

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
February 9, 2016**

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, February 9, 2016, at the Hancock Leadership Center, 1920 Briar Ridge Tupelo, Mississippi.

CALL TO ORDER

The meeting was called to order by President Kenneth Wheeler 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. Wheeler 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. Hudson, seconded by Mrs. Davis, the Board voted unanimously to approve the agenda for the regular February 9, 2016, Board meeting subject to the following change:

- Several changes to the Student Transfer Report which is listed on the Agenda as Item B. 1. under Section VII. Consent Agenda

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.

REVIEW OF THE MINUTES

The Board reviewed minutes from the January 19, 2016, 5:00pm regular meeting. No corrections were noted, however, Mr. Prather requested that future minutes include a brief summary of reports presented during "Communication to the Board."

PUBLIC COMMENTS

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

RECOGNITIONS

The following recognitions were held at the noon meeting:

1. Thomas Street Principal Mrs. Melissa Thomas read a proclamation from Governor Phil Bryant proclaiming February 14-20, 2016, as Mississippi School Board Recognition Week. Next, on behalf of all TPSD principals Rankin Principal Mrs. Amy Barnett thanked Board members for their commitment to support the efforts of the entire school district to provide the best and most appropriate education for all the children entrusted to its care.
2. Assistant Superintendent Secretaries Ms. Ginger Towery, Ms. Kelli Coburn and Ms. Melissa Hunter were recognized.
3. Technology Department – Mrs. Brenda Meriweather recognized Ms. Delena Masley and Mr. T. J. Higgins for their outstanding service to the District.

COMMUNICATION TO THE BOARD

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

- A. K-3 Academic Update Report** – presented by Mrs. Susan Hankins, Curriculum Specialist (TPSD Goal #1) Mrs. Hankins provided a summary of District Common Assessment comparisons of the October, 2015, CA to the December, 2015, CA which shows an increase in Reading Foundations and Reading for Information. She reported that Language scores increased in Grades 1, 2, but are a targeted growth area in kindergarten. Fluency in kindergarten (reading High Frequency words within 3 seconds) was achieved. Grades 1, 2 successfully read and comprehended texts at a higher Lexile/readability level than the grade level target. Rigor was raised and our students met our expectations. Grades 1,2 are moving toward Grade 3 writing rubrics and expectations. Kindergarten will have its first Writing Common Assessment with the March testing. Math in K-2 had several Standards with a district percentage of 90 or above. Mrs. Hankins also shared upcoming Summer Curriculum goals for K-2.
- B. First Semester GPA and MHSAA Scholar Athlete Team Information** -- presented by Dr. Eddie Moore, Athletic Director (TPSD Goal #1) The 1st semester GPA report for Tupelo High School athletes included 14 teams from fall and winter sports. A progressive improvement throughout the semester culminated with an overall GPA of 3.485, computed from 515 total athletes from the teams. All teams reported GPAs above 3.0, with boys basketball showing the most improvement. All teams have qualified this year for the MHASS Scholar Athlete Team Award.
- C. Buildings and Grounds Report** – presented by Mr. Andy Cantrell, (TPSD Goals #2 and #4) Mr. Cantrell updated the Board on current bond projects which included the ECEC Classroom Addition and TMS Classroom Addition. Mr. Cantrell also reported on upcoming bid openings for Rankin, Lawndale, Milam, and THS Intercom System.
- D. New Time and Attendance System** – presented by Mr. Jim Turner, Human Resources Director (TPSD Goal #4) Mr. Turner explained that the new Affordable Care Act mandates that if an employee works an average of 30 hours a week or 130 hours a month or more they are considered full-time employees and employers must provide health insurance. To

avoid penalties the District began planning for the new law's implementation by investigating time keeping systems. Mr. Turner described the process of choosing the vendor and system requirements. Mr. Turner summarized the three vendors, their quotes, and system capabilities. He stated that decisions were made by a collaborative effort of the following departments: maintenance, finance, technology and human resource. Mr. Turner also reported on upcoming training dates for the new time keeping system.

- E. **Ad Valorem Report** – presented by Mrs. Rachel Murphree (TPSD Goal #4, TPSD Policy #D Fiscal Management) Mrs. Murphree reported that collections for Operations for December, 2015, received by the District in January, 2016, were 24.57% of the amount requested compared to 36.07% in the previous year. The collections for Debt Service for November, 2015, received by the District in January, 2016, were 23.66% of the amount requested compared to 36.22% in the previous year.

