

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
October 13, 2015
5:00 p.m.**

The Board of Trustees of the Tupelo Public School District convened in a regular meeting of the Board held in Open Session at 5:00 p.m. on Tuesday, October 13, 2015, at Lawhon Elementary 140 Lake Street, Tupelo, Mississippi.

CALL TO ORDER

The meeting was called to order by President Kenneth Wheeler 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. Kenneth Wheeler announced a quorum and stated that the meeting was lawfully in session. Attorney Otis Tims was also present.

APPROVAL OF AGENDA

The agenda was approved at the noon meeting. 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

The minutes from the following meeting were presented for consideration for approval:

September 8, 2015 Regular Noon Meeting, Hancock Leadership Center

On a motion by Mr. Prather, seconded by Mrs. Davis, the Board voted to approve the minutes from the September 8, 2015, noon regular meeting as submitted. The motion was approved unanimously and declared passed by the President of the Board.

September 8, 2015 Regular 5 p.m. Meeting, Carver Elementary

On a motion by Mrs. Davis, seconded by Mr. Babb, the Board voted to approve the minutes from the September 8, 2015, 5 p.m. regular meeting as submitted. The motion was approved and declared passed by the President of the Board.

September 29, 2015 Special Called Meeting, 2:00 p.m., Hancock Leadership Center

On a motion by Mrs. Davis, seconded by Mr. Hudson, the Board voted to approve the minutes from the September 29, 2015, Special Called Meeting as submitted. The motion was approved unanimously and declared passed by the President of the Board.

PUBLIC COMMENTS

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

WELCOME

Principal Corlis Curry welcomed the Board of Trustees, parents, staff and visitors to Lawhon Elementary School.

RECOGNITIONS

Mr. Andy Cantrell recognized Billy Daniels, David Buchanan, Mike Stewart, Ricky Beasley, and Jake Ivy of the Maintenance Department, for their hard work and dedication to Tupelo Public Schools at the noon meeting.

The Board of Trustees recognized the following people:

- Emma Rice, James Grant and Walker Fortenberry—National Achievement Scholarship Semi-Finalists
- Katherine Holliman—2016 National Merit Scholarship Program Commended Student
- Ginny Miller—Certified Journalism Educator
- Crystal Wilson—2015-2016 Mississippi Professional Educators Classroom Grant Award
- October Employees of the Month:
 - Carver—Debbie Dilworth, Becky Jennings
 - ECEC—Amy Hardy, Laura Nicholson
 - Joyner—Emily Grady, Carolyn Wipple
 - Lawhon—Amanda Koonlaba, Wanda Collins
 - Lawndale—Kit Stafford, Chasity Privett
 - Milam—Michelle Kushla, Anne Marie Littrell
 - Parkway—Angela Brown, Jessica Hall
 - Pierce—Zach Thomas, Dr. Loretta Hartfield
 - Thomas—Leigh Ann Henderson, Juanita Smith
 - TMS—Joshua Griggs, Kaci Hartigan
 - THS—Adam Lyndsey, Lisa Sandroni

COMMUNICATION TO THE BOARD

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

- A. Mrs. Mary Ann Plasencia gave an update on Bond projects and proceeds
- B. Dr. Eddie Moore gave an update on turf collections and Fall athletics
- C. Dr. Eddie Peasant gave a report on the District's Attendance Campaign
- D. Mrs. Rachel Murphree gave an update on Ad Valorem Collections for amounts received in September 2015. (TPSD Goal #4)

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

CONSENT AGENDA

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

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

1. Contractual Agreements:
 - Acknowledge and Award Contracts #CO1617, and School Facility contracts SFR1619 through SFR1621
 - Ratification of Contract #CO1619 through #CO1625 and SFR1603
2. Permission to Accept Donations #2015-2016-009 through #2015-2016-011
3. Permission to Submit TPSD Grant #1610-1617
4. Permission to Accept TPSD Grant #1610, #1615, and #1617
5. Permission to Remove 1,357 Assets from the TPSD Asset Listing

