

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
December 13, 2011**

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, December 13, 2011, at the Hancock Leadership Center, 1920 Briar Ridge, Tupelo, Mississippi.

CALL TO ORDER

The meeting was called to order by President Amy Heyer who welcomed guests attending the meeting.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

The following School Board members were present during roll call:

Members Present: Mrs. Amy Heyer
Mr. Rob Hudson
Mr. Eddie Prather
Mrs. Beth Stone
Mr. Lee Tucker

Staff Present:	Mr. David Meadows	Dr. Derwood Tutor
	Mrs. Diana Ezell	Mr. John Jackson
	Dr. Fred Hill	Ms. Patrice Tate
	Mrs. Kay Bishop	Mr. Jim Turner
	Mrs. Julie Connolly	Mrs. Dale Warriner
	Mrs. Julie Hinds	Mr. Jason Harris
	Mrs. Marissa Martin	Ms. Evet Topp
	Mrs. Rachel Murphree	Mrs. Lea Johnson
	Mrs. Linda Pannell	Mrs. Brenda Meriweather
	Mrs. Mary Ann Plasencia	

Mrs. Heyer announced a quorum and stated that the meeting was lawfully in session. School Board Attorney Otis Tims was also present. Members of the press were also present.

APPROVAL OF THE AGENDA

Interim Superintendent David Meadows recommended the agenda be amended as follows:

1. Submitted revised version of Item B. Student Transfer Report, Section VII. Superintendent's Report;
2. Request to move Item B. Consideration for Approval of Request from the Chickasaw Nation and University of South Carolina to Perform Archeological Fieldwork on the Pierce Street Campus under Section IX. New Business following Section III. Approval of Agenda;
3. Request to combine Dr. Hill's report on Pathways to Success (Item E.) under Section VI. Communications to the Board with Ms. Evet Topp's report (Item B. Consideration for Approval of Career Pathway Experience Plan and Teacher Unit/Course) under Section IX. New Business.

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

Upon a motion by Mrs. Stone, seconded by Mr. Prather, the Board voted unanimously to approve minutes of the following meetings with a noted correction on the November 8, 2011, five o'clock meeting.

November 8, 2011 Noon and 5:00 p.m. meetings
November 14, 2011 Special Called Meeting
November 16, 2011 Special Called Meeting

The President of the Board declared the motion passed.

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

A. Superintendent Search Update

Vice President Eddie Prather reported that the deadline for candidates to submit an application for Tupelo's next school superintendent was December 9, 2011. Mr. Prather stated that Dr. Michael Waldrop, Executive Director of the Mississippi School Boards Association, will present information to the Board in January regarding how many candidates had applied and will speak in general terms about characteristics of the applicants. MSBA has begun to interview candidates and check references to develop an academic profile on each Mississippi candidate which will describe how that person's school or school district has performed. MSBA will use this information to provide the Board a full report on every candidate. The School Board will then determine which, if any, of the applicants it wants to interview.

B. Change of Association for Excellence in Education (AEE) 2011-2012 Grant Process and Overview and AEE's New Achieving Excellence in Education

AEE President Brent Waldrop addressed the Board regarding a change to the upcoming grant process and to inform the Board of Trustees regarding a new awards program. Mr. Waldrop announced the creation of the "Achieving Excellence in Education Award" which will provide a \$1,000 cash prize to 24 teachers and one principal in the district. Teachers must apply for these merit-based incentives and will be judged by a volunteer community

committee and by the AEE board based upon six criteria. In addition to the new award, AEE will continue to award grants to fund classroom projects as it has done since the early 1990's (copy of report on file).

C. School Calendar 2012-2013

Deputy Superintendent Diana Ezell presented information to be considered in developing the 2012-2013 TPSD School Calendar (copy of report on file).

D. Upgrade of District Bandwidth

Mrs. Mary Ann Plasencia and Mrs. Brenda Meriweather presented viable options and related costs to upgrade the district's bandwidth from 100 MEGS to 250 MEGS to support better internet services (copy of report on file).

E. Pathways to Success

Assistant Superintendent Fred Hill gave an update on Pathways to Success (new graduation pathways). Dr. Hill reported on feedback from recent focus groups' meetings. In addition, Tupelo High School Principal Jason Harris discussed the possible impact of Pathways to Success on block scheduling (copy of report on file).

