

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
August 8, 2017**

The Board of Trustees of the Tupelo Public School District convened in a regular meeting of the Board held in Open Session at noon on Tuesday, August 8, 2017, at the Hancock Leadership Center, 1920 Briar Ridge Tupelo, Mississippi.

CALL TO ORDER

The meeting was called to order by President Eddie Prather who welcomed guests attending the meeting.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

Board members present during roll call were: Mr. Joe Babb, Mrs. Sherry Davis, Mr. Rob Hudson, Mr. Eddie Prather, and Mr. Kenneth Wheeler. Mr. Prather announced a quorum, and stated that the meeting was lawfully in session. Attorney Otis Tims was also present.

APPROVAL OF AGENDA

Mrs. Davis moved to approve the agenda for the regular August 8, 2017, regular meeting subject to the following changes:

- Addendum to the Communications to the Board (under Section VI., Item D., Employment Update presented by Mr. Jim Turner
- Addendum to the Personnel Report (under Section VIII., Item B. #1., Licensed Personnel Recommendations)

The motion was seconded by Mr. Wheeler, and the Board voted unanimously to approve the agenda for the regular August 8, 2017, Board meeting with announced changes.

The President of the Board declared the motion passed. A copy of the agenda is marked **EXHIBIT 1** and held in the Exhibit Book of this meeting date and incorporated herein.

APPROVAL OF THE MINUTES

July 25, 2017, Noon Regular Meeting, HLC

Mrs. Davis made a motion to approve the minutes from the July 25, 2017, noon regular meeting as presented. The motion was seconded by Mr. Wheeler and approved unanimously. Mr. Prather declared the motion passed.

July 25, 2017, 5:00pm, FY17 Budget Hearing, HLC

Mrs. Davis made a motion to approve the minutes from the July 25, 2017, 5:00pm FY18 Budget Hearing as submitted. The motion was seconded by Mr. Wheeler and approved unanimously. Mr. Prather declared the motion passed.

PUBLIC COMMENTS

No requests for public comments were received for this meeting of the Board.

RECOGNITIONS

No recognitions were held at this meeting of the Board.

COMMUNICATION TO THE BOARD

The following informational reports were presented to the Board of Trustees:

A. Summer Buildings and Grounds Update (Mr. Charles Laney) (TPSD Goals #2 and #4)

Mr. Charles Laney reported on the summer building/renovation projects completed during the summer (Lawhon, Parkway, TMS and ECEC). Mr. Laney stated that all the projects were completed with the exception of Lawhon's canopies. Mr. Laney complimented McCarty King Construction and Sullivan Enterprises on their outstanding performance.

Mr. Laney also briefly discussed the future athletic suite project. Materials will be ordered once insurance and bonds are received from the contractor.

B. Summer Professional Development Update (TPSD Goal #1 and #3)

Mrs. Kimberly Britton provided a brief presentation on the professional development administrators received this summer. TPSD Administrators Dr. Mitzi Moore, Dr. Brock English, Mrs. Amy Ferguson and TMS Teacher Renada Hughes shared their learning experiences.

C. Tupelo High School Update (TPSD Goals #1 and #3)

Principal Art Dobbs announced that Tupelo High School had an exciting start to the 2017-2018 school year with a great professional development week; department and staff meetings with a purpose; and expectations, procedures and instruction. Mr. Dobbs presented a PowerPoint report which included the following topics for discussion:

- What's new at THS
- Overview of Student Enrollment, Teachers and Staff, Administration, Guidance, Advanced Placement Program, Career Technical Center Program, and Dual Credit Program
- THS Daily Life (Clubs, Athletics and Fine Arts)
- Student Achievement
- Twenty-First Century Learning
- 2017 New Goals

D. Elementary and Secondary Teacher Replacement Report (TPSD Goals #1 and #3)

Mr. Jim Turner, Human Resource Director, presented a historical review of elementary and secondary teacher replacement for the past six school years beginning with school 2012-13 (TPSD Goal #3)

E. Ad Valorem Report for Amount Received Through July, 2017 (TPSD Goal #4)

Mrs. Rachel Mitchell reported that the collections for Operations for June received by the District in July made the annual collection to date 101.42% of the amount requested compared to 101.91% in the previous year. The collections for Debt Service for June received by the District in July made the annual collection to date 101.63% of the amount requested compared to 101.44% in the previous year.

