

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES NOON MEETING MINUTES
July 16, 2013**

The Board of Trustees of the Tupelo Public School District convened in a regular meeting of the Board held in open session at 12:00 P.M. on Tuesday, July 16, 2013, at the Hancock Leadership Center, 1920 Briar Ridge Road, Tupelo, Mississippi.

CALL TO ORDER

The meeting was called to order by President Beth Stone, who welcomed guests attending the meeting.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

Board members present during roll call were: Mr. Joseph Babb, Mr. Rob Hudson, Mr. Eddie Prather, Mrs. Beth Stone, and Mr. Kenneth Wheeler. Mrs. Stone announced a quorum and stated that the meeting was lawfully in session. Attorney Otis Tims of Mitchell McNutt & Sams was also present. Mr. Mark Peters, a summer intern at Mitchell, McNutt and Sams, also was present.

APPROVAL OF THE AGENDA

On a motion by Mr. Prather, seconded by Mr. Wheeler, the Board voted unanimously to confirm the agenda as amended below:

- Substitution of a revised Resolution to Sell Deep Fat Fryers at Tupelo Middle School and Tupelo High School listed under Item B. #3 of Section VII. Consent Agenda
- Addendum to Personnel Report under Section VIII. Superintendent's Report, Item B. #1

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

June 11, 2013 Regular Meeting

A motion was made by Mr. Hudson, seconded by Mr. Babb, to approve the minutes from the June 11, 2013, regular meeting with noted corrections. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed

June 19-20, 2013 Special Called Meeting (Superintendent/Board Retreat)

Following a suggestion by Board Member Eddie Prather, a motion was made by Mr. Wheeler, and duly seconded by Mr. Hudson, to approve the minutes from the June 19-20, 2013, Special Called Meeting (Superintendent/Board Retreat) with one addition which is to add the statement that during the Retreat the Board unanimously commended Dr. Loden for his leadership and

guidance during his first year as superintendent. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed and the minutes so amended.

RECOGNITIONS AND PUBLIC COMMENTS

A. Recognitions

No recognitions were held at this meeting of the Board.

B. Public Comments

No public comments were requested for this meeting of the Board.

COMMUNICATIONS TO THE BOARD

A. Common Core/Summer Curriculum Update (TPSD Goal #1)

Dr. Leigh Mobley and Ms. Amy Ferguson discussed the summer curriculum work in addition to discussion regarding the implementation of common core during the 2013-2014 school year.

B. Classworks Update (TPSD Goal #1)

Dr. Leigh Mobley reported on the positive results from the district's first year of Classworks implementation.

C. Status Report of Summer Construction/Maintenance Projects (TPSD Goals #2 and #5)

Dr. Matthew Dillon and Mrs. Julie Hinds presented a status report on the numerous summer construction and maintenance projects currently underway. Mr. Prather requested that the Board tour Carver and Tupelo High School at a later date.

D. FY14 Budget Pre-Hearing Overview (TPSD Goal #5)

Mrs. Pannell presented an overview of the 5:00 p.m. FY14 Budget Hearing.

(A copy 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. Linda Pannell (TPSD Goal #5)

1. Contractual Agreement #CO1400
2. Donations #2013-2014—001 and #2013-2014-002

3. Permission to Advertise for Bids and Proposals (BD1400 Classroom/Office Supply Bid; BD1401 Pest Control Bid; Proposals #RFP1400 School Day Pictures; and #RFP1401 THS Yearbooks
4. Permission to Submit TPSD Grant #1400 (Toyota Education Enhancement Endowment Fund/E. R. Carpenter Foundation for Grades 3-5
5. Cash Flow Statements for Month Ending May 31, 2013

B. Office of Assistant Superintendent Dr. Matthew Dillon

1. Student Transfer Report presented by Mrs. Pamela Traylor
2. Readmission of Student #111 (TPSD Goal #1)
3. Adopted a Resolution authorizing the sale of deep fat fryers at TMS and THS which are being replaced by combi ovens funded by the MDE nutrition integrity grant (TPSD Goal #5)

C. Office of Superintendent Dr. Gearl Loden

Authorization of the continued membership in Mississippi School Boards Association for the 2013-2014 school year (TPSD Goal #5)

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 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. Linda Pannell (TPSD Goal #5)

1. Docket of Claims

Board Member Ken Wheeler reviewed the Docket of Claims and Check Registers prior to the meeting and moved to approve the Docket and Check Registers as summarized below:

- Docket of Claims for the period June 1 through June 30, 2013, Docket of Claims #11322 through #12585, Accounts Payable Checks #6923 through #7594 in the amount of \$2,532,598.26.
- Tupelo High School Activity Check Register for June, 2013, Checks #1297 through #1300 in the amount of \$750.98.
- Athletic Activity Check Register for the period June, 2013, Check #1497 in the amount of \$39.90 will also be presented by Finance Director Linda Pannell.

