

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES 5:00 P.M. MEETING MINUTES
October 10, 2017**

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, October 10, 2017, Joyner Elementary School, 1201 Joyner Avenue, 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

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

September 12, 2017, Noon, Regular Meeting, HLC

Mrs. Davis made a motion to approve the minutes from the September 12, 2017, noon, regular Board meeting at the Hancock Leadership Center as submitted. The motion was seconded by Mr. Hudson and approved unanimously by all members present. Mr. Prather declared the motion passed.

September 12, 2017, 5:00pm, Regular Meeting, Lawhon Elementary

Mr. Babb made a motion to approve the minutes from the September 12, 2017, 5:00pm regular meeting at Lawhon Elementary School as presented. The motion was seconded by Mrs. Davis and approved unanimously by all members present. Mr. Prather declared the motion passed.

PUBLIC COMMENTS

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

WELCOME

Principal Kim Foster welcomed the Board of Trustees, parents, staff and visitors to Joyner Elementary School.

RECOGNITIONS

The Board of Trustees recognized the following individuals or groups:

1. Tupelo Rotary – for donating workbooks to accompany FOSS kits.
2. McDonald's – for providing solar eclipse glasses for students and staff.
3. THS Student Victor Milev for his many hours volunteering and to teachers Pam Cockrell, Kathy Palmer and Jennifer Towery for tapping his talents to serve our students.
4. Students who earned Perfect Score for 2016-2017 MAEP Math
 - Eric Dexter
 - Morgan Tidwell
 - Andrew Keen
 - Ashlyn Powell
 - Ingrid Speck
 - Cate Babb
 - Steven Henley
 - Jordyn Smith
5. Employees of the Month (October, 2017)

COMMUNICATION TO THE BOARD

Superintendent Gearl Loden summarized the following reports for the benefit of those not present at the noon meeting:

A. **Wave Time Tutorial Program (TPSD Goals #1 and #4)**

Lawndale Principal Melissa Thomas presented an overview of Wave Time, the district's newly implemented Enrichment Tutorial Program. Mrs. Thomas reported that the Mission Statement of the program is, "To help students succeed by providing after school enrichment activities that are engaging and standard-specific." Mrs. Thomas' report focused on the following areas:

1. Who do we service? (3rd – 5th graders based on their 16-17 MAAP scores)
Students who scored in Performance Level 3 are top priority.
2. The Team (teachers with experience and successful data)
3. Schedule (students in the program are gathered at 3:15pm and dismissed at 5:00pm)
4. Sessions will utilize small group instruction; a snack and transportation are provided)

B. **Unemployment Benefits Update Report (TPSD Goal #4)**

Mr. Jim Turner presented a historical review of the district's unemployment claims and how they compare to the private sector. Mr. Turner reported that the district is outperforming, by a significant amount, the best rates earned by private industry.

C. ECEC and Non ECEC Students Attrition Report (TPSD Goals #1, #3 and #4)

Mrs. Corlis Curry reported on ECEC and Non ECEC students who have left the district in grades 1 through 6 beginning with school year 2011-2012 through school year 2015-2016. The report was compiled in categories as follows: current grade, # of students who withdrew; # of students who transferred to another public school in MS; # of students who transferred to another state or country; free/reduced lunch; and paid lunch.

Mr. Hudson stated he would like to see where the students are moving – for instance to a local county school or out of town such as Jackson, Mississippi. Mrs. Curry stated that she will collect the requested information and email to the Board members.

D. ACT/AP/Dual Enrollment Update Report (TPSD Goals #1)

Tupelo High School Principal Art Dobbs presented an update report focusing on the following areas:

1. ACT (THS Composite Average Score 19.3, State 18.6, National 21.0)
2. Advanced Placement (603 Total AP Students for 2016-2017 school year)
3. Dual Credit (388 College Credit Opportunities)

E. Ad Valorem Collections through September, 2017 (TPSD Goal #4, TPSD Policy DFA)

Finance Director Rachel Murphree reported that collections for Operations for August, 2017, received by the District in September, 2017, made the annual collection 3.39% of the amount requested compared to 3.98% in the previous year. The collections for Debt Service for August, 2017, received by the District in September, 2017, made the annual collection 3.37% of the amount requested compared to 3.13% in the previous year.

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

CONSENT AGENDA

In accordance with Dr. Loden's recommendations, Mrs. Davis 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
 - a. Acknowledged and Awarded Contracts #CO1844 through #CO1847; Rental of School Facilities #SFR1809 through #SFR1814
 - b. Ratification of Contractual Agreements – BD1702 Amendment #1 and Contract #CO1848
2. Accepted Donations #2017-2018-007 through #2017-2018-011

3. Ratified the Purchase of Two (2) School Buses
4. Granted Permission to Submit TPSD Grants #1804, #1805, #1807, #1808, #1809, and #1810 (did not vote on Grant #1806 – this vote was held later in the meeting)
5. Granted Permission to Accept TPSD Grant #1803 and #1809
6. Granted Permission to Delete 114 Assets from the TPSD Asset Listing and Add Back One to the TPSD Asset Listing

