

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
June 26, 2012**

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, June 26, 2012, 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: Mrs. Amy Heyer, Mr. Rob Hudson, Mr. Eddie Prather, Mrs. Beth Stone and Mr. Ken Wheeler. Mr. Prather announced a quorum and stated that the meeting was lawfully in session. Attorney Otis Tims was also present.

APPROVAL OF THE AGENDA

On a motion by Mrs. Stone, seconded by Mrs. Heyer, the Board voted unanimously to adopt the agenda with the following amendment:

- **ADD** Consideration of Approval of Revision of Salary Scale for Hourly and Salaried Employees

- **ADD** Job Description for Early Beginnings Resource Center Coordinator

The president of the Board declared the motion passed. A copy of the agenda is marked EXHIBIT 1 and held in the Exhibit Book of this meeting date and incorporated herein.

REVIEW OF THE MINUTES

Motion was made by Mr. Hudson, seconded by Mr. Wheeler, to approve the minutes of the regular meeting of May 22, 2012, as submitted. Mr. Prather announced that the motion passed unanimously.

PUBLIC COMMENTS AND RECOGNITIONS

A. Public Comments

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

B. Recognitions

No recognition ceremony was held at this meeting of the Board.

COMMUNICATION TO THE BOARD

English II, Fourth and Seventh Grade Writing Scores Update

Testing Coordinator Lea Johnson presented a summary report of the Mississippi Writing Assessment Program (MWAP) for the 2011-2012 school year.

SUPERINTENDENT'S REPORT

A. Consent Agenda

In accordance with Dr. Loden's recommendations, Mrs. Heyer moved to approve and ratify the Consent Agenda as listed below:

1. Contractual Agreements:
 - a. TPSD Contracts #CO1258 through #CO1279
 - b. Renewal of Bid for 2012-2013 School Year (#CO1280)
 - c. Contracts for Rental of School Facility #SFR1228 and #SFR1229
2. Donations #2011-2012-053 through #2011-2012-056
3. Single Source Purchases #1228 through #1232
4. Permission to Advertise for Sealed Bids #BD1300, #BD1301 and #RFP1302
5. Bus Sale Bid – Acknowledged and Agreed to Sell Buses and Vehicles I, identified In the June 22, 2012 Bus Sale Bid
6. Granted Permission to Remove 31 Assets from the TPSD Asset Listing and to Add 19 Assets to the Asset Listing
7. Annual Renewal of Menu Choice Procedure for 2012-2013 school year "Offer vs. Serve" Meal Option
8. Continued Membership by the TPSD in the Mississippi School Boards Association for 2012-2013 school year
9. Overnight Field Trip Requests:
 - a. THS Volleyball Team, July 23-25, 2012 (Florida State University)
 - b. THS Cross Country, July 14-21, 2012 (Brevard, NC)
 - c. THS Baseball, June 27-29, 2012 (Cleveland, MS)
 - d. THS Cheerleaders, July 6-8, 2012 (Tuscaloosa, AL)

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 report is marked EXHIBIT 2 and held in the Exhibit Book of this meeting date and incorporated herein.

B. PERSONNEL RECOMMENDATIONS AND ADDENDA

On a motion by Mr. Wheeler, seconded by Mrs. Heyer, the Board voted unanimously to approve the Licensed Staff recommendations along with the Addendum to the Personnel Report as listed below:

ADDENDUM TO PERSONNEL REPORT:

1. Change of Status – Mrs. Kim Britton from principal at Pierce Street Elementary School to assistant superintendent (replacing Dr. Frederick Hill), effective July 1, 2012
2. Named Dr. Michael Johnson principal at High School Advancement Academy, effective July 1, 2012
3. Named Mr. Kenneth Goralczyk as principal of Pierce Street Elementary effective July 1, 2012 replacing Mrs. Kim Britton
4. Approved the Early Beginnings Resource Center Coordinator Job Description as submitted

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

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

C. Docket of Claims

Board President Eddie Prather handed the gavel to Board Vice President Beth Stone. Having reviewed the Docket of Claims prior to the meeting, Mr. Prather recommended approval of the Docket of Claims and Check Registers as outlined below:

- Docket of Claims for the period May 12 through June 16, 2012, Docket of Claims #1773 through #3094, Accounts Payable Checks #1117 through #1784 in the amount of \$2,909,037.67.
- Tupelo High School Activity Check Register for May, 2012, Checks #1022 through #1056 in the amount of \$2,733.03.
- Athletic Activity Check Register for May, 2012, Checks #1077 through #1082 in the amount of \$1,234.60.

The grand total for all funds is \$2,913,005.30.

The motion was seconded by Mrs. Heyer and approved unanimously. Mrs. Stone 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 aforementioned Docket of Claims and Check Registers are marked EXHIBIT 4 and held in the Exhibit Book of this meeting date and incorporated herein

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

D. May 31, 2012, Financial Statement

On a motion by Mrs. Stone, seconded by Mr. Wheeler, the Board voted unanimously to approve the May 31, 2012, Financial Statement as submitted. Upon motion duly made, seconded, and carried, the president of the Board declared the motion passed.

