

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
November 17, 2015
5:00 p.m.**

The Board of Trustees of the Tupelo Public School District convened in a regular meeting of the Board held in Open Session at 5:00 p.m. on Tuesday, November 17, 2015, at Parkway Elementary 628 Rutherford Road, 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. Kenneth Wheeler announced a quorum and stated that the meeting was lawfully in session. Attorney Otis Tims was also present.

APPROVAL OF AGENDA

The agenda was approved at the noon meeting. 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

The minutes from the following meeting were presented for consideration for approval:

October 13, 2015 Regular Noon Meeting, Hancock Leadership Center

On a motion by Mrs. Davis, seconded by Mr. Babb, the Board voted to approve the minutes from the October 13, 2015, noon regular meeting as submitted. The motion was approved unanimously and declared passed by the President of the Board.

October 13, 2015 Regular 5 pm Meeting, Lawhon Elementary School

On a motion by Mr. Prather, seconded by Mrs. Davis, the Board voted to approve the minutes from the October 13, 2015, 5 pm regular meeting as submitted. The motion was approved unanimously and declared passed by the President of the Board.

October 16, 2015 Special Called Meeting, 7 p.m., Administrative Office

On a motion by Mr. Babb, seconded by Mrs. Davis, the Board voted to approve the minutes from the October 16, 2015, Special Called meeting as submitted. The motion was approved and declared passed by the President of the Board.

October 21, 2015 Special Called Meeting, 4 p.m., Administrative Office

On a motion by Mr. Hudson, seconded by Mrs. Davis, the Board voted to approve the minutes from the October 21, 2015, Special Called meeting as submitted. The motion was approved and declared passed by the President of the Board.

October 28, 2015 Special Called Meeting, 3:00 p.m., Administrative Office

On a motion by Mrs. Davis, seconded by Mr. Prather, the Board voted to approve the minutes from the October 28, 2015, Special Called Meeting as submitted. The motion was approved unanimously and declared passed by the President of the Board.

PUBLIC COMMENTS

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

WELCOME

Dr. Mitzi Moore welcomed the Board of Trustees, parents, staff and visitors to Parkway Elementary School.

RECOGNITIONS

Dr. Eddie Peasant recognized Mrs. Lynne Rogers, and Ms. Suzie Parker, of the Food Service Department, for their hard work and dedication to Tupelo Public Schools.

The Board of Trustees recognized the following people:

- Emma Rice National Achievement Scholarship Semi-Finalists
- ICC's National Day on Writing Winners:
 - Emma Counce
 - Madeline Harrison
 - Jada Witt
 - Kendra Thomas
 - Lylla Clardy
 - Jadye Harden
 - Erica Gassaway
 - Kennedy Rogers
 - Zach McIntosh
 - Rachel Williams
 - Oscar Carrillo
 - Nathan Jackson
 - Sanders Higgins
 - Morgan Brekke
- Tara Harris and Tritina Siddell—MS Hall of Master Teachers

- School United Way Representatives

SDP	Larry Harmon
ECEC	Courtney Liggins
Carver	Carolyn Beasley
Joyner	Angie Haynes
Lawhon	Keila Glenn
Lawndale	Jolie Reid
Milam	Anne Marie Littrell
Parkway	Tammi Coggins
Pierce	Joy Stanford
Rankin	Cherie Demoran
Thomas	Kalicia Henderson
TMS	Kaci Harigan
THS	Christy Weir
District Coordinator	Kay Bishop

- November Employees of the Month:
 - Carver—Tammy Jenkins, Carolyn Beasley
 - ECEC—Meredith Craig, Sylvester Bradley
 - Joyner—Caren Barber, Catherine Moore
 - Lawhon—Amy Giorgenti, Karen Givan
 - Lawndale—Randal Osborn, Sheila Shumpert
 - Milam—Eugene Jackson, Tomekia White
 - Parkway—Summer Blinson, Bridgett Hawkins
 - Pierce—Tiffany Shaw, Tina McDaniels
 - Rankin—Bobbie Baker, Brittney Bond
 - Thomas—Tara Harris, Debra Morgan
 - TMS—Katie Foxworthy, Marley Maharrey
 - THS—Jeff Credille, Katri Gilbert

COMMUNICATION TO THE BOARD

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

- A. Ms. Lea Johnson gave an update on the Accountability Model and test scores
- B. Dr. Eddie Peasant gave a report on the 1st 9 weeks Honor Roll
- C. Dr. Eddie Peasant gave a report on the 1st 9 weeks Attendance and ADA
- D. Dr. Diana Ezell gave a report on the 1st 9 weeks Discipline
- E. Mrs. Rachel Murphree gave an update on FY15 Audit
- F. Mrs. Rachel Murphree gave an update on Ad Valorem Collections for amounts received in September 2015. (TPSD Goal #4)

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

CONSENT AGENDA

In accordance with Dr. Loden's recommendations, Mr. Hudson moved to 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 #CO1626 through #CO1629, and BC#2015-2016-001 through BC#2015-2016-002
 - Ratification of Contract #CO1558 and #CO1617 to be ratified to #CO1621
2. Permission to Accept Donations #2015-2016-012 through #2015-2016-015
3. Permission to Submit TPSD Grant #1618-1621
4. Permission to Remove 253 Assets from the TPSD Asset 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
 - DECA to Jackson, MS for DECA State Competition—February 18-19, 2016
 - Varsity Cheerleader to Jackson, MS for Competition December 17-18, 2015
 - Thespians to Pearl, MS for State Thespian Conference February 26-27, 2016

C. Office of Assistant Superintendent Dr. Diana Ezell (TPSD Goal #1 And #4)

1. Approval of Appropriate Travel Expenses for Board Members to attend the annual National School Board Association (NSBA) Conference April 9-11, 2016 in Boston, MA.

The motion was seconded by Mrs. Davis 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 #4)

1. Docket of Claims

Mrs. Sherry Davis recommended approval of the Docket of Claims and Check Registers as follows:

- Docket of Claims for the period October 1, 2015 through November 6, 2015, Docket of Claims #31153 through #32150, Accounts Payable Checks #20118 through #20822 in the amount of \$1,759,490.77.
- No Tupelo High School Activity Check Register for this month

- No Athletic Activity Check Register for this month
- The Athletic Activity Ref Pay paid officials in the amount of \$3,308.62 for the period of October 1, 2015 through October 31, 2015

The grand total for all funds is \$1,763,452.73

The motion was seconded by Mr. Prather and approved unanimously. Mr. Wheeler 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 September 30, 2015

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

- Bank Reconciliation Report
- Revenue and Expenditure Report with Budget Status
- TPSD Cash Flow Statement
- Combined Balance Sheet
- September 30, 2015 Financial Statements

Mr. Wheeler declared the motion passed. The Financial Reports for Month Ending September 30, 2015, 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)

1. Licensed Personnel Recommendations

Mr. Jim Turner presented the Licensed Personnel Recommendations for of approval. Mr. Babb moved to approve the Licensed Personnel Recommendations as presented. Mrs. Davis seconded the motion, and the motion was approved unanimously. Mr. Wheeler declared the motion passed.

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

2. Discussion on Impact of Increasing Minimum Wage

At the noon meeting, Mrs. Kimberly Britton and Mr. Jim Turner led a discussion on the impact of increasing minimum wage on the district. No action was taken at the noon meeting.

3. Salary Surveys

Mr. Jim Turner presented a Salary Survey that compared Tupelo Public School District salary scales to salary scales in other districts at the noon meeting. No action was taken.

C. Office of Executive Director of Operations Mr. Andy Cantrell

1. Approval of Certificate of Substantial Completion—Security Cameras-Contract A

Mr. Andy Cantrell presented a Certificate of Substantial Completion from JBHM Architects deeming the Security Cameras-Contract A Project substantially complete. On a motion by Mr. Hudson, seconded by Mrs. Davis, the Board voted unanimously to approve the Certificate of Substantial Completion for the Security Cameras-Contract A, as presented. Mr. Wheeler declared the motion passed.

A copy of the Security Camera Certificate of Substantial Completion is marked **EXHIBIT 6** and held in the Exhibit Book of this meeting date and incorporated herein.

2. Approval of Completion of Fillmore Re-roof Project

Mr. Andy Cantrell presented a letter stating the Fillmore Re-roof Project has reached a state of Final Completion. On a motion by Mr. Prather, seconded by Mr. Babb, the Board voted unanimously to approve the completion of the Fillmore Re-roof project, as presented. Mr. Wheeler declared the motion passed.

