

**TUPELO PUBLIC SCHOOL DISTRICT  
BOARD OF TRUSTEES MEETING MINUTES  
December 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, December 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. Eddie Prather and Mr. Kenneth Wheeler. Mr. Rob Hudson was absent. Mr. Prather announced a quorum, and stated that the meeting was lawfully in session. Attorney Otis Tims was also present.

**APPROVAL OF AGENDA**

Ms. Davis moved to approve the agenda for the regular December 11, 2018, Board meeting as presented. The motion was seconded by Mr. Wheeler, and the Board voted unanimously by all members present to approve the agenda for the regular December 11, 2018, Board meeting as submitted. 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**

October 30, 2018, Noon, Church Street

Mr. Babb made a motion to approve the minutes from the October 30, 2018, noon, work session as presented. The motion was seconded by Mr. Wheeler and approved unanimously by all members present. Mr. Prather declared the motion passed.

November 6, 2018, Noon, Regular Meeting, Hancock Leadership Center

Mr. Wheeler made a motion to approve the minutes from the October 9, 2018, 5:00pm, regular meeting as presented. The motion was seconded by Mrs. Davis and approved unanimously by all members present. Mr. Prather declared the motion passed.

**PUBLIC COMMENTS**

As parent Brian Leathers had requested to make comments to the Board, Attorney Otis Tims reminded Mr. Leathers that he was limited to three minutes and could not offer public comment on personnel issues. Mr. Leathers addressed the Board regarding his concerns about a final grade his daughter received during her senior year. Mr. Prather thanked Mr. Leathers and advised that an administrator will be contacting him in the near future. Mr. Leathers then left the meeting.

## RECOGNITIONS

1. Ms. Shermaneice Foster – Academic Interventionist

Mrs. Foster was walking out the main office at Rankin Elementary and noticed a student choking. She immediately performed the Heimlich maneuver to clear the child's upper airway obstruction. Ms. Foster was honored by the Board for her swift action and skills to aid this student during this medical emergency.

2. Mr. Ed Borden – Rankin Parent

Rankin Parent, Mr. Ed Borden, was recognized for handling what could have been a dangerous situation when an unauthorized person attempted to enter the school.

## ACTION ITEMS

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

**1. Docket of Claims and Athletic Activity Ref Pay**

Board Member Sherry Davis recommended approval of the Docket of Claims for the period October 27 through November 30, 2018, Docket of Claims #56975 through #57858 in the amount of \$2,112,845.10 and the Athletic Activity Ref Pay paid to officials and fees in the amount \$6,762.20 for the period October 27 through November 30, 2018. The grand total is \$2,119,607.30. The motion was seconded by Mr. Wheeler and approved unanimously by all members present. Mr. Prather declared the motion passed.

This affirms that the claims are legal and proper and they are allowed and ratified as paid by the Superintendent or his designee pursuant to Section 37-9-14 (7) of the Mississippi Code of 1972.

The Docket of Claims Report is marked **EXHIBIT 2** and held in the Exhibit Book of this meeting date and incorporated herein.

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

In accordance with MS Code 37-9-18 the following Financial Reports for the month ending October 31, 2018, were reviewed and discussed. On a motion by Ms. Davis, seconded by Mr. Wheeler, the Board voted unanimously by all members present to approve the following financial reports:

- 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)

Board President Eddie Prather declared the motion passed. The Financial Reports for Month Ending October 31, 2018, are marked **EXHIBIT 3** and held in the Exhibit Book of this meeting date and incorporated herein.

### **3. Audit Proposal for Fiscal Years Ending 2019 through 2021**

Mr. Babb offered and moved approval of a contractual agreement with audit firm, J. E. Vance & Company, for audits of fiscal years ending 2019 through 2021. The proposal amount is \$17,900 per year. The deadline for providing a draft report to the Office of the State Auditor by the audit firm is December 15, 2019, 2020 and 2021 respectively.

Mr. Wheeler seconded the motion, and having received an unanimous affirmative vote by all members present the President of the Board declared the motion carried and approved.

A copy of the audit contractual agreement with J. E. Vance & Company is 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 Goals #3 and #4)**

### **Licensed and Classified Personnel Recommendations**

Upon a motion by Ms. Davis, seconded by Mr. Babb, the Board voted unanimously by all members present to approve the licensed and classified personnel recommendations with one noted correction as follows:

On the first page of the Personnel Report under New Licensed Personnel the third bullet for a temporary elementary teacher at Lawndale should also state “Contingent Upon Receipt of Mississippi License.”

Mr. Prather declared the motion passed.

The Personnel Report is marked **EXHIBIT 5** and held in the Exhibit Book of this meeting date and incorporated herein.

