

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
September 11, 2018**

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, September 11, 2018, 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, Ms. Sherry Davis, Mr. Rob Hudson, and Mr. Eddie Prather. Mr. Kenneth Wheeler was absent at roll call, but entered later in the meeting. Mr. Prather announced a quorum, and stated that the meeting was lawfully in session. Attorney Otis Tims was also present.

APPROVAL OF AGENDA

Mr. Hudson moved to approve the agenda for the regular September 11, 2018, Board meeting subject to the following change:

- Addendum to Personnel Report (Section VI. Action Items, B. 2.)

The motion was seconded by Ms. Davis, and the Board voted unanimously by all members present to approve the agenda for the regular September 11, 2018, Board meeting with the announced change. The President of the Board declared the motion passed.

REVIEW OF THE MINUTES

The Board reviewed the following minutes: August 7, 2018 (Special Called Meeting, 5:00pm at Hancock Leadership Center) and August 11, 2018 (Regular Meeting, noon, Hancock Leadership Center). No corrections were noted.

PUBLIC COMMENTS

Superintendent Rob Picou reported that one request for Public Comment was received and this individual is present. Board Attorney Otis Tims advised the individual that speakers are limited to three minutes and must express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected. The individual spoke briefly regarding his concerns in regard to a student matter. He had written a letter on August 20 outlining these issues. Board President Eddie Prather advised that the Board appreciated the individual's time to express his concerns, and the Board would take these issues under advisement.

RECOGNITIONS

Dr. Picou stated that several recognitions are scheduled during the 5:00pm Board meeting later today at Parkway Elementary School.

ACTION ITEMS

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

1. Docket of Claims and Athletic Activity Ref Pay

- Docket of Claims for the period August 11 through September 7, 2018, Docket of Claims #55136 through #55623 in the amount of \$3,083,742.52
- Athletic Activity Ref Pay paid to officials and fees in the amount \$5,459.25 for the period August 11 through September 7, 2018.

The grand total is \$3,089,201.77.

2. Required Monthly Financial Reports – Month Ending July 31, 2018

In accordance with MS Code 37-9-18 the following Financial Reports for the month ending July 31, 2018, were reviewed:

- Summary Report of Reconciled Bank Statements with Certification
- Statement of Revenue and Expenditures 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 (not required)

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

1. Revised Job Description – Job Title: Tutor (Seasonal)

Mr. Jim Turner presented a revised job description titled Tutor (Seasonal) for consideration for approval.

2. Licensed and Classified Personnel Recommendations

Mr. Jim Turner presented the Licensed Personnel Recommendations including an Addendum for consideration for approval.

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

1. Change Order No. 001 – Carver Elementary Renovations

Change Order No. 001 for Carver Elementary Renovations Project, which decreased the contract sum for the project in the amount of \$284.00, was reviewed and presented for approval.

2. Certificate of Substantial Completion – Fillmore Center Renovations

Mr. Laney submitted Certificate of Substantial Completion for the Fillmore Center Renovations Project for consideration of approval. This project was deemed to be substantially complete as of 5:00pm, on June 27, 2018. The cost estimate of work that is incomplete or defective is \$12,665.00.

CONSENT AGENDA

The following Consent Agenda items were presented for consideration for approval:

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

1. Contractual Agreements (TPSD Policy DJAAB Contract Signing Authority)
Contracts to be Acknowledged and Awarded: #CO1982 through #CO1999; #CO2001 through #CO2009; #CO2011 through #CO2013; and Contracts for Rental of School Facilities #SFR1905 through #SFR1913
2. Contracts to be Ratified: #CO1980, #CO1981, #CO2007, and #CO2010
3. Donations #2018-2019-003 through #2018-2019-007
4. Permission to Submit Grants #1900 through #1913
5. Permission to Accept Grants #1900 through #1912
6. Permission to Advertise for Sale by Reverse Auction
Permission is requested to advertise for sale by reverse auction items (formerly district assets) that are being stored for proper disposal to include but not limited to televisions, technology items (servers, catalysts, ups, etc.), food service items (coolers, ovens, etc.), laptops, cpus, cameras, camcorders, radios, printers, projectors, and promethean boards. These items are obsolete, broken, or not eligible to be upgraded/updated. Before the auction is held, specifications will be written so that certification for any destruction of data is addressed as well as buying a "lot" not just an individual item unless it benefits the district to do so.
7. Permission to Remove 79 Assets from the TPSD Asset Listing
8. Resolution to Transfer Equipment between the TPSD and Itawamba Community College
9. Resolution to Transfer Equipment between the TPSD and North Panola School District