- F. **Update on Community Discipline Listening Sessions** – presented by Mr. Kenneth Wheeler and Mr. Joe Babb (TPSD Goals #2 and #3)

Mr. Kenneth Wheeler:

- Thanked Mrs. Mary Ann Plasencia, Mr. Mike Clayborne and Mr. Joe Babb for their participation and leadership
- ✓ Reported that there was support for a tiered approach for non-negotiables
- ✓ Would like more school-level administrative feedback and discretion on some decisions
- ✓ Would like a Board work session scheduled soon to further discuss with the remainder of the Board

Mr. Joe Babb:

- Agreed with Mr. Wheeler regarding tiered approach and administrators having discretion
- Very diverse group with great discussion and different perspectives
- We listened
- Would like a Board work session to share notes with the entire Board
- Also, would like to act quickly before school handbooks are prepared for the 2016-2017 school year
- Thanked Dr. Eddie Peasant and Mr. Jason Harris for their leadership

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

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
 - Acknowledge and Award Contractual Agreements #CO1632 through #CO1635

- Bus Contract BC#2015-2016-005
 - Rental of School Facilities #SFR1627 and #SF1628
2. Donations #2015-2016-019 through #2015-2016-024
 3. Removal of 219 Assets from the TPSD Fixed Assets 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 Key Club to attend District Officer training, Baton Rouge, LA, February 12-13, 2016
 - THS Varsity Women's Choir to attend Southern Star Music Festival, Atlanta, GA, April 22-23, 2016
 - THS FCCLA to compete in Star Events, Jackson, MS, March 2-4, 2016
 - TMS History Club, National History Day competition, Hattiesburg, MS, March 4-5, 2016
 - THS FCCLA-Culinary Arts competition in Star Events, Jackson, MS March 2-4, 2016

C. Office of Assistant Superintendent Dr. Diana Ezell

Assistant Superintendent Dr. Diana Ezell presented a comprehensive report to the Board of Trustees regarding the Tupelo Public School District Gifted Instructional Management Plan, Gifted Program Proposal and Gifted Program Review.

SUPERINTENDENT'S REPORT

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

1. Docket of Claims

Board Member Joe Babb reviewed the Docket of claims prior to the meeting and advised that at the 5:00 p.m. meeting of the Board he will recommend approval of the following:

- Docket of Claims for the period January 9, 2016, through January 31, 2016, Docket of Claims #33409 through #33763, Accounts Payable Checks #21645 through #21968 in the amount of \$614,128.08
- Athletic Activity Ref Pay paid officials and fees in the amount of \$3,754.26 for December 1, 2015, through December 30, 2015.

The grand total for all funds is \$617,882.34.

2. Required Monthly Financial Reports – Month Ending 12-31-15

In accordance with MS Code § 37-9-18, the following Financial Reports for month ending December 31, 2015, were reviewed.

- 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

B. Office of Director of Human Resources Mr. Jim Turner/Dr. Gearl Loden

1. Licensed Personnel Recommendations (includes Addendum) (TPSD Goal #3)

Mr. Turner presented Licensed Staff recommendations for consideration for approval.

2. Recommended Supplement Changes for School Year 2015-2016 (TPSD Goal #3)

Mr. Turner presented a report which compared Tupelo “supplement” pay with several school districts throughout the state. Dr. Loden and Mr. Turner recommended that our District’s supplemental pay scale be amended for the 2015-2016 school year to remain competitive with other districts of comparable size within the state.

C. Office of Assistant Superintendent Dr. Diana Ezell

1. First Reading of New Policies presented by Dr. Leigh Mobley

Dr. Leigh Mobley presented the following new policies for first reading by the Board:

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

No action by the Board was requested at this meeting date.

2. Required Review of TPSD Board Policies presented by Dr. Leigh Mobley

Dr. Leigh Mobley reported that pursuant to MCA § 37-7-301(1) and TPSD Board Policy BDE, the TPSD Board Policy Manual will be reviewed on a regular basis under the direction of the Superintendent or designee. Board policies in Sections K, L, and M are scheduled for review in February of every even year. After review and in consultation with appropriate Directors, Principals and staff, Dr. Mobley reported on Sections K, L, and M as listed below:

1. Policies in **Section K: General Public Relations** have been reviewed with no proposed changes or revisions indicated.
2. Policies in **Section L: Organizational Relations** have been reviewed with

no proposed changes or revisions indicated with the exception of Policy LEB Relations with Parent Organizations as noted above.

3. Policies in **Section M: Educational Agency Relations** have been reviewed with no changes or revisions indicated.

3. **Recommendation to Amend TPSD Policy LEB Relations with Parent Organizations presented by Dr. Leigh Mobley**

As mentioned above, following arecent review of Section L: Organizational Relations by the administrative team, it is recommended that TPSD Policy LEB Relations with Parent Organizations be revised.

- D. **Office of Assistant Superintendent Dr. Eddie Peasant (TPSD Goal #2)**

1. **Student Discipline – Case #26-2-2015-2016**

Dr. Eddie Peasant recommended that the Board ratify the administrative decision to expel Student #26-2-2015-2016 from TPSD for one calendar year for violation of TPSD Policy JD-E5.

