

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES 5:00 P.M. MEETING MINUTES
October 11, 2016**

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 11, 2016, at Pierce Street Elementary School, 1563 Mitchell Road, Tupelo, Mississippi.

CALL TO ORDER

The meeting was called to order by President Joe Babb 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. Babb 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

September 13, 2016, Noon, Regular Meeting, HLC

Mrs. Davis made a motion to approve the minutes from the September 13, 2016, noon regular meeting as submitted. The motion was seconded by Mr. Wheeler and approved unanimously. Mr. Babb declared the motion passed.

September 13, 2016, 5:00PM, Regular Meeting, Pierce Street Elementary School

Mr. Prather moved to approve the minutes from the September 13, 2016, 5:00pm regular meeting as presented. The motion was seconded by Mrs. Davis and approved unanimously. Mr. Babb declared the motion passed.

PUBLIC COMMENTS

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

WELCOME

Principal Art Dobbs welcomed the Board of Trustees, parents, staff and visitors to Pierce Street Elementary School.

RECOGNITIONS

The Board of Trustees recognized the following individuals or groups:

1. National Merit Semi-Finalists – THS Seniors William Bradford and Davis Arthur
2. Employees of the Month
3. 2016 National Beta Club Schools of Merit (Sponsors and students from Rankin, Milam, Pierce Street, Lawhon and Lawndale).
4. Milam Elementary's MathCounts Club (received the Gold Level status award for the 2015-2016 school year. Milam is the only school in the state to be recognized with this award and has demonstrated a high level of success.

COMMUNICATION TO THE BOARD

Superintendent Gearl Loden summarized the following reports for the benefit of those not present at the noon meeting:

A. **Fall Athletic/Turf Update**

Athletic Director Eddie Moore presented updates on the Renasant Field turf collections, fall sports, and gate revenue collections. Dr. Moore also reported on recent athletic facilities improvements and future needs. (TPSD Goals #1 and #4)

B. **Bond Projects Update**

Mrs. Mary Ann Plasencia provided an overview of the bond referendum projects from a financial/budget standpoint. Mrs. Plasencia stated that the District is 36% into project spending with \$15.7 million spent. (TPSD Goals #1 through #4)

C. **Enrollment Update**

Dr. Eddie Peasant presented a report which compared enrollment for month 1 for school years 2014-2015 through 2016-2017. Dr. Peasant also provided a report which summarized the five-year trend of the number of tuition students. (TPSD Goals #1 and #4)

D. **Update on 2015-2016 Year End Closing and FY16 Audit**

Mrs. Rachel Mitchell stated that the district's FETS file was successfully submitted before the deadline of October 15, and she is now beginning the process of writing financial statements. Mrs. Mitchell also reported that our auditors (Watkins, Ward & Stafford) are ready to begin the FY16 audit as soon as financial statements are completed. (TPSD Goal #4)

E. **Ad Valorem Collections through September, 2016**

Assistant Finance Director Rachel Mitchell reported that collections for Operations for August received by the District in September were 3.98% of the amount requested compared to 4.12% in the previous year. The collections for Debt Service for August

received by the District in September were 3.13% of the amount requested compared to 6.57% in the previous year. (TPSD Goal #4, TPSD Policy DFA)

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 Assistant Finance Director Mrs. Rachel Mitchell (TPSD Goal #4)

1. Contractual Agreements
Acknowledge and Award Contracts #CO1724 and #CO1725; Charter Bus Contract BC #2016-2017-002; and Contracts for Rental of School Facilities #SFR1702 through #SFR1711
2. Ratification of Contracts #CO1720 and Charter Bus Contract #BC2016-2017-001
3. Accepted Donations #2016-2017-009 through #2016-2017-115
4. Permission to Submit TPSD Grants #1713 through #1716
5. Permission to Accept TPSD Grants #105, #1713, and #1714
6. Permission to Add 6 Assets to the TPSD Asset Listing and Delete 68 Assets from the TPSD Asset Listing
7. Permission to Dispose
The TPSD Transportation Department requests approval to sell Bus #6 (2002 International) for scrap metal. The Mississippi Department of Environmental Quality came to the district on 9/26/16 and decommissioned the bus.

B. Office of Assistant Superintendent Dr. Eddie Peasant

1. Student Transfer Report (TPSD Policy JBCD Transfers and Withdrawals of Students)
2. Overnight Field Trip Request
THS Lady Wave Basketball to attend State Farm Girls' Basketball Classic in Murfreesboro, TN, on December 27-30, 2016
3. Readmission of Expelled Student (Case #18-20-2015-2016)
(TPSD Policy JDE) (TPSD Goals #1 and #2)

C. Office of Assistant Superintendent Mrs. Kimberly Britton

1. Approval to Purchase FOSS Kits for Each 3-5 School
Mrs. Britton requested permission to order from Delta Education FOSS kits for each 3-5 school. These kits will provide interactive instructional resources that support the 3-5 science curriculum. These kits will cost approximately \$70,000.

