

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
February 11, 2020**

The Board of Trustees of the Tupelo Public School District convened in a regular meeting of the Board held in Open Session at 1:30 p.m. on Tuesday, February 11, 2020, at the Hancock Leadership Center, 1920 Briar Ridge, Tupelo, Mississippi.

CALL TO ORDER

The meeting was called to order by President Sherry Davis who welcomed guests attending the meeting.

PLEDGE OF ALLEGIANCE

Mr. Gregg Ellis led the participants in reciting the Pledge of Allegiance.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

Board members present during roll call were: Mr. Joe Babb, Ms. Sherry Davis, Mr. Paul Mize, Mr. Eddie Prather, and Mr. Kenneth Wheeler. Ms. Davis announced a quorum, and stated that the meeting was lawfully in session. Attorney Otis Tims was also present.

APPROVAL OF AGENDA

Mr. Babb moved to approve the agenda for the February 11, 2020, Regular Board meeting subject to the following change:

- Deletion of CHAMPS Implementation Report from IX. Superintendent's Report, Item B., #1

The motion was seconded by Mr. Wheeler, and the Board voted unanimously to approve the agenda for the February 11, 2020, Regular Board meeting with the announced change. 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 MINUTES

January 21, 2020, 1:30pm, Regular Meeting, HLC

On a motion by Mr. Wheeler, seconded by Mr. Mize, the Board voted unanimously to approve the minutes from the January 21, 2020, 1:30pm, Regular Board meeting as presented. Ms. Davis declared the motion passed.

January 21, 2020, 5:00pm, Regular Meeting, HLC

On a motion by Mr. Prather, seconded by Mr. Wheeler, the Board voted unanimously to approve the minutes from the January 21, 2020, 1:30pm, Regular Board meeting as presented. Ms. Davis declared the motion passed.

PUBLIC COMMENTS

No requests for Public Comments were received for this meeting of the Board.

RECOGNITIONS

MISSISSIPPI SCHOOL BOARD APPRECIATION WEEK

1. Milam Principal Paul Motion, who recently was named the 2020 TPSD Administrator of the Year, thanked Board members on behalf of students, teachers and administrative staff. By the use of video, Mr. Moton introduced Milam Student Ava Babb who read a proclamation from Governor Tate Reeves proclaiming February 9-15, 2020, as Mississippi School Board Recognition Week.
2. Next, a video presentation was shown of TPSD teachers expressing their appreciation to the Board.

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 Paul Mize recommended approval of the Docket of Claims for the period January 11, 2020, through January 31, 2020, Docket of Claims #67674 through #68185, in the amount of \$780,977.34 and the Athletic Activity Ref Pay payments to officials of fees in the amount of \$4,033.95 for the period January 13, 2020, through January 31, 2020. The grand total for all funds is \$785,011.29.

The motion was seconded by Mr. Wheeler and approved unanimously. Ms. Davis declared the motion passed.

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 December 31, 2019

Following a review of each report and discussion, on a motion by Mr. Wheeler, seconded by Mr. Mize, the Board voted unanimously 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
- Monthly Financial Statement

Board President Sherry Davis declared the motion passed.

The Financial Reports for Month Ending December 31, 2019, are marked **EXHIBIT 3** 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. Approval of Revised Job Descriptions

Mr. Turner presented six revised job descriptions for approval as follows:

- Director of Food Service
- Director of Security
- Director of Maintenance
- Operations Assistant
- Warehouse Manager
- Executive Director of Operations and Maintenance

Upon a motion by Mr. Mize, seconded by Mr. Wheeler, the Board voted unanimously to approve the six revised job descriptions as listed above. Ms. Davis declared the motion passed.

Copies of the revised job descriptions are marked **EXHIBIT 4** and held in the Exhibit Book of this meeting date and incorporated herein.

2. Approval of New Job Description (Grants Coordinator)

Mr. Turner presented for consideration of approval a new job description titled Grants Coordinator.

On a motion by Mr. Babb, seconded by Mr. Wheeler, the Board voted unanimously to approve the new job description – Grants Coordinator as presented. Ms. Davis declared the motion passed.

A copy of the above job description is marked **EXHIBIT 5** and held in the Exhibit Book of this meeting date and incorporated herein.

3. Licensed and Classified Personnel Recommendations

Upon a motion by Mr. Wheeler, seconded by Mr. Prather, the Board voted unanimously to approve the licensed and classified personnel recommendations as presented. Ms. Davis declared the motion passed.

The Personnel Report is marked **EXHIBIT 6** and held in the Exhibit Book of this meeting date and incorporated herein.

C. Office of Director of Operations Mr. Charles Laney (TPSD Goals #2 and #4)

1. Consideration to Award Bid for Parking Lot and Fence at Church Street Elementary School to A & B Construction, LLC, for Phase I

Approval of the aforementioned bid was postponed at the January 21, 2020, Board meeting. As requested, Mr. Charles Laney and Mr. Will Lewis presented additional information regarding the scope of work for the Church Street Parking Lot Addition. There followed a thorough question and answer period. Architect Will Lewis explained that paving of the front drive should be deferred and performed in conjunction with the reconstruction of the handicap ramp.

