

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
JUNE 10, 2019
6:30 P.M.
BOARD OF EDUCATION BUILDING
217 COMMERCE STREET
COMMERCE, OKLAHOMA**

1. President Leslie Bissell called the meeting to order at 6:30 p.m. Those present were Bissell, Emily Burkybile, Jamie Johnston, and Herb Logan. Adam Bruton was absent. Superintendent Jim Haynes was also present.
2. Haynes gave the invocation.
3. Bissell welcomed and thanked the guests for attending. (Attachment #1)
4. No action was taken on board to consider and take possible action, in the absence of the President and/or Clerk, to appoint an acting President and/or acting Clerk for the School District to execute any and all documents pertaining to setting the maturities, date, time and place of the bond sale.
5. Motion by Logan, second by Johnston, to adopt resolution determining the maturities of, and setting a date, time and place for the sale of the **\$555,000** Building Bonds of this School District; and designating bond counsel for this issuance of bonds. (Attachment #2) Vote: Bissell-yes, Burkybile-yes, Johnston-yes, Logan-yes, Bruton-absent
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 May 13, 2019, 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 May payroll (Attachment #5) (P.O.s 50001-50004, 50006-50009, 50011-50014, 50016-50051, 50053-50068, 50070-50077, 50079-50099, 50101-50110, 50112-50119, 50121-50124, 50127, 50131, 50133-50138, 50141-50148)
- e. Approval of the list of General Fund warrants for May payroll (\$505,390.52) (Attachment #6) (Warrants 2487-2645)
- f. Approval of the list of General Fund encumbrances for May-June (Attachment #7) (P.O.s 3, 6, 33, 102, 142, 244, 318, 487, 546, 549, 572, 578, 593, 596, 603, 618, 620-636, 638-647, 649)
- g. Approval of the list of General Fund warrants for May-June bills (Attachment #8) (Warrants 2474-2486, 2646-2689)
- h. Approval of the list of Cooperative Fund encumbrances for May payroll (Attachment #9) (P.O.s 50000-50002)
- i. Approval of the list of Cooperative Fund warrants for May-August payrolls (\$4,010.28) (Attachment #10) (Warrants 56-83)

- j. Approval of the Cooperative Fund encumbrances for May-June (Attachment #11) (P.O. 1)
- k. Approval of the Cooperative Fund warrants for May-June bills (None)
- l. Approval of the list of Building Fund encumbrances for May payroll (Attachment #12) (P.O.s (50000-50001)
- m. Approval of the list of Building Fund warrants for May payroll (\$10,120.66) (Attachment #13) (Warrants 134-145)
- n. Approval of the list of Building Fund encumbrances for May-June (Attachment #14) (P.O.s 7-9)
- o. Approval of the list of Building Fund warrants for May-June bills (Attachment #15) (Warrant 133)
- p. Approval of the additional list of fundraisers for SY 2019-2020 (Attachment #16)

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

Motion by Bissell, second by Johnston, to approve consent agenda item “a” as recommended by Haynes. Vote: Bissell-yes, Burkybile-yes, Johnston-yes, Logan-abstain, Bruton-absent

- 7. There were no written communications.
- 8. Staff Reports:
 - a. Superintendent’s Report - Haynes reported we will be receiving an additional \$62,160 in motor vehicle revenue next year because of an underpayment. But, motor vehicle collections are a chargeable in the state aid formula so this will be offset in our state aid allocation in 2020-2021.
 - i. Facilities Report - Haynes reported new LED lighting has been installed, the building at 103 Commerce has been cleaned out preparing for demolition, we are preparing to replace worn out flooring, and installing concrete, awning, and fencing at the elementary in preparation to relocate the after school bus pickup.
 - ii. Resignation Report - Haynes reported receiving a resignation from Middle School Principal, Jack Kelley.
 - b. Opaa! Food Management Inc., Director Nutrition Services, Report - Snow Wilson was not present to report.
 - c. Teacher’s Report - Floyd McKibben reported he is enjoying his summer.
 - d. Elementary Principal's Report - Kevin Wade reported the building is getting ready, it is the second week of summer school and it has been going well, and they will be going to a trampoline park in Joplin for their end of summer school field trip.
 - e. Middle School Principal's Report - No report
 - f. High School Principal/Athletic Director's Report - Rusty Barker reported there has been a lot of travel with the summer athletic leagues, and he reported on Danny’s health.
- 9. Motion by Johnston, second by Logan, to approve Lease Purchase Agreement with Welch State Bank for LED Lighting & Materials as recommended by Haynes. Vote: Bissell-yes, Burkybile-yes, Johnston-yes, Logan-yes, Bruton-absent
- 10. Motion by Bissell, second by Burkybile, to contract with Opaa! Food Management, Inc. for food service management for SY 2019-2020 as recommended by Haynes. Vote: Bissell-yes, Burkybile-yes, Johnston-yes, Logan-yes, Bruton-absent
- 11. Motion by Johnston, seconded by Logan, to renew Workers’ Compensation Insurance Policy with OSAG, Oklahoma School Assurance Group, and to authorize payment of the premium (\$21,961.09). (Policy period July 1, 2019 through June 30, 2020) as recommended by Haynes. Vote: Bissell-yes,