2. 2016-2017 District and School Test Security Plans
Mrs. Britton presented the 2016-2017 District and School Test Security Plans for review and for consideration of approval. The Mississippi Department of Education requires these plans to be approved and in place by October 31st of each year.
3. Revisions/Additions to 2016-2017 TPSD Athletic Handbook
The 2016-2017 REVISED Athletic Handbook is submitted for review and for consideration of approval.
4. Structured Day Handbook Approval
Mrs. Britton submitted the 2016-2017 Structured Day Program Handbook for review and approval.

D. Office of Superintendent Dr. Gearl Loden (TPSD Policy #BC)

Request approval to move the scheduled November 15, 2016, Regular Board meeting to November 8, 2016, to avoid conflict with the MSBA Fall Conference. As a Board Work Session is scheduled at 9:00am on November 8, it is also requested that the 5:00pm meeting be deleted from the 2016 TPSD Board Meeting Schedule.

The motion was seconded by Mr. Wheeler 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 Assistant Director of Finance Mrs. Rachel Mitchell (TPSD Goal #4)

1. Docket of Claims and Athletic Activity Ref Pay

As Mr. Rob Hudson had reviewed the Docket of Claims prior to the meeting, he recommended approval of the Docket of Claims and Athletic Activity Referee Pay as described below:

- Docket of Claims for the period September 9 through September 30, 2016, Docket of Claims #38930 through #39821, Accounts Payable Checks #25510 through #26091 in the amount of \$2,472,204.18.
- Athletic Activity Ref Pay paid officials and fees in the amount of \$7,060.85 for September 1 through September 30, 2016.

The grand total for all funds is \$2,479,265.03.

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

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

2. Monthly Financial Reports Required by MS Code § 37-9-18 (Month Ending 7-31-16)

Following a review of each report and discussion, on a motion by Mr. Hudson, seconded by Mrs. Davis, 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

Mr. Babb declared the motion passed. The Financial Reports for Month Ending August 31, 2016, are marked EXHIBIT 4 and held in the Exhibit Book of this meeting date and incorporated herein.

3. Adoption of 2015-2016 Final Amended Budget

On a motion by Mrs. Davis, seconded by Mr. Prather, the Board voted unanimously to adopt the 2015-2016 Final Amended Budget as presented by Mrs. Mitchell.

Mr. Babb declared the motion passed. A copy of the 2015-2016 Final Amended Budget 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

Mrs. Davis moved to approve the Licensed Personnel Recommendations as presented. Mr. Wheeler seconded the motion, and the motion was approved unanimously. Mr. Babb 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 Mrs. Kimberly Britton (TPSD Goals #1-#4)

Second Reading of New TPSD Policy IAA Blended Learning

Following discussion of proposed new TPSD Policy IAA Blended Learning at the noon meeting, it was the consensus of the Board to table consideration of Policy IAA.

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

Information Items:

1. Accountability Timeline Update

Mrs. Corlis Curry announced that the Mississippi Department of Education will release 2016 accountability results on October 20, 2016.

2. Credit to TPSD for Lawhon Elementary – Mr. Andy Cantrell

Mr. Cantrell reported on a credit to TPSD (owner) for Contingency Allowance of \$15,000.00 for the recent Lawhon Elementary School project (Conditioned Air was contractor for the project).

Miscellaneous Items:

Mr. Cantrell presented some information to make the Board aware of certain issues in the rubber floor gym and football area. Mr. Cantrell stated that he had structural engineers (Byrd) to check on any safety issues from the weights slamming down on the second floor. They reported we are okay right now, but we need to seriously consider moving the weight room in the future. Due to large numbers of athletes trying out for football, we do not have an adequate space in the locker rooms. We also need to utilize our space better and install HVAC, paint, replace flooring, install additional fixtures (plumbing) to help this area. It is estimated that we could spend between \$650,000 and \$700,000 to complete these renovations.

Safe Rooms – Joyner and Thomas Street are under construction and moving forward. They both have a POP (Period of Performance) date for February 17th. Both safe rooms may be used for P.E., Music, and/or Art. CIG Contractors from Corinth are building both structures. We should be hearing about the Carver Safe room in the near future.

UNFINISHED BUSINESS

No "Unfinished Business" items were presented at this meeting of the Board.

NEW BUSINESS

Draft of 2017 School Board Meeting Dates

Ms. Patrice Tate presented a draft schedule of proposed 2017 Board Meetings.

MISCELLANEOUS BUSINESS

A. Future Agenda Topics – Superintendent Gearl Loden

November 8, 2016 Regular Board Meeting

- Fall Work Session – tour of construction projects
- Approval of 2017 Board Meeting Schedule
- 1st 9 Weeks Assessment Data
- 1st 9 Weeks Discipline Report
- Test Scores

B. Future Agenda Topics – Board Members

It was suggested that a representative from the CREATE Foundation present information at a future Board meeting regarding the recent Imagine the Possibilities Career Expo and Mspark.

C. Executive Session

Mr. Babb stated that an Executive Session was held at the noon meeting to discuss legal matters and potential acquisition of land.

ADJOURNMENT

On a motion by Mr. Prather seconded by Mrs. Davis, the Board voted unanimously to adjourn the meeting. Mr. Babb declared the motion passed and the meeting in adjournment at 5:25 p.m.

APPROVED:

ATTEST:

TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

Joe Babb, President

Sherry Davis, Secretary