

## MINUTES

**REGULAR MEETING  
COMMERCE BOARD OF EDUCATION  
OCTOBER 10, 2011  
6:30 P.M.  
BOARD OF EDUCATION BUILDING  
217 COMMERCE STREET  
COMMERCE, OKLAHOMA**

1. President Steve Hartman called the meeting to order at 6:30 p.m. Those present were Hartman, Jim Cossairt, Gene Langston, Kevin Reading, and Kenny Smith. Superintendent Jim Haynes was also present.
2. The invocation was given by Cossairt.
3. 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 12, 2011 regular board meeting
- b. Approval of the monthly financial report of activity funds. (Attachment #1)
- c. Approval of the monthly treasurer's report. (Attachment #2)
- d. Approval of the list of General Fund warrants for FY 2011 encumbrances. (None)
- e. Approval of the list of General Fund encumbrances for September payroll. (Attachment #3)
- f. Approval of the list of General Fund warrants for September payroll (\$454,665.57). Attachment #4)
- g. Approval of the list of General Fund encumbrances for September-October. (Attachment #5)
- h. Approval of the list of General Fund warrants for September-October bills. (Attachment #6)
- i. Approval of the American Recovery and Reinvestment Act of 2009 report. (Attachment #7)
- j. Approval of the list of Cooperative Fund encumbrances for September payroll. (Attachment #8)
- k. Approval of the list of Cooperative Fund warrants for September payroll (\$758.38). (Attachment #9)
- l. Approval of the list of Building Fund encumbrances for September-October. (None)
- m. Approval of the list of Building Fund warrants for September-October bills. (Attachment #10)
- n. Approval of the list of Child Nutrition Fund encumbrances for September payroll. (Attachment #11)
- o. Approval of the list of Child Nutrition Fund warrants for September payroll (\$22,840.93). (Attachment #12)
- p. Approval of the list of Child Nutrition Fund encumbrances for September-October. (Attachment #13)
- q. Approval of the list of Child Nutrition Fund warrants for September-October bills. (Attachment #14)
- r. Approval of the additional list of substitute teachers for SY 2011-2012. (Attachment #15)
- s. Approval of the additional list of fundraisers for SY 2011-2012. (Attachment #16)

Motion by Langston, second by Cossairt, to approve consent agenda items "a-r" as recommended by Haynes. Vote: Langston-yes, Cossairt-yes, Hartman-yes, Reading-yes, Smith-yes

Motion by Cossairt to approve consent agenda item "s" as recommended by Haynes. The motion failed for lack of a second.

Motion by Reading, second by Smith, to approve consent agenda item "s" with the exception of the National Brain Tumor Society fundraiser requested by Trish Spriggs-Team Kyle's Rangers. Vote: Reading-yes, Smith-yes, Hartman-yes, Langston-yes, Cossairt-No

4. Hartman thanked the guests for attending. (Attachment #17)
5. There were no public communications.
6. The board provided an opportunity for a tribe, or their designee, parent, or group of parents concerned with the educational opportunity of any student or group of students in the Commerce School District to:
  - a. Present views regarding application for P.L. 81-874 "Impact Aid" funds.
  - b. Make recommendations concerning the needs of their children.
  - c. Provide input into the planning and development of the educational program of the district.
  - d. Present views on the educational program and its operation.

There were no views, recommendations, or input.

7. Motion by Reading, second by Langston, to approve P.L. 81-874 Indian Policies and Procedures as recommended by Haynes. (Attachment #18) Vote: Reading-yes, Langston-Hartman-yes, Cossairt-yes, Smith-yes
8. Haynes presented a letter from the Eastern Star asking for donations for our military personnel and information on the NSBA national Conference.
  - a. The board and administration received a thank you note from the Jack Young family.
9. Administrator's Reports:
  - a. Superintendent's Report
    - i. Haynes reported Governor Mary Fallin has proclaimed the week of October 10-14, 2011, as "Education Support Personnel Week" in the State of Oklahoma.
    - ii. Haynes reported that the city will be starting on the Mickey Mantle Statue Park sidewalk shortly and we may be getting new flag poles. The board asked for something to approve before the project proceeds.
  - b. Elementary Principal Kevin Wade informed the board that he had an enrollment of 470 and that included the Head Start. On October 11 grade cards go out and on the 14<sup>th</sup> the Pre-K classes are going to the Pumpkin Patch and on the 19<sup>th</sup> the Kindergarten classes are going on their field trip.
  - c. Middle School Principal Jack Kelley was absent as he was in Oklahoma City to a new principals workshop.
  - d. High School Principal Jim Buttram advised that he had good students this year. He informed the board that the Cheerleaders won the 3A state academic award and the Powder Puff football game will be on October 11.
  - e. Athletic Director Rusty Barker was absent as he was at a ballgame.
10. Motion by Cossairt, second by Langston, to approve the School District 2011-2012 Budget as recommended by Haynes. (Attachment #18) Vote: Cossairt-yes, Langston-yes, Hartman-yes, Reading-yes, Smith-yes
11. Motion by Cossairt, second by Reading, to approve the "Contract for Career and Technology Education Programs for School Year 2011-2012" as recommended by Haynes. (Attachment #19) Vote: Cossairt-yes, Reading-yes, Hartman-yes, Langston-yes, Smith-yes
12. Motion by Langston, second by Cossairt, to approve Loan Agreement for Food Service Deficits as recommended by Haynes. (Attachment #20) Vote: Langston-yes, Cossairt-yes, Hartman-yes, Reading-yes, Smith-yes


