

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
June 11, 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, June 11, 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.

PLEDGE OF ALLEGIANCE

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

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. Ms. Davis announced a quorum, and stated that the meeting was lawfully in session. Attorney Otis Tims was also present.

APPROVAL OF AGENDA

Mr. Prather moved to approve the agenda for the June 11, 2019, Regular Board meeting subject to the following changes:

- Move Three Items from the Consent Agenda to Section VII. Action Items as follows:
 - Under Section VII, Item VII. Action Items #E. Consent Agenda #2., the following changes were made to move the three items from the Consent Agenda to Action Items
 - Item c. Food Corps Service Agreement between FoodCorps Inc., & Tupelo Public Schools – Growing Healthy Waves
 - Item d. MOU – Pierce Street Elementary and FoodCorps, Inc.
 - Item e. MOU – Rankin Elementary and FoodCorps, Inc.
 - Move Item c. d. and e. to Section VII. Action Items #F. Office of Assistant Superintendent Mr. Andy Cantrell (c., d., and e. will become a., b., and c.)
- Add Personnel Addendum to Section VII. C. Item #2 Licensed and Classified Personnel Recommendations

The motion was seconded by Mr. Wheeler, and the Board voted unanimously by all members present to approve the agenda for the regular June 11, 2019, Board meeting with the announced changes. The President of the Board declared the motion passed. A copy of the agenda including the addendum is marked **EXHIBIT 1** and held in the Exhibit Book of this meeting date and incorporated herein.

APPROVAL OF MINUTES

May 14, 2019, Noon, Regular Meeting, HLC

On a motion by Mr. Mize, seconded by Mr. Wheeler, the Board voted unanimously by all members present to approve the minutes from the May 14, 2019, noon, regular meeting as submitted. Ms. Davis declared the motion passed.

May 14, 2019, 5pm, Regular Meeting, HLC

On a motion by Mr. Wheeler, seconded by Mr. Prather, the Board voted unanimously by all members present to approve the minutes from the May 14, 2019, 5pm, regular meeting as submitted. Ms. Davis declared the motion passed.

PUBLIC COMMENTS

No requests for public comments were received for this meeting.

RECOGNITIONS

No recognitions were held at this meeting of the Board.

ACTION ITEMS

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

1. Docket of Claims and Athletic Activity Ref Pay

Board Member Kenneth Wheeler recommended approval of the Docket of Claims for the period May 4, 2019, through May 31, 2019, Docket of Claims #61486 through #62197, in the total amount of \$1,757,802.07.

There was no Athletic Activity Ref Pay paid to officials and fees for the period May 4, 2019, through May 31, 2019.

The motion was seconded by Mr. Mize and approved unanimously by all members present. Ms. Davis declared the motion passed.

The Docket of Claims Report is marked **EXHIBIT 2** and held in the Exhibit Book of this meeting date and incorporated herein.

2. Required Monthly Financial Reports – Month Ending April 30, 2019

Following a review of each report and discussion, on a motion by Mr. Prather, seconded by Mr. Mize, the Board voted unanimously by all members present to approve the following financial reports:

- 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

Board President Sherry Davis declared the motion passed.

The Financial Reports for Month Ending April 30, 2019, are marked **EXHIBIT 3** and held in the Exhibit Book of this meeting date and incorporated herein.

Board Member Paul Mize announced that he would recuse himself from consideration of the next two agenda items because of potential conflict of interest. Mr. Mize left the meeting at this point.

3. Renewal of Proposal of Insurance and Participation in Northeast Mississippi School Indemnity Plan (NEMSIP) for Property Insurance through Liberty Mutual; Casualty Insurance through Trident; and Cyber Liability through BCS Insurance

Mrs. Murphree requested approval of the District's 15th year renewal of proposal of insurance and participation with 8 other districts in the Northeast Mississippi School Indemnity Plan (NEMSIP) for property insurance through Liberty Mutual; casualty insurance through Trident; and cyber liability through BCS Insurance. Mrs. Murphree stated that the total premium for FY20 is \$516,739, and also reported that rates have slightly increased (by \$13,061, a little over 2%) after 2 years of guaranteed rates.

It was moved by Mr. Wheeler and seconded by Prather to approve the recommendation to renew the proposal of insurance and participation with 8 other districts in the Northeast Mississippi School Indemnity Plan (NEMSIP) for property insurance through Liberty Mutual; casualty insurance through Trident; and cyber liability through BCS Insurance for FY20 with a total premium of \$516,739.