The May 31, 2012, Financial Statement is marked EXHIBIT 5 and held in the Exhibit Book of this meeting date and incorporated herein.

E. Cash Flow Statements for Month Ending May 31, 2012

Finance Director Linda Pannell submitted the Statement of Cash Flow for month ending May 31, 2012, for information and review (copy on file).

F. Policy Changes

Superintendent Gearl Loden presented the following policies for adoption. Dr. Loden stated that the recommended revisions have been reviewed by Mrs. Kelly Stimpson to comply with current state and federal law and requested immediate adoption in order to prepare 2012-2013 student handbooks in a timely fashion.

JLC – Student Health Services and Requirements

Motion was made by Mrs. Heyer, seconded by Mrs. Stone, to amend TPSD Policy JLC Student Health Services and Requirements as submitted. Mr. Prather announced that the motion passed unanimously.

JLCA – Physical Examinations of Students

Motion was made by Mrs. Stone, seconded by Mr. Wheeler, to amend TPSD Policy JLCA Physical Examinations of Students as presented. Mr. Prather announced that the motion passed unanimously.

JLCC – Communicable/Infectious Diseases

Motion was made by Mrs. Heyer, seconded by Mrs. Stone, to amend TPSD Policy JLCC Communicable/Infectious Diseases as submitted. Mr. Prather announced that the motion passed unanimously.

JLCD – Administering Medication to Students

Motion was made by Mr. Wheeler, seconded by Mr. Hudson, to amend TPSD Policy JLCD Administering Medication to Students as submitted. Mr. Prather announced that the motion passed unanimously.

JLCD-E – Administering Medication to Students – Self-Administration of Asthma and Anaphylaxis Medication

Motion was made by Mrs. Heyer, seconded by Mrs. Stone, to amend TPSD Policy JLCD-E Administering Medication to Students – Self-Administration of Asthma and Anaphylaxis Medication as submitted. Mr. Prather announced that the motion passed unanimously.

JLCE – First Aid and Emergency Medical Care

Motion was made by Mr. Hudson, seconded by Mr. Wheeler, to amend TPSD Policy JLCE First Aid and Emergency Medical Care as presented. Mr. Prather announced that the motion passed unanimously.

JLCA – Student Dress Code

Motion was made by Mrs. Stone, seconded by Mrs. Heyer, to amend TPSD Policy JLCA Student Dress Code as suggested. Mr. Prather announced that the motion passed unanimously.

JH – Student Absences

Motion was made by Mrs. Heyer, seconded by Mr. Wheeler, to amend TPSD Policy JH Student Absences with noted changes. Mr. Prather announced that the motion passed unanimously.

JICJ – Cell Phone Use

Motion was made by Mr. Wheeler, seconded by Mrs. Heyer, to amend TPSD Policy JICJ Cell Phone Use as recommended. Mr. Prather announced that the motion passed unanimously.

JFB – School Choice

Motion was made by Mrs. Heyer, seconded by Mr. Wheeler, to revise TPSD Policy JFB School Choice as presented. Mr. Prather announced that the motion passed unanimously.

IJOA – Field Trips

Motion was made by Mr. Hudson, seconded by Mrs. Heyer, to amend TPSD Policy IJOA Field Trips with noted changes. Mr. Prather announced that the motion passed unanimously.

TPS Policy IKAA Exemptions from Exams was discussed in length, however, it was the consensus of the Board to table this policy revision until a date.

Copies of the above named amended policies are marked EXHIBIT 6 and held in the Exhibit Book of this meeting date and incorporated herein.

G. Student Discipline Report – Case #68-2, Case #85-2, and Case #111

Student Discipline Case #68-2

On a motion by Mrs. Heyer, seconded by Mrs. Stone, the Board voted unanimously to approve and ratify the administrative decision to expel Student #68-2 from the Structured Day Program for one calendar year (April 17, 2012, through April 17, 2013), for violation of TPSD Policy JK-E5. Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed.

Student Discipline Case #85-2

On a motion by M. Wheeler, seconded by Mrs. Stone, the Board voted unanimously to approve and ratify the administrative decision to expel Student #85-2 from the Structured Day Program for one calendar year (April 17, 2012, through April 17, 2013), for violation of TPSD Policy JK-E5. Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed.

Student Discipline Case #111

On a motion by Mrs. Heyer, seconded by Mr. Wheeler, the Board voted unanimously to approve and ratify the administrative decision to expel Student #111 from the Structured Day Program for one calendar year (August 7, 2012, through August 7, 2013), for violation of TPSD Policy JK-E5. Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed.

Detailed information regarding the Student Discipline Report (Case #68-2, Case #85-2, and Case #111) is marked EXHIBIT 7 and held in the Exhibit Book of this meeting date and incorporated herein.

