

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
April 9, 2019**

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 9, 2019, 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.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

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

PLEDGE OF ALLEGIANCE

Assistant Superintendent Andy Cantrell led the participants in reciting the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Wheeler moved to approve the agenda for the regular April 9, 2019, Board meeting subject to the following changes:

- Addition of NSBA Annual Conference Overview (Item VIII., Superintendent's Report, #1
- Deletion of Reemployment of TPSD 19-20 Classified Staff, with Salaries (Item VII. Action Items, E2)

The motion was seconded by Mr. Prather, and the Board voted unanimously by all members present to approve the agenda for the regular April 9, 2019, Board meeting with the announced changes. The President of the Board declared the motion passed.

REVIEW OF THE MINUTES

The Board reviewed minutes from the March 19, 2019, noon, regular Board meeting. No corrections were noted.

PUBLIC COMMENTS

Ms. Jessica Ridgeway-Barnes, AEE Grant Chair, recommended approval of the AEE 2019 Grants. This year, AEE received 95 grant submissions and were able to fund or partially fund 41 grants for a grand total of \$82,312.19.

ADMINISTRATIVE ANNOUNCEMENTS

Superintendent Rob Picou announced that at tonight's 5:00pm meeting he will recommend the following administrative positions for consideration of approval by the Board of Trustees:

1. Mr. Mark Enis – move from Lawhon principal to Tupelo Middle School principal
2. Ms. Heather Cartwright – move from Lawndale assistant principal to principal at Rankin Elementary
3. Ms. Melissa Thomas – move from principal at Lawndale to director of secondary curriculum

RECOGNITIONS

Dr. Picou stated that several recognitions are scheduled during the 5:00pm Board meeting later today at Tupelo High School.

ACTION ITEMS

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

1. Docket of Claims and Athletic Activity Ref Pay

- Docket of Claims for the period March 2, 2019, through March 29, 2019, Docket of Claims #59853 through #60176, and Claims #60178 through #60496 for Accounts Payable Checks #40396 through #40604, Checks #40606 through #40795, in the amount of \$2,672,528.05
- Athletic Activity Ref Pay paid to officials and fees in the amount \$3,029.70 for the period March 2, 2019, through March 29, 2019

Mr. Mize announced that he had reviewed the Docket of Claims and that he would recuse himself from consideration of Claim #60177 because of a potential conflict of interest. He said that he would be ready at the 5 p.m. meeting to recommend approval of payment of all other claims and ref pay which total \$2,675,557.75.

2. Docket of Claim #60177, Accounts Payable Check #40605

Mr. Prather stated that he had reviewed Claim #60177 on the Docket of Claims and Accounts Payable Check #40605 in the amount of \$53,865.00 issued to Ross & Yerger for a quarterly workers' compensation insurance premium, and that at the 5 p.m. meeting he would be ready to recommend approval of its payment.

3. Required Monthly Financial Reports – Month Ending February, 2019

In accordance with MS Code 37-9-18 the following Financial Reports for the month ending February, 2019, 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
- Consolidated Fund Balance Sheet for all General and Special Revenue Funds
- Monthly Financial Statement (not required)

4. Budget Amendment for Early Implementation of MOU with Tupelo Police Department for SRO's

Mrs. Rachel Murphree recommended amending the District budget from unfilled TPSD position payroll object accounts budgeted to contractual services object accounts at the correct respective sites assigned once received from Mr. Cantrell in order to accommodate the early implementation of the Memorandum of Understanding between the TPSD and the Tupelo Police Department regarding the School Resource Officer Program.

5. TPSD FY18 Final Audit Report – Review, Approval and Distribution

The TPSD FY18 final audit report as prepared by Watkins, Ward and Stafford, and reviewed by the Office of State Auditor was distributed to the TPSD Board of Trustees for review and approval.