2. **Student Discipline – Case #33-2-2015-2016**

Dr. Eddie Peasant recommended that the Board ratify the administrative decision to expel Student #33-2-2015-2016 from TPSD for one calendar year for violation of TPSD Policy JD-E5.

3. **Student Discipline – Case #39-2-2015-2016**

Dr. Eddie Peasant recommended that the Board ratify the administrative decision to expel Student #33-2-2015-2016 from TPSD for one calendar year for violation of TPSD Policy JD-E5.

- E. **Office of Executive Director of Operations Mr. Andy Cantrell (TPSD Goal #4)**

1. **Service Order Number 12 (JBHM Architects – Rankin Drainage Issues)**

Mr. Cantrell requested approval of Service Order Number 12 between Owner and Architect (JBHM Architects) to repair drainage issues at Rankin Elementary School. Mr. Cantrell stated that the lowest and best quote was received by Landscape Services in the amount of \$13,584.00.

2. **School Safe Room for Carver, Joyner, and Thomas Street**

Because this agenda item would require the Board to discuss student safety and security matters, consideration of the titled matter was deferred to a possible Executive Session to be held later in the meeting.

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

1. Reminder of Upcoming Events:

- a. AASA, February 10-12, 2016
- b. MSBA, February 22-24, 2016
- c. Next Regular Board Meeting, March 8, 2016, Noon and 5:00pm, THS
- d. 2nd Annual Employee Recruitment Fair, March 29, 2016, HLC

2. Legislative Update

Dr. Loden shared his thoughts and concerns regarding funding, accountability, the election of school board members and other issues being discussed during the 2016 Legislative Session.

UNFINISHED BUSINESS

Approval of 2016-2017 School Calendar

Assistant Superintendent Dr. Diana Ezell presented for consideration for approval the proposed 2016-2017 TPSD School Calendar.

NEW BUSINESS

Change Originally Scheduled 60% Day from March 24, 2016, to January 22, 2016

Superintendent Gearl Loden explained that due to inclement weather on January 22, 2016, schools followed the 60% early dismissal schedule. Dr. Loden recommended that in lieu of making up that day, the District will not have the originally scheduled 60% day on March 24, 2016.

MISCELLANEOUS BUSINESS

A. Future Agenda Topics – Superintendent Gearl Loden

March 8, 2016 Board Meeting, Noon at HLC, 5:00pm, Tupelo High School

- Annual Organizational Meeting
- Oath of Office (Mr. Rob Hudson)
- Recognize Transportation Department
- Hire Building Administrators
- Accountability Model Update
- Legal Update
- 2016 Parents of the Year

B. Future Agenda Topics – Board Members

Mr. Joe Babb requested that a date be set for a work session for the purpose of sharing with the entire Board the outcomes from the recent Community Discipline Listening Sessions.

C. Executive Session

Mr. Wheeler entertained a motion to enter temporary Executive Session to determine the need for an Executive Session. Mr. Prather made a motion that the Board enter temporary Executive Session. Mrs. Davis seconded the motion, and it was approved unanimously. Mr. Wheeler declared the motion passed. The room was cleared and the temporary Executive Session was called to order by Mr. Wheeler with the following people present: Mr. Joe Babb, Mrs. Sherry Davis, Mr. Rob Hudson, Mr. Eddie Prather, Mr. Ken Wheeler, Dr. Gearl Loden, Mrs. Rachel Murphree, Mr. Andy Cantrell, Ms. Patrice Tate, and Mr. Otis Tims. The temporary Executive Session was called to order and the Board first considered the reason for entering Executive Session. Upon a motion by Mr. Prather, with a second by Mrs. Davis, the Board voted unanimously to remain in Executive Session for the purpose of discussing potential litigation and safety plan matters. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed. Mr. Wheeler went out into the hallway to let everyone know that the Board would remain in Executive Session.

The Board first took up the discussion of safety and security matters, No action was taken.

Next, the Board took up potential litigation matters.

Mr. Wheeler left the meeting at approximately 3:15pm and Mr. Babb assumed the role of presiding officer.

Following a report by Mr. Otis Tims regarding potential litigation matters a motion was made by Mr. Prather and duly seconded by Mrs. Davis to return to Open Session. The Board voted unanimously by all members present to return to Open Session.

Mr. Babb left the room to announce that the Board had returned to Open Session.

D. Open Session

Mr. Babb declared the meeting in Open Session and announced that no action was taken during the Executive Session.

ADJOURNMENT

On a motion by Mr. Prather, seconded by Mr. Hudson, the Board voted unanimously to adjourn the meeting. The Vice President of the Board declared the motion passed and the meeting in adjournment at 3:40 p.m.

APPROVED:

ATTEST:

February 9, 2016
Noon, Hancock Leadership Center

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

TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

Kenneth R. Wheeler, President

Eddie Prather, Secretary