

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES 5:00 P.M. MEETING MINUTES
September 13, 2016**

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, May 10, 2016, at Lawndale Elementary School, 1563 Mitchell Road, Tupelo, Mississippi.

CALL TO ORDER

The meeting was called to order by President Joe Babb 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. Eddie Prather and Mr. Kenneth Wheeler. Mr. Rob Hudson was absent. Mr. Babb 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

August 9, 2016, Noon, Regular Meeting, HLC

Mrs. Davis made a motion to approve the minutes from the August 9, 2016, noon regular meeting as submitted. The motion was seconded by Mr. Wheeler and approved unanimously by all members present. Mr. Babb declared the motion passed.

August 29, 2016, 1:30pm, Special Called Meeting, HLC

Mrs. Davis made a motion to approve the minutes from the August 29, 2016, 1:30pm special called meeting as presented. The motion was seconded by Mr. Wheeler and approved unanimously by all members present. Mr. Babb declared the motion passed.

PUBLIC COMMENTS

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

WELCOME

Principal Melissa Thomas welcomed the Board of Trustees, parents, staff and visitors to Lawndale Elementary School.

RECOGNITIONS

The Board of Trustees recognized the Employees of the Month for the month of August and September as follows:

ECEC:

August- Melinda Lee

September - Holly Allgood

Carver:

August - Whitney Greer

September - Carolyn Beasley and Carole Elliot

Thomas:

August-Samantha Tharpe and Donna Bridges

Parkway:

August - Brittany Higgins and April Gray

September - Angela Bobo and Kathy Bondurant

Joyner:

August- Yvita Hill and Lisa Jones

September- Glenda Clay and Laura Russell

Lawhon:

August-Johnny Frederick

September-Megan Herndon

Rankin:

August – Mrs. Lesley Jones

September – Ms. Latoya Houston

Lawndale:

August: Anita Sexton and Rachel Beasley

September: Annette Akins and Emilie English

Pierce Street:

August –Cathy Enis

September-Victoria Brown

Milam:

August: Felicia McGaughy and Talking Grice

September: Michelle Kushla and Anne Littrell

TMS:

August –Corey Hastings and Kim Gillon

September – Misty McRae and Sam McRae

THS:

August- Katie Schaefer

September- Patricia Bradway

COMMUNICATION TO THE BOARD

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

A. Annual Workers' Compensation Report

Mr. Jim Turner presented a summary of workers' compensation claims. The presentation addressed open claims, losses and expenses. Frequency and severity, as well as locations of claims, were also reviewed. Mr. Turner stated that the district's workers' compensation program continues to be successful with potential for another year of reduction in premiums. (TPSD Goals #2, 3 and #4)

B. ACT/Dual Credit Enrollment Report

Tupelo High School Principal Jason Harris shared a historical review of Tupelo High School ACT scores from 2012 through 2016. Mr. Harris' report also included state and national comparisons. Discussion was also held regarding student performance as it related to college and readiness benchmarks.

Mr. Harris also presented a Dual Credit/Dual Enrollment update on the 2016-2017 school year. This report included current and potential class offerings. (TPSD Goal #1)

C. Buildings and Grounds Status Report

Mr. Andy Cantrell and Architect Charles Laney reported on the following projects currently underway throughout the district: (TPSD Goal #1)

- Addition to Tupelo Middle School (on schedule for completion the week of Thanksgiving)
- Addition to ECEC (completion scheduled for late October or first of November)
- Joyner and Thomas FEMA Shelters (excavation work has been completed; soil test completed; footings dug; rebar installed and tied and concrete has been poured in footings; Completion dates of 2/17/17)

D. Update on 2015-2016 Year End Closing and FY16 Audit

Mrs. Rachel Mitchell stated that their department is in the process of reviewing all funds for any remaining necessary closing entries. The district's FETS file will be sent on Monday, September 19, 2016. The deadline for submission is October 15. After submitting FETS, the process of writing financial statements will begin. Mrs. Mitchell also reported that our auditors (Watkins, Ward & Stafford) are ready to begin the FY16 audit as soon as financial statements are completed. (TPSD Goal #4)

E. Ad Valorem Collections through August, 2016

Assistant Finance Director Rachel Mitchell reported that collections for Operations for July received by the District in August were 1.63% of the amount requested compared to 1.82% in the previous year. The collections for Debt Service for July received by the District in August were 1.62% of the amount requested compared to 2.11% in the previous year. (TPSD Goal #4, TPSD Policy DFA)

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

CONSENT AGENDA

In accordance with Dr. Loden's recommendations, Mr. Wheeler moved to approve and ratify the Consent Agenda as listed below with the deletion of the item shown on the adopted agenda as Item D.

