

**TUPELO PUBLIC SCHOOL DISTRICT  
BOARD OF TRUSTEES 5:00 PM MEETING MINUTES  
September 23, 2008**

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, September 23, 2008, at Church Street Elementary School, 445 Church Street, Tupelo, Mississippi.

**CALL TO ORDER**

The meeting was called to order by President Shawn Brevard who welcomed guests attending the meeting.

**ROLL CALL AND ESTABLISHMENT OF A QUORUM**

The following School Board members were present during roll call:

Members Present: Mrs. Shawn Brevard  
Mr. Mike Clayborne  
Mrs. Amy Heyer  
Mr. Lee Tucker

Members Absent: Mr. John Nail

Staff Present: Dr. Randy McCoy  
Mrs. Diana Ezell  
Mr. Jim Turner  
Mrs. Linda Pannell  
Mrs. Dale Warriner  
Mrs. Kay Bishop  
Mrs. Jennifer Strunk  
Ms. Patrice Tate

Mrs. Brevard announced a quorum and stated that the meeting was lawfully in session.

**APPROVAL OF THE AGENDA**

Upon a motion by Mrs. Heyer, seconded by Mr. Clayborne, the Board voted unanimously to approve the agenda as presented.

Mrs. Brevard announced that the motion passed. The agenda is marked EXHIBIT 1 and held in the Exhibit Book of this meeting date and incorporated herein.

## **APPROVAL OF THE MINUTES**

Upon a motion by Mr. Clayborne, seconded by Mr. Tucker, the Board voted unanimously to approve the minutes of the September 9, 2008, regular meeting with noted corrections. The President of the Board declared the motion passed.

## **WELCOME, PUBLIC COMMENTS AND RECOGNITIONS**

### **A. Welcome**

Principal Kay Collins welcomed the Board of Trustees and administrative staff to Church Street Elementary School.

### **B. Public Comments**

No requests for Public Comments were received at this meeting of the Board.

### **C. Recognitions**

No recognitions were scheduled for this meeting.

## **COMMUNICATION TO THE BOARD**

### **A. National Educational Policy Forum**

At the noon meeting Dr. Randy McCoy announced that several Tupelo Public School District administrators will attend a National Educational Policy Forum hosted by the School of Education at The University of Mississippi on September 25, 2008. The policy forum will convene nationally recognized educational researchers and policy experts to discuss issues pertinent to our nation's schools and colleges and universities. At the 5:00 p.m. session, Superintendent Randy McCoy summarized the report for the benefit of those not present at the noon meeting.

## **SUPERINTENDENT'S REPORT**

### **A. Consent Agenda**

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

1. Contractual Agreements #CO9019 and #CO9020
2. Donations #2008-2009-903 and #2008-2009-904

3. Granted Permission to Apply for TPSD Grant #902
4. Awarded proposal from Ramsey Photography to provide School Day Pictures for 2008-2009
5. Approved partial refund of Thomas Street PTO Donation for Playground Equipment
6. Approved Addition of Assets to TPSD Inventory List (32 items totaling \$27,709.74)
7. Approved Revision of TPSD Assets due to Office of the State Auditor Asset Inventory Changes
8. Approved Transfer of Vocational Items to Prentiss and Tishomingo County School Districts

The motion was seconded by Mrs. Heyer and was approved unanimously by all members present. 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.

**B. Student Transfer Report**

In accordance with Dr. McCoy's recommendations, Mr. Clayborne moved to ratify the administrative decisions in regard to the following student transfer requests:

- a. Approval of four (4) resident student transfers (in-district)
- b. Denial of four (4) resident student transfers (in-district)
- c. Denial of three (3) nonresident student transfers (in-district)
- d. Approval of five (5) nonresident student transfers (tuition)
- e. Approval to release one (1) resident student

The motion was seconded by Mrs. Heyer and was approved unanimously by all members present.

A detailed copy of the Student Transfer Report is marked EXHIBIT 3 and held in the Exhibit Book of this meeting date and incorporated herein.

**C. Student Discipline Report – Readmission of Student #923**

Dr. McCoy and Dr. Noflin recommended that Student #923 be granted permission to re-enter the Tupelo Public Schools contingent upon the following requirements:

1. Initial placement at Fillmore Center
2. Attend all classes daily and be punctual in attendance
3. Be respectful and obedient to all individuals

4. Conduct himself/herself in a safe and responsible manner
5. Abide by the rules and regulations of the Fillmore Center and all teachers
6. Remain in the GED Program until successfully completing the requirements

Mr. Tucker moved to ratify the above recommendation regarding Student #923. The motion was seconded by Mr. Clayborne and was approved unanimously. The President of the Board declared the motion passed.

Additional information regarding the abovementioned Student Discipline Report (Readmission of Student #923) is marked EXHIBIT 4 and held in the Exhibit Book of this meeting date and incorporated herein.

#### **D. Personnel Recommendations**

Mrs. Heyer moved to approve the Personnel Report which included the following items:

- a. Licensed Personnel
- b. Classified Personnel
- c. Substitutes

The motion was seconded by Mr. Tucker and was approved unanimously. The President of the Board declared the motion passed.

