

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES 5:00 P.M. MEETING MINUTES
March 8, 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, March 8, 2016, at Tupelo High School, 4125 Golden Wave Drive, 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

February 9, 2016, Noon Regular Meeting

Mr. Hudson made a motion to approve the minutes from the February 9, 2016, noon regular meeting with one noted correction. The motion was seconded by Mrs. Davis and approved unanimously. Mr. Babb declared the motion passed.

February 9, 2016, 5:00 P.M. Regular Meeting

Mr. Prather made a motion to approve the minutes from the February 9, 2016, 5:00 p.m. regular meeting with one noted correction. The motion was seconded by Mr. Wheeler 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 Jason Harris welcomed the Board of Trustees, parents, staff and visitors to Tupelo High School.

RECOGNITIONS

The Board of Trustees recognized the following:

- Reading Fair Winners
- National Geographic Certified Educator
- Thespian Conference Awards (THS)
- THS Cheerleaders – Placed 9th in the Nation at Recent Competition
- Tupelo Junior Auxiliary (Mrs. Marty Brown, President)
- Employees of the Month for March
- Mid-South Scholastic Art Competition Winners from THS
- TPSD 2016 Parents of the Year
- Mrs. Stacey Blaylock (TMS Parent) was named TPSD 2016 Parent of the Year

COMMUNICATION TO THE BOARD

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

- A. Mississippi School Boards Association Annual Conference Overview** – presented by Mr. Babb, Mr. Prather, and Mr. Wheeler.
- B. Workers Compensation Update Report**-- presented by Mr. Jim Turner, Human Resources Director (TPSD Goals #2 and #4)
- C. Ad Valorem Collections through February, 2016** – presented by Mrs. Rachel Murphree (TPSD Goal #4, TPSD Policy #D Fiscal Management)

CONSENT AGENDA

In accordance with Dr. Loden's recommendations, Mr. Hudson 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 #CO1637 through #CO1639
 - Charter Bus Contract BC#2015-2016-006
 - Contracts for Rental of School Facilities #SFR1629 through #SFR1631
2. Accepted Donations #2015-2016-025 through #2015-2016-031
3. Permission to Submit Grants #1629 through #1641
4. Permission to Dispose of Bus #4 (1997 AMTRAN, 18 years old, 183,759 miles, no transmission, miscellaneous missing parts, wrecker needed)
5. Deletion of 85 Assets from the TPSD Asset Listing and Add Back One (1) Asset to 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, DECA, Nashville, TN, April 22-27, DECA International Competition
 - THS, HOSA, Jackson, MS, March 21-23, State HOSA Competition
 - THS, TSA, Jackson, MS, March 29-31, TSA State Competition
 - Milam Chorus, Hattiesburg, MS, March 31-April 2, MS All State Competition
 - THS, FBLA, Jackson, MS, April 6-8, FBLA State Competition
 - Lawhon, Beta Club, Biloxi, MS, March 20-22, Beta Club Convention

C. Office of Assistant Superintendent Dr. Diana Ezell

Tupelo High School Theatre Booster Club (in accordance with TPSD Policy LEB)
The THS Theatre Booster Club requests approval of their proposed constitution and by-laws to begin serving the drama department at Tupelo High School.

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

At the December 8, 2015, regular Board meeting, the Board approved changing the April 19th meeting to Wednesday, April 20. Since it was a Wednesday night, it was the consensus of the Board to delete the 5:00pm meeting. However, the deletion of the 5:00pm meeting was not reflected in the minutes. Furthermore, in deleting the 5:00pm meeting in April, at Tupelo Middle School, this shifted the 5:00pm meeting locations down one month.

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 Director of Finance Mrs. Rachel Murphree (TPSD Goal #5)

1. Docket of Claims and Athletic Activity Ref Pay

As Mrs. Davis had reviewed the Docket of Claims prior to the meeting, she recommended approval of the Docket of Claims and Athletic Activity Referee Pay as described below:

- Docket of Claims for the period February 1 through February 29, 2016, Docket of Claims #33872 through #34557, Accounts Payable Checks #21969 through #22434 in the amount of \$1,167,427.39.
- Athletic Activity Ref Pay paid officials and fees in the amount of \$2,694.68 For February 1 through February 29, 2016.

The grand total for all funds is \$1,170,122.07.

The motion was seconded by Mr. Prather 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 3-31-16)

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

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

B. Office of Assistant Superintendent Dr. Eddie Peasant (TPSD Goal #2)

1. Student Discipline Case #79-2015-2016

On a motion by Mr. Prather, seconded by Mrs. Davis, the Board voted unanimously to ratify the administrative decision to expel Student #79-2015-2016, from TPSD for one calendar year for violation of TPSD Policy JD-E5. Mr. Babb declared the motion passed.

Detailed information regarding Student Discipline Case #79-2015-2016 is marked EXHIBIT 5 "Sealed and Confidential" and held in the Exhibit Book of this meeting date and incorporated herein.

2. Student Discipline Case #115-2015-2016

On a motion by Mr. Hudson, seconded by Mr. Wheeler, the Board voted unanimously to ratify the administrative decision to expel Student #115-2015-2016, from TPSD for one calendar year for violation of TPSD Policies JD-E4 and JCB. Mr. Babb declared the motion passed.

Detailed information regarding Student Discipline Case #115-2015-2016 is marked EXHIBIT 6 "Sealed and Confidential" 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)

1. Revised Job Description – Band Director at Tupelo High School

Mr. Wheeler moved to approve the amended above-referenced job description as submitted. Mr. Prather seconded the motion, and the motion was approved unanimously. Mr. Babb declared the motion passed.

The revised job description for band director at THS is marked EXHIBIT 7 and held in the Exhibit Book of this meeting date and incorporated herein.

2. Licensed Personnel Recommendations

Mr. Wheeler moved to approve the Licensed Personnel Recommendations as presented. Mrs. Davis seconded the motion, and the motion was approved unanimously. Mr. Babb declared the motion passed.

The Licensed Personnel Report is marked EXHIBIT 8 and held in the Exhibit Book of this meeting date and incorporated herein.

C. Office of Assistant Superintendent Dr. Diana Ezell

1. First Reading of New TPSD Policy JDABA (Prohibition of Sexual Activity on School Property/Events)

Dr. Diana Ezell presented the following policy for a first reading:

JDABA Prohibition of Sexual Activity on School Property/Events
No action by the Board was requested at this meeting date.

2. Second Reading of TPSD Policies DGA, ECIA, EP, ICIB, and MO

Dr. Diana Ezell presented amendments to the following policies to the Board of Trustees on February, 2016, for a first reading. At this time, the following policies are presented for second reading and for consideration of approval:

DGA	Fund Balance
ECIA	Texting While Driving
EP	Drones
ICIB	CPR/AED Instruction
MO	Home School Programs

On a motion by Mr. Hudson, seconded by Mr. Wheeler, the Board voted unanimously to amend the above-referenced TPSD policies as presented. Mr. Babb declared the motion passed. A copy of the above amended policies are marked EXHIBIT 9 and held in the Exhibit Book of this meeting date and incorporated herein

3. Recommendation to Amend TPSD Policy GACN Employee Discrimination and Harassment

On a motion by Mr. Prather, seconded by Mr. Hudson, the Board voted unanimously to amend TPSD Policy GACN Employee Discrimination and Harassment as submitted. Mr. Babb declared the motion passed. A copy of TPSD Policy GACN Employee Discrimination and Harassment, as amended, is marked EXHIBIT 10 and held in the Exhibit Book of this meeting date and incorporated herein

4. Recommendation to Amend TPSD Policy JBD Attendance, Tardiness and Excuses

On a motion by Mrs. Davis, seconded by Mr. Wheeler, the Board voted unanimously to amend TPSD Policy JBD Attendance, Tardiness and Excuses as recommended. Mr. Babb declared the motion passed. A copy of TPSD Policy JBD Attendance, Tardiness and Excuses, as amended, is marked EXHIBIT 11 and held in the Exhibit Book of this meeting date and incorporated herein

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

1. Employment of 2016-2017 School Administrative Personnel

At the noon meeting, Dr. Loden presented the 2016-2017 School Administrative Personnel recommendations for consideration of approval.

On a motion by Mr. Wheeler, seconded by Mr. Prather, the Board voted unanimously to approve employment of 2016-2017 School Administrative Personnel as recommended by Superintendent Gearl Loden. Mr. Babb declared the motion passed. A copy of Employment of 2016-2017 School Administrative Personnel Report is marked EXHIBIT 12 and held in the Exhibit Book of this meeting date and incorporated herein

2. Information Items:

a. Legislative Report – Dr. Gearl Loden

Dr. Loden stated that the 2016 Legislative Session should be closely monitored during the next few weeks. Bills to watch include HB 458 MAEP Statute; HB 29 School District Data to PEER (Performance Evaluation and Expenditure Review); HB 33 Special Needs Vouchers; and HB 1044 Charter Schools & Funding.

b. Safety Security Update – Mr. Andy Cantrell and Officer Terry Hatch

Mr. Cantrell and Officer Hatch stated that a change of hours for a few School Security Officers will be implemented shortly. Officer Hatch also updated the Board regarding the new Centralized Command Center.

Mr. Cantrell reported that the dates of April 4-7, 2016, have been scheduled for the District's Safety & Security Audit. The audit will be conducted by MDE Office of Safe and Orderly Schools.

c. Upcoming Events – Dr. Gearl Loden

- March 14-18, Spring Holidays
- March 25-28, Easter Holidays
- April 20, 9:30-11:30am, Board Work Session, HLC
- April 20, Noon, Regular Board Meeting, HLC
- April 22, AEE Annual Luncheon, 11:30am, Lawndale
- April 25, Rotary Scholars Luncheon, 11:30am, The Summit
- May 10, Regular Board Meeting, Noon, HLC, 5:00pm Regular Meeting, Lawhon
- May 20, THS Graduation, 7:00pm, BancorpSouth Arena

d. Miscellaneous – Dr. Gearl Loden

- Flu Update – Dr. Loden stated that student absentees have been higher than normal due to the flu and other illnesses, however, it is hoped that next week's Spring Holidays and the following Easter holidays will help with absenteeism.

UNFINISHED BUSINESS

A. Lawndale Elementary Renovation Bids (Reject all bids and re-bid in the future)

At the noon meeting, Mr. Charles Laney, JBHM Architects, P.A. and Mr. Andy Cantrell explained that three bids were received on February 11, 2016, for the Renovations to Lawndale Elementary School Project. All bids exceeded the budget amount set by the District for this project. Therefore, they recommended that the Board of Trustees reject all bids and re-bid the project at a future date.

On a motion by Mr. Prather, seconded by Mrs. Davis, the Board voted unanimously to reject all bids for the Lawndale Elementary Renovation Project and further authorized the District to rebid the project at a future date. The motion also authorized Superintendent Gearl Loden to sign any applicable paperwork, if necessary, regarding rejecting all the bids. Mr. Babb declared the motion passed.

Detailed bid information regarding the aforementioned Lawndale School renovation project is marked EXHIBIT 13 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.

C. Awarding of Bids for the Milam Renovations Project

At the noon meeting, Mr. Charles Laney, JBHM Architects, P.A. and Mr. Andy Cantrell stated that bids were opened for the Milam Renovations Project on February 11, 2016. Three bids were received on the project. After careful evaluation of the qualifications and discussion with school district personnel, JBHM Architects, P.A. is recommending that the Board award the Base Bid in addition to Alternate No. 1, Alternate No. 3 and Alternate No. 4 to low bidder Sullivan Enterprises, Inc. for a total contract award of \$4,274,000.00.