B. Office of Assistant Superintendent Mr. Andy Cantrell (TPSD Goals #1, #3 & #4)

1. Student Transfer Report (TPSD Policy JBCD Transfers and Withdrawals of Students)
2. Overnight Field Trips (TPSD Goal #3 and #4)
 - THS Girls Basketball, SEMO Border Challenge, Poplar Bluff, MO, Dec. 6-8, 2018
 - THS TCTC, DECA Fall Leadership Conference, Gulfport, MS, Oct. 27-29, 2018
 - THS Madrigals/Jazz Voice, Competition/Music Workshop, San Antonio, TX, April 3-7, 2019
 - THS, Cross Country, Cross Country Meet, Louisville, KY, September 28-29, 2018
3. Memorandum of Agreement with Toyota Motor Manufacturing, Mississippi, Inc. (TMMMS) and Tupelo Public School District

This agreement allows our career technical students to participate in a new manufacturing work/study learning activity known as the Creating Your Future Program. This is a 15 week program in which students spend 5 weeks at ICC and 10 weeks at Toyota. Each student is paid \$10.75 an hour and earns a Basic Skills Manufacturing certification from ICC.

C. Office of Deputy Superintendent Mrs. Kimberly Britton

Submitted by Mrs. Corlis Curry, Federal Programs Director

1. Approval of FY19 Consolidated Title I, Part D, Subpart 2, General Assurances
2. Approval of FY19 Consolidated Title I, Part D, Subpart 2, Program Assurances

3. Approval of FY19 Consolidated Title I-A, Program Assurances
4. Approval of FY19 Consolidated Title II-A, Program Assurances
5. Approval of FY19 Consolidated Title IV-A, Program Assurances
6. Approval of FY19 Consolidated Title V, Program Assurances
7. Approval of FY19 Consolidated ESEA Program Assurances

SUPERINTENDENT’S REPORT – DR. ROB PICOU

A. Board Master Calendar/Future Agenda Topics – Board Members

- Mr. Prather would like to explore moving the November 6 work session to October.
- At a future meeting, Mr. Hudson would like to examine each Board goal and the corresponding indicators to decide how often goals and objectives should be reported on during designated intervals throughout the year to know objectively whether or not the Board goals are being met.
- Board Member Joe Babb would like a report on how many ECEC students are continuing their education in kindergarten with Tupelo Public Schools. If not, where did these students go?
- Mrs. Davis requested a report on ACT scores.
- Mr. Hudson would like an update on the bond referendum projects at appropriate time.
- Mr. Prather requested an update report on Safety and Security. Mr. Prather also asked for a report on how many students were retained during the 2017-18 school year, and would like this report added to the Board Master Calendar.

B. Executive Summaries:

The following Executive Summaries were included in the Board package for this meeting:

1. Review of Current Discipline Policies – Mr. Andy Cantrell
2. Procedures for Retention – Mrs. Kimberly Britton
3. Ad Valorem Collections Received through August, 2018 – Mrs. Rachel Murphree

Board Member Kenneth Wheeler entered the meeting at this point.

C. Superintendent’s Report – Dr. Rob Picou

1. Policy Recommendations regarding In-District/Out-of-District Transfers – Mrs. Pam Traylor

Mrs. Traylor provided a comprehensive report regarding recommendations to revise TPSD Board Policy JBCDA – Intradistrict Transfer Procedures. The purpose of the changes is to balance enrollment numbers between schools as determined by student capacity, teacher unit, and/or building size. Another proposed change involves extreme hardship cases.