Tupelo High School Associate Principal Evet Topp and THS COOP Teacher Christy Jordan presented information regarding the Career Pathway Experience Plan (CPEP). CPEP includes the transition of the COOP program into the new Career Pathway graduation option. Ms. Topp also presented information regarding Digital Media as a new vocational program.

F. Capital Projects

Director of Operations Julie Hinds presented an updated three-year Capital Projects Plan for review and discussion. The plan includes proposed projects over the next five years as well as a listing of long-term needs that monetarily do not fit into the regular budget. The Capital Projects Plan will be utilized during the preparation and completion of a TPSD Facility Utilization Plan to be presented at a future meeting of the Board of Trustees (copy of report on file).

SUPERINTENDENT'S REPORT

A. Consent Agenda

In accordance with Mr. Meadow's recommendations, Mrs. Stone moved to approve and ratify the Consent Agenda as listed below:

1. Contractual Agreements #CO1235 and #CO1236
Contract for Rental of School Facilities #SFR1220 and #SFR1221
2. Single Source Purchases #SS1214 through #SS1216
3. Donations #2011-2012-013 through #2011-2012-017
4. Permission to Apply for TPSD Grants #1207 and #1208
5. Adoption of Resolution Authorizing Sale of TPSD Bus #3 to the Okolona School District

The motion was seconded by Mr. Prather and was approved unanimously. The President of the Board declared the motion passed. A copy of the Consent Agenda is marked EXHIBIT 2 and held in the Exhibit Book of this meeting date and incorporated herein.

B. Student Transfer Report

Mr. Tucker moved to affirm the Student Transfer Report as presented:

- Approval of two (2) resident student transfers (in-district)
- Approval of one (1) resident student transfer (in-district) for the remainder of the 2011-2012 school year
- Approval of admission of three (3) non-resident students (tuition)

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 detailed copy of the Student Transfer Report is marked EXHIBIT 3 and held in the Exhibit Book of this meeting date and incorporated herein.

C. Personnel Report

A. Approval of Licensed Staff

Interim Superintendent David Meadows recommended approval of the Licensed Staff recommendations. Mr. Tucker moved to approve the Licensed Staff recommendations as presented. Mr. Hudson seconded the motion, and the motion was approved unanimously by all members present. The President of the Board declared the motion passed.

The Personnel Report is marked EXHIBIT 4 and held in the Exhibit Book of this meeting date and incorporated herein.

B. 2011-2012 Staffing Statistics Report

Mr. Jim Turner provided the 2011-2012 Staffing Statistics Report for review and information (copy on file).

D. Docket of Claims

Mr. Hudson reviewed the Docket of Claims and Check Registers prior to the meeting and recommended approval of the Docket of Claims and Check Registers as outlined below:

- Docket of Claims for the period October 29, 2011 through December 5, 2011, Docket of Claims #97441 through #98957, Accounts Payable Checks #68272 through #69358 in the amount of \$1,653,753.29.

- Tupelo High School Activity Check Register for the period October 2011, Checks #3418 through #3435 in the amount of \$2,791.22.
- Tupelo High School Activity Check Register for the period November 2011, Checks #3436 through #3457 in the amount of \$7,343.24.
- Athletic Activity Check Register for the period October 2011, Checks #5072 through #5100 in the amount of \$4,914.50.
- Athletic Activity Check Register for the period November 2011, Checks #5101 through #5148 in the amount of \$4,764.85.

The grand total for all funds is \$1,673,567.10.

The motion was seconded by Mrs. Stone and approved unanimously. The President of the Board 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 5 and held in the Exhibit Book of this meeting date and incorporated herein.

E. October 31, 2011, Financial Statement

Finance Director Linda Pannell submitted the Statement of Income and Expenditures through month ending October 31, 2011, for consideration of approval. Mrs. Pannell stated that a listing by fund is available for the Board's information.

On a motion by Mrs. Stone, seconded by Mr. Prather, the Board voted unanimously to approve the October 31, 2011, Financial Statement as submitted. Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed.

The October 31, 2011, Financial Statement is marked EXHIBIT 6 and held in the Exhibit Book of this meeting date and incorporated herein.

F. Policy Changes

1. TPSD Policy GCRD Tutoring for Pay

Interim Superintