

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
December 9, 2014**

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, December 9, 2014, at the Hancock Leadership Center, 1920 Briar Ridge, Tupelo, Mississippi.

CALL TO ORDER

The meeting was called to order by President Rob Hudson who welcomed guests attending the meeting.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

Board members present during roll call were: Mr. Joe Babb, Mr. Rob Hudson, Mr. Eddie Prather, and Mr. Kenneth Wheeler. Mr. Rob Hudson announced a quorum and stated that the meeting was lawfully in Session. Attorney Otis Tims was also present.

APPROVAL OF AGENDA

On a motion by Mr. Prather, seconded by Mr. Babb, the Board voted unanimously to approve the agenda for the regular December 9, 2014, Board meeting with the following change:

- Addendum to the Personnel Report, Section VIII. Superintendent's Report, Item B. Number 2

The President of the Board declared the motion passed. 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

November 18, 2014, Noon, Regular Meeting

Mr. Babb made a motion to approve the minutes from the November 18, 2014, noon regular meeting as submitted. The motion was seconded by Mr. Wheeler and approved by all members present. Mr. Hudson declared the motion passed.

November 18, 2014 5:00 p.m. Regular Meeting

Mr. Wheeler made a motion to approve the minutes from the November 18, 2014, 5 p.m. meeting as submitted. The motion was seconded by Mr. Prather and approved by all members present. Mr. Hudson declared the motion passed.

PUBLIC COMMENTS

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

RECOGNITIONS

During Recognitions, Mrs. Sherry Davis entered the room.

Mrs. Brenda Meriweather, Technology Director, recognized Mrs. Julie Connolly and Mr. Zack Turner for their hard work and dedication to the district.

Mr. Andy Schoggin, Athletic Director, recognized Dr. Rice and Dr. Southworth of North Mississippi Sports Medicine and Orthopaedic Clinic. And Dr. Walt Wilkins of North Mississippi Medical Center for their continued support of the district.

The Board of Trustees recognized December 2014 Employees of the Month.

COMMUNICATION TO THE BOARD

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

- A. University of Mississippi Scholarship Opportunities
- B. Transition Plan
- C. Update on Early Childhood Education Center
- D. Marketing Department Update
- E. Update on Athletic Department
- F. Project Based Learning Environment/Texas School Visit
- G. Ad Valorem Report

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

CONSENT AGENDA

In accordance with Dr. Loden's recommendations, Mr. Babb moved to acknowledge, 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 #CO1539 and BC#2015-2015-002
2. Accepted Donations
 - #2014-2015-015 \$500 Best-Wade Petroleum Milam
 - #2014-2015-016 \$500 Best-Wade Petroleum Lawhon
3. Permission to Submit TPSD Grant #1504 through #1505
 - MDE: K-3 Literacy Support Parkway \$50,000.00

- MDE: K-3 Literacy Support Lawhon \$50,000.00

4. Permission to Advertise for Bids or Proposals (TPSD Policy DJED)

- RFP 1502 for E-Rate Items & Equipment

5. Deletion of Items from TPSD Asset Listing

- Deletion of 31 Assets

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 Synergy Group to Homewood, AL
- THS Varsity Band to Natchez, MS
- TMS Band to Natchez, MS

C. Office of Superintendent Dr. Gearl Loden

1. MOU with University of MS for scholarship opportunities

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

Board Member Eddie Prather recommended approval of the Docket of Claims and Check Registers as follows:

- Docket of Claims for the period November 8, 2014 through November 30, 2014, Docket of Claims #23958 through #24367, Accounts Payable Checks #14992 through #15241 in the amount of \$1,089,206.36
- The Tupelo High School Activity Check Register for the period November 2014, Checks #1574 through #1587 in the amount of \$4,214.19
- Athletic Activity Checks Register for the period November, 2014, Checks #2182 through #2210 in the amount of \$6,097.60.

The grand total for all funds is \$1,099,518.15.