Copies of the above reports are on file in the Superintendent's Office.

CONSENT AGENDA

In accordance with Dr. Loden's recommendations, Mr. Hudson moved to acknowledge, approve and ratify the Consent Agenda as listed below:

A. Office of Finance Director Mrs. Rachel Mitchell (TPSD Goal #4)

1. Contractual Agreements (TPSD Policy DJAAB Contract Signing Authority)
Contracts to be Acknowledged and Awarded: #CO1824 through #CO1832
Contracts to be Ratified: Contracts #CO1821, #CO1822, and #CO1823
2. Single Source Purchases (TPSD Policy DJE Purchasing #1) MS Code 31-7-13 (m)(viii)
 - a. #SS1800 806/Technologies to purchase Title 1 Crate \$5,500 for monitoring and Managing compliance files.
 - b. #SS1801 Larry Bell, Multicultural America \$7,245 to purchase posters/information of Larry Bell's materials which are copyrighted through Multicultural American, Inc.
3. Grant Permission to Submit Grants (TPSD Policy DEEG Grant Management)
TPSD Grants #1800 and #1801
4. Grant Permission to Accept Grants (TPSD Policy DEEG Grant Management)
TPSD Grants #1730 through #1739
5. Awarding of Advertised Bid/Proposals
RFP1800 Bank Depository Bid (Bank of Record – Trustmark National Bank)
6. Grant Permission to Delete 131 Assets from the TPSD Asset Listing (TPSD Policy DM)

B. Office of Assistant Superintendent Mr. Andy Cantrell

Student Transfer Report (TPSD Policy JBCD Transfers and Withdrawals of Students)

Readmission of Student #84-2-2015-2016 (TPSD Policy JDE) (TPSD Goals #1 and #2)

C. Office of Assistant Superintendent Mrs. Kimberly Britton

- Annual Review and Approval of 2017-2018 TPSD Professional Development Plan
- Annual Review and Approval of 2017-2018 Dropout Prevention Plan
- Annual Review and Approval of 2017-2018 Strategic Plan
- Annual Review and Approval of 2017-2018 Instructional Management Plan
- Reviewed and approved FY18 IDEA Part B and Preschool Budget Application
- 2017-2018 School Year Collaborative Agreement between TPSD and Millcreek of Pontotoc Schools

The motion was seconded by Mrs. Davis and was approved unanimously. President Eddie Prather declared the motion passed. A copy of the Consent Agenda report is marked **EXHIBIT 2** and held in the Exhibit Book of this meeting date and incorporated herein.

SUPERINTENDENT'S REPORT

A. Office of Director of Finance Mrs. Rachel Murphree (TPSD Goal #4)

1. Docket of Claims

Board Member Rob Hudson recommended approval of the Docket of Claims for the period July 15 through July 28, 2017, Docket of Claims #46666 through #46861, Accounts Payable Checks #31008 through #31165 in the amount of \$629,753.79. The motion was seconded by Mr. Babb and approved unanimously. Mr. Prather declared the motion passed.

This affirms that the claims are legal and proper and they are allowed and ratified as paid by the Superintendent or his designee pursuant to Section 37-9-14 (7) of the Mississippi Code of 1972.

The Docket of Claims Report is marked **EXHIBIT 3** and held in the Exhibit Book of this meeting date and incorporated herein.

2. Required Monthly Financial Reports – Month Ending June 30, 2017

Following a review of each report and discussion, on a motion by Mrs. Davis, seconded by Mr. Wheeler, the Board voted unanimously to approve the following financial reports:

- Report of Reconciled Bank Statements with Certification
- Statement of Revenue and Expenditure Report with Current Budget Status
- Cash Flow Report for District Maintenance Fund
- Consolidated Fund Balance Sheet for all General and Special Revenue Funds
- Monthly Financial Statement

Board President Eddie Prather declared the motion passed. The Financial Reports for Month Ending June 30, 2017, are marked **EXHIBIT 4** and held in the Exhibit Book of this meeting date and incorporated herein.