The matter was brought to a vote as follows:

Mr. Joe Babb	voted: Absent
Mrs. Sherry Davis	voted: Aye
Mr. Paul Mize	voted: Absent
Mr. Eddie Prather	voted: Aye
Mr. Ken Wheeler	voted: Aye

By a vote of 3-0, Ms. Davis declared the motion passed.

A copy of the FY20 Renewal of Insurance (Property, Casualty and Cyber) and Participation in the NEMSIP is marked **EXHIBIT 4** and held in the Exhibit Book of this meeting date and incorporated herein.

4. Renewal of Student Accident Insurance

It was moved by Mr. Prather and seconded by Mr. Wheeler to renew the proposal for student accident insurance underwritten by Bollinger Specialty Group with a total premium for FY20 of \$26,482.

The matter was brought to a vote as follows:

Mr. Joe Babb	voted: Absent
Mrs. Sherry Davis	voted: Aye
Mr. Paul Mize	voted: Absent
Mr. Eddie Prather	voted: Aye
Mr. Ken Wheeler	voted: Aye

By a vote of 3-0, Ms. Davis declared the motion passed.

A copy of the Bollinger Specialty Group Student Accident Insurance Renewal Proposal is marked **EXHIBIT 5** and held in the Exhibit Book of this meeting date and incorporated herein.

Mr. Mize returned to the meeting.

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

1. Approval of New Job Description (Testing and Discipline Coordinator)

On a motion by Mr. Wheeler, seconded by Mr. Prather, the Board voted unanimously by all members present to approve new job description – Testing and Discipline Coordinator as recommended. Ms. Davis declared the motion passed.

A copy of the above referenced job description is marked **EXHIBIT 6** and held in the Exhibit Book of this meeting date and incorporated herein.

2. Recommendation to Approve Revised Job Descriptions

a. Approval of Revised Job Description – Finance Director

On a motion by Mr. Prather, seconded by Mr. Wheeler, the Board voted unanimously by all members present to approve a revised job description for Finance Director. Ms. Davis declared the motion approved.

A copy of the revised job description for the position of Finance Director is marked **EXHIBIT 7** and held in the Exhibit Book of this meeting date and incorporated herein.

b. Approval of Revised Job Description – Assistant Athletics Director

It was the consensus of the Board to defer discussion of this item to a possible Executive Session later in the day.

3. Licensed and Classified Personnel Recommendations

Upon a motion by Mr. Prather, seconded by Mr. Mize, the Board voted unanimously by all members present to approve the licensed and classified personnel recommendations (inclusive of the Personnel Report Addendum) as presented. Ms. Davis declared the motion passed.

The Personnel Report is marked **EXHIBIT 8** and held in the Exhibit Book of this meeting date and incorporated herein.

C. Office of Deputy Superintendent Mrs. Kimberly Britton

1. Second Reading of TPSD 2019-2020 Student Handbooks

Deputy Superintendent Kim Britton recommended, as a *second reading*, to approve the TPSD 2019-2020 Student Handbooks. Mr. Wheeler moved to approve the TPSD 2019-2020 Student Handbooks as submitted. His motion was seconded by Mr. Prather, with a vote in favor by all members present. Mrs. Davis declared the motion passed.

Copies of the aforementioned TPSD 2019-2020 Student Handbooks are marked **Exhibit 9** and held in the Exhibit Book of this meeting date and incorporated herein.

2. FY20 Individuals with Disabilities Education Act (IDEA) Part B and Preschool Project Application (Ms. Genna McAlpin, SPED Director)

Mrs. Britton submitted for review and consideration for approval the FY20 Individuals with Disabilities Education Act (IDEA) Part B and Preschool Project Application. Mrs. Britton explained that, if approved, the Board is acknowledging that they understand and agree to abide by the applicable assurances within the automated plan for the implementation of the special education program included in Mississippi Comprehensive Automated Performance-based System (MCAPS).

On a motion by Mr. Wheeler, seconded by Mr. Mize, the Board voted unanimously by all members present to approve the Fiscal Year 2020 Individuals with Disabilities Education Act (IDEA) Part B and Preschool Project Application. Mrs. Davis declared the motion passed.

A copy of the aforementioned Fiscal Year 2020 Individuals with Disabilities Education Act (IDEA) Part B and Preschool Project Application is marked **Exhibit 10** and held in the Exhibit Book of this meeting date and incorporated herein.

3. Review of School Board Policy Sections J (Students) and F (Facilities) and Recommended Revisions to Policies JDE, JRAB, JCAA and Recommendation to Delete Policy JCD(1)

Deputy Superintendent Kim Britton stated that School Board Policy Sections J (Students) and F (Facilities) were reviewed in consultation with Mrs. Kelly Stimpson, appropriate directors, principals and staff. Following this review, the following revisions are recommended:

a. Deletion of TPSD Board Policy JCD(1) GED Program

Mrs. Britton recommended that Policy JCD(1) GED Program be deleted because the District no longer offers a GED program.

On a motion by Mr. Mize, seconded by Mr. Prather, the Board voted unanimously by all members present to delete Board Policy JCD(1) GED Program as recommended. Mrs. Davis declared the motion passed.

b. Revision of School Board Policies JDE Expulsion, JRAB Compliance with FERPA and JCAA Due Process

1. Revision of TPSD Board Policy JDE Expulsion

This policy provides guidance on the expulsion of students. The revision of this policy would remove the wording, “Readmission will be based upon documented evidence that clearly demonstrates that the expelled student has successfully participated in a rehabilitation program including, but not limited to progress in an alternative school or similar program.” This revision does not remove the right of the District to place a student in our own alternative school upon readmission, nor does it remove the right of the District to require an outside evaluation from a licensed psychologist or psychiatrist upon readmission.

2. Revision of TPSD Board Policy JRAB Compliance with FERPA

Policy JRAB Compliance outlines FERPA compliance requirements. The revision of this policy changes the wording, “District staff member should be sure that records of this nature are not disclosed,” to “Records of this nature may not be disclosed...” Further, the revision takes out the language that states that students’ classwork and homework are not protected under FERPA. This guidance is in direct contradiction to our current procedures.

3. Revision of TPSD Board Policy JCAA Due Process

JCAA Due Process specifies direction on Due Process. Step 1 of Due Process is the initial informal hearing. The current policy does not clearly state that when a student is suspended 10 days or less, an informal hearing is not required. Additionally, we are removing an unnecessary clause and changing the principal shall “mail” a Notice of Suspension to the principals shall “provide” a notice.

On a motion by Mr. Prather, seconded by Mr. Wheeler, the Board voted unanimously by all members present to amend Board Policies JDE, JRAB and JCAA as submitted. Mrs. Davis declared the motion passed.

A copy of deleted Board Policy JCD(1) and revised Board Policies JDE, JRAB and JCAA are marked **Exhibit 11** and held in the Exhibit Book of this meeting date and incorporated herein.

D. Office of Superintendent Dr. Robert Picou

1. Contractual Agreement with Dr. David E. Lee for Continued Board Training on June 27, 2019

On a motion by Mr. Prather, seconded by Mr. Wheeler, the Board voted unanimously by all members present to approve a contract with Dr. David E. Lee for School Board Training at the upcoming June 27 Board Retreat. Ms. Davis declared the motion passed.

A copy of the aforementioned contract with Dr. David Lee is marked **Exhibit 12** and held in the Exhibit Book of this meeting date and incorporated herein.

2. Approval of 5% Salary Increase for Classified Employees for School Year 2019-20

On a motion by Mr. Wheeler, seconded by Mr. Prather, the Board voted unanimously by all members present to approve a 5% salary increase for Classified Employees for School Year 2019-20 as outlined and marked **EXHIBIT 13**. Ms. Davis declared the motion passed.

3. Reemployment of Classified Employees for School Year 2019-20

On a motion by Mr. Prather, seconded by Mr. Mize, the Board voted unanimously by all members present to approve the reemployment of classified employees for School Year 2019-20 as recommended in accordance with **EXHIBIT 13**. Ms. Davis declared the motion passed.

4. Reemployment of Assistant Teachers for School Year 2019-20

On a motion by Mr. Mize, seconded by Mr. Wheeler, the Board voted unanimously by all members present to approve the reemployment of Assistant Teachers for School Year 2019-20 as outlined in **EXHIBIT 14** which reflects the \$1,500 pay raise in accordance with Senate Bill 2770. Ms. Davis declared the motion passed.

E. CONSENT AGENDA

In accordance with Dr. Picou's recommendations, Mr. Prather moved to acknowledge, approve and ratify the Consent Agenda as listed below:

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

- a. Contracts to be Acknowledged and Awarded: #CO2107 through #CO2194 and Contract for Rental of School Facilities #SFR1940
- b. Contracts to be Ratified #CO2103 through #CO2106
- c. Donations #2018-2019-077 through #2018-2019-084
- d. Permission to Submit TPSD Grant #2043
- e. Permission to Accept TPSD Grants #1928
- f. Permission to Advertise Bids: BD1902 Interactive Displays
- g. Permission to Dispose or Delete 21 Assets from the TPSD Asset Listing

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

- a. Student Transfer Report (TPSD Policy JBCD Transfers and Withdrawals of Students)
- b. Overnight Field Trips (TPSD Goal #3 and #4)
 - THS Boys Basketball, Tournament, Washington, IL, 11/26-30/19
 - THS Madrigals and Vocal Jazz, Worldstrides Onstage National Choral Competition, Washington, D.C., 4/15-19/20

3. Office of Deputy Superintendent Mrs. Kim Britton (TPSD Goals #1, #3 & #4)

a. Interagency Agreement between the Mississippi Department of Rehabilitation Services (MDRS) and TPSD for Transition Coordinator

MDRS will reimburse the District 50% of the costs of salary, benefits, travel, and staff development that pertains to transition services for students with disabilities for transition coordinator.

b. Interagency Agreement between the Mississippi Department of Rehabilitation Services (MDRS) and TPSD for Transition Specialist at Tupelo High School

MDRS will reimburse the District 50% of the costs of salary, benefits, travel, and staff development that pertains to transition services for students with disabilities for transition specialist at Tupelo High School.

c. Interagency Agreement between the Mississippi Department of Rehabilitation Services (MDRS) and TPSD for Project Search Teacher

MDRS will reimburse the District 50% of the costs of salary, benefits, travel, and staff development that pertains to transition services for students with disabilities for Project Search teacher.

4. Board of Trustees

Second Amendment to Dr. Picou's Employment Agreement (extend Employment Agreement by one year).

The motion was seconded by Mr. Mize 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 15** and held in the Exhibit Book of this meeting date and incorporated herein.

F. Office of Assistant Superintendent (TPSD Goals #1 and #2)

FoodCorps Service Site Agreement with Tupelo Public Schools – Growing Healthy Waves; MOU – Pierce Street Elementary School; and Rankin Elementary School

Mr. Wheeler moved to approve the following FoodCorps Service Program agreements with the stipulation that Attorney Kelly Stimpson's recommended changes be included in the final version of the agreements:

1. FoodCorps Service Site Agreement between FoodCorps, Inc. and Tupelo Public Schools -- Growing Healthy Waves MOU
2. Memorandum of Understanding between FoodCorps and Pierce Street Elementary School
3. Memorandum of Understanding between FoodCorps and Rankin Elementary School

The motion was seconded by Mr. Mize and was approved unanimously by all members present. The President of the Board declared the motion passed. A copy of the above contractual

agreements with FoodCorps, Inc. are marked **EXHIBIT 16** and held in the Exhibit Book of this meeting date and incorporated herein.

SUPERINTENDENT’S REPORT – DR. ROB PICOU

A. Executive Summaries:

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

1. Five Year End of the Year Discipline Report – Mr. Andy Cantrell
2. School Year 2018-19 Year-End Average Daily Attendance (ADA) – Mr. Andy Cantrell
3. Proposed Plaque for Tupelo High School Safe Room – Mr. Charles Laney
4. May 28 through May 31 Professional Development – Mrs. Amy Ferguson
5. District of Innovation – Mrs. Stewart McMillan
6. Ad Valorem Collections Received through May, 2019 – Mrs. Rachel Murphree

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

B. Superintendent’s Report – Dr. Rob Picou

1. Summary of Scope of Work for 2019-2020 (Mr. Charles Laney)

Mr. Charles Laney provided an overview of proposed scope of work for School Year 2019-20. Mr. Laney and Dr. Picou explained that funding for these proposed projects are included in the recommended FY20 Budget or a component of the Committed District Capital Fund Reserves for capital improvements.

2. Administrative Report (Mrs. Kimberly Britton)

Deputy Superintendent Kimberly Britton summarized the new administrative placements for the upcoming school year. She also reported that the Communications office and Ms. Cindy Simpson, who is the District’s psychometrist, have moved to Church Street. An updated organizational chart was also provided to Board members.

Copies of the above presentations are on file in the Superintendent’s Office.

3. Superintendent’s School Board Report – Dr. Rob Picou

Dr. Picou’s report is included below:

Board Goal 1: Increase academic achievement across the district.

We are beginning the process of creating a strategic vision for the school district that is based upon the five school board goals. I have attached a copy of a vision that was developed by the inner cabinet leadership team. The inner cabinet leadership team

consists of Assistant Superintendent, Andy Cantrell, Assistant Superintendent, Dr. English, Deputy Superintendent, Kim Britton, and Superintendent, Dr. Picou. The creation of this document was facilitated by Dr. Ezell. Our intention is to begin with this document and expand to the larger leadership team on June 20 at our leadership retreat. Our intention is to create a strategic plan that breathes life into the day to day focus of the school district. This work will be facilitated by Dr. Ezell.