B. Office of Assistant Superintendent Dr. Eddie Peasant

1. Student Transfer Report (TPSD Policy JBCD Transfers and Withdrawals of Students)
2. Overnight Field Trip Requests
 - THS Model Congress to San Francisco--January 14-19, 2016

C. Office of Assistant Superintendent Dr. Diana Ezell (TPSD Goal #1 And #4)

1. Approval of 2015-2016 District Test Security Plan

The motion was seconded by Mrs. Davis and was approved unanimously. The President of the Board 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 Vice President Joe Babb recommended approval of the Docket of Claims and Check Registers as follows:

- Docket of Claims for the period September 1, 2015 through September 30, 2015, Docket of Claims #30278 through #31152, Accounts Payable Checks #19530 through #20117 in the amount of \$5,624,662.60.
- No Tupelo High School Activity Check Register for this month
- No Athletic Activity Check Register for this month

- The Athletic Activity Ref Pay paid officials in the amount of \$3,308.62 for the period of September 1, 2015 through September 30, 2015

The grand total for all funds is \$5,627,971.22

The motion was seconded by Mr. Prather and approved unanimously. Mr. Wheeler declared the motion passed.

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

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 August 31, 2015

Following a review of each report and discussion, on a motion by Mr. Babb, seconded by Mr. Hudson, the Board voted unanimously by all members present to approve the following financial reports:

- Bank Reconciliation Report
- Revenue and Expenditure Report with Budget Status
- TPSD Cash Flow Statement
- Combined Balance Sheet
- August 31, 2015 Financial Statements

Mr. Wheeler declared the motion passed. The Financial Reports for Month Ending August 31, 2015, are marked **EXHIBIT 4** and held in the Exhibit Book of this meeting date and incorporated herein.

B. Office of Director of Human Resources Mr. Jim Turner (TPSD Goal #3)

1. New Job Description—Curriculum Specialist Administrator

Mr. Jim Turner presented a new job description for consideration of approval. Mr. Prather moved to approve the Licensed Personnel Recommendations as presented. Mr. Hudson seconded the motion, and the motion was approved unanimously. Mr. Wheeler declared the motion passed.

The Curriculum Specialist Administrator job description is marked **EXHIBIT 5** and held in the Exhibit Book of this meeting date and incorporated herein.

2. Licensed Personnel Recommendations

Mr. Jim Turner presented the Licensed Personnel Recommendations for consideration of approval. Mr. Hudson moved to approve the Licensed Personnel Recommendations as presented. Mrs. Davis seconded the motion, and the motion was approved unanimously. Mr. Wheeler declared the motion passed.

The Licensed Personnel Report is marked **EXHIBIT 6** and held in the Exhibit Book of this meeting date and incorporated herein.

C. Office of Assistant Superintendent Dr. Diana Ezell

1. Second Reading of Policy IDDHE

Dr. Diana Ezell presented the Service Animal Policy IDDHE, for a Second Reading by the Board. Mr. Tims informed the Board that the District was not requiring the owners to provide training to staff, but would work with the owners regarding obtaining such training. On a motion by Mr. Hudson, seconded by Mrs. Davis, the Board voted unanimously to approve Policy IDDHE as presented. Mr. Wheeler declared the motion passed.

A copy of Policy IDDHE is marked **EXHIBIT 7** and held in the Exhibit Book of this meeting date and incorporated herein.

D. Office of Executive Director of Operations Mr. Andy Cantrell

1. Approval of Certificate of Substantial Completion—Security Film

Mr. Andy Cantrell presented a Certificate of Substantial Completion from JBHM Architects deeming the Security Film Project substantially complete. On a motion by Mrs. Davis, seconded by Mr. Prather, the Board voted unanimously to approve the Certificate of Substantial Completion for the Security Film, as presented. Mr. Wheeler declared the motion passed.

A copy of the Security Film's Certificate of Substantial Completion is marked **EXHIBIT 8** and held in the Exhibit Book of this meeting date and incorporated herein.