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

1. Contractual Agreements
Acknowledge and Award Contracts #CO1713, #CO1714 and #CO1723; Charter Bus Contract BC #2016-2017-001; and Contracts for Rental of School Facilities #SFR1700 and #SFR1701
2. Ratification of Contracts #CO1715 through #CO1722
3. Accepted Donations #2016-2017-004 through #2016-2017-008
4. Permission to Submit TPSD Grants #1705 through #1712
5. Permission to Accept TPSD Grants #1644, #1704, #1709, #1710 and #1711
6. Permission to Delete 431 Assets from the TPSD Asset Listing
7. Awarding of Advertised Bid/Proposals – 2016-2017 #1 Bus Sale
 - Bus #33 \$1,577 Crystal Durham (highest bidder)
 - Bus #42 \$1,377 Crystal Durham (highest bidder)
 - Bus #47 \$1,377 Crystal Durham (highest bidder)
 - Bus #61 \$1,377 Crystal Durham (highest bidder)
 - Bus #69 \$1,377 Crystal Durham (highest bidder)
 - Bus #70 \$1,377 Crystal Durham (highest bidder)

B. Office of Assistant Superintendent Dr. Eddie Peasant

1. Student Transfer Report (TPSD Policy JBCD Transfers and Withdrawals of Students)
2. Overnight Field Trip Requests
 - a. THS Choir, Choral Competition, St. Louis, MO, April 6-8, 2017
 - b. THS Madrigals & Vocal/Jazz, National Worldstrides Competition, Chicago, IL, April 19-23, 2017
 - c. THS DECA, DECA Fall Leadership, Gulfport, MS, October 15-17, 2016
3. Readmission of Expelled Students (TPSD Policy JDE) (TPSD Goals #1 and #2)
 - a. Case #41-20-2014-2015
 - b. Case #133-2014-2015
 - c. Case #56-2015-2016

C. Office of Assistant Superintendent Mrs. Kimberly Britton

Evaluation Instruments:

- Teacher Observation Standards

- Assistant Superintendent Assessment
- Evaluation of Assistant Coaches
- Assistant Coach Evaluation
- Non Licensed and Licensed Director
- TPSD Performance Appraisal for Support Staff
- Head Coach Evaluation Form

The motion was seconded by Mrs. Davis 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 #5)

1. Docket of Claims and Athletic Activity Ref Pay

As Mr. Eddie Prather had reviewed the Docket of Claims prior to the meeting, he recommended approval of the Docket of Claims and Athletic Activity Referee Pay as described below:

- Docket of Claims for the period August 5 through September 2, 2016, Docket of Claims #38278 through #38353, Accounts Payable Checks #25032 through #25086 in the amount of \$7,549,519.94.
- Athletic Activity Ref Pay paid officials and fees in the amount of \$3,826.05 for August 1 through August 31, 2016.

The grand total for all funds is \$7,553,345.99.

The motion was seconded by Mr. Wheeler and approved unanimously. Mr. Babb declared the motion passed.

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

2. Monthly Financial Reports Required by MS Code § 37-9-18 (Month Ending 7-31-16)

Following a review of each report and discussion, on a motion by Mr. Hudson, seconded by Mrs. Davis, 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. Babb declared the motion passed. The Financial Reports for Month Ending July 31, 2016, are marked EXHIBIT 4 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

Mrs. Davis moved to approve the Licensed Personnel Recommendations as presented. Mr. Wheeler seconded the motion, and the motion was approved unanimously by all members present. Mr. Babb declared the motion passed. The Licensed Personnel Report is marked EXHIBIT 5 and held in the Exhibit Book of this meeting date and incorporated herein.

C. Office of Assistant Superintendent Mrs. Kimberly Britton (TPSD Goals #1-#4)

1. First Reading of New TPSD Policy IAA Blended Learning

Mrs. Britton presented new TPSD Policy IAA Blended Learning for first reading of the Board. No action by the Board was requested at this meeting date.

2. Recommendation to Amend Existing TPSD Board Policies

At the noon meeting, Mrs. Britton stated that the following policies were reviewed and in consultation with appropriate Directors, Principals and staff, are recommended for revision:

GADB	Overtime
GBAAA	Classified/Support Staff Salary Schedule
GBRM-2	Drug and Alcohol Testing Policy
IDE	Gifted Education Process
IEA	Intervention Process

On a motion by Mr. Prather, seconded by Mr. Wheeler, the Board voted unanimously by all members present to approve the revisions as submitted. Copies of the aforementioned policies are marked EXHIBIT 6 and held in the Exhibit Book of this meeting date and incorporated herein.

D. Office of Assistant Superintendent Dr. Eddie Peasant (TPSD Goal #2)

1. Student Discipline Case #5-2016-2017

On a motion by Mrs. Davis, seconded by Mr. Wheeler, the Board voted unanimously by all members present to ratify the administrative decision to expel Student #5-2016-2017, from TPSD for one calendar year for violation of violation of TPSD Policies JCDAC and JCB. Mr. Babb declared the motion passed.

Detailed information regarding Student Discipline Case #5-2016-2017 is marked EXHIBIT 7 "Sealed and Confidential" and held in the Exhibit Book of this meeting date and incorporated herein.