The grand total for all funds is \$2,533,389.14.

The motion was seconded by Mr. Prather and approved unanimously. The President of the Board declared the motion passed.

This affirms that the claims and 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 Report is marked EXHIBIT 3 and held in the Exhibit Book of this meeting date and incorporated herein.

Mr. Hudson passed the gavel back to Board President Beth Stone.

2. Financial Statements for the Month Ending May 31, 2013

Mrs. Linda Pannell presented the Statements of Income and Expenditures for the month ending May 31, 2013, for approval. A listing by fund type is available for the Board's information and review.

On a motion by Mr. Hudson, seconded by Mr. Wheeler, the Board voted unanimously to accept the Statements of Income and Expenditures for the month ending May 31, 2013, as presented. Mrs. Stone declared the motion passed.

The Financial Statements are marked EXHIBIT 4 and held in the Exhibit Book of this meeting date and incorporated herein.

3. Transfers between Accounts for 2013-2014 School Year

On a motion by Mr. Prather, seconded by Mr. Babb, the Board voted unanimously to authorize Mrs. Pannell to loan and transfer funds between accounts for the day-to-day operation of the school district's financial needs. The President of the Board declared the motion passed.

4. Amending the 2012-2013 School Year Budget

On a motion by Mr. Hudson, seconded by Mr. Wheeler, the Board voted unanimously to authorize the superintendent to amend the 2012-2013 budget at the end of the school year to actual expenditures as of June 30, 2013. The President of the Board declared the motion passed.

B. Office of Assistant Superintendent Mrs. Diana Ezell (TPSD Goal #1)

1. Proposed Revisions to Existing TPSD Policies EEAB Food Prices and EBHAAA Authorized Use of School Equipment and Property

TPSD Policy EEAB Food Prices and EBHAAA Authorized Use of School Equipment and Property

On a motion by Mr. Babb, seconded by Mr. Prather, the Board voted unanimously to amend TPSD Policy EEAB Food Prices and EBHAAA Authorized Use of School

Equipment and Property as submitted. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

2. Second Reading of Proposed New TPSD Policy JQH Dropout Prevention

On a motion by Mr. Wheeler, seconded by Mr. Hudson, the Board voted unanimously to adopt new TPSD Policy JQH Dropout Prevention as presented. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

Copies of the abovementioned policies are marked EXHIBIT 5 and held in the Exhibit Book of this meeting date and incorporated herein.

C. Office of Director of Human Resources Mr. Jim Turner (TPSD Goal #3)

1. Job Description – Cafeteria Manager Float

Human Resources Director Jim Turner presented for consideration for approval a job description for the position of “Cafeteria Manager Float.” On a motion by Mr. Prather, seconded by Mr. Wheeler, the Board voted unanimously to approve the job description for the position of “Cafeteria Manager Float.” Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

2. Consideration of Licensed Staff (includes Addendum)

Human Resources Director Jim Turner presented Consideration of Licensed Staff with addendum for approval. Mr. Prather moved to approve the Consideration of Licensed Staff as presented. Mr. Wheeler seconded the motion, and the motion was approved unanimously. The President of the Board declared the motion passed.

The above described job description and licensed staff recommendations are marked EXHIBIT 6 and held in the Exhibit Book of this meeting date and incorporated herein.

D. Office of Superintendent Dr. Gearl Loden (TPSD Goals #1, #4, and #5)

1. Cost of Living Adjustment(COLA) Increase for Support Staff

Superintendent Gearl Loden presented for consideration for approval a Cost of Living Adjustment (COLA) increase of 4% for the 2013-2014 school year for all support staff employees. Dr. Loden reported that the estimated cost to the district is \$482,000 plus fringe benefits estimated at \$111,000 for a total approximate cost of \$593,000.