On a motion by Mr. Wheeler, seconded by Mr. Hudson, the Board voted unanimously to award the Base Bid in addition to Alternate No. 1, Alternate No. 3 and Alternate No. 4 to low bidder Sullivan Enterprises, Inc., for a total contract award of \$4,274,000.00, and to authorize Superintendent Gearl Loden to sign the applicable contracts and other construction documents for proceeding with this project. Mr. Babb declared the motion passed.

Detailed bid information and signed applicable agreements regarding the aforementioned Milam School renovation project are marked EXHIBIT 14 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.

C. Awarding of Bids for Rankin Elementary Renovations Project

Mr. Charles Laney, JBHM Architects, P.A. and Mr. Andy Cantrell reported at the noon meeting that bids were opened for the above-referenced project on February 18, 2016. Four bids were received on the project. Murphy & Sons, Inc. is the apparent low bidder with a base bid of \$1,367,000.00. JBHM Architects, P.A. is recommending that the Board award the Base Bid and Alternate No. 1, Alternate No. 2, Alternate No. 3 and Alternate No. 4 to Murphy & Sons, Inc. bringing the total contract sum to \$1,846,600.00.

On a motion by Mrs. Davis, seconded by Mr. Wheeler, the Board voted unanimously to award the Base Bid in addition to Alternate No. 1, Alternate No. 2, Alternate No. 3 and Alternate No. 4 to Murphy & Sons, Inc. for a total contract award of \$1,846,600.00 and authorize Superintendent Gearl Loden to sign the applicable contract and other construction documents.

Detailed bid information and signed applicable agreements regarding the aforementioned Rankin School renovation project are marked EXHIBIT 15 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.

NEW BUSINESS

Request Approval to Purchase Security Director Car

At the noon meeting, Mr. Andy Cantrell requested authorization to purchase a Toyota Camry from Carlock Toyota. Mr. Cantrell explained that the quote received from Oxford Toyota was approximately \$108.00 less than that of Carlock Toyota but recommended that Carlock Toyota's bid be accepted as the "lowest and best" bid due to documented savings for mileage and employee time required to pick up the vehicle as well as savings on warranty maintenance, and employee time that would be consumed in arranging for maintenance. Mr. Cantrell also advised that Section 3-7-13(b) authorizes districts to purchase vehicles from a local dealer.

On a motion by Mr. Wheeler, seconded by Mr. Hudson, the Board voted unanimously to authorize the District to purchase a Toyota Camry from Carlock Toyota and further authorized Superintendent Gearl Loden to sign the applicable documents for the purchase of the vehicle.

A copy of the above report and any corresponding documentation is marked EXHIBIT 16 and held in the Exhibit Book of this meeting date and incorporated herein.

MISCELLANEOUS BUSINESS

A. Future Agenda Topics – Superintendent Gearl Loden

- 9:30am Work Session re Budget, Buildings & Grounds, and Curriculum Update
- NSBA Conference Overview
- Reemployment of 2016-2017 TPSD Licensed Staff

- Reemployment of 2016-2017 School Administrative Personnel, Building Administrators, Licensed District Administrators and District-Wide Positions (No Licensed Required)
- TPSD Policy GCBA-E Instructional Staff Salary Schedule for 2016-2017
- Presentation by AEE of 2016-2017 Awarded Grants
- Safety Audit
- First Reading of Student Handbook Revisions for 2016-2017

B. Future Agenda Topics – Board Members

No future agenda topics were requested by Board members.

C. Executive Session

Mr. Babb stated that an Executive Session was held at the noon meeting to discuss personnel matters and a litigation matter and no action was taken during the executive session.

ADJOURNMENT

On a motion by Mrs. Davis seconded by Mr. Wheeler, the Board voted unanimously to adjourn the meeting. Mr. Babb declared the motion passed and the meeting in adjournment at 5:57 p.m.

APPROVED:

ATTEST:

TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

Joe Babb, President

Sherry Davis, Secretary