

MINUTES

**REGULAR MEETING
COMMERCE BOARD OF EDUCATION
FEBRUARY 8, 2010
6:30 P.M.
BOARD OF EDUCATION BUILDING
217 COMMERCE STREET
COMMERCE, OKLAHOMA**

1. President Paula Tedlock called the meeting to order at 6:30 p.m. Those present were Tedlock, Jim Cossairt, Steve Hartman, Gene Langston, and Kenny Smith. Superintendent Jim Haynes was also present.
2. The invocation was given by Tedlock.
3. Tedlock thanked the guests for attending. (Attachment #1)
4. There were no public communications.
5. Jean Lewis of Archambo & Mueggenborg, Inc. presented the annual independent audit for school year 2008-2009 to the Board of Education. (Attachment #2)
6. Motion by Cossairt, second by Hartman, to approve the annual independent audit acknowledgement as recommended by Haynes. (Attachment #3) Vote: Cossairt-yes, Hartman-yes, Tedlock-yes, Langston-yes, Smith-yes
7. Motion by Cossairt, second by Smith, to approve the letter of response to the auditor's report as recommended by Haynes. (Attachment #4) Vote: Cossairt-yes, Smith-yes, Tedlock-yes, Hartman-yes, Langston-yes
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 January 11, 2010, regular board meeting.
- b. Approval of the monthly financial report of activity funds. (Attachment #5)
- c. Approval of the monthly treasurer's report. (Attachment #6)
- d. Approval of the list of General Fund encumbrances and warrants for January payroll (\$576,846.95). (Attachment #7)
- e. Approval of the list of General Fund encumbrances for January-February. (Attachment #8)
- f. Approval of the list of General Fund claims and warrants for January-February bills. (Attachment #9)
- g. Approval of the lists of General Fund (American Recovery and Reinvestment Act of 2009) encumbrances for January-February. (Attachment #10)
- h. Approval of the lists of General Fund (American Recovery and Reinvestment Act of 2009) claims and warrants for January-February bills. (Attachment #11)
- i. Approval of the list of Cooperative Fund encumbrances and warrants for January payroll (\$1,373.41). (Attachment #12)

- j. Approval of the list of Cooperative Fund warrants and claims for January-February bills. (Attachment #13)
- k. Approval of the list of Building Fund encumbrances for January-February. (Attachment #14)
- l. Approval of the list of Building Fund claims and warrants for January-February bills. (Attachment #15)
- m. Approval of the list of Child Nutrition Fund encumbrances and warrants for January payroll (\$20,224.60). (Attachment #16)
- n. Approval of the list of Child Nutrition Fund encumbrances for January-February. (Attachment #17)
- o. Approval of the list of Child Nutrition Fund claims and warrants for January-February bills. (Attachment #18)
- p. Approval of the additional list of substitute teachers for SY 2009-2010. (Attachment #19)
- q. Approval of the additional list of fundraisers for SY 2009-2010. (Attachment #20)

Motion by Hartman, second by Smith, to approve items "a-q" of the consent agenda as recommended by Haynes. Vote: Hartman-yes, Smith-yes, Tedlock-yes, Cossairt-yes, Langston-yes

- 9. Haynes presented a report on written bids received for roofing projects, siding projects, and repair of cracks in the asphalt at the high school south parking lot caused by the weather.
- 10. Administration Reports:
 - a. Superintendent's Report
 - i. Haynes reported on Picher-Cardin School System Annexation of Assets / Status of inventory transfers / Status of assessment of inventory / Liquidation of Assets not desired by Commerce or Quapaw School Districts / Fair Market Value Assessments / Auction/ Expected Date to Receive Funds/ etc.
 - ii. Haynes reported on stimulus money (American Recovery and Reinvestment Act of 2009). Haynes reported he provided the Board with a spreadsheet in their packets on the bids received on the purchase of a new school bus with stimulus money.
 - b. Haynes reported the maintenance crew is still getting items from Picher, sinks, PA system out of the gym.
 - c. Elementary principal Kevin Wade reported on the calendar of upcoming events and progress reports sent out last week, parent-teacher conferences on February 11th and 18th, valentine parties on February 12th, book fair on February 22nd, 5th grade writing test, trash to treasures, and spring break.
 - d. Middle School principal Herb Logan provided the Board with the CMS Newsletter and reported that 8th grade promotion has been scheduled for May 21st, upcoming writing test and internet safety training.
 - e. High School principal Jim Buttram was absent due to his attendance at the high school basketball game. The High School Newsletter was provided to the Board in their packets.
 - f. Athletic Director Rusty Barker was absent due to his attendance at the high school basketball game. Haynes passed out a calendar of upcoming sports events.
- 11. Motion by Cossairt, second by Hartman, to accept the bid of \$61,910.00 for the purchase of a 2010 model (Type A) 18 passenger school bus with a wheelchair lift and (2) wheelchair tie-downs with the addition of cruise control and an additional seat from Ross Transportation, Inc. using ARRA special education funds as recommended by Haynes. (Attachment #21) Vote: Cossairt-yes, Hartman-yes, Tedlock-yes, Langston-yes, Smith-yes
- 12. No action was taken on girls' softball field improvements.
- 13. A discussion was held and no action was taken on cellular telephone policy. Haynes will check on wording of a possible revised policy.
- 14. Haynes presented a soccer expenditure report. A discussion was held and no action was taken regarding the soccer program and related activities.