6. TPSD FY20 Classified Staff Salary Schedule – Assistant Teacher

The TPSD FY20 Classified Staff Salary Schedule – Assistant Teachers was submitted for review and approval.

7. TPSD FY20 Classified Staff Salary Schedule – Assistant Teachers (Enhanced)

The TPSD FY20 Classified Staff Salary Schedule – Assistant Teachers (Enhanced) was presented for review and approval.

8. TPSD FY20 Instructional Staff Salary Schedule

The TPSD FY20 Instructional Staff Salary Schedule was presented for consideration and approval.

B. Office of Director of Human Resources Mr. Jim Turner (TPSD Goals #3 and #4)

1. Approval of Revised Job Descriptions (Certified Part-Time RTI Tutor and Director of Federal Programs and Curriculum)

Mr. Jim Turner presented for consideration and approval the following revised job descriptions:

- a. Certified Part-Time RTI Tutor
- b. Director of Federal Programs and Curriculum

2. Approval of New Job Descriptions

Mr. Jim Turner presented for consideration and approval the following new job descriptions:

- a. Project SEARCH Teacher/Transition Teacher
- b. Secondary School Counselor (Middle College)
- c. Part-Time Student Learning Coordinator

3. Licensed and Classified Personnel Recommendations

Mr. Jim Turner presented the licensed and classified personnel recommendations for consideration for approval.

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

Student Discipline Case #93-2018-2019

Mr. Cantrell recommended that the Board of Trustees ratify the administrative decision to expel Student #93-2018-2019, from TPSD for one calendar year for violation of TPSD Board Policy JD-E5 Student Discipline – High School Students.

D. Office of Deputy Superintendent Mrs. Kimberly Britton

1. Revisions to TPSD Board Policy and Exhibits

Deputy Superintendent Kim Britton recommended approval of the following TPSD Board Policy and Exhibits:

- JBCC Student Tuition for Out-of-District Students
- JBCC-E1 Admission of Nonresident Students Tuition Agreement: Non-Employee
- JBCC-E2 Admission of Nonresident Students Tuition Agreement: Grandfathered
- JBCC-E3 Admission of Nonresident Students Tuition Form: Employee

2. TPSD English Learner Plan

Mrs. Kim Britton recommended that the TPSD English Learner Plan be approved. She explained that this is the District plan for English Learners based on the *Mississippi English Learner Guidelines: Regulations, Funding Guidance, and Instructional Supports 2018*. The proposed plan is comprised of enrollment, identification, placement and instructional programs for English Learners.

E. Office of Superintendent Dr. Robert Picou

1. Reemployment of TPSD Licensed Staff for 2019-2020 School Year

Dr. Picou presented for consideration and approval the Reemployment of TPSD Licensed Staff for the 2019-2020 School Year.

2. Supplementary Pay Plan for 2019-2020 School Year

Dr. Picou recommended approval of the Supplementary Pay Plan for 2019-2020 School Year.

3. Recommendation to Add #5 to District Goals for 2019-2020

At the recent Board Work Session, Superintendent Rob Picou suggested adding District Goal #5 *Develop a vision of college and career ready learning* to the four current District Goals. Dr. Picou recommended formal approval of the addition of Goal #5 to the Board Goals.

The current District Goals are listed below:

1. Increase student achievement across the District
2. Provide a safe, secure and orderly environment in all schools
3. Attract and retain all stakeholders
4. Maintain sound financial stability

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)
Contracts to be Acknowledged and Awarded: #CO2077 through #CO2086; BC#2018-2019-002 through BC#2018-2019-004, and Contract for Rental of School Facilities #SFR1940
2. Contracts to be Ratified #CO2075 and #CO2076
3. Donations #2018-2019-064 through #2018-2019-066
4. Permission to Submit TPSD Grant #2039
5. Permission to Accept TPSD Grants #1917, #1925, #1931, #1930, #1944, #1947, #1950, #1953, #1955, #1957, #1958, #1961, #1962, #1963, #1964, #1966, #1967, #1968, #1969, #1970, #1971, #1981, #1988, ##1989, #1990, #1993, #1995, #1998, #2000, #2005, #2010, #2011, #2013, #2015, #2019, #2020, #2026, #2027, #2029, #2030, #2031, #2033, #2035, #2036, #2038
6. Permission to Advertise Bids BD1904 – Reading Enhancement Professional Development; BD1905 – Lawhon Reroof; and RFP1903—Architect for Church Street Reroof