H. Administrative Organization

Superintendent Gearl Loden explained that TPSD Policy CC Administrative Organization states that the organizational chart of the TPSD shall delineate lines and direction of authority and responsibility. Dr. Loden submitted for the Board's review an Administrative Organization Chart which reorganizes lines of authority and clearly defines lines and direction of authority and responsibility (copy on file).

UNFINISHED BUSINESS

No "unfinished business" agenda topics were presented at this meeting of the Board.

NEW BUSINESS

A. TPSD Dropout Prevention Plan 2012-2013 Update

On a motion by Mrs. Heyer, seconded by Mrs. Stone, the Board voted unanimously to approve the TPSD Dropout Prevention Plan 2012-2013 Update as submitted.

Upon motion duly made, seconded, and carried, the president of the Board declared the motion passed.

The 2012-2013 TPSD Dropout Prevention Plan Update is marked EXHIBIT 8 and held in the Exhibit Book of this meeting date and incorporated herein.

B. 2012-2013 Student Meal Prices

On a motion by Mr. Hudson, seconded by Mr. Wheeler, the Board voted unanimously to approve an increase in student meal prices (lunch only) to accommodate the Healthy, Hunger Child's Act federal requirements.

Upon motion duly made, seconded, and carried, the president of the Board declared the motion passed.

A detailed report summarizing the approved increase in lunch prices for 2012-2013 school year is marked EXHIBIT 9 and held in the Exhibit Book of this meeting date and incorporated herein.

C. Consideration of Resolution of Intent to Issue Qualified School Construction Bonds pursuant to the American Recovery and Reinvestment Act of 2009

After discussion of the matter, Mrs. Stone offered and moved the adoption of the following resolution:

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TUPELO
PUBLIC SCHOOL DISTRICT STATING ITS INTENT TO ISSUE QUALIFIED
SCHOOL CONSTRUCTION BONDS PURSUANT TO THE AMERICAN
RECOVERY AND REINVESTMENT ACT OF 2009

The motion was seconded by Mrs. Heyer and adopted by the Board by a unanimous roll call vote. Upon motion duly made, seconded, and carried, the president of the Board declared the motion passed.

The aforementioned resolution is marked EXHIBIT 10 and held in the Exhibit Book of this meeting date and incorporated herein.

D. Final Audit Report for FY10

Finance Director Linda Pannell requested approval of the State Approved Final Audit Report for the 2009-2010 school year. Mrs. Pannell stated that this audit report has been presented to the Board Audit Committee (comprised of Mrs. Stone and Mr. Hudson), during the audit exit meeting with Auditor Joe Cash on Friday, June 15, 2012. Superintendent Gearl Loden was also in attendance.

On a motion by Mr. Hudson, seconded by Mrs. Stone, the Board voted unanimously to Final Audit Report for FY10.

Upon motion duly made, seconded, and carried, the president of the Board declared the motion passed.

A copy of the Final Audit Report for FY10 is marked EXHIBIT 11 and held in the Exhibit Book of this meeting date and incorporated herein.

MISCELLANEOUS BUSINESS

A. Future Agenda Topics

Mr. Prather requested that any Board policies affecting student handbooks or the start of school each year be reviewed and presented to the Board of Trustees for approval no later than April of each year (preferably March).

Mr. Prather also asked Board Members to email him should they have any future agenda topics.

B. Executive Session

Board President Eddie Prather suggested to the School Board a temporary executive session to determine the need for a permanent executive session for the purpose of discussing personnel matters.

On a motion by Mr. Wheeler, seconded by Mrs. Heyer, 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 Mr. Prather with the following people present: Mrs. Amy Heyer, Mr. Rob Hudson, Mr. Eddie Prather, Mrs. Beth Stone, Mr. Ken Wheeler, Dr. Gearl Loden, Mr. Otis Tims, Mr. Jim Turner, 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. Wheeler, with a second by Mrs. Heyer, the Board voted unanimously to remain in executive session for the purpose of discussing

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

Mr. Prather reopened the meeting to tell all those in attendance the reason for going into executive session was to discuss personnel matters.

Discussion followed regarding the personnel matters. No action was taken in executive session.

Mr. Wheeler moved to come out of executive session. Mrs. Heyer 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.

C. PERSONNEL RECOMMENDATIONS

On a motion by Mrs. Heyer, seconded by Mrs. Stone, the Board voted unanimously to make four changes to the Administrative and Hourly Salary Pay Scale adopted at a special called meeting of the Board of Trustees on May 30, 2012.

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

A copy of the Administrative and Hourly Salary Pay Scale is marked EXHIBIT 12 and held in the Exhibit Book of this meeting date and incorporated herein.

ADJOURNMENT

On a motion by Mr. Hudson, seconded by Mr. Wheeler, the Board voted unanimously to adjourn the meeting. The President of the Board declared the motion passed and the meeting in adjournment at 2:40 p.m.

APPROVED:
TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

ATTEST:

Eddie M, Prather, President

Rob Hudson, Secretary