

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES NOON MEETING MINUTES
June 24, 2008**

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, June 24, 2008, at the Hancock Leadership Center, 1920 Briar Ridge, 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
 Mrs. Amy Heyer
 Mr. John Nail
 Mr. Lee Tucker

Members Absent: Mr. Mike Clayborne (was absent during roll call but entered later)

Staff Present: Dr. Randy McCoy
 Mr. David Meadows
 Mr. George Noflin, Jr.
 Mrs. Diana Ezell
 Mrs. Linda Pannell
 Mr. Jim Turner
 Mrs. Dale Warriner
 Mrs. Kay Bishop
 Mrs. Jennifer Strunk
 Ms. Patrice Tate
 Dr. Derwood Tutor

Mrs. Brevard announced a quorum and stated that the meeting was lawfully in session. Members of the press and several guests were also present.

APPROVAL OF THE AGENDA

Upon a motion by Mr. Nail, seconded by Mr. Tucker, the Board voted unanimously to approve the agenda as submitted. 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. Nail, seconded by Mrs. Heyer, the Board voted unanimously to approve the minutes of the May 27, 2008 regular meeting as presented. Mrs. Brevard declared the motion passed.

PUBLIC COMMENTS AND RECOGNITIONS

A. Public Comments

No requests for public comments were received for this Board Meeting.

B. Recognitions

No recognitions were scheduled for this meeting of the Board.

Mr. Clayborne entered the meeting at this point.

COMMUNICATION TO THE BOARD

A. Exit Interview Report

Assistant Superintendent Diana Ezell presented a report that summarized exit interview responses from parents of students who exited the Tupelo Public School District. Responses from May 2007 through May 2008.

A copy of the Exit Interview Report is marked EXHIBIT 2 and held in the Exhibit Book of this meeting date and incorporated herein.

B. Textbook Report

Deputy Superintendent David Meadows presented a report on textbook appropriations and expenditures for school years 2007-2008, 2006-2007, and 2005-2006. Specific details were provided for the textbooks purchased in the 2007-2008 school year to include the percent of expenditures by school for adopted and non-adopted textbooks, the amount of total textbook appropriations and expenditures by school in the 2007-2008 school year, and a listing by title and content area of textbooks purchased in 2007-2008 for each school.

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

C. FY09 Budget

Superintendent Randy McCoy presented the following FY09 Budget topics for discussion and review:

- Budget Calendar
- FY09 Budget Worksheet
- Recommendations for FY09 (see below)
- School Year 2008-2009 Enrollment Projections
- FY10 Big Budget Items
 - Extended School Year (\$339,000.00 yearly)
 - Elementary Spanish Program
 - Teacher Assistants
 - Professional Development Days
 - Long-Term Capital Projects – funding

Expenditure Recommendations for FY09

Elementary teachers (3)	\$ 150,000
Instructional Coach	50,000
Athletic Director	2,500
Payroll Person	2,868
Elementary Adm. Intern	50,000
Fillmore – Regional III Counselor	<u>12,000</u>
Total	<u>\$267,368</u>

Following discussion, Dr. McCoy recommended that the Board approve personnel recommendations as listed above to allow administrators to make hiring decisions. Mr. Nail moved to approve the recommended expenditures for the FY09 Budget as listed above in the amount of \$267,368. The motion was seconded by Mr. Clayborne and was approved unanimously. Mrs. Brevard declared the motion passed.

A copy of the FY09 Budget Report is marked EXHIBIT 4 and held in the Exhibit Book of this meeting date and incorporated herein.

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 #CO8039 through #CO8058
2. Single Source Purchases #SS805 through #SS806
3. Granted Permission to Apply for TPSD Grant #824 and #825

4. Acceptance of TPSD Grant #824
5. Granted Permission to Advertise for Sealed Bids #BD569 (King Playground)
6. Acknowledged and agreed to sell buses identified in June 2008 Bus Sale (Bus 48, Bus 49, Bus 50, Bus 51, Bus 52, Bus 53, Bus A-5 and Bus 9)

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 5 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 eight (8) resident student transfers (in-district)
- b. Approval of one (1) resident student transfer (in-district)
- c. Approval of eleven (11) non-resident student transfers (tuition)

The motion was seconded by Mr. Nail and was approved unanimously by all members present. The President of the Board declared the motion passed. A detailed copy of the Student Transfer Report is marked EXHIBIT 6 and held in the Exhibit Book of this meeting date and incorporated herein.

C. Personnel Recommendations

Mr. Nail 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 7 and held in the Exhibit Book of this meeting date and incorporated herein.

D. Docket of Claims/Tupelo High School Activity Check Register and Athletic Activity Check Register

Mr. Clayborne reviewed the Docket of Claims and Check Registers prior to the meeting and recommended approval as listed below:

- Docket of Claims for the period May 17 through June 13, 2008, Docket of Claim #64120 through #64784 for Accounts Payable Checks #47137 through #47615 in the amount of \$1,648,182.95.
- Tupelo High School Activity Check Register for May 2008, Checks #2792 through #2827 in the amount of \$6,115.72.
- Athletic Activity Check Register for May 2008, Checks #3598 through #3623 in the amount of \$10,333.32.

The motion was seconded by Mr. Tucker 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 and Check Registers are marked EXHIBIT 8 and held in the Exhibit Book of this meeting date and incorporated herein.

E. May 31, 2008 Financial Statements

Finance Director Linda Pannell submitted the Statement of Income and Expenditures through month-ending May 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. Tucker, seconded by Mr. Nail, the Board voted unanimously to approve the May 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 May 31, 2008 Financial Statements is marked EXHIBIT 9 and held in the Exhibit Book of this meeting date and incorporated herein.

F. Fourth Quarter and Year-End 2007-2008 Student Discipline Report

Assistant Superintendent George Noflin presented the Fourth Quarter and Year-End 2007-2008 Student Discipline Report for the Board's review. The report includes survey information which analyzes discipline issues per school and also includes Alternative School Placement information for the fourth nine weeks. In addition, the report summarized discipline incidents by school during school year 2007-2008.

Mr. Nail moved to ratify the administrative decisions in regard to Alternative School Placement for the fourth nine weeks. The motion was seconded by Mrs. Heyer and was approved unanimously. The President of the Board declared the motion passed.

A copy of the Fourth Quarter and Year-End 2007-2008 Student Discipline Report is marked EXHIBIT 10 and held in the Exhibit Book of this meeting date and incorporated herein.

G. Amendment to TPSD Policy Exhibits GDBA-E Instructional Staff Salary Schedule and GDBA-E Assistant Teacher Salary Schedule

Superintendent Randy McCoy recommended that TPSD Policy Exhibit GDBA-E Instructional Staff Salary Schedule be codified to reflect the 2008-2009 Mississippi Adequate Education Salary Schedule plus the increases approved by the School Board for the district supplement.

Dr. McCoy further recommended that TPSD Policy Exhibit GDBA-E Assistant Teacher Salary Schedule be codified to reflect the 2008-2009 Mississippi Assistant Teacher salary of \$12,5000 plus steps added by the School Board for the TPSD's assistant teacher supplement.

Mr. Clayborne moved to approve the abovementioned Policy Exhibits as recommended. The motion was seconded by Mr. Tucker and was approved unanimously. The President of the Board declared the motion passed.

Both policy exhibits are effective July 1, 2008.

A copy of TPSD Policy Exhibits GDBA-E and GDBA-E are marked EXHIBIT 11 and held in the Exhibit Book of this meeting date and incorporated herein.

UNFINISHED BUSINESS

A. Awarding of Advertised Bids (BD564, BD566, and BD567)

Dr. McCoy recommended awarding of the following advertised bids:

- | | |
|-------|--|
| BD564 | Classroom and Office Supplies Term Bid for 2008-2009
Recommendation: Award "Per Line" Item
Cost: Determined by Actual Orders
Funding Source: All District Funds |
| BD566 | Athletic Supplies Term Bid for 2008-2009
Recommendation: Award "Per Line" Item
Cost: Determined by Actual Orders
Funding Source: Athletic Funds |
| BD567 | Milk Bid 2008-2009
Recommendation: Barber Milk Company (low bid)
Estimated Cost: \$242,160.50
Funding Source: Food Service Funds |

Mrs. Heyer moved to award BD564, BD566 and BD567 as recommended. The motion was seconded by Mr. Nail and was approved unanimously. The President of the Board declared the motion passed.

Detailed information regarding BD564, BD566 and BD567 is marked EXHIBIT 12 and held in the Exhibit Book of this meeting date and incorporated herein.

NEW BUSINESS

A. Martin Luther King Early Childhood Education Center Playground

Operations Director Julie Hinds reported that the King Early Childhood Education Center would like to purchase equipment to add to their playground, install a poured-in-place safety surfacing under all equipment, reconfigure the layout of existing equipment, and add a tricycle concrete track. The estimated cost of the project is \$148,150.00, and will be funded by Title I funds.