B. 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 Debate Team, Debate Tournament, Madison, MS, 10/13-14/17
 - THS Boys Soccer, Soccer Games, Jackson, MS, 1/12-13/18
 - THS Boys Soccer, Soccer Games, Pensacola, FL, 12/14-17/17
 - THS Boys Soccer, Soccer Games, Jackson, MS, 12/8-9/17
 - THS Girls Soccer, Soccer Games, Jackson, MS, 12/8-9/17
 - THS Girls Soccer, Soccer Games, Pensacola, FL, 12/14-17/17
 - THS Girls Soccer, Soccer Games, Jackson, MS, 1/12-13/17

C. Office of Assistant Superintendent Mrs. Kimberly Britton

1. District and School Test Security Plans

Reviewed and approved the 2017-2018 District and School Test Security Plans as submitted by Dr. Leigh Mobley.
2. Staff Evaluation Instruments

Reviewed and approved the 2017-2018 Staff Evaluation Instruments as presented by Mrs. Kimberly Britton.

The motion was seconded by Mr. Hudson and was approved unanimously by all members present. 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 and Athletic Activity Ref Pay

As Board President Eddie Prather had reviewed the Docket of Claims prior to the meeting, he passed the gavel to Mrs. Davis and recommended approval of the Docket of Claims and Athletic Activity Referee Pay as described below:

- Docket of Claims for the period September 2 through September 29, 2017, Docket of Claims #47533 through #48229, Accounts Payable Checks #31638 through #32137 in the amount of \$2,002,687.32.
- Athletic Activity Ref Pay paid officials and fees in the amount of \$7,610.00 for September 1 through September 30, 2017.

The grand total for all funds is \$2,010,297.32.

The motion was seconded by Mr. Babb and approved unanimously by all members present. Vice President Davis declared the motion passed.

This affirms that the claims are legal and proper and they are allowed and ratified as paid by the Superintendent or his designee pursuant to Section 37-9-14 (7) of the Mississippi Code of 1972.

The Docket of Claims Report is marked **EXHIBIT 3** and held in the Exhibit Book of this meeting date and incorporated herein.

Mrs. Davis passed the gavel back to Mr. Prather.

2. Monthly Financial Reports Required by MS Code § 37-9-18 (Month Ending 8-31-17)

Following a review of each report and discussion, on a motion by Mr. Hudson, seconded by Mr. Babb, the Board voted unanimously to approve the following financial reports:

- Report of Reconciled Bank Statements with Certification
- Statement of Revenue and Expenditure Report 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

Mr. Prather declared the motion passed. The Financial Reports for Month Ending August 31, 2017, are marked **EXHIBIT 4** and held in the Exhibit Book of this meeting date and incorporated herein.

3. Adoption of the 2016-2017 Final Amended Budget

The 2016-2017 Tupelo Public School District Final Amended Budget was presented for consideration of approval. Mrs. Murphree stated that the Combined Budget page is a summary of the Combining Budget pages where all funds are listed separately.

Mrs. Davis offered and moved approval of the 2016-2017 TPSD Final Amended Budget as presented. Mr. Babb seconded the motion, and having received an unanimous affirmative vote of the members present, the President of the Board declared the motion carried and approved.

A copy of the TPSD Final Amended Budget for Fiscal Year 2016-2017 is marked **Exhibit 5** and held in the Exhibit Book of this meeting date and incorporated herein.

4. Update on 2016-2017 Year End Closing

Mrs. Murphree reported that FY2017 is completely closed out and our FETS report/transmission has been sent and accepted by Mississippi Department of Education.

5. 10 Year Summary of Fund Balances, Debt Proceeds and Ad Valorem Revenue Changes

As an information item, Mrs. Murphree presented a 10 year summary of fund balances, debt proceeds, and ad valorem revenue changes. A copy of the above referenced report is marked **EXHIBIT 6** 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)

Licensed Personnel Recommendations

Mr. Hudson moved to approve the Licensed Personnel Recommendations including the Addendum as presented. Mrs. Davis seconded the motion, and the motion was approved unanimously by all members present. Mr. Prather declared the motion passed. The Licensed Personnel Report is marked **EXHIBIT 7** and held in the Exhibit Book of this meeting date and incorporated herein.

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

1. Student Discipline Case #01-2017-2018

On a motion by Mrs. Davis, seconded by Mr. Babb, the Board voted unanimously by all members present to ratify the administrative decision to expel Student #01-2017-2018, from TPSD for one calendar year for violation of violation of TPSD Policy JCB Code of Conduct. Mr. Prather declared the motion passed.

Detailed information regarding Student Discipline Case #01-2017-2018 is marked **EXHIBIT 8** "Sealed and Confidential" and held in the Exhibit Book of this meeting date and incorporated herein.

2. Student Discipline Case #15-2017-2018

On a motion by Mr. Babb, seconded by Mrs. Davis, the Board voted unanimously by all members present to ratify the administrative decision to expel Student #15-2017-2018, from TPSD for one calendar year for violation of violation of TPSD Policy JDDA – Bullying/Threatening to harm others. Mr. Prather declared the motion passed.