3. Adoption of 2017-2018 Budget and Tax Levy Resolution

On a motion by Mr. Wheeler, seconded by Mrs. Davis, the Board voted unanimously to adopt the 2017-2018 Tupelo Public School District Budget and the Resolution requesting a Tax Levy for the support of the Tupelo Public School District for the 2017-2018 School Year. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

The 2017-2018 School District Budget and Tax Levy Resolution is marked **EXHIBIT 5** and held in the Exhibit Book of this meeting date and incorporated herein.

B. Office of Director of Human Resources Mr. Jim Turner (TPSD Goals #3 and #4)

Licensed Personnel Recommendations

Upon a motion by Mrs. Davis, seconded by Mr. Hudson, the Board voted unanimously to approve the licensed personnel recommendations (includes addendum) as presented. Mr. Prather declared the motion passed. The Personnel Report is marked **EXHIBIT 6** and held in the Exhibit Book of this meeting date and incorporated herein.

C. Office of Executive Director of Operations Mr. Charles Laney (TPSD Goals #2 and #4)

1. Change Order No. 001 -- Parkway Elementary School Renovation Project

Mr. Charles Laney requested approval of Change Order No. 001 between Owner and Architect (JBHM Architects) for the Parkway Elementary School Renovation Project. The contract sum will be deducted in the amount of \$25,000 in order to credit the Owner for the unused portion of Contingency Allowance.

On a motion by Mr. Hudson, seconded by Mr. Wheeler, the Board voted unanimously to approve Change Order No. 001 for the Parkway Renovation Project as presented and further authorized Dr. Loden to sign the applicable Change Order between owner and architect. Mr. Prather declared the motion passed. The aforementioned construction change directive is marked **EXHIBIT 7** and held in the Exhibit Book of this meeting date and incorporated herein. Additional agreements and documents related to the project are on file in the Office of the Superintendent.

2. Certificate of Substantial Completion -- Parkway Elementary School Renovation Project

Mr. Charles Laney requested approval of Certificate of Substantial Completion between Owner and Architect (JBHM Architects) for the Parkway Elementary School Renovations Project.

On a motion by Mr. Hudson, seconded by Mr. Wheeler, the Board voted unanimously to approve the Certificate of Substantial Completion for the Parkway Renovation Project as presented and further authorized Dr. Loden to sign the applicable Certificate of Substantial Completion between owner and architect. Mr. Prather declared the motion passed. The aforementioned construction change directive is marked **EXHIBIT 8** and held in the Exhibit Book of this meeting date and incorporated herein. Additional agreements and documents related to the project are on file in the Office of the Superintendent.

3. Awarding of Advertised Bids – Hancock Leadership Center (Reroof and HVAC Renovations)

On a motion by Mrs. Davis, seconded by Mr. Babb, the Board voted unanimously to award the Hancock Leadership Center Reroof and HVAC Renovations project to the lowest and best bidder CIG Contractors, Inc., with Base Bid of \$152,900, Alternate No. 2 for \$61,900; Alternate No. 3 for \$59,400, Alternate No. 4 for \$43,300 and Alternate No. 5 for \$12,800, (Alternate No. 1 was NOT be taken). This would result in a total Contract Sum award to CIG Contractors, Inc. of \$330,300. The motion further authorized Dr. Loden to sign the applicable contractual agreements between owner and contractor. Mr. Prather declared the motion passed.

Additional bid information regarding the aforementioned project s marked **EXHIBIT 9** and held in the Exhibit Book of this meeting date and incorporated herein. Additional agreements and documents related to the project are on file in the Office of the Superintendent.

4. THS Safe Room – FEMA

Mr. Will Lewis, JBHM Architects, presented a historical summary of the THS Safe Room Project which began in June, 2013.

Mr. Lewis reported that six bids were received on the project, Murphy & Sons, Inc. had the lowest base bid amount of \$5,374,000.00. Murphy & Sons engaged in value engineering to capitalize on project savings opportunities. This results in a base bid of \$5,133,250. The total cost savings after value engineering of both base bid and accepted alternates resulted in \$353,000.00. After discussions with school district administrators regarding project budget and needs, Mr. Lewis recommended the following:

Base Bid with Value Engineering	\$ 5,133,250
Alternates with Value Engineering (All Alternates except Alternate No. 10)	<u>\$ 1,066,750</u>
Total Contract Sum	\$ 6,200,000

After a discussion of the subject, Board Member Sherry Davis called for a “standing vote” instead of a “show of hands” or “voice vote” to indicate approval to award the THS Safe Room FEMA project to Murphy & Sons for a contract sum award of \$6,200,000.