Burkybile-yes, Johnston-yes, Logan-yes, Bruton-absent

12. Motion by Bissell, second by Burkybile, to approve Application for Temporary Appropriations for FY 2019-2020 as recommended by Haynes. (Attachment #17) Vote: Bissell-yes, Burkybile-yes, Johnston-yes, Logan-yes, Bruton-absent
13. Motion by Bissell, second by Logan, to approve or deny requests for Open Transfer of Student for the 2019-2020 school year as recommended by Haynes. Vote: Bissell-yes, Burkybile-yes, Johnston-yes, Logan-yes, Bruton-absent
14. Motion by Bissell, second by Logan, to cancel previously granted Open Transfer of Student for the 2019-2020 school year as recommended by Haynes. Vote: Bissell-yes, Burkybile-yes, Johnston-yes, Logan-yes, Bruton-absent
15. Motion by Bissell, second by Burkybile, to approve Services Agreement for Professional E-Rate & OUSF Management Services with Kellogg & Sovereign Consulting, LLC for the 2019-2020 school year as recommended by Haynes. Vote: Bissell-yes, Burkybile-yes, Johnston-yes, Logan-yes, Bruton-absent
16. Motion by Bissell, second by Johnston, to approve 2019-2020 Cooperative Agreement / Title III Consortium Lead Fiscal Agent Board Form as recommended by Haynes. Vote: Bissell-yes, Burkybile-yes, Johnston-yes, Logan-yes, Bruton-absent
17. Motion by Logan, second by Bissell, to renew membership in the following organizations for the 2019-2020 school year as recommended by Haynes.
 - a. Oklahoma State School Boards Association
 - b. National School Boards Association
 - c. Organization of Rural Oklahoma Schools
 - d. Oklahoma School Advisory Council
 - e. Oklahoma Association of School Business Officials
 - f. Oklahoma Technology Association
 - g. Grand Gateway Economic Development Association

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

18. Motion by Bissell, second by Johnston, to renew subscription to the OSSBA Policy Services for the 2019-2020 school year as recommended by Haynes. Vote: Bissell-yes, Burkybile-yes, Johnston-yes, Logan-yes, Bruton-absent
19. Motion by Johnston, second by Burkybile, to approve request for new activity fund subaccount for CHS Special Education as recommended by Haynes. (Attachment #18) Vote: Bissell-yes, Burkybile-yes, Johnston-yes, Logan-yes, Bruton-absent
20. Proposed executive session to discuss:
 - a. the employment of personnel listed under item #24, so the board can return to open session and vote to hire or not hire personnel listed under item #24 O.S. § 307(B)(1)
 - b. the appointment of personnel for the 2019-2020 school year 25 O.S. § 307(B)(1)
 - c. additional coaching assignments for SY 2019-2020 so the board can return to open session and vote to assign or not assign additional coaches for SY 2019-2020 25 O.S. § 307(B)(1)

21. Motion by Johnston, second by Logan, to convene in executive session. Vote: Bissell-yes, Burkybile-yes, Johnston-yes, Logan-yes, Bruton-absent Time: 7:05 p.m.
22. Board president Bissell announced the end of executive session and the board's return to open session at 8:05 p.m.
23. Bissell stated, "Only the items listed on the executive session agenda were discussed and no votes were taken. Those present in executive session were Leslie Bissell, Emily Burkybile, Jamie Johnston, Herb Logan, and Mr. Haynes."
24. Vote to hire or not hire the following personnel:
 - a. Motion by Bissell, second by Johnston, to hire Trevor Brough as the new Commerce Middle School principal as recommended by Haynes. Vote: Bissell-yes, Burkybile-yes, Johnston-yes, Logan-yes, Bruton-absent
 - b. No action was taken on hiring a new Commerce Middle school science teacher on a temporary contract.
 - c. Motion by Bissell, second by Burkybile, to hire Melissa Clover as a new Alexander Elementary School kindergarten teacher's assistant as recommended by Haynes. Vote: Bissell-yes, Burkybile-yes, Johnston-yes, Logan-yes, Bruton-absent
 - d. Motion by Johnston, second by Logan, to hire Angel Reeves as a new Alexander Elementary School cook as recommended by Haynes. Vote: Bissell-yes, Burkybile-yes, Johnston-yes, Logan-yes, Bruton-absent
 - e. Motion by Johnston, second by Bissell, to hire Ben Wells as a new Commerce High School custodian as recommended by Haynes. Vote: Bissell-yes, Burkybile-yes, Johnston-yes, Logan-yes, Bruton-absent
25. Motion by Logan, second by Johnston, to appoint the following personnel for SY 2019-2020 as recommended by Haynes.
 - a. Philip Geren – School District Treasurer
 - b. Heather Pittman – Assistant Treasurer in charge of collecting and depositing local Child Nutrition Funds, Co-Custodian of Activity Funds, and Assistant Encumbrance Clerk
 - c. LeAnn Dorey – Encumbrance Clerk and Minutes Clerk
 - d. Beverly Haynes – Assistant Minutes Clerk
 - e. Jimmy R. Haynes – Co-Custodian of Activity Funds

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

26. No action was taken to assign or not assign additional coaches for SY 2019-2020. (This item will be approved by one vote unless any board member desires to have a separate vote on any or all of the coaches.)
27. There was no new business.
28. Motion by Johnston, second by Logan to adjourn. Vote: Bissell-yes, Burkybile-yes, Johnston-yes, Logan-yes, Bruton-absent Time: 8:09 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 7th day of June, 2019, by Jimmy R. Haynes Ed. S., Superintendent of Schools, and notice of this regular meeting was given to the Ottawa County Clerk

June 10, 2019

prior to December 15, 2018, by Jimmy R. Haynes Ed. S., Superintendent of Schools.

(ATTEST)


Leslie Bissell, President-Board of Education


Herb Logan, Deputy Clerk

Emily Burkybile, Vice President

Adam Bruton, Member


Jamie Johnston, Clerk

Date: 07/08/2019


Beverly Haynes, Assistant Minutes Clerk

Date: 7/8/2019