On a motion by Mr. Clayborne, seconded by Mrs. Heyer, the Board voted unanimously to approve the Early Childhood Education Center Playground project as recommended.

Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed.

Additional information regarding the Early Childhood Education Center Playground Project is marked EXHIBIT 13 and held in the Exhibit Book of this meeting date and incorporated herein.

B. Mississippi Department of Education Application for General Educational Development (GED) Option Program for 2008-2009

Assistant Superintendent George Noflin recommended the continuation of the district's GED program at both the Fillmore Center as well as Tupelo High School for the 2008-2009 school year. Dr. Noflin requested permission to submit the enclosed Mississippi Department of Education Application for General Educational Development (GED) Option Program for school year 2008-2009.

On a motion by Mr. Tucker, seconded by Mr. Nail, the Board voted unanimously to approve the continuation of the district's GED program at the Fillmore Center and Tupelo High School for the 2008-2009 school year and authorized the submission of the Mississippi Department of Education Application for General Educational Development (GED) Option Program for school year 2008-2009. Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed.

A copy of the Mississippi Department of Education Application for General Educational Development (GED) Option Program for school year 2008-2009 is marked EXHIBIT 14 and held in the Exhibit Book of this meeting date and incorporated herein.

C. Adoption of Resolution Declaring 2007-2008 Ad Valorem Shortfall

Superintendent Randy McCoy and Finance Director Linda Pannell reported that the calculations according to the formulas prescribed by the State Auditor's Office indicate that for the 2007-2008 school year the Tupelo Public School District has a shortfall in ad valorem tax received in the amount of \$279,790.00.

In order for the school district to receive the amount due in the 2007-2008 school year, Dr. McCoy recommend that the Board adopt the following Resolution:

A RESOLUTION DECLARING THAT THE ANTICIPATED AMOUNT OF LOCAL REVENUE TO BE COLLECTED WITHIN THE TUPELO PUBLIC SCHOOL DISTRICT IS LESS THAN THE AMOUNT ESTIMATED AT THE TIME OF FORMULATION OR AMENDMENT OF THE SCHOOL DISTRICT'S BUDGET; DECLARING THE INTENTION OF THE BOARD OF TRUSTEES OF THE TUPELO SCHOOL DISTRICT TO ISSUE A PROMISSORY NOTE IN AN AMOUNT EQUAL TO THE ESTIMATED SHORTFALL OF LOCAL REVENUES; PRESCRIBING THE FORM AND INCIDENTS OF SAID NOTE; MAKING PROVISION FOR THE SECURITY THEREOF; AND PROVIDING FOR THE SALE OF SAID NOTE.

On a motion by Mr. Nail, seconded by Mr. Clayborne, the Board voted unanimously to adopt the aforementioned Resolution as presented. Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed.

A copy of the Resolution declaring a 2007-2008 Ad Valorem Shortfall is marked EXHIBIT 15 and held in the Exhibit Book of this meeting date and incorporated herein.

In other business, it was the consensus of the Board to hold a Special Called Board Meeting at noon on Friday, June 11, 2008, to discuss the FY09 Budget. The Board further agreed to move the scheduled July 22nd Board Meeting to July 29th at noon. The FY09 Budget Hearing will be held at 5:00 p.m. on July 29, 2008, at the Hancock Leadership Center.

D. Student Handbooks for 2008-2009 School Year

(This report was actually held before the Communications to the Board Reports)

Upon a motion by Mr. Clayborne, seconded by Mr. Nail, the following 2008-2009 Student Handbooks were approved subject to changes mentioned during the discussion:

- Athletic Department
- Carver Elementary
- Church Street Elementary
- Early Childhood Education Center
- Fillmore Center
- Joyner Elementary
- Lawhon Elementary
- Lawndale Elementary

- Milam Elementary
- Parkway Elementary
- Pierce Street Elementary
- Rankin Elementary
- Thomas Street Elementary
- Tupelo High School
- Tupelo Middle School

Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed.

A summary of the approved handbook changes for school year 2008-2009 is marked EXHIBIT 16 and held in the Exhibit Book of this meeting date and incorporated herein.

MISCELLANEOUS BUSINESS

No Miscellaneous Business agenda items were presented at this meeting of the Board.

ADJOURNMENT

On a motion by Mr. Nail, seconded by Mr. Clayborne, the Board voted unanimously to adjourn the meeting. The President of the Board declared the motion passed and the meeting in adjournment at 2:30 p.m.

APPROVED:
TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

ATTEST:

Shawn Brevard, President

Lee Tucker, Secretary