line of A and 2A, numbers look promising to move up in a couple of year.

11. Motion by Johnston, second by Bissell, to approve the School District 2018-2019 Estimate of Needs and Financial Statement of the Fiscal Year 2017-2018 as recommended by Haynes. Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes, Hailey-absent
12. A public hearing was held for the purpose of taking public comment on financial matters, including past and future expenditures, of the district. (70 O.S. §5-134.1). No comments were made.
13. Motion by Johnston, second by Logan, to employ Stephen L. Smith Corp. as financial consultants to the School District, for the fiscal year 2018-2019 as recommended by Haynes. Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes, Hailey-absent
14. Motion by Burkybile, second by Logan, to approve leaving the Gifted Educational Plan as is as recommended by the Gifted Education Committee and Haynes. Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes, Hailey-absent
15. Motion by Johnston, second by Logan, to approve the list of concurrently enrolled students as recommended by Haynes. Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes, Hailey-absent
16. Motion by Burkybile, second by Johnston, to close the Class of 2018 Activity Fund subaccount and transfer the balance to the General Fund Activity Fund subaccount as recommended by Haynes. Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes, Hailey-absent
17. Motion by Johnston, second by Bissell, to approve Professional Development Committee Members for School Year 2018-2019 as recommended by Haynes. (Attachment #20) Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes, Hailey-absent
18. Motion by Johnston, second by Bissell, to approve request by FCCLA sponsor Crystal Bolles to take six students to the National Cluster Meeting to be held November 9-11, 2018 in Louisville, Kentucky as recommended by Haynes. Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes, Hailey-absent
19. Motion by Johnston, second by Logan, to approve request by High School Student Council sponsor Denise Bayless to take the Student Council officers on a trip to Washington, D.C. as recommended by Haynes. Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes, Hailey-absent
20. Motion by Johnston, second by Logan, to approve request to use the Sick Leave Sharing Program up to the maximum amount of donated leave the employee may receive as recommended by Haynes. Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes, Hailey-absent
20. Proposed executive session to discuss:
 - a. discuss the employment of a new elementary teacher so the Board can return to open session and vote to hire or not hire a new elementary teacher. 25 O.S. § 307(B)(1).
 - b. discuss the employment of new middle school part time cook so the Board can return to open session and vote to hire or not hire new middle school part time cook. 25 O.S. § 307(B)(1).
 - c. status of current negotiations with the Commerce Association of Classroom Teachers so the board can return to open session and vote on ratification of the 2018-2019 negotiated agreement. 25 O.S. § 307(B)(2).
21. Motion by Logan, second by Johnston, to convene in executive session. Vote: Logan-yes, Johnston-yes,

Burkybile-yes, Bissell-yes, Hailey-absent Time: 8:13 p.m.

- 22. Board president Logan announced the end of executive session and the board's return to open session at 8:28 p.m.
- 23. 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 four Board members and Mr. Haynes."
- 24. Motion by Bissell, second by Johnston, to hire Jerrica Trease as a new elementary teacher as recommended by Haynes. Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes, Hailey-absent
- 25. Motion by Bissell, second by Burkybile, to hire Robin Karnes as a new middle school part time cook as recommended by Haynes. Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes, Hailey-absent
- 26. Motion by Johnston, second by Logan, to ratify the 2018-2019 negotiated agreement with the Commerce Association of Classroom Teachers as recommended by Haynes. (Attachment #21) Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes, Hailey-absent
- 27. There was no new business.
- 28. Motion by Johnston, second by Burkybile, to adjourn. Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes, Hailey-absent Time: 8:30 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 8th day of September, 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 Lose
President-Board of Education

Emily Burkybile
Deputy Clerk

Vice-President

Justin Bussell
Member

Janice Johnston
Clerk

Date: 10/09/2018

Robin Smith

Date: 10/9/2018