Policy JBCB – Admission of Nonresident Students was also presented for review and discussion. Recommendations were made to reflect school zones based upon the need to balance enrollment numbers between schools as determined by student capacity, teacher unit, and/or building size. In addition, the Board reviewed the tuition fee schedule of other districts.

2. Assessment Results – Mrs. Kimberly Britton

Deputy Superintendent Kimberly Britton gave an overview of the following assessment results:

- District Ranking Comparison based on Media File (2017-2018 vs. 2016-2017)

- ELA Proficiency Comparison (2017-2018 vs. 2016-2017)
- Math Proficiency Comparison (2017-2018 vs. 2016-2017)

3. Superintendent's Report – Dr. Rob Picou

Highlights of the Superintendent's Report are listed below:

- Dr. Picou stated that overall principals report things are going well throughout the district. Disciple infractions are down district-wide. We believe that the newly implemented CHAMPS program has already positively impacted the behavior of students.
- Superintendent Picou informed the Board that he will present a detailed report on the Hanover Research Group at a future Board meeting. Dr. Picou stated that he believes the Hanover Research Group will provide the information necessary to conduct rigorous self-assessments that inform continuous improvement. The effective dates for this agreement are October 1, 2018 – September 30, 2019.
- In addition, Dr. Picou commented that the Flip Flippen Group Leadership Blueprint training is already producing a return on that investment in regard to the quality of our internal communication. A few principals have taken the social contract to the classroom level, and the Northeast Mississippi Education Consortium was so impressed by the Flippen training that they have organized a Leadership Blueprint and Capturing Kids' Hearts training for all district in Northeast Mississippi.

4. Upcoming Events:

- September 14, 11:30am, Teacher of Distinction Luncheon, The Summit
- September 20, 4:00pm, Homecoming Parade
- October 8, District Holiday
- October 9, noon, regular Board meeting, 5:00pm regular meeting at ECEC
- November 6, noon, regular Board meeting, HLC
- November 12-13, MSBA's Fall Leadership Conference, Jackson, MS

MISCELLANEOUS BUSINESS

Executive Session

Mr. Prather suggested that there was a need for consideration of entering into Executive Session to discuss legal matters, a personnel matter and a student matter. 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.

The temporary Executive Session was called to order with the following people present: Mr. Joe Babb, Mrs. Sherry Davis, Mr. Rob Hudson, Mr. Eddie Prather, Mr. Kenneth Wheeler, Mr. Otis Tims, Dr. Rob Picou, Mrs. Kim Britton, Mr. Andy Cantrell, Mrs. Modesty Shumpert, and Ms. Patrice Tate. The Board first considered the reason for entering Executive Session. Mr. Prather stated that there was a need to hear a legal update by Board Counsel Otis Tims and a personnel matter and student matter to discuss. Upon a motion by Mr. Hudson, with a second by Mr. Wheeler, the Board voted unanimously to remain in Executive Session. 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.

First the student and personnel matters were discussed. There then followed a discussion of legal matters led by Mr. Otis Tims, upon which no action was taken. Mr. Hudson moved that the Board return to Open Session. The motion was seconded by Mr. Wheeler, and adopted unanimously. Mr. Prather then left the room and announced that the Board was again in Open Session.

September 11, 2018
Noon, Hancock Leadership Center

Tupelo Public School District
Board of Trustees – Meeting Minutes
PENDING APPROVAL

Open Session

Mr. Prather stated that the Board had discussed personnel, student and legal matters, but that no action had been taken.

ADJOURNMENT

There being no further business to come before the meeting, Mr. Babb made a motion to adjourn, which was seconded by Ms. Davis and adopted unanimously. Mr. Prather announced that the motion had passed and declared the meeting adjourned at 3:15 p.m.

APPROVED:

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES**

Eddie M. Prather, President

ATTEST:

Rob Hudson, Secretary