13. Motion by Cossairt, second by Langston, to authorize financial secretary, Trish Price, to create a computer generated data file for the direct deposit of monthly payroll checks and to authorize superintendent, Jim Haynes, to approve the submission of the computer generated data file for the direct deposit of monthly payroll checks with a maximum amount of \$300,000.00 for each batch as recommended by Haynes. Vote: Cossairt-yes, Langston-yes, Hartman-yes, Reading-yes, Smith-yes
14. Motion by Langston, second by Cossairt, to seek full funding for the Larry Dickerson Education Flexible Benefit Allowance by joining schools United for Funded Health Insurance as recommended by Haynes. (Attachment #21) Vote: Langston-yes, Cossairt-yes, Hartman-yes, Reading-yes, Smith-yes
15. No action was taken per Haynes recommendation on entering into an agreement with the Cooperative Council for Oklahoma School Administration to participate in CCOSA's Legal Assistance Program for the 2011-12 fiscal year.
16. Motion by Langston, second by Reading, to approve one or more board member(s) to attend the OSSBA Legal Lunch Webinar: Executive Sessions Workshop, which will be held Wednesday, October 12, 2011 as recommended by Haynes. Vote: Langston-yes, Reading-yes, Hartman-yes, Cossairt-yes, Smith-yes
17. Motion by Langston, second by Reading, to approve one or more board member(s) to attend the OSSBA Cyberbullying Regional Workshop, which will be held Friday, October 14, 2011 in Tulsa, Oklahoma as recommended by Haynes. Vote: Langston-yes, Reading-yes, Hartman-yes, Cossairt-yes, Smith-yes
18. Motion by Langston, second by Cossairt, to approve one or more board member(s) to attend the OSSBA Board Member Catch Up Sessions Workshop, which will be held Friday, November 4, 2011 and Friday, November 11, 2011 in Oklahoma City, Oklahoma as recommended by Haynes. Vote: Langston-yes, Cossairt-yes, Hartman-yes, Reading-yes, Smith-yes
19. Motion by Langston, second by Cossairt, to approve one or more board member(s) to attend the OSSBA District 5 Meeting, which will be held Thursday, November 10, 2011 at the Northeast Technology Center in Pryor, Oklahoma as recommended by Haynes. Vote: Langston-yes, Cossairt-yes, Hartman-yes, Reading-yes, Smith-yes
20. Motion by Langston, second by Reading, to approve one or more board member(s) to attend the Attorney General of Oklahoma 2011 Open Meeting and Open Records Workshop, which will be held Monday, December 5, 2011 at the Tulsa Technology Center Riverside Campus in Tulsa, Oklahoma as recommended by Haynes. Vote: Langston-yes, Reading-yes, Hartman-yes, Cossairt-yes, Smith-yes
21. Proposed executive session to discuss 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 Cossairt, second by Langston, to convene in executive session. Vote: Cossairt-yes, Langston-yes, Hartman-yes, Reading-yes, Smith-yes Time: 7:36 p.m.
23. Motion by Reading, second by Cossairt, to acknowledge the board's return to open session. Vote: Reading-yes, Cossairt-yes, Hartman-yes, Langston-yes, Smith-yes Time: 8:10 p.m.
24. Hartman 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 and Mr. Haynes."
25. Motion by Cossairt, second by Langston, to hire Toni Rogers as a long term substitute teacher for a teacher on maternity leave as recommended by Haynes. Vote: Cossairt-yes, Langston-yes, Hartman-yes, Reading-yes, Smith-yes

- 26. There was no new business.
- 27. Motion by Cossairt, second by Langston, to adjourn. Vote: Cossairt-yes, Langston-yes, Hartman-yes, Reading-yes, Smith-yes Time: 8:12 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 6<sup>th</sup> day of October, 2011, by Jim Haynes, Superintendent of Schools, and notice of this regular meeting was given to the Ottawa County Clerk prior to December 15, 2010 by Jim Haynes, Superintendent of Schools.

(ATTEST)

  
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President-Board of Education

  
\_\_\_\_\_  
Deputy Clerk

  
\_\_\_\_\_  
Vice-President

  
\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Clerk

Date: 11/14/2011

  
\_\_\_\_\_  
Minutes Clerk

Date: 11-14-2011