15. A discussion was held and no action was taken regarding athletic eligibility, playing time, student seating section at basketball games, and keeping the aisles clear at basketball games.
16. Motion by Hartman, second by Cossairt, to approve one or more board member(s) and/or staff to attend the OSSBA School Law Institute Tulsa Workshop, which will be held Saturday, February 13, 2010 at the Renaissance Tulsa Hotel and Convention Center in Tulsa as recommended by Haynes. Vote: Hartman-yes, Cossairt-yes, Tedlock-yes, Langston-yes, Smith-yes
17. Motion by Cossairt, second by Langston, to approve one or more board member(s) and/or staff to attend the SDE/OSSBA New School Board Member Workshops, which will be held Friday and Saturday, February 19-20, 2010 at the Marriott Southern Hills in Tulsa or Friday, Saturday and Sunday, April 16-18, 2010 at the Clarion Meridian Hotel and Convention Center in Oklahoma City as recommended by Haynes. Vote: Cossairt-yes, Langston-yes, Tedlock-yes, Hartman-yes, Smith-yes
18. Motion by Hartman, second by Smith, to approve one or more board member(s) and/or staff to attend the OSSBA Employment Law OKC Workshop, which will be held Thursday, March 4, 2010 at the Oklahoma Historical Center in Oklahoma City as recommended by Haynes. Vote: Hartman-yes, Smith-yes, Tedlock-yes, Cossairt-yes, Langston-yes
19. No action was taken to approve or not approve school board members and/or administrators to attend the NCIS 2010 Spring Conference, held on April 18-20, 2010, in Washington, D.C. as recommended by Haynes.
20. A discussion was held and no action was taken to schedule a special meeting to appoint a new school board member. It was suggested to try to schedule a special meeting the last full week of February beginning the 22nd.
21. Proposed executive session to discuss:
 - a. the tendered resignation of Herb Logan, Commerce Middle School Principal, due to retirement so that the Board can return to open session and vote to accept or not accept the tendered resignation of Herb Logan, Commerce Middle School Principal, due to retirement. 25 O.S. § 307(B)(1).
 - b. the reemployment status of individual building principals so that the board can return to open session and vote to reemploy individual building principals or vote to find that reasons may exist for the nonreemployment of individual building principals. 25 O.S. § 307(B)(1).
 - c. the employment of a new substitute bi-lingual teachers' assistant so that the board can return to open session and vote to hire or not hire a new substitute bi-lingual teachers' assistant. 25 O.S. § 307(B)(1).
 - d. 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).
22. Motion by Hartman, second by Cossairt, to convene in executive session. Vote: Hartman-yes, Cossairt-yes, Tedlock-yes, Langston-yes, Smith-yes Time: 8:25 p.m.
23. Motion by Cossairt, second by Langston, to acknowledge the board's return to open session. Vote: Cossairt-yes, Langston-yes, Tedlock-yes, Hartman-yes, Smith-yes Time: 10:17 p.m.
24. Tedlock announced, "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, Mr. Haynes, Mr. Logan, Mr. Wade, Mr. Brough, and Mr. Buttram."
25. Motion by Cossairt, second by Smith, to accept the tendered resignation of Herb Logan, Commerce Middle School Principal, due to retirement as recommended by Haynes. (Attachment #22) Vote: Cossairt-yes, Smith-yes, Tedlock-yes, Hartman-yes, Langston-yes

- 26. Motion by Cossairt, second by Hartman, to reemploy individual building principals as recommended by Haynes. (Attachment #23)
 - a. Jim Buttram, Commerce High School Principal
 - b. Kevin Wade, Alexander Elementary School Principal
 - c. Trevor Brough, Alexander Elementary School Assistant Principal

Vote: Cossairt-yes, Hartman-yes, Tedlock-yes, Langston-yes, Smith-yes


- 27. Motion by Langston, second by Hartman, to hire Miranda Smith as a new substitute bi-lingual teachers' assistant as recommended by Haynes. Vote: Langston-yes, Hartman-yes, Tedlock-yes, Cossairt-yes, Smith-yes
- 28. Motion by Hartman, second by Langston, to submit a written request for negotiations to commence to the Commerce Association of Classroom Teachers for the 2010-2011 school year as recommended by Haynes. (Attachment #24) Vote: Hartman-yes, Langston-yes, Tedlock-yes, Cossairt-yes, Smith-yes
- 29. Motion by Hartman, second by Langston, to submit a written request for negotiations to commence to the Commerce Education Support Personnel of Oklahoma for the 2010-2011 school year as recommended by Haynes. (Attachment #25)Vote: Hartman-yes, Langston-yes, Tedlock-yes, Cossairt-yes, Smith-yes
- 30. There was no new business.
- 31. Motion by Cossairt, second by Langston, to adjourn. Vote: Cossairt-yes, Langston-yes, Tedlock-yes, Hartman-yes, Smith-yes Time: 10:22 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 2:45 p.m. on the 5th day of February, 2010, and notice of this regular meeting was given to the Ottawa County Clerk prior to December 15, 2009.

(ATTEST)



 President-Board of Education



 Deputy Clerk



 Vice-President

 Member

 Clerk

Date: 03/08/2010



 Minutes Clerk

Date: 03/08/2010