On a motion by Mr. Wheeler, seconded by Mr. Babb, the Board voted unanimously to approve a COLA increase of 4% for the 2013-2014 school year for all support staff employees. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

2. Information Items

Dr. Loden reminded Board Members of the following important dates:

- a. July 22-24 Back-to-School Administrative Retreat
- b. July 29 Back-to-School Celebration, THS, (Teachers Report)
- c. August 5 Students Report

UNFINISHED BUSINESS

Awarding of Advertised Bids #BD1307 Baseball Field Renovations, #BD1318 Milk Products and #BD1319 Dish Machine Rental

On a motion by Mr. Hudson, seconded by Mr. Prather, the Board voted unanimously to take the following actions regarding Bids #BD1307, #BD1318, and #BD1319:

Advertisement:	BD1307 Baseball Field Renovations
Person Responsible:	Julie Hinds
Funding Source:	District Construction
Recommendation:	Century Construction (for base bid and alternate number one)
Total Award:	\$381,800.00

Advertisement:	BD1319 Milk Products
Person Responsible:	Lynne Rogers
Funding Source:	Food Service
Recommendation:	Barber Milk
Total Award:	\$207,042.50

Advertisement:	BD1319 Dish Machine Rental
Person Responsible:	Lynne Rogers
Funding Source:	Food Service
Recommendation:	Lann Chemical
Total Award:	\$4,670.00

Board President Beth Stone declared the motion passed.

Detailed information regarding the above bids is marked EXHIBIT 7 and held in the Exhibit Book of this meeting date and incorporated herein.

NEW BUSINESS

A. Rankin Reroof Change Order Number One (1) (TPSD Goal #5)

Mrs. Hinds recommended approval of a deductive Change Order in the amount of \$26,000 for the Rankin Reroof Project. The proposed changes delete from the contract documents the roofing of the Buildings B (Annex) and C (Computer Lab). The proposed contract change will serve to lower the contract under the original proposed budget amount. Mrs.

Hinds explained that the roofs on both of these buildings have been patched and are estimated to last at least two more years.

Mr. Wheeler moved to approve the deductive Change Order Number One (1) in the amount of \$26,000.00 for the Rankin Reroof Project as recommended. Mr. Babb seconded the motion, and the motion was approved unanimously.

Board President Beth Stone declared the motion passed. A copy of Change Order One (1) for the Rankin Reroof Project is marked EXHIBIT 8 and held in the Exhibit Book of this meeting date and incorporated herein.

B. TPSD District-Wide School Safety and Crisis Management Guide (TPSD Goal #2)

Assistant Superintendent Diana Ezell presented for consideration for approval the updated District School Safety and Crisis Management Guide for the 2013-2014 school year.

Mr. Wheeler moved to approve the TPSD District-Wide School Safety and Crisis Management Guide as submitted. Mr. Hudson seconded the motion, and the motion was approved unanimously.

Board President Beth Stone declared the motion passed. A copy of the above referenced District School Safety and Crisis Management Guide is marked EXHIBIT 9 and held in the Exhibit Book of this meeting date and incorporated herein.

MISCELLANEOUS BUSINESS

A. Future Agenda Topics

During an earlier section of the meeting Board Member Eddie Prather requested that the Board tour Carver and Tupelo High School. Dr. Loden also noted that the following topics are tentatively scheduled for the August 13 meeting:

1. Consideration for Approval of FY14 Budget
2. Buildings and Grounds Update
3. Beginning of School Staffing Update
4. Summer and Beginning of School Professional Development Update
5. Back-to-School Update (K-5 Britton; 6-12 Dillon; Gifted/SPED/Transportation Ezell)
6. Consideration for Approval of Dropout Prevention Plan
7. Grants and Donations Report for School Year 2012-13
8. Dual Credit Enrollment Report

B. Executive Session

Board President Beth Stone suggested to the School Board a temporary executive session to determine the need for a permanent executive session for the purpose of discussing student matters, a personnel issue and the prospective acquisition of land.

On a motion by Mr. Hudson, seconded by Mr. Wheeler, the Board voted unanimously to enter temporary executive session for the purpose of determining a need for permanent executive session. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

The room was cleared and the temporary executive session was called to order by Mrs. Stone with the following people present: Mr. Joe Babb, Mr. Eddie Prather, Mrs. Beth Stone, Mr. Ken Wheeler, Mr. Rob Hudson, Dr. Gearl Loden, Mr. Otis Tims (and law clerk), Ms. Patrice Tate, Mrs. Kimberly Britton, and Dr. Matt Dillon.

The executive session was called to order and the Board first considered the reason for entering executive session. Upon a motion by Mr. Hudson, with a second by Mr. Wheeler, the Board voted unanimously to remain in executive session for the purpose of discussing student matters, a personnel issue and the prospective acquisition of land. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

Mrs. Stone reopened the meeting to tell all those in attendance the reason for going into executive session was to discuss student matters, a personnel issue and the prospective acquisition of land.