Mrs. Davis stood and moved to award the THS Safe Room FEMA project to Murphy & Sons for a contract sum award of \$6,200,000. Mr. Wheeler stood and seconded the motion. Board President Eddie Prather put the question to a “standing vote,” the result was as follows:

Board Member Joe Babb	Voted <u>Yea by standing</u>
Board Member Sherry Davis	Voted <u>Yea by standing</u>
Board Member Eddie Prather	Voted <u>Yea by standing</u>
Board Member Kenneth Wheeler	Voted <u>Yea by standing</u>
Board Member Rob Hudson	Voted <u>Yea by standing</u>

The motion having passed unanimously, the President of the Board of Trustees of the Tupelo Public School District, Tupelo, Mississippi, declared the motion carried and the THS Safe Room FEMA Project awarded to Murphy & Sons for a contract sum award of \$6,200,000. Additional bid information regarding the aforementioned project is marked **EXHIBIT 10** and held in the Exhibit Book of this meeting date and incorporated herein. Additional agreements and documents related to the project are on file in the Office of the Superintendent.

On a motion by Mrs. Davis, seconded by Mr. Wheeler, the Board voted unanimously to authorize Dr. Loden to sign the applicable contractual agreements between owner and contractor for the aforementioned project. Mr. Prather declared the motion passed.

C. Office of Superintendent of Schools Dr. Gearl Loden (TPSD Goals #3)

Information Items

Upcoming TPSD Events

- August 17 –Community Pep Rally at Fairpark
- August 18 – First Game, THS

UNFINISHED BUSINESS

1. Amendment to TPSD Policy FB Naming of School Facilities

On a motion by Mr. Hudson, seconded by Mr. Wheeler, the Board voted unanimously to amend TPSD Policy FB Naming of School Facilities. Mr. Prather declared the motion passed. A copy of Policy FB as amended is marked **EXHIBIT 11** and held in the Exhibit Book of this meeting date and incorporated herein.

2. Building Plaques

Mr. Cory Dewett, Plan House Printing Document Management, presented several design options for building plaques to recognize the contributions of the citizens of the District.

NEW BUSINESS

Change Location of September 12, 2017, Regular 5:00pm Meeting

On a motion by Mrs. Davis, seconded by Mr. Hudson, the Board voted unanimously to change the location of the September 12, 2017, Regular 5:00pm meeting from ECEC to Lawhon Elementary School. Mr. Prather declared the motion passed.

MISCELLANEOUS BUSINESS

A. Future Agenda Topics – Superintendent Gearl Loden

September 12, 2017 Board Meeting

- **Athletics/Turf Collections Update**
- **Accountability Update**

B. Future Agenda Topics – Board Members

No future agenda topics were requested by the Board.

C. Executive Session

Mr. Prather suggested that there was a need for consideration of entering into executive session to discuss personnel issues. Mr. Hudson made a motion that the Board enter temporary Executive Session. Mr. Wheeler seconded the motion, and it was adopted unanimously. Mr. Prather declared the motion passed. The room was then cleared except for the five Board Members and Mr. Otis Tims.

The temporary Executive Session was called to order and the Board first considered the reason for entering Executive Session. Mr. Prather stated that there was a need to discuss personnel matters. Upon a motion by Mr. Hudson, with a second by Mr. Wheeler, the Board voted unanimously to remain in Executive Session for the purpose of discussing personnel matters. The President of the Board declared the motion passed and went out into the hallway to let everyone know that the Board would remain in Executive Session.

There followed discussion of personnel matters.

No action was taken during executive session.

Mr. Hudson made a motion to leave executive session and return to open session. The motion was seconded by Mr. Wheeler and adopted unanimously. President Eddie Prather declared the motion passed.

D. Open Session

Whereupon, Mr. Prather left the room to announce that the Board was returning to open session. Mr. Prather announced that no action was taken during executive session.

ADJOURNMENT

Whereupon, Mr. Wheeler made a motion that the Board adjourn. Mrs. Davis seconded the motion, and it was adopted unanimously.

Mr. Prather declared the meeting adjourned at 4:55pm.

APPROVED:

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES**

Eddie M. Prather, President

ATTEST:

Rob Hudson, Secretary