## **C. Office of Deputy Superintendent Mrs. Kimberly Britton**

### **1. Revision of TPSD Policy Exhibits JBCC-E1 and JBCC-E2**

Mrs. Britton reported that the proposed changes in these policy exhibits reflect a tuition increase to \$1,000 (if paid annually) or \$600 a semester per student. Additionally, these changes remove the multi-student discount. The policy would be effective July 1, 2019.

After due discussion and consideration, on a motion by Mr. Babb, seconded by Mr. Wheeler, the Board voted unanimously by all members present to amend, as recommended, TPSD Policy Exhibits JBCC-E1 Non-Resident Tuition Charges and JBCC-E2 Admission of Non-Resident Students Tuition Agreement: Nonemployee. Mr. Prather declared the motion passed.

Copies of the abovementioned TPSD Policy Exhibits JBCC-E1 and JBCC-E2 are marked **Exhibit 6** and held in the Exhibit Book of this meeting date and incorporated herein.

## **2. Revision of TPSD Policy LAA Title I Parental Involvement**

Mrs. Britton pointed out that under Every Student Succeed Act (ESSA) and per the Mississippi Department of Education, policy LAA Title I Parental Involvement Plan must be rewritten and the title changed to Family and Parent Engagement. As part of this process, Mrs. Corlis Curry conducted parent meetings as required by ESSA and provided information to guide the proposed policy revision.

On a motion by Mrs. Davis, seconded by Mr. Wheeler, the Board voted unanimously by all members present to amend TPSD Policy LAA Title I Parent Involvement and change the title of the policy to Title I Parental Involvement and Engagement as recommended. Mr. Prather declared the motion passed.

A copy of the abovementioned revised TPSD Policy LAA is marked **Exhibit 7** and held in the Exhibit Book of this meeting date and incorporated herein.

## **3. Second Reading of New TPSD Policy GBS Use of Force**

It was the consensus of all Board members present to table discussion and approval of new TPSD Policy GBS Use of Force.

## **4. Additional Targeted Support and Improvement (ATSI) and Targeted School Improvement (TSI) Plans of Improvement**

Mrs. Britton informed the Board that Tupelo High School has been labeled Additional Targeted Support and Improvement (ATSI) due to the achievement gap between the Special Education Population and the Non-Special Education population. ATSI is the least stringent of the plans of improvement.

Tupelo Middle School has been labeled Targeted School Improvement (TSI) due to the achievement gap between the Special Education students and Non-Special Education students. TSI is the 2<sup>nd</sup> least stringent plan of improvement.

Mrs. Britton reported that the Mississippi Department of Education MDE requires board approval for both plans.

the proposed revisions to TPSD Policy JBCB give the District the ability to place tuition students in schools based on enrollment.

On a motion by Ms. Davis, seconded by Mr. Wheeler, the Board voted unanimously by all members present to approve the ATSI plan for Tupelo High School and TSI plan for Tupelo Middle School as submitted. Mr. Prather declared the motion passed.

Copies of the abovementioned improvement plans are marked **Exhibit 8** and held in the Exhibit Book of this meeting date and incorporated herein.

## **5. “First Reading” of Proposed Options 1 and 2 for TPSD 2019-2020 School Calendar**

Mrs. Britton stated that a committee was formed to help develop two options for the TPSD 2019-2020 School Calendar. Committee members included Brenda Meriweather,

Haley Stewart, Amy Barnett, Talina Knight, Amy Ferguson and Julie Connolly. Once the two options were developed the two choices were forwarded to administrators in order to share with teachers across the district for the purpose of receiving feedback.

Changes from last year's calendar include the following:

- More Professional Development days at the beginning of the year, rather than the end
- The addition of the Professional Development day in the fall
- The 60% day will remain as a parent conference day for elementary. Secondary schools would like a ½ day of Professional Development rather than parent conferences due to low turn-out in the past.

Mrs. Britton stated that after teacher and principal input is received in the upcoming weeks a preferred option will be presented for approval at the January, 2019 Board meeting.

## **CONSENT AGENDA**

In accordance with Dr. Picou's recommendations, Mr. Wheeler 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 (TPSD Policy DJAAB Contract Signing Authority)  
Contracts to be Acknowledged and Awarded: #CO2044, #CO2045 and #CO2046
2. Donations #2018-2019-032 through #2018-2019-044
3. Permission to Submit TPSD Grants #1918 and #1924
4. Permission to Accept TPSD Grants #1916 and #1919
5. Permission to Remove 24 Assets from the TPSD Asset Listing and Add 6 Assets to the TPSD Asset Listing

### **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 Soccer, Competition, Jackson, MS, January 11-12, 2019
  - THS, TCT-DECA, DECA State Competition, Jackson, MS, Feb. 13-15, 2019
  - THS, Thespians, MS Thespian Conference, Pearl, MS, February 21-23, 2019

The motion was seconded by Ms. Davis 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 9** and held in the Exhibit Book of this meeting date and incorporated herein.