The Board heard brief background information regarding Student Appeal #116-2012-2013 from Mrs. Kimberly Britton. Next, Student #116-2012-2013 and his/her parents entered the meeting and presented their appeal to the Board. Following their comments and answers to Board members' questions, they left the boardroom.

At this point, Mr. Tyrone Catledge, Mr. Jason Harris and Mrs. Pamela Traylor entered the meeting and answered additional questions by the Board. Following the discussion, Mr. Catledge, Mr. Harris, and Mrs. Traylor left the meeting.

Thereafter, the Board deliberated on the matters presented at the appeal.

Next in the executive session, the potential acquisition of land was presented by Board Attorney Otis Tims and Dr. Matthew Dillon.

Finally, Dr. Leigh Mobley and Ms. Lea Johnson entered the executive session and a discussion followed regarding student matters.

At approximately 4:00 p.m., everyone left the Executive Session except for the five Board members, Mr. Tims and Ms. Tate. Following discussion regarding a personnel matter, Mr. Hudson moved to come out of Executive Session. Mr. Wheeler seconded the motion and the Board voted unanimously in favor of the motion. The President of the Board declared the motion passed and the Board in Open Session.

Mrs. Stone reopened the meeting to tell all in attendance that the Board was back in Open Session. Everyone waiting re-entered the meeting and Mrs. Stone stated that the Board was back in Open Session.

ACTION BY THE BOARD – APPEAL OF STUDENT #116-2012-2013

On a motion by Mr. Prather, seconded by Mr. Wheeler the Board voted unanimously to uphold the action of the District Disciplinary Committee in regards to Student #116-2012-2013. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

Detailed information regarding Student Discipline Case #116-2012-2013 is marked EXHIBIT 10 and held in the Exhibit Book of this meeting date and incorporated herein.

RECESS

On a motion by Mr. Babb, seconded by Mr. Hudson, the Board voted unanimously to recess the meeting to commence following the FY14 Budget Hearing. The President of the Board declared the motion passed and the meeting stood retired at 4:45 p.m.

RECONVENE

The meeting resumed at 5:30 p.m. All board members were present.

EXECUTIVE SESSION

Board President Beth Stone suggested to the School Board a temporary executive session to determine the need for a permanent executive session for the purpose of discussing a personnel matter.

On a motion by Mr. Prather, seconded by Mr. Babb, the Board voted unanimously to enter temporary executive session for the purpose of determining a need for permanent executive session. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

The room was cleared and the temporary executive session was called to order by Mrs. Stone with the following people present: Mr. Joe Babb, Mr. Eddie Prather, Mrs. Beth Stone, Mr. Ken Wheeler, Mr. Rob Hudson, Dr. Gearl Loden, Mr. Otis Tims and Ms. Patrice Tate.

The executive session was called to order and the Board first considered the reason for entering executive session. Upon a motion by Mr. Hudson, with a second by Mr. Wheeler, the Board voted unanimously to remain in executive session for the purpose of discussing a personnel matter. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

Mrs. Stone reopened the meeting to tell all those in attendance the reason for going into executive session was to discuss a personnel matter.

Following discussion regarding a personnel matter, Mr. Hudson moved to come out of Executive Session. Mr. Wheeler seconded the motion, and upon motion duly made, seconded, and

carried unanimously, the President of the Board declared the motion passed and the Board in Open Session.

Mrs. Stone reopened the meeting to tell all in attendance that the Board was back in Open Session. Everyone waiting re-entered the meeting, and Mrs. Stone stated that the Board was back in Open Session.

OPEN SESSION

Mrs. Stone announced that the Board completed Dr. Loden's performance evaluation and all members are very pleased with Dr. Loden's performance during this first year of superintendency and has met or exceeded every goal set forth by the Board since his tenure began June 1, 2012. Board members praised Dr. Loden for his leadership and the job he has done. The Board also expressed their appreciation for the atmosphere he has created throughout the district.

Mr. Hudson moved to amend Dr. Loden's contract to include a 5% increase in salary along with minor adjustments in benefits effective July 1, 2013. Mr. Prather seconded the motion, and upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

ADJOURNMENT

On a motion by Mr. Wheeler, seconded by Mr. Babb, the Board voted unanimously by all members present to adjourn the meeting. The President of the Board declared the motion passed and the meeting in adjournment at 5:40 p.m.

APPROVED:
TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

ATTEST:

Elizabeth Stone, President

Kenneth Wheeler, Secretary