The motion was seconded by Mr. Wheeler and approved unanimously. Mr. Hudson 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 October 31, 2014

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

- Bank Reconciliation Report
- Revenue and Expenditure Report with Budget Status
- TPSD Cash Flow Statement
- Combined Balance Sheet
- October 31, 2014 Financial Statements

Board President Rob Hudson declared the motion passed. The Financial Reports for Month Ending October 31, 2014, 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)

Licensed Personnel Recommendations (includes Addendum)

Mr. Turner presented a job description for Director's Administrative Assistant for consideration of approval. Mr. Babb moved to approve the job description for Director's Administrative Assistant as presented. Mr. Wheeler seconded the motion, and the motion was approved unanimously. Mr. Hudson declared the motion passed.

The job description for Director's Administrative Assistant is marked EXHIBIT 5 and held in the Exhibit Book of this meeting date and incorporated herein.

Mr. Turner presented the Licensed Staff recommendations with addendum for consideration for approval. Mr. Babb moved to approve the Licensed Personnel Recommendations with addendum, as presented. Mr. Wheeler seconded the motion, and the motion was approved unanimously. Mr. Hudson 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.

At this point, Board Member Kenneth Wheeler left the meeting.

C. Office of Assistant Superintendent Dr. Diana Ezell (TPSD Policy BDC)

1. Second Reading of New TPSD Policies

Dr. Ezell presented the following new policies for a second reading:

- a. JGEB Concussion Management and Return to Play

On a motion by Mr. Babb, seconded by Mr. Prather, the Board voted unanimously by all members present to approve policy JGEB as presented. Mr. Hudson declared the motion passed.

A copy of the above policy is marked EXHIBIT 7 and held in the Exhibit Book of this meeting date and incorporated herein.

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

Mrs. Rachel Murphree presented the FY 2014 Audit Contract Extension for approval.

Mrs. Davis made a motion to approve the FY 2014 Audit Contract Extension as presented. The motion was seconded by Mr. Prather and was approved unanimously. Mr. Hudson declared the motion passed.

UNFINISHED BUSINESS

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

NEW BUSINESS

No “New Business” items were presented at this meeting of the Board.

MISCELLANEOUS BUSINESS

A. Future Agenda Topics – Superintendent Gearl Loden

- First Semester ADA Comparison
- First Semester Discipline Report
- First Semester GPA and MHSAA Scholar Athlete Team Information
- Administrator of the Year

B. Future Agenda Topics – Board Members

- Organizational Chart of Finance Department

C. Executive Session

Mr. Otis Tims suggested to the School Board a temporary Executive Session to determine the need for a permanent Executive Session for the purpose of discussing personnel matters and potential litigation

On a motion by Mr. Babb, seconded by Mrs. Davis, the Board voted unanimously to enter temporary Executive Session for the purpose of determining a need for permanent Executive Session. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

The room was cleared and the temporary Executive Session was called to order by Mr. Hudson with the following people present: Mr. Joe Babb, Mrs. Sherry Davis, Mr. Eddie Prather, Mr. Otis Tims, Ms. Patrice Tate, and Mrs. Modesty Shumpert.

The Board first considered the reason for entering Executive Session. Upon a motion by Mr. Babb, with a second by Mrs. Davis, the Board voted unanimously to remain in Executive Session for the purpose of discussing personnel matters and potential litigation. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

Mr. Hudson reopened the meeting to tell all those in attendance the reason for going into Executive Session was to discuss personnel matters and potential litigation..

In Executive Session, Mr. Tims began the discussion on the potential litigation matter. There was no action taken by the board.

Ms. Shumpert, Ms. Tate and Mr. Wheeler then left the room..

Mr. Hudson then took up the second personnel matter. During this discussion Mr. Wheeler rejoined the meeting. After discussion of the personnel matter, no action was taken. Mr. Babb made a motion to return to Open Session, which was seconded by Ms. Davis and adopted unanimously.

Mr. Hudson then left the room and announced that the Board had returned to Open Session. Upon returning to the meeting, Mr. Hudson announced that no action had been taken in Executive Session.

Mr. Wheeler then offered a motion to adjourn, which was seconded by Mr. Babb and unanimously approved.

The meeting stood adjourned at 4:31 p.m.

ADJOURNMENT

December 9, 2014
Noon, Hancock Leadership Center

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

APPROVED:
TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

ATTEST:

Robert L. Hudson, II, President

Joseph Babb, Secretary