2. Student Discipline Case #01-2016-2017

On a motion by Mr. Wheeler, seconded by Mr. Prather, the Board voted unanimously by all members present to ratify the administrative decision to expel Student #01-2016-2017, from TPSD for one calendar year for violation of TPSD Policies JCDAC and JCB. Mr. Babb declared the motion passed.

Detailed information regarding Student Discipline Case #01-2016-2017 is marked EXHIBIT 8 "Sealed and Confidential" and held in the Exhibit Book of this meeting date and incorporated herein.

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

Information Items:

1. Credit to TPSD for THS Intercom Upgrades Project – Mr. Andy Cantrell

Mr. Cantrell reported on a credit to TPSD (owner) for Contingency Allowance of \$30,000.00 for the recent THS Intercom Upgrades Project.

2. Enrollment Report – Dr. Eddie Peasant

Dr. Peasant reported that 6,062 students are currently enrolled in the district. There are 203 ECEC students for a grand total of 6,965 students.

3. Every Student Succeeds Act (ESSA) – Mrs. Anna Guntharp

Mrs. Guntharp explained key points of what will be different under ESSA which is a new education law signed by President Obama on December 10, 2015.

4. Upcoming Events – Dr. Gearl Loden

- September 16th, Teacher of Distinction, The Summit, 11:30am
- October 11th, Regular Board Meeting, Noon, HLC, and 5:00pm, Pierce Street

Miscellaneous Items:

- a. Ms. Paige Tidwell presented an update on the Accountability Results. Preliminary Results were received on September 8, however, no official cuts or labels have been released yet. Complete embargoed results are scheduled to be released on October 18, to the districts and media. At that time, we will receive the official label for the district and the schools.
- B. Assistant Superintendent Kimberly Britton stated that grades 3-5 principals have requested additional resources to supplement their science curriculum. Mrs. Britton reported that at the October regular Board meeting she will recommend the purchase of FOSS kits for each 3-5 school. These kits will provide interactive instructional resources that will support the 3-5 science curriculum.

UNFINISHED BUSINESS

Adoption of Publication/No Protest Resolution

Board Member Eddie Prather moved the adoption of the following titled Resolution:

RESOLUTION OF THE BOARD OF TRUSTEES OF THE TUPELO PUBLIC SCHOOL DISTRICT FINDING THAT ITS RESOLUTION ADOPTED ON AUGUST 9, 2016, DECLARING THE NECESSITY FOR AND INTENTION OF BORROWING MONEY IN THE MAXIMUM AMOUNT OF ONE MILLION FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$1,500,000.00) TO PAY THE COSTS DESCRIBED THEREIN WAS DULY PUBLISHED AS REQUIRED BY LAW AND THAT NO PETITION REQUESTING AN ELECTION ON THE QUESTION OF INCURRING SAID INDEBTEDNESS WAS FILED; APPROVING THE BORROWING OF SAID MONEY; AUTHORIZING A LOAN EVIDENCED BY A NOTE OR NOTES; AND STATING ITS INTENTION TO TAKE FURTHER ACTION REGARDING THE LOAN BY SUBSEQUENT ACTION OF THE BOARD.

Board Member Kenneth Wheeler seconded the motion. The question being put to a roll call vote, the result was as follows:

<u>BOARD MEMBER</u>	<u>VOTED:</u>
Board Member Mr. Joe Babb	Voted: <u>Yea</u>
Board Member Mrs. Sherry Davis	Voted: <u>Yea</u>
Board Member Mr. Eddie Prather	Voted: <u>Yea</u>
Board Member Mr. Rob Hudson	Voted: <u>Absent</u>
Board Member Mr. Kenneth Wheeler	Voted: <u>Yea</u>

The motion having received the affirmative vote of the majority of the Board members present, the President of the Board declared the motion carried and the Resolution adopted on September 13, 2016.

A copy of the aforementioned Resolution is marked EXHIBIT 9 and held in the Exhibit Book of this meeting date and incorporated herein.

NEW BUSINESS

No "New Business" items were presented at this meeting of the Board.

MISCELLANEOUS BUSINESS

A. Future Agenda Topics – Superintendent Gearl Loden

October 11, 2016 – Noon and 5:00pm Regular Meetings

- Draft of 2017 Board Meeting Dates
- Bond Projects Update
- Legal Update
- Fall Athletics Update/Turf Update
- Student Entry/Exit Annual Report
- Learning Foundation Board Meeting

B. Future Agenda Topics – Board Members

No future agenda topics were requested by Board members.

C. Executive Session

Mr. Babb stated that an Executive Session was held at the noon meeting to discuss personnel performance matters.

ADJOURNMENT

On a motion by Mr. Wheeler seconded by Mrs. Davis, the Board voted unanimously. The motion having received the affirmative vote of the majority of the Board members present to adjourn the meeting. Mr. Babb declared the motion passed and the meeting in adjournment at 5:20 p.m.

APPROVED:

ATTEST:

TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

Joe Babb, President

Sherry Davis, Secretary