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

Funding that was committed by the school board this year for safety upgrades will be used to accomplish specific improvements as recommended by our safety audit. The amount committed is 2m. We are beginning with installing an electronic door swipe system to replace traditional locks. We are also installing parking lot obstructions to protect entrances, and increased security cameras. We are also going to add a security guard station at the high school. Ongoing training will be provided for our security personnel and coordination with the Tupelo Police Department.

Board Goal 3: Attract and retain all stakeholders.

Our first training with Project Lead the Way was a great success. Teachers who participated in the training are very excited about the potential of the program. We believe a comprehensive program in computer science, engineering and biomedical will attract stakeholders to TPSD. The Middle College is also in the final stages of development. We are going to begin recruiting students and corporate support for funding the tuition. We believe this program has the potential to attract and retain stakeholders and to contribute to college and career readiness for all students. I conducted strategic planning sessions with the art teachers and all music teachers. These two groups offered many valuable recommendations to elevate the TPSD art and music programs to a world class level. The recommendations provided by our art teachers and our music teachers will help us develop a world class fine arts program that attracts and retains stakeholders. The notes collected at both of these meetings will be provided at our board retreat.

Board Goal 4: Maintain sound financial stability.

Later in the month, you will be asked to establish committed funds for specific projects or needs in the district. We believe committed funding for specific needs will meet the equity requirements of ESSA and effectively fund the district with greater oversight from the school board. It is our intention to provide feedback throughout the 2019/2020 school year regarding the allocation and completion of all committed funds.

Board Goal 5: Ensure all graduates are career/college ready.

It is our intention to focus the District of Innovation application on this goal. This will also be a focus of our strategic planning event with principals on June 20. We are in the process of identifying a focus and plan to fulfill this board goal.

It has been a very good school year. There have been many accomplishments and reasons to celebrate. Our students demonstrated growth on our internal assessments,

which is a result of the hard work of our teachers, principals, and support staff. I have spent this first year, learning the system and asking challenging questions. I am pleased to say that TPSD is a great school district with many wonderful, committed people all pulling in the same direction. Going forward, it is my intention to harness the Power of We! And establish a strategic direction that we can use into the future and continue providing exciting learning opportunities for the student of Tupelo.

3. Upcoming Events:

- June 20-22 Administrative Retreat
- June 27-28 Board Retreat
- July 25-27 Southern Region Leadership Conference, New Orleans
- July 30 Noon, Regular Board Meeting, HLC
- July 30 5:00pm, FY20 Budget Hearing, HLC
- July 31 Staff Reports
- July 31 Back to School Convocation, Performing Arts Center, 8am
- August 7 Students Report
- August 13 Noon, Regular Board Meeting, HLC
- September 10 Noon, Regular Board Meeting, HLC
5:00pm, Regular Board Meeting, Joyner Elementary

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

The following reports were requested by Board members:

1. Mr. Prather:

- Structured Day Program Overview given by Dr. Tanisha Smith
- Correlation between reduced discipline referrals and implementation of CHAMP program for the 2018-19 School Year

2. Ms. Davis:

- Overview of SY18-19 CHAMP program by Ms. Paige Tidwell who coordinates the program. Also, overview from Dr. Picou regarding plans for SY19-20 in regarding to the CHAMPS program.

MISCELLANEOUS BUSINESS

Executive Session

Ms. Davis suggested that there was a need for consideration of entering into Executive Session to discuss a personnel matter. 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, Dr. Rob Picou and Mr.

Otis Tims. The Board first considered the reason for entering Executive Session. Ms. Davis stated that there was a need to discuss a matter involving personnel performance and requirements. 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.

Mrs. Davis declared the Board to be in Executive Session to discuss a matter involving personnel performance and requirements. There followed a discussion involving certain personnel functions and positions and how the responsibilities were being performed. At the close of the discussion, Mr. Prather made a motion for the Board to return to Open Session. Mr. Wheeler seconded the motion, which was approved unanimously by the members present.

Open Session

Ms. Davis declared the Board back in Open Session, and announced to those outside the meeting room that the Board had discussed a personnel matter in Executive Session, and reported that no action had been taken.

ADJOURNMENT

There being no further business to come before the meeting, Mr. Wheeler made a motion to adjourn, which was seconded by Mr. Prather, and adopted unanimously by all members present. Ms. Davis announced that the motion had passed and declared the meeting adjourned at 2:26 p.m.

APPROVED:

ATTEST:

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES**

Sherry S. Davis, President

Joseph B. Babb, Secretary