

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
April 10, 2018**

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, April 10, 2018, at the Hancock Leadership Center, 1920 Briar Ridge Tupelo, Mississippi.

CALL TO ORDER

The meeting was called to order by President Eddie Prather 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, and Mr. Eddie Prather. Mr. Kenneth Wheeler was absent. Mr. Prather announced a quorum, and stated that the meeting was lawfully in session. Attorney Otis Tims was also present.

APPROVAL OF AGENDA

Mr. Hudson moved to approve the agenda for the April 10, 2018, regular meeting subject to the following changes:

- Delete TPSD Safety Plan Update from Communications to the Board (Section VI. Item B.)
- Changes to the Consent Agenda (Section VII.)
 - a. Delete Contract #CO1873 (Section VII. Item A. 1)
 - b. Add Permission to Advertise for Bid BD1804 MacBook Pro or Equivalent (Re-bid) Section VII. Item A. 7)
- Addendum to the Personnel Report – Licensed Personnel Recommendations (Section VIII., Item B. #1)

The motion was seconded by Mr. Babb, and the Board voted unanimously by all members present to approve the agenda for the regular April 10, 2018, Board meeting with the announced change.

The President of the Board declared the motion passed.

REVIEW OF THE MINUTES

The Board reviewed minutes from the March 20, 2018, 9:30am Work Session and March 20, 2018, Noon Regular meeting. No corrections were noted.

RECOGNITIONS

No recognitions were held at the noon meeting. Mr. Prather welcomed Mr. Dillon Mullan to his first TPSD Board Meeting covering education news for the *Northeast Mississippi Daily Journal*. Mr. Mullan is from the Washington, D.C. area.

PUBLIC COMMENTS

A request for public comments has been granted and scheduled for the 5:00pm meeting of the Board.

COMMUNICATION TO THE BOARD

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

A. Recommendation of AEE 2018 Grants (TPSD Goal #1-4)

AEE President Depeeka Dey recommended approval of the AEE 2018 Grants. This year, AEE received 60 grant requests and were able to fund or partially fund 33 grants for a grand total of \$75,722.65.

B. Ad Valorem Collections through March, 2018 (TPSD Goal #4, TPSD Policy DFA)

Finance Director Rachel Murphree reported that collections for Operations for February, 2018, received by the District in March, 2018, were 93.81% of the amount requested compared to 93.43% in the previous year. The collections for Debt Service for February, 2018, received by the District in March, 2018, were 94.15% of the amount requested compared to 93.61% in the previous year.

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 (TPSD Policy DJAAB Contract Signing Authority)
 - a. Contracts to be Acknowledged and Awarded: #CO1869 and #CO1870;
 - b. Ratification of Contractual Agreements – #CO1868 and #CO1871 through #CO1872
2. Donations #2017-2018-048 and #2017-2018-048
3. Request Permission to Submit Grants (TPSD Policy DEEG Grant Management)
TPSD Grants #1816 and #1817

4. Request Permission to Accept Grants (TPSD Policy DEEG Grant Management)
TPSD Grants #1814, #1816 and #1817
5. Permission to Advertise BD1806 School Cameras (replacement)
6. Permission to Advertise BD1807 Milk Bid
7. Permission to Advertise BD1804 MacBook Pro or Equivalent
7. Permission to Sell 8 Old Buses by Lowest Bidder
Permission to Dispose of 6 Old Buses (Sold for Scrap Metal)
9. Permission to Delete 109 Assets from the TPSD Asset Listing (TPSD Policy DM)
10. Permission to Operate 2018 Summer Food Service Program (Joyner Elementary, Parkway Elementary, Tupelo Housing Authority and King Early Childhood Center)

B. Office of Director of Federal Programs Mrs. Corlis Curry (TPSD Goal #4)

1. Approval of Memorandums of Understanding – Principal Corps, University of Mississippi
2. Approval of 2018 Summer Opportunity Camp (June 4-June 29, 2018)

C. Office of Assistant Superintendent Mr. Andy Cantrell

1. Student Transfer Report (TPSD Policy JBCD Transfers and Withdrawals of Students)
2. Overnight Field Trip Requests (TPSD Policy IFCB)
 - THS Orchestra, All State Honor Orchestra, Jackson, MS 4/12-14/2018
 - THS SkillsUSA to attend SkillsUSA State Competition, Jackson, MS 4/10-11/2018
 - TCTC, DECA, International Competition, Atlanta, GA 4/21-25/2018
 - THS Powerlifting, State Powerlifting Meet, Jackson, MS 4/20-21/2018
3. Permission to Purchase New Maintenance Vehicle
4. Approval of Tupelo Career & Technical Center Local Plan Update for FY19

No Board member requested the removal of any item from the Consent Agenda except for Contract #CO1873 which was deleted at the beginning of the meeting when the Agenda was amended.

SUPERINTENDENT'S REPORT

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

1. Docket of Claims and Athletic Ref Pay

- Docket of Claims for the period March 3 through March 29, 2018, Docket of Claims #51671 through #52221 in the amount of \$2,111,481.59.