B. Office of Assistant Superintendent Mr. Andy Cantrell (TPSD Goals #1, #3 & #4)

1. Student Transfer Report (TPSD Policy JBCD Transfers and Withdrawals of Students)
2. Readmission of Student #71-2017-2018
3. Overnight Field Trips (TPSD Goal #3 and #4)
 - THS Thespians, International Thespian Festival, 06/23-30/19
 - THS Cheer, Cheer Camp, 06/1-4/19
4. Permission to Operate 2019 Summer Food Program

SUPERINTENDENT’S REPORT – DR. ROB PICOU

A. Executive Summaries:

The following Executive Summaries were included in the Board package for this meeting:

1. Component to the MS Succeeds Report Card – Mrs. Rachel Murphree
2. Ad Valorem Collections Received through February, 2019 – Mrs. Rachel Murphree

B. Superintendent’s Report – Dr. Rob Picou

1. National School Boards Association Annual Conference Overview

Mr. Wheeler, Mr. Prather, Ms. Davis and Dr. Picou presented a brief overview of the schools and sessions they attended at the recent NSBA Annual Conference in Boston.

2. Middle College Presentation

Mrs. Stewart McMillan presented a comprehensive report regarding the proposed middle college partnership with Itawamba Community College. In conjunction with Mrs. McMillan’s middle college report, she briefly updated the Board on the District of Innovation project.

3. Superintendent’s Report – Dr. Rob Picou

Dr. Picou’s report is included below:

Board Goal 1: Increase academic achievement across the district.

- Data meetings have been conducted with each principal. The data team, led by Mrs. Britton, reviews trends, success points, and opportunities for growth. As of our latest data review using our final Case 21 assessment, it appears all schools are on target to maintain if not increase their proficiency percentages. We are in conversations with J.P. Boudin to analyze the data and identify any outliers that may not have been identified through our principal data analysis process.
- Superintendent toured 5 schools and 9 classrooms.
- Approved book study for science department at high school, *How to Grade for Learning* by Ken O’Conner.
- Attended NSBA and identified three initiatives that may be of value for our district. In process of sharing with school board members and principals.
- Interviewed candidates for leadership positions at Rankin, Director of Secondary Curriculum, and Middle School.
- Met with Equal Opportunity Schools representative to discuss possibility of helping district increase underrepresented students in AP classes. (EOS info is provided)
- In process of designing summer school board retreat with Dr. Lee and potentially another consultant to provide high level executive training for board. (NXTBOARD info is provided)

Board Goal 2: Provide a safe, secure and orderly environment in all schools.

- Designed and implemented first lock door corrective analysis.
- Additional SROs will be hired and in place by May 1.
- Just completed our overall safety audit with an A grade.
- Implementing safety recommendations from audit.
- Reviewing possible placement of additional fencing at high school and the possibility of an additional guard house.
- Received exemplary marks in transportation department.
- Overall five-year plan for facility upgrades was also mentioned in report as outstanding.

Board Goal 3: Attract and retain all stakeholders.

- We are continuing our conversation with ICC and MDE in our attempts to design a Middle College opportunity.
- Met with representatives from MDE in secondary curriculum and high school administration to work out details of a Middle College. We are encountering some impediments in trying to design a program that does not penalize us on the Mississippi accountability model and that guarantees students complete all Mississippi graduation requirements. Met with superintendent by phone to set up a visit for the team to Gulfport School District to see their Middle College.
- Met with leadership from CREATE, CDF, and United Way. Also attended two Rotary meetings

Board Goal 4: Maintain sound financial stability.

- Fund Balance: \$28,878,356.71
- State and Local Revenue: \$62,336,527.51
46.33%
- Conducting resource map meetings with principals and department heads to go over individual budgets in an effort to identify needs and pockets of unspent funding.
- Two-week turnaround paying all vendors.
- Do not have to issue tax anticipation notes to make payroll while waiting for ad valorem.
- Maintain AA- bond rating which is as high as any school district in the state.

C. Upcoming Events:

- April 19, Good Friday District Holiday
- April 22, Easter Monday District Holiday
- April 26, AEE Luncheon, Pierce Street, 11:30am
- April 29, Rotary Scholars Luncheon, 11:30am, The Summit
- May 14, Noon, Regular Board Meeting, HLC; 4:00pm Tour Milam;
5:00pm, Regular Board Meeting, Milam
- May 17, THS Graduation, 7:00pm, BancorpSouth Arena

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

A Board member requested that supplements and stipends be placed on a future agenda for discussion.

RECESS

It was the consensus of the Board to take a brief recess.

RECONVENE

The Board reconvened following the short recess.

MISCELLANEOUS BUSINESS

A. Executive Session

Ms. Davis suggested that there was a need for consideration of entering into Executive Session to hear a student discipline appeal (Case #74-2018-2019). Mr. Prather made a motion that the Board enter temporary Executive Session. Mr. Wheeler seconded the motion, and it was adopted unanimously by all members present. Ms. Davis declared the motion passed. The room was then cleared.

The temporary Executive Session was called to order with the following people present: Ms. Sherry Davis, Mr. Paul Mize, Mr. Eddie Prather, Mr. Kenneth Wheeler, Mr. Otis Tims, Dr. Rob Picou, Mrs. Kim Britton, Mr. Andy Cantrell, Dr. Brock English, Mrs. Modesty Shumpert, Ms. Patrice Tate and Mr. Terry Hatch. The Board first considered the reason for entering Executive Session. Ms. Davis stated that there was a need to hear a student discipline appeal (Case #74-2018-2019). Upon a motion by Mr. Prather, with a second by Mr. Wheeler, 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, Assistant Superintendent Andy Cantrell gave summary information regarding Discipline Case #74-2018-2019. Next the mother of Case #74-2018-2019 entered the meeting accompanied by Student #74-2018-2019 and the student's grandmother. The mother addressed the Board on behalf of her child. Tupelo Middle School Principal Talina Knight entered the Executive Session. After answering questions by the Board members, the parent left the meeting. Following questions by the Board, Ms. Talina Knight left the Executive Session.

With these matters attended to, Mr. Prather made a motion, seconded by Mr. Wheeler that the Board return to Open Session. The motion was put to a vote and unanimously approved by all Board members present. After declaring that the motion had passed, Ms. Davis stepped into the hall and announced that the Board would return to Open Session.

Open Session

With the Board back in Open Session, Ms. Davis reported that the Board had heard a student discipline appeal.

Student Discipline Case #74-2018-2019

Whereupon, Mr. Wheeler made a motion that the Board affirm the Administration's decision to assign Student #74-2018-2019 to the Structured Day Program for 90 school days for violation of TPSD Policy JD-E4 – Student Discipline – Middle School Students (#14 – Harassment and #35 – Assault of a student). The motion was seconded by Mr. Mize, and adopted unanimously by all members present. Ms. Davis declared the motion passed.

ADJOURNMENT

There being no further business to come before the meeting, Mr. Prather made a motion to adjourn, which was seconded by Mr. Wheeler, and adopted unanimously by all members present. Ms. Davis announced that the motion had passed and declared the meeting adjourned at 3:05 p.m.

APPROVED:

ATTEST:

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES**

Sherry S. Davis, President

Joseph B. Babb, Secretary