## **SUPERINTENDENT’S REPORT – DR. ROB PICOU**

### **A. Executive Summaries:**

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

1. Cost Efficiency of TPSD Remaining in Class 6A and Update on 6A All Sports Award – Dr. Eddie Moore
2. First Nine Weeks Discipline Report – Mr. Andy Cantrell
3. First Nine Weeks Average Daily Attendance Report – Mr. Andy Cantrell
4. Ad Valorem Collections Received through November, 2018 – Mrs. Rachel Murphree

### **B. Superintendent’s Report – Dr. Rob Picou**

1. Marzano Evaluation Framework – Mrs. Kimberly Britton

Deputy Superintendent Kim Britton provided a report regarding Marzano Evaluation Framework – Moving Teaching from an Art to a Science program. She explained that Marzano analyzed selected research studies on instructional strategies that could be used by k-12 teachers and determined average effect of techniques. An effect size expresses the increase or decrease in achievement of the experimental group who are exposed to a specific instruction technique. Marzano took the effect size and translated to percentile gain. Ms. Britton then reviewed the percentile gain for each of these techniques. Further, she reviewed a possible implementation plan should the district decide to adopt the evaluation framework.

2. Superintendent’s Report – Dr. Rob Picou

Dr. Picou’s report is included below:

*The month of December always goes so fast. There is a lot of Christmas excitement in the air. This year is no different. One of the most exciting events that has occurred this holiday season is the Shop with a Cop event. The principals at the 3-5 schools each selected four students to participate. The students were then escorted from their schools to Walmart to go shopping. Each student was allotted three hundred dollars to buy whatever they wanted for Christmas. The police officers all wore their dress uniforms and went with their designated student up and down the isles filling baskets with toys and clothes. One student bought a box of diapers because he knew the family needed diapers. Another child needed socks and underwear. Some students needed shoes and a coat. Two brothers decided to pool their money and buy a television—they didn’t have one in their house—and an X box. The 3-5 principals were all present. It was a very exciting and worthwhile event. We are truly blessed to have such a great partner in the Tupelo Police Department.*

*There has been a lot of conversation about a TPSD/ICC Middle College. I have met with Dr. Allen at ICC to discuss the possibility of creating a partnership. He is very open to the conversation. A TPSD Middle College*

*would be a partnership between ICC and TPSD. A TPSDMC (Tupelo Public School District Middle College) would be a dual enrollment program. Our students would be enrolled full time in TPSD while taking college classes on the ICC campus. Our students would take both high school courses and college courses on the ICC campus. We would provide transportation to ICC and back to TPHS for afterschool activities. We would also provide a designated teacher for support. ICC would provide designated space for our students to congregate and work on their course work on the ICC campus. Our students would take both high school courses and college courses while completing their high school graduation requirements. Students would have the opportunity to build a college transcript that will benefit their future college enrollment in any university or community college. Students may work either towards an Associate Degree or take courses that will lay the foundation for a specific Bachelor's Degree, the choice is theirs.*

*Tupelo Public School District Middle College would be considered a Tupelo Public School District school of choice. Enrollment would require an application process, college placement exams, and ICC acceptance. Each student's tuition scholarship would be funded through the base student allocation and potentially financially supported by foundation grants and scholarships. TPSDMC students would have to meet the following program requirements for acceptance:*

- High school GPA 2.0 or higher*
- Completed application with 3 letters of recommendation (2 Teacher and 1 counselor)*
- Passing either Accuplacer 170+ or ALEKS 30+ for college placement*
- Be a junior or senior in good academic standing and on track to graduate*

*The application process and funding would be a scholarship program with specific outcomes in mind. As with any scholarship program we would have academic and behavioral expectations that students will be required to meet. We would have timelines and requirements for attendance for both high school and college classes. Failure to meet these requirements would possibly result in students returning to THS. Consideration of the student's graduation status, placement scores, application answers, and high school GPA will be primary factors in determining initial course load. A student's college GPA would be the primary factor in program continuation. I suspect a Middle College would start with approximately 50-75 students. We could build the program in CTE at the ICC Belden campus, at the main ICC campus, or at both campuses concurrently. The advantage for students and parents who participate are evident. Opportunities of this type motivate students to do well in school. Students who choose to participate in a middle college may or may not be planning on participating in advanced placement courses. A middle college would*