- Athletic Activity Ref Pay paid officials and fees in the amount of \$3,162.94 for March 3 through March 29, 2018.

The grand total for all funds is \$2,114,644.53.

2. Required Monthly Financial Reports – Month Ending 2/28/18

In accordance with MS Code 37-9-18 the following Financial Reports for the month ending February 28, 2018, were reviewed:

- Summary Report of Reconciled Bank Statements with Certification
- Statement of Revenue and Expenditures with Current Budget Status
- Cash Flow Report for District Maintenance Fund
- Combined Balance Sheet for all General and Special Revenue Funds
- Monthly Financial Statements – not required (TPSD Goal #4, TPSD Policy Section D. Fiscal Management)

3. Acknowledge FY17 Final Audit Report – Tupelo Public School District

The FY17 Final Audit Report was presented for review and acknowledgement. The Fiscal Year 2017 Audit for Tupelo Public Schools was prepared by Watkins, Ward and Stafford. The report was also reviewed by the State of Mississippi, Office of the State Auditor,

B. Office of Director Human Resources Mr. Jim Turner

Licensed Personnel Recommendations

Mr. Jim Turner presented the Licensed Personnel Recommendations including an Addendum for consideration for approval.

C. Office of Assistant Superintendent Mr. Andy Cantrell (TPSD Goal #2)

1. Student Discipline Case #71-2017-2018

Mr. Andy Cantrell recommended that the Board ratify the administrative decision to expel Student #71-2017-2018 from TPSD for one calendar year for violation of TPSD Policies JCB and JDDA .

2. Student Discipline Case #04-2017-2018

Mr. Andy Cantrell recommended that the Board ratify the administrative decision to expel Student #04-2017-2018 from TPSD for one calendar year for violation of TPSD Policy JD-E5 #12.

D. Office of Assistant Superintendent Mrs. Kimberly Britton (TPSD Goal #1)

Amendment of TPSD Policy IDDF – Special Education Programs

Mrs. Kimberly Britton recommended that the Board amend TPSD Policy IDDF – Special Education Programs to reflect recent changes mandated by the Mississippi Department of Education.

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

1. Fillmore Renovations Project Re-Bid

Mr. Charles Laney, in consultation with JBHM Architects, recommended that the Fillmore Renovations Project Re-Bid be awarded to low-bidder Condition Air, Inc. for the Base Bid only in the amount of \$253,300.00. Alternate No. 1 for \$101,000.00 was rejected.

2. Change Order No. 001 for Hancock Leadership Center Reroof and HVAC

Mr. Charles Laney recommended for consideration for approval Change Order No. 001 for the Hancock Leadership Center Reroof and HVAC Project. Change Order No. 001 reconciles allowances. The original contract price of \$330,300.00 included \$5,000.00 for contingency allowance,. As zero contingency funds were needed or used, the contract price has been reduced \$5,000 with a new contract sum of \$325,300.00 for this project.

3. Certificate of Substantial Completion for Hancock Leadership Center Reroof and HVAC Renovation Project

Mr. Charles Laney recommended for consideration for approval the Certificate of Substantial Completion for the HLC Renovations Project. The entire project was deemed substantially complete as of January 23, 2018. The contractor for this project was CIG Contractors, Incorporated.

4. Certificate of Substantial Completion – Carver Safe Room

Mr. Charles Laney recommended for consideration for approval the Certificate of Substantial Completion for the Carver Safe Room Project. JBHM were the architects for this project and the contractor was CIG Contractors, Incorporated.

5. THS PE Gym Renovations Phase II Project

Mr. Charles Laney, in consultation with JBHM Architects, recommended that the bid for the THS PE Gym Renovations Phase II Project be awarded to CIG Contractors who had the lowest base bid amount of \$1,239,000.00 in addition to accepted alternates totaling \$73,600.00. Additionally, a value engineering review with CIG Contractors, Inc. resulted in a reduction of \$119,500.00 to the base bid resulting in a total award of \$1,193,100.00. (Base Bid \$1,239,000 less reduction of \$119,500 plus alternates \$73,600 = \$1,193,100).

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

1. Employment/Reemployment of TPSD Licensed Staff for 2018-2019 School Year (TPSD Goal #3)

Superintendent Gearl Loden recommended the reemployment of TPSD Licensed Staff for the 2018-2019 school year.

2. Amendment to Reemployment of 2018-2019 Licensed District Administrators (TPSD Goal #3)

Superintendent Gearl Loden explained that at the March 20, 2018, Regular Board Meeting Finance Director Rachel Murphree was listed on the Non-Licensed report. Dr. Loden recommended amending this report to include Mrs. Murphree on the Licensed Required portion of the report.

3. 2018-2019 Salary Schedule for Instructional Staff – TPSD Board Policy Exhibit GBA-E (TPSD Goal #3)

Superintendent Gearl Loden recommended that TPSD Board Policy GBA-E be amended to reflect the 2018-2019 Salary Schedule for instructional staff.

4. 2018-2019 Salary Schedule for Classified Staff – Assistant Teachers (TPSD Goal #3)

As required annually, Superintendent Gearl Loden recommended that TPSD Board Policy Exhibit GBA-E be reviewed and approved by the Board. Policy Exhibit GBA-E reflects no increase in salary for the 2018-2019 Salary Schedule for Classified Staff (Assistant Teachers).

5. 2018-2019 Salary Schedule for Classified Staff – Special Education Assistant Teachers (TPSD Goal #3)

As required annually, Superintendent Gearl Loden recommended that TPSD Board Policy Exhibit GBA-E be reviewed and approved by the Board. Policy GBA-E reflects no increase in salary for the 2018-2019 Salary Schedule for Classified Staff (Special Education Assistant Teachers).

6. Information Items:

a. THS Gym/Summer Projects Update Report

Mr. Charles Laney and Architect Will Lewis of JBHM Architects discussed the following summer construction projects:

- **Athletic Suite Phase 1**
- **Athletic Suite Phase 2**
- **THS Renovations**
- **Carver School Renovations**
- **Fillmore Center Renovations**
- **Thomas Street Renovations**
- **Pierce Street Renovations**

b. Reminder of Upcoming Events:

- April 16, Employee Recruitment Fair, HLC, 3-6pm
- April 19, Retirement Reception for Dr. Gearl Loden
- April 23, Rotary Scholar Luncheon, 11:30AM, The Summit
- April 26, AEE Preview, Parkway Elementary
- April 27, AEE Luncheon, 11:30am, Parkway
- May 15, Regular Board Meeting, Noon, HLC, 5:00pm, Milam
- May 18, Graduation, BancorpSouth Area

UNFINISHED BUSINESS

No “Unfinished Business” items were presented at this meeting of the Board.

NEW BUSINESS

AEE Awarded Grants for 2018-2019 School Year

The Board reviewed and considered for approval 33 AEE grants awarded for school year 2018-2019 for a grand total of \$75,722.65. Earlier in the meeting, Mrs. Dey reported that 60 grant requests were received and AEE was able to fund or partially fund 33 grants.

MISCELLANEOUS BUSINESS

A. Future Agenda Topics – Superintendent Gearl Loden

May 15, 2018, Noon, and 5:00pm Meetings

- Potential Handbook Changes
- Year End Athletic Report
- Year End ADA Report

B. Future Agenda Topics – Board Members

Mr. Prather mentioned that in the future he would like to see specific Board members serve as liaisons to certain areas of the District. The goal would be for the assigned Board members to develop a thorough understanding of these spheres of operations and report back to the full Board when appropriate. It was the consensus of the Board members present that the following assignments be made:

Mr. Hudson	Bond Referendum Projects
Mrs. Davis	Professional Development
Mr. Babb	Finance/Budget
Mr. Wheeler	Security

C. Executive Session

Mr. Prather suggested that there was a need for consideration of entering into Executive Session to hear a discipline appeal (Case #27-2-2017-2018) and to discuss a personnel matter involving the employment of a new superintendent. Mr. Hudson made a motion that the Board enter temporary Executive Session. Mrs. Davis seconded the motion, and it was adopted unanimously by all members present. Mr. Prather 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, Mrs. Sherry Davis, Mr. Rob Hudson, Mr. Eddie Prather, Mr. Otis Tims, Dr. Gearl Loden, Mr. Andy Cantrell, Ms. Patrice Tate and Ms. Modesty Shumpert. The Board first considered the reason for entering Executive Session. Mr. Prather stated that there was a need to hear a discipline appeal (Case #27-2-2017-2018) and to discuss a personnel matter involving the employment of a new superintendent. Upon a motion by Mr. Hudson, with a second by Mrs. Davis, the Board voted unanimously by all members present 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.

At this point in the meeting, Mr. Joe Babb left the Executive Session due to a conflict of interest. Upon Mr. Prather's return and the opening of the Executive Session, the Board heard Assistant Superintendent Andy Cantrell give summary information on Student Case #27-2-2017-2018).

At this point Mrs. Niki Peel entered the Executive Session along with Student #27-2-2017-2018, his mother, and their Attorney Jonathan Martin. Mr. Martin addressed the Board on behalf of Student #27-2-2017-2018. After answering questions by the Board members, the student, parent and attorney left the room. Mrs. Peel also left the room. The Board continued discussion of Student Case #27-2-2017-2018, however, no action was taken on the student matter.

Next, Dr. Loden, Mr. Cantrell, and Ms. Shumpert left the room. Board member Joe Babb and Ms. Mary Ann Plasencia entered the room.

There then followed a discussion of a personnel matter, upon which no action was taken. Mr. Hudson moved that the Board return to Open Session. The motion was seconded by Mrs. Davis, and adopted unanimously by all members present. Mr. Prather then left the room and announced that the Board was again in Open Session.

Open Session

Mr. Prather stated that the Board had discussed a student matter and a personnel matter involving employment of a new superintendent in Executive Session, but that no action had been taken.

ADJOURNMENT

On a motion by Mrs. Davis, seconded by Mr. Hudson, 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 4:01 p.m.

APPROVED:
TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

ATTEST:

Eddie Prather, President

Rob Hudson, Secretary