Detailed information regarding Student Discipline Case #15-2017-2018 is marked **EXHIBIT 9** "Sealed and Confidential" and held in the Exhibit Book of this meeting date and incorporated herein.

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

1. Change Order Number One (1) for ECEC Renovations Project

On a motion by Mrs. Davis, seconded by Mr. Hudson, the Board voted unanimously by all members present to approve Change Order Number One (1) for the ECEC Renovations Project. Mr. Prather declared the motion passed.

A copy of the abovementioned Change Order Number One (1) for ECEC Renovations Project is marked **Exhibit 10** and held in the Exhibit Book of this meeting date and incorporated herein.

2. Certificate of Substantial Completion for ECEC Renovations Project

On a motion by Mrs. Davis, seconded by Mr. Babb, the Board voted unanimously by all members present to approve the Certificate of Substantial Completion for the ECEC Renovations Project. Architects for this project were Pryor & Morrow, P.C. The contractor was McCarty King Construction Company. Mr. Prather declared the motion passed.

A copy of the aforesaid Service Order for the Fillmore Renovations Project is marked **Exhibit 11** and held in the Exhibit Book of this meeting date and incorporated herein.

3. Certificate of Substantial Completion – Tupelo Middle School Renovations Project

On a motion by Mr Babb, seconded by Mrs. Davis, the Board voted unanimously by all members present to approve the Certificate of Substantial Completion for the Tupelo Middle School Renovations Project. JBHM were the architects for this project and the contractor was Sullivan Enterprises. Mr. Prather declared the motion passed.

A copy of the aforesaid Certificate of Substantial Completion for the TMS Renovations Project is marked **Exhibit 12** and held in the Exhibit Book of this meeting date and incorporated herein.

4. Construction Change Directive Number Two (2) Lawhon Renovations Project

It was the consensus of the Board to table discussion of the request to approve Construction Change Directive Number Two (2) for the Lawhon Renovations Project.

5. Certificate of Substantial Completion for Lawhon Renovations Project

It was the consensus of the Board to table discussion of the Certificate of Substantial Completion for the Lawhon Renovations Project.

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

1. Information Items:

Reminder of Upcoming Events:

- October 17 – 10:00am, Pierce Street Elementary 50th Anniversary Celebration
- November 14 – 9:00am Board Work Session, HLC; Noon Regular Board Meeting, HLC
- December 12 – Noon, HLC, Regular Board Meeting

2. Miscellaneous

Accountability Update – Ms. Paige Tidwell

Ms. Tidwell reported that accountability labels are expected to be released from MDE on October 18 or October 19.

TVA Incentives – Mr. Charles Laney

Mr. Laney reported that \$47,268 has been received in TVA incentives to date, and more incentives are anticipated.

UNFINISHED BUSINESS

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

NEW BUSINESS

Proposed 2018 School Board Meeting Dates

A draft of proposed 2018 School Board Meeting Dates was presented for review. No action will be taken at this meeting of the Board.

MISCELLANEOUS BUSINESS

A. Future Agenda Topics – Superintendent Gearl Loden

November 14, 2017, Regular Board Meeting

- Accountability Update
- Safety Audit Update
- 1st Nine Weeks ADA and Discipline Trend
- NSBA Travel Authorization

B. Future Agenda Topics – Board Members

No specific agenda topics were requested by Board Members at this meeting of the Board.

C. Executive Session

Mr. Prather stated that an Executive Session was held at the noon meeting to discuss a personnel matter, a student matter, and a litigation matter, however, no action was taken.

D. Approval to Submit TPSD Grant #1806

Permission to Submit TPSD Grant #1806 (for a 3D Printer at THS Career Center Building) was removed from the Consent Agenda earlier in the meeting. Additional information was

received to clarify the grant request, and on a motion by Mrs. Davis, seconded by Mr. Hudson, the Board voted unanimously by all members present to approve the submission of TPSD Grant #1806 to Mississippi Department of Education in the amount of \$25,000 (no district match). Mr. Prather declared the motion passed.

E. Suspension of TPSD Board Policy JCAA Due Process for Student Case #02-2017-2018

An appeal for student matter #02-2017-2018 was scheduled for this meeting of the Board. However, the parent of student #02-2017-2018 requested that the appeal be delayed until the November meeting to allow her attorney to be present for the appeal process. Board Policy JCAA Due Process states that the Board must hear the appeal at its next regular meeting following the District Discipline Committee's recommendation.

On a motion by Mr. Babb, seconded by Mrs. Davis, the Board voted unanimously by all members present to suspend TPSD Board Policy JCAA Due Process and allow the appeal of student discipline case #02-2017-2018 to be heard at the November regular Board meeting. Mr. Prather declared the motion passed.

ADJOURNMENT

On a motion by Mrs. Davis and seconded by Mr. Babb the Board voted unanimously by all members present to adjourn the meeting. Mr. Prather declared the motion passed and the meeting in adjournment at 5:30 p.m.

APPROVED:

ATTEST:

TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

Eddie Prather, President

Rob Hudson, Secretary