2. Approval of Completion of Security Film Project

Mr. Andy Cantrell presented a letter stating the Security Film Project has reached a state of Final Completion. On a motion by Mr. Prather, seconded by Mrs. Davis, the Board voted unanimously to approve the completion of the Security Film project, as presented. Mr. Wheeler declared the motion passed.

A copy of the Security Film's Completion letter is marked **EXHIBIT 9** and held in the Exhibit Book of this meeting date and incorporated herein.

3. Approval of Change Order No. 1—Fillmore Re-roof Project

Mr. Andy Cantrell requested approval of Change Order No. 1 for the Fillmore Re-roof Project. The original Contract sum was \$247,450. This change order will reflect a decrease of \$2,935.00. The new contract sum will be \$244,515.00. On a motion by Mr. Hudson, seconded by Mrs. Davis, the Board voted unanimously to approve

Change Order Number 1 for the Fillmore Re-roof project, as presented. Mr. Wheeler declared the motion passed.

A copy of Fillmore Re-roof Project's Change Order Number 1 is marked **EXHIBIT 10** and held in the Exhibit Book of this meeting date and incorporated herein.

4. Approval of Substantial Completion—Fillmore Re-roof Project

Mr. Andy Cantrell requested approval of Substantial Completion deemed by JBHM Architects on the Fillmore Re-Roof project. On a motion by Mrs. Davis, seconded by Mr. Babb, the Board voted unanimously to approve the Certificate of Substantial Completion of the Fillmore Re-roof project, as presented. Mr. Wheeler declared the motion passed.

A copy of Fillmore Re-roof Project's Substantial Completion is marked **EXHIBIT 11** and held in the Exhibit Book of this meeting date and incorporated herein.

5. Permission to Bid Services for Solid Waste Disposal

Mr. Andy Cantrell requested approval to open bids for the District's Solid Waste Services. The contract will cover a period of three years with a possible three "1" year extensions. On a motion by Mr. Prather seconded by Mrs. Davis, the Board voted unanimously to bid services for solid waste disposal, as presented. Mr. Wheeler declared the motion passed.

6. Approval of JBHM Recommendation to Accept Bids for Security Command center at the Fillmore Center

Mr. Andy Cantrell requested approval to accept JBHM Architects' recommendation to accept bids for the Security Command Center at Fillmore. On a motion by Mr. Babb seconded by Mr. Prather, the Board voted unanimously to accept bids for the Security Command Center at the Fillmore Center, as presented. Mr. Wheeler declared the motion passed.

A copy of the recommendation by JBHM is marked **EXHIBIT 12** and held in the Exhibit Book of this meeting date and incorporated herein.

The following items were shared with the Board as information items:

1. Information Items:

- **Registration for MSBA, NSBA**
- **November 17th Work Session**

UNFINISHED BUSINESS

There was no Unfinished Business at this meeting.

NEW BUSINESS

A. Draft of 2016 School Board Meeting Dates

Ms. Patrice Tate presented a draft of the 2016 Board Meeting Dates at the noon meeting. The dates will be voted on at the November 17th Board Meeting.

MISCELLANEOUS BUSINESS

A. Future Agenda Topics – Superintendent Gearl Loden

Dr. Loden presented the following items as future agenda topics at the noon meeting:

Tentative Agenda for December 8, 2015 Regular Meeting (Noon, HLC)

- **1st 9 Weeks Discipline Report**
- **Approval of Board Expenses for 2016 NSBA Annual Conference**
- **Approval of 2016 Board Meeting Dates**
- **1st 9 Weeks Attendance Report**
- **1st 9 Weeks Honor Roll**

B. Future Agenda Topics – Board Members

There were no Future Agenda Topics suggested by the Board

C. Executive Session

An Executive Session was held at the noon meeting of the Board.
An Executive Session was not required at this meeting of the Board.

ADJOURNMENT

There being no further business to come before the Board, Mr. Hudson made a motion that the meeting be adjourned, Mrs. Davis seconded the motion and it was unanimously approved. Mr. Wheeler then announced that the meeting stood adjourned at 5:30 p.m.

APPROVED:
TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

ATTEST:

Kenneth Wheeler, President

Eddie Prather, Secretary