A copy of the Fillmore Re-roof's Completion letter is marked **EXHIBIT 7** and held in the Exhibit Book of this meeting date and incorporated herein.

3. Approval of Standard Form of Agreement between Owner and Contractor for Security Command Center

Mr. Andy Cantrell requested approval of a Standard Form of Agreement between TPSD and Southern Computer Systems, Inc. dba Cyber Technology Security as recommended by JBHM Architects for the Security Command Center at the Fillmore Center Project. Cyber Technology Security was awarded the bid at the October 13, 2015 regular board meeting. It was also recommended that the Board authorize Superintendent Gearl Loden to sign the applicable contract. On a motion by Mrs. Davis, seconded by Mr. Hudson, the Board voted unanimously to approve the Standard Form of Agreement as presented. Mr. Wheeler declared the motion passed.

A copy of the Standard Form of Agreement between Owner and Contractor is marked **EXHIBIT 8** and held in the Exhibit Book of this meeting date and incorporated herein.

4. Permission to Award the Base Bid and additive Alternate Number 1

Mr. Andy Cantrell requested approval to award the Base Bid and additive Alternate Number 1 (two classrooms and associated components) as recommended by Pryor & Morrow Architects for the ECEC Classroom Addition. On a motion by Mrs. Davis, seconded by Mr. Prather, the Board voted unanimously to approve the awarding of Base Bid and additive Alternate Number 1 as recommended by Pryor & Morrow Architects as presented. Mr. Wheeler declared the motion passed.

A copy of the recommendation from Pryor & Morrow Architects and the Bid Tabulation form is marked **EXHIBIT 9** and held in the Exhibit Book of this meeting date and incorporated herein.

5. Safety Audit Timeframe Update

Mr. Andy Cantrell gave an update on the Safety Audit Timeframe at the noon meeting. No action was taken.

6. Bond Projects Update

Mr. Andy Cantrell and Mrs. Mary Ann Plasencia gave an update on Bond Projects, and proceeds at the noon meeting. No action was taken.

E. Office of Assistant Superintendent Dr. Eddie Peasant

Student Discipline Report #02-2015-2016

On a motion by Mr. Babb, seconded by Mr. Hudson, the Board voted unanimously to ratify the administration's decision to expel Student #02-2015-2016 from TPSD for one calendar year for violation of TPSD Policy JD-E3 #9, #11, #14, and #15. Mr. Wheeler declared the motion passed.

Homebound services will be provided through the Special Education Department.

The following items were shared with the Board as information items:

1. Information Items:

- **Thanksgiving Break November 23-27, 2015**
- **Retiree Luncheon December 1, 2015**
- **District Christmas Party December 17**
- **Christmas Holidays December 17- January 4**
- **Teachers Return January 4, 2016**
- **Classes Resume January 5, 2016**

Miscellaneous

UNFINISHED BUSINESS

Ms. Patrice Tate presented a final draft of 2016 Board Meeting Dates for approval. On a motion by Mr. Hudson, seconded by Mrs. Davis, the Board voted unanimously to approve the 2016 Board Meeting Dates as presented. Mr. Wheeler declared the motion passed.

A copy of the 2016 Board Meeting Dates are marked **EXHIBIT 10** and are held in the Exhibit Book of this meeting date and incorporated herein.

NEW BUSINESS

No new business was discussed at this meeting.

MISCELLANEOUS BUSINESS

A. Future Agenda Topics – Superintendent Gearl Loden

Tentative Agenda for December 8, 2015 Regular Meeting (Noon, HLC)

- **1st Draft of 2016-2017 School Calendar**
- **Marketing Update**
- **Athletic Update**
- **Curriculum Plan**
- **Professional Development Plan**

B. Future Agenda Topics – Board Members

1. Update from Special Education Department
2. Update from Curriculum Department

C. Executive Session

An Executive Session was held at the noon meeting of the Board.
An Executive Session was not required at this meeting of the Board.

ADJOURNMENT

There being no further business to come before the Board, Mr. Prather made a motion that the meeting be adjourned, Mr. Hudson seconded the motion and it was unanimously approved. Mr. Wheeler then announced that the meeting stood adjourned at 5:32 p.m.

APPROVED:
TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

ATTEST:

Kenneth Wheeler, President

Eddie Prather, Secretary