On a motion by Mr. Babb, seconded by Mr. Wheeler, the Board voted unanimously to award the Church Street Parking Lot and Fence project to the lowest and best bidder, A & B Construction, LLC in the amount of \$423,800.00 (Base Bid with Value Engineering \$423,800.00 and Alternate No. 1 Chain Link Fencing \$8,000.00). Ms. Davis declared the motion passed.

Additional information regarding the Church Street Elementary School Parking Lot and Fence bid is marked **EXHIBIT 7** and held in the Exhibit Book of this meeting date and incorporated herein.

2. Tupelo High School Canopy Addition – Agreement between TPSD and Sloan Landscape Architect, LLC

Mr. Prather made a motion to approve the Standard Form Contract for Professional Services between Sloan Landscape Architect, LLC and Tupelo Public School District to oversee the Tupelo High School canopy addition. The scope of work includes the necessary site improvements related to this work, the addition of a canopy system to connect existing buildings to the gym and addition of a canopy system at the 9th grade parking lot student rider pickup line. The motion was seconded by Mr. Babb, and approved unanimously. Ms. Davis declared the motion passed.

A copy of the aforementioned agreement is marked **EXHIBIT 8** and held in the Exhibit Book of this meeting date and incorporated herein.

D. Office of Assistant Superintendent Dr. Brock English

1. Student Discipline Case #49-2019-2020

On a motion by Mr. Babb, seconded by Mr. Wheeler, the Board voted unanimously by all members present to uphold the administrative decision to expel Student #49-2019-2020, from TPSD for one calendar year for violation of TPSD Board Policy JD – Procedures 6 – Student Discipline: Alternative Schools 4-12 (#26 and #32)

Detailed information regarding Student Discipline Case #49-2019-2020 is marked **EXHIBIT 9** “Sealed and Confidential” and held in the Exhibit Book of this meeting date and incorporated herein.

E. Office of Deputy Superintendent Mrs. Kimberly Britton

1. Approval of TPSD 2020-2021 School Calendar

Mrs. Britton stated that a committee was formed to help develop two options for the TPSD 2020-2021 School Calendar. Committee members included Amy Barnett - chairperson, Brenda Meriweather, Dr. Melissa Thomas, Amy Ferguson, Talina Knight, Haley Stewart and Julie Connolly. Once the two options were developed, the two choices were forwarded to administrators in order to share with principals and teachers across the district for the purpose of receiving feedback.

Mrs. Britton stated that building principals provided feedback and teachers also voted, with Option 1 being the overwhelming choice. The 2020-2021 School Calendar is essentially the same as last year’s calendar except for the following:

- 60% days moved to the last day of each semester
- One full day for parent conferences rather than 60%

On a motion by Mr. Wheeler, seconded by Mr. Prather, the Board voted unanimously to approve the proposed 2020-2021 School Calendar as recommended. Ms. Davis declared the motion passed. A copy of the approved 2020-2021 School Calendar is marked **Exhibit 10** and held in the Exhibit Book of this meeting date and incorporated herein.

2. Revision of TPSD Board Policies KBDA and MGA

After reviewing all policies in Section K (General Public Relations); L (Organizational Relations); and M (Education Agency Relations), revisions to the following Board policies were recommended:

KBDA Crisis Management Communications

The proposed change allows the superintendent to choose a designee to develop a district crisis management guide rather than relying on an assistant superintendent

MGA Relations with Education Research Agencies

The proposed revisions simplify the policy. Additionally, the research Agency must now enter into a written agreement with the District.

On a motion by Mr. Mize, seconded by Mr. Wheeler, the Board voted unanimously to approve the recommended revisions to Board Policies KBDA and MGA as submitted. Ms. Davis declared the motion passed.

A copy of revised Board Policies KBDA and MGA is marked **Exhibit 11** and held in the Exhibit Book of this meeting date and incorporated herein.

F. CONSENT AGENDA

In accordance with Dr. Picou's recommendations, Mr. Prather moved to acknowledge, approve and ratify the Consent Agenda as listed below:

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

- a. Contractual Agreements (TPSD Policy DJAAB Contract Signing Authority)
Contracts to be Acknowledged and Awarded: #CO2332 and #CO2337
- b. Contracts to be Ratified: #CO2208; #CO2333; #CO2334; #CO2335; and #CO2336
- c. Donations #2019-2020-053 through #2019-2020-074
- d. Permission to Submit TPSD Grant #2068
- e. Awarding of Advertised Bid #BD2008 Curriculum Materials
Grades K-2 School Book Supply \$604,623.69 and Grades 3-5 Curriculum Associates \$87,557.37

- f. Permission to Dispose and/or Delete 27 Assets from the TPSD Asset Listing and Add Back 1 (One) Asset to the TPSD Asset Listing

2. Office of Assistant Superintendent Dr. Brock English (TPSD Goals #1, #3 & #4)

- a. Student Transfer Report (TPSD Policy JBCD Transfers and Withdrawals of Students)
- b. Secondary Schools -- Overnight Field Trip Requests:
 - 1) TCTC, FCCLA MS State Leadership Conference and Competition, Jackson, MS, March 4-6, 2020
 - 2) TCTC, FCCLA STAR Events for Secondary Scholarships, Jackson, MS, March 4-6, 2020
 - 3) THS – Mock Trial State Competition, February 23-29, 2020

3. Office of Deputy Superintendent Mrs. Kimberly Britton (TPSD Goals #1, #3 & #4)

Approval of Memorandum of Understanding between the University of Mississippi and TPSD for Field Experience Placements (directed teaching and other internship and practicum sites for undergraduate students enrolled in the University of Mississippi School of Education).

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 12** 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. District of Innovation Update – Mrs. Stewart McMillan
- 2. Targeted Support & Improvement (TSI) for TMS and Additional Targeted Support & Improvement for THS and Rankin Elementary (ATSI) – Dr. Brock English
- 3. Exemption Report – Dr. Brock English
- 4. School Start/Dismissal Times – Dr. Brock English
- 5. Gifted MAAP Scores – Mrs. Amy Ferguson
- 6. Every Student Succeeds – Mrs. Rachel Murphree
- 7. Ad Valorem Collections Received through January, 2020 – Mrs. Rachel Murphree

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

B. Superintendent's Report – Dr. Rob Picou

- 1. Dr. Brock English presented a comprehensive overview of a proposed Army JROTC program at Tupelo High School.

2. Superintendent's Report – Dr. Rob Picou

Dr. Picou briefly reported on the following:

- a. Thanked Carver Principal Mrs. Christy Carroll on a great school visit earlier in the day.
- b. Congratulated THS Biology I teachers for outstanding proficiency scores on 1st Semester State Assessment
- b. All three of Tupelo High School's National Merit Semi-Finalists have been named National Merit Finalists

C. Upcoming Events:

- February 17, School Holiday for President's Day
- February 17, 2pm-5pm, Early Bird, MSBA Annual Conference, Jackson, MS
- February 18-19, MSBA Annual Conference, Jackson, MS
- February 20, 10:00 am, Mississippi State Board of Education meeting re: District of Innovation, Jackson, MS
- February 28, Black History Program, THS
- March 9-13, Spring Break
- March 19, Mississippi State Board of Education (Announcement of Final Decision re: District of Innovation)
- March 24, 1:30pm, Regular Board Meeting (Annual Organizational Meeting, HLC)
- March 24, 5:00pm, Regular Board Meeting (Recognitions Only), TMC
- April 3-6, NSBA Annual Conference, Chicago, IL

D. Board Master Calendar Review and Future Agenda Topics – Board Members

1. Board Master Calendar Review

The Board reviewed the Board Master Calendar.

2. Future Agenda Topics

- a. Update on K-2 Playground Equipment (Ms. Davis)
- b. Overview of what "career academies" would look like
- c. Report from other directors (Brenda Meriweather, Lynne Rogers, Corlis Curry, etc.)

MISCELLANEOUS BUSINESS

Executive Session

Mrs. Davis suggested that there was a need for consideration of entering into Executive Session to discuss personnel matters. Mr. Prather made a motion that the Board enter temporary Executive Session. Mr. Mize seconded the motion, and it was adopted unanimously. Mrs. Davis declared the motion passed. The room was then cleared.

The temporary Executive Session was called to order with the following people present: Mr. Joe Babb, Ms. Sherry Davis, Mr. Paul Mize, Mr. Eddie Prather, Mr. Kenneth Wheeler, Mr. Otis Tims,

Dr. Rob Picou, Mrs. Kimberly Britton and Dr. Brock English. The Board first considered the reason for entering Executive Session. Mrs. Davis stated that there was a need to discuss personnel matters. Upon a motion by Mr. Prather, with a second by Mr. Mize, the Board voted unanimously to remain in Executive Session. The President of the Board declared the motion passed and went out into the hallway to let everyone know that the Board would remain in Executive Session.

After moving into executive session, the Board discussed the job performance of various principals and Dr. Picou's recommendations for reappointment of building-level administrators. The Board took no action on this matter. There followed discussion of potential changes to Dr. Picou's employment agreement. The Board took no action on this matter. Mr. Prather made a motion to return to open session. The motion was seconded by Mr. Mize and adopted unanimously. Mrs. Davis went into the hall to announce that the Board had returned to open session.

Open Session

With the Board back in open session, Mrs. Davis reported that the Board had discussed two personnel matters during the executive session, but took no action.

Employment of 2020-2021 Building Administrators (Principals)

Dr. Rob Picou recommended employment of 2020-2021 Building Administrators (Principals). Dr. Picou stated that salaries on the principals' contracts will reflect their board approved salaries for the 2019-20 school year. Principals' salaries will be revisited during the preparation of the 2020-2021 budget.

ADJOURNMENT

There being no further business to come before the meeting, Mr. Prather made a motion to adjourn, which was seconded by Mr. Mize and adopted unanimously. Mrs. Davis announced that the motion had passed and declared the meeting adjourned at 3:25 p.m.

APPROVED:

ATTEST:

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES**

Sherry S. Davis, President

Joseph B. Babb, Secretary