*provide tremendous opportunities for the community. There are many students who have completed their Carnegie credits and are just waiting for graduation. A middle college would give these students the opportunity to accelerate their post-secondary education plans. There are also many students who go off to four-year colleges after graduation who are not prepared for the rigor of post-secondary college courses. A middle college experience would give these students the opportunity to gain valuable study skills while still in the protective environment of their homes and while still under the protective and supportive environment of their high school teacher. This is the basic model that is currently in use in Alaska. Any potential plan for Tupelo would be the result of careful consideration between staff at ICC and TPSD. There may be variations in the final plan, but all plans would be presented to the school board of TPSD and the board of ICC before any actions are taken by administration.*

*Winter benchmark assessments are being completed this week. At the high school level, many students are taking the Mississippi State assessments. Things have been going well. The platform for our benchmark assessment was not necessarily reliable, but the state assessments have been completed without tech malfunction. We have been in the process of reviewing schools. I have been meeting with school staffs at individual schools and talking to teachers and principals about school level needs. When all of my meetings are completed, the school board will be provided with a full report. Dr. Rob Picou, Superintendent of Schools*

3. Upcoming Events:

- December 10-14, Common Assessment Testing
- December 19, 8:30am, District of Innovation Meeting with Community, @ Church Street
- December 19, District Holiday Luncheon, 11:30am, HLC
- December 20-January 2, Winter Holidays
- January 3, Professional Development Day
- January 4, Students Report
- January 15, Noon, HLC, Regular Board Meeting
- January 21, Martin Luther King, Jr. Holiday
- February 12, Regular Board Meeting, Noon, HLC, 5:00pm at TMS
- February 19-20, MSBA Winter Conference

**D. Board Master Calendar Review, Future Agenda Topics and Approval of Proposed 2019 Board Meeting Dates – Board Members**

**1. Board Master Calendar and Future Agenda Topics**

The Board reviewed the Board Master Calendar. No future agenda topics were requested at this time.



## **2. Approval of 2019 Regular Board Meeting Schedule**

The proposed 2019 Regular Board Meeting Schedule was presented for review at November's meeting.

On a motion by Mr. Wheeler, seconded by Mrs. Davis, the Board voted unanimously by all members present to approve the proposed 2019 Regular Board Meeting Schedule as presented. Mr. Prather declared the motion passed.

A copy of the adopted 2019 Board Meeting Schedule is marked **Exhibit 10** and held in the Exhibit Book of this meeting date and incorporated herein.

## **MISCELLANEOUS BUSINESS**

### **Mr. Babb left the meeting.**

#### **Executive Session**

Mr. Prather suggested that there was a need for consideration of entering into Executive Session to discuss matters regarding specific teaching personnel, issues involving teacher conduct raised by parent communications to the Board, the Board's annual evaluation of the Superintendent, and potential litigation. Mr. Wheeler made a motion that the Board enter temporary Executive Session. Mrs. Davis seconded the motion, and it was adopted unanimously by the three Board members present. Mr. Prather declared the motion passed. The room was then cleared.

### **Mr. Babb reentered the meeting.**

After the Board voted to go into temporary Executive Session to discuss the need for an executive session, Superintendent Picou and Board counsel Tims remained in the room with the Board. Mr. Prather stated he believed there was a need for an Executive Session to discuss matters regarding specific teaching personnel, issues involving teacher conduct raised by parent communications to the Board, the Board's annual evaluation of the Superintendent, and potential litigation. Upon motion by Mr. Wheeler, seconded by Ms. Davis, the Board voted unanimously by all members present to go into Executive session to discuss these matters.

It was announced in the hall that the Board had voted to go into executive session.

In Executive Session, the Board discussed job performance issues regarding specific teachers, matters regarding potential litigation involving personnel, and the Board's annual evaluation of the Superintendent to be completed in January. The Board took no action, but Mr. Tims was directed to prepare a letter responding to a parent's concerns about a teacher and the Board outlined a process for conducting the Superintendent's evaluation. After these discussions, Mr. Wheeler made a motion, seconded by Ms. Davis that the board return to open session. The Board adopted the motion unanimously by all members present.

**Open Session**

Mr. Prather announced that the Board was in Open Session. Mr. Prather reported that the Board had taken no action in Executive Session.

**ADJOURNMENT**

There being no further business to come before the Board, Mr. Wheeler moved that the meeting be adjourned. Ms. Davis seconded the motion and the Board approved it unanimously by all members present. Mr. Prather announced that the motion had passed and declared the meeting adjourned at 3:23 p.m.

**APPROVED:**  
**TUPELO PUBLIC SCHOOL DISTRICT**  
**BOARD OF TRUSTEES**

**ATTEST:**

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**Eddie M. Prather, President**

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**Rob Hudson, Secretary**