A detailed copy of the Personnel Report is marked EXHIBIT 5 and held in the Exhibit Book of this meeting date and incorporated herein.

#### **E. Docket of Claims**

Mr. Tucker reviewed the Docket of Claims for the period September 1 through September 12, 2008, Docket of Claims #66578 through #66948 for Accounts Payable Checks #48998 through #49262 in the amount of \$2,056,127.25.

The motion was seconded by Mr. Clayborne and approved unanimously. The President of the Board declared the motion passed.

This affirms that the claims check registers 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 is marked EXHIBIT 6 and held in the Exhibit Book of this meeting date and incorporated herein.

**F. August 31, 2008 Financial Statements**

Finance Director Linda Pannell submitted the Statement of Income and Expenditures through month-ending August 31, 2008, for consideration of approval. Mrs. Pannell stated that a listing by fund is available for the Board's information.

On a motion by Mr. Clayborne, seconded by Mrs. Heyer, the Board voted unanimously to approve the August 31, 2008 Financial Statements as submitted. Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed.

A copy of the August 31, 2008 Financial Statements is marked EXHIBIT 7 and held in the Exhibit Book of this meeting date and incorporated herein.

**UNFINISHED BUSINESS**

**A. Consideration of Resolution regarding Sale of Shortfall Note**

At the noon meeting Superintendent Randy McCoy and Finance Director Linda Pannell presented for review and consideration for adoption the following resolution:

RESOLUTION AUTHORIZING AND DIRECTING THE ISSUANCE  
OF TWO HUNDRED THIRTY-TWO THOUSAND TWO HUNDRED  
NINETY AND NO/DOLLARS (\$232,290.00) PRINCIPAL AMOUNT  
SHORTFALL NOTE OF THE TUPELO PUBLIC SCHOOL DISTRICT

Mrs. Pannell reported that proposals were sent to various banks regarding the purchase of the Note, and three (3) proposals were received for the purchase of the Note. It was determined that the highest and best proposal, offering the lowest net interest cost to the District, was submitted by Hancock Bank, Gulfport, Mississippi.

At the 5:00 p.m. session, Superintendent Randy McCoy summarized the report for the benefit of those not present at the noon meeting.

Mr. Tucker offered and moved the adoption of the above Resolution awarding the Note to Hancock Bank, Gulfport, Mississippi in the principal amount of Two Hundred Thirty-Two Thousand Two Hundred Ninety and No/100 Dollars (\$232,290.00). The motion was seconded by Mr. Clayborne and approved unanimously. The President of the Board declared the motion passed.

A copy of the above Resolution is marked EXHIBIT 8 and held in the Exhibit Book of this meeting date and incorporated herein.

## **NEW BUSINESS**

### **A. Section 403(b) Plan Administrative Services Agreement with American Fidelity Assurance Company d/b/a AFPlanServ™**

At the noon meeting Superintendent Randy McCoy and Finance Director Linda Pannell presented for review and consideration for approval the Section 403(b) Plan Administrative Services Agreement with American Fidelity Assurance Company, d/b/a AFPlanServ™. Mrs. Pannell reported that the purpose of this agreement is to secure services offered by American Fidelity Assurance d/b/a AFPlanServ™ to comply with IRS regulations related to Section 403(b) products. New IRS regulations go into full effect on January 1, 2009. These requirements are complex and require expert knowledge and training to ensure that our school district is not fined by the IRS and participating employees do not face tax consequences in the future.

The charge for this service is \$1.00 per month per participant which will be paid by the participants. American Fidelity has charged \$35.00 per year as a service charge which they have lowered to \$15.00 to help offset this charge for the American Fidelity participants.

At the 5:00 p.m. session, Superintendent Randy McCoy summarized the report for the benefit of those not present at the noon meeting.

On a motion by Mrs. Heyer, seconded by Mr. Clayborne, the Board voted unanimously to approve the Section 403(b) Plan Administrative Services Agreement with American Fidelity Assurance Company, d/b/a AFPlanServ™ as submitted. Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed.

A copy of the Section 403(b) Plan Administrative Services Agreement with American Fidelity Assurance Company, d/b/a AFPlanServ™ is marked EXHIBIT 9 and held in the Exhibit Book of this meeting date and incorporated herein.

## **MISCELLANEOUS BUSINESS**

### **A. Executive Session**

An Executive Session was held during the noon meeting to discuss personnel matters.

## **ADJOURNMENT**

On a motion by Mr. Clayborne, seconded by Mrs. Heyer, the Board voted unanimously to adjourn the meeting. The President of the Board declared the motion passed and the meeting in adjournment at 5:18 p.m.

September 23, 2008  
5:00 P.M.

Tupelo Public School District  
Board of Trustees – Meeting Minutes

APPROVED:  
TUPELO PUBLIC SCHOOL DISTRICT  
BOARD OF TRUSTEES

ATTEST:

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Shawn Brevard, President

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Lee Tucker, Secretary