

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
OCTOBER 9, 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. Trevor Brough gave the Invocation.
3. Logan welcomed and thanked the guests for attending. (Attachment #1)
4. Motion by Bissell, second by Johnston, to accept the tendered resignation of Board of Education member Misty Hailey. (Attachment #2) Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes, Hailey-absent
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 September 11, 2018 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 warrants for FY 2018 encumbrances (Attachment #5) (Warrant 2993-2995)
- e. Approval of the list of General Fund encumbrances for September payroll (Attachment #6) (P.O. 50001-50014, 50016-50131)
- f. Approval of the list of General Fund warrants for September payroll (\$531,993.88) (Attachment #7) (Warrant 335-501, 506-514)
- g. Approval of the list of General Fund encumbrances for September-October (Attachment #8) (P.O. 8-10, 26, 30-31, 42, 65, 77, 82, 88-90, 92, 96, 129, 149, 182, 186, 189, 191, 196, 205, 220, 222, 239, 243, 246-247, 250, 257, 260, 263, 266, 269, 279-299, 301-306, 308-311, 313, 315-318, 1702)
- h. Approval of the list of General Fund warrants for September-October bills (Attachment #9) (Warrant 323-334, 502-505, 515-593)
- i. Approval of the list of Cooperative Fund encumbrances for September payroll (Attachment #10) (P.O. 50000-50002)
- j. Approval of the list of Cooperative Fund warrants for September payroll (\$1,002.57) Attachment #11) (Warrant 1-6)
- k. Approval of the list of Building Fund encumbrances for September payroll (Attachment #12) (P.O. 50000-50001)
- l. Approval of the list of Building Fund warrants for September payroll (\$9,694.46) (Attachment #13) (Warrant 29-40)
- m. Approval of the list of Building Fund warrants for September-October bills (Attachment #14) (Warrant 28, 41-42)
- n. Approval of the list of Building Bond Fund of 2016 encumbrances for September-October (Attachment #15) (P.O. 2, 5)

- o. Approval of the list of Building Bond Fund of 2016 warrants for September-October bills (Attachment #16) (Warrant 2)
- p. Approval of the list of Building Bond Fund of 2017 encumbrances for September-October (Attachment #17) (P.O. 2)
- q. Approval of the list of Building Bond Fund of 2017 warrants for September-October bills (Attachment #18) (Warrant 1)
- r. Approval of the list of Building Bond Fund of 2018 encumbrances for September-October (Attachment #19) (P.O. 1-4)
- s. Approval of the list of Building Bond Fund of 2018 warrants for September-October bills (Attachment #20) (Warrant 1-2)
- t. Approval of the additional list of substitute teachers for SY 2018-2019 (Attachment #21)
- u. Approval of the additional list of fundraisers for SY 2018-2019 (Attachment #22)

Motion by Logan, second by Johnston, to approve consent agenda items “a” through “u” as recommended by Haynes. Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes

6. Written communications:

Proclamation from Governor, Mary Fallin, proclaiming the week of October 8, 2018, as “Education-Support Personnel Appreciation Week”.

7. 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.
 - i. Facilities Report - Haynes reported we are working on drainage at the high school.
 - ii. Resignation Report - Haynes reported Michelle Shackelford will be turning in her resignation to accept another job.

Logan made a statement about requesting to have two items on the agenda but only one was put on the agenda.

- b. Opaal! Director Nutrition Services Report - Snow Wilson was not present to report.
- c. Teachers’ Report - High School Teacher Floyd McKibben reported on Janet Trease using Google Docs to provide a Weekly Bulletin at the High School; Professional Development meeting last Friday where Steve Moss answered teachers’ questions about Go Guardian, IXL software, and Google Classroom; Go Guardian sends teachers reports as to what students are doing on their Chromebooks; Trease is using Google Forms to collect homework assignments for absent students; and Crystal Bolles and students helped with the Mother Road Marathon.
- d. Elementary Principal's Report - Elementary Principal Kevin Wade reported elementary teachers attended a webinar on H&H Math online on the Professional Day; the Buildings are in good shape; he watched the weather closely today due to the bad weather; and parking, loading, and unloading, crosswalks is improving.
- e. Middle School Principal's Report - Middle School Principal Jack Kelley reported today was Red, White, and Blue Day; the Middle School is participating in Homecoming Week; the Middle School was used for the Mother Road Marathon; during Professional Development the staff worked on curriculum on notebooks; working on traffic before and after school on Cherry Street trying to get a plan; getting ready for all students on Chromebooks; starting tomorrow all students will have a Chromebook; students will not be taking the Chromebooks home; and there will be a \$5 Chromebook fee.
- f. High School Principal/Athletic Director’s Report - High School Principal/Athletic Director Rusty Barker reported the Powder-Puff Football Game went good; National Guard game went good; cheerleaders received distinguished academic award; drainage is helping with water problem; and still working on one area cutting out sidewalk.

8. Motion by Johnston, second by Bissell, to approve the School District 2018-2019 Budget as recommended by

Haynes. (Attachment #23) Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes

9. Motion by Logan, second by Burkybile, to approve resolutions calling for the 2019 Annual School Election as recommended by Haynes. (Attachment #24) Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes
10. Motion by Johnston, second by Burkybile, to approve Participation Agreement Among Oklahoma State Department of Education (OSDE), Public Consulting Group, Inc. (PCG), and the School District (The OSDE Under the Authority of Agreement with Oklahoma Health Care Authority (OHCA) Medicaid School-Based Health Services Program) as recommended by Haynes. (Attachment #25) Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes
11. Motion by Logan, second by Johnston, to appoint John Medlin and Jack Kelley as residency committee members for entry year teacher, Melissa Stebbins as recommended by Haynes. Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes
12. Motion by Johnston, second by Burkybile, to approve one or more board member(s) and/or staff to attend the OSSBA Region 5 Meeting & Pre-Region Meeting Workshop "Advocacy at the State and Local Levels", which will be held Thursday, November 15, 2018 at the Catoosa Public Schools "Dome" (Catoosa Cafeteria) in Catoosa, Oklahoma as recommended by Haynes. Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes
13. Proposed executive session to discuss appointing a new member of the Board of Education 25 O.S. § (307)(B)(1)
14. Motion by Logan, second by Johnston, to convene in executive session. Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes Time: 7:29 p.m.
15. Board president Logan announced the end of executive session and the board's return to open session at 7:48 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 the four Board members and Mr. Haynes."
17. Motion by Logan, second by Johnston, to approve individual certified and support personnel contracts for school year 2018-2019 as recommended by Haynes. (Attachment #26) Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes
18. A discussion was held under new business. Burkybile mentioned getting lots of talk, etc., about cheer stuff. Logan said - the two ADs and Principal need to look into it. Burkybile advised cheer parents to start at the source and go through the chain of command. She said there is a meeting going on tonight between cheer parents.

The Board members signed individual certified and support personnel contracts for school year 2018-2019.

19. Motion by Logan, second by Johnston, to approve adjournment. Vote: Logan-yes, Johnston-yes, Burkybile-yes, Bissell-yes Time: 8:39 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 5th day of October, 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 Lopez
President-Board of Education

Emily Bunkpale
Member

Janice Johnston
Clerk

Justi J. Benson
Member

Deputy Clerk

Date: 11/12/2018

Robin Smith
Minutes Clerk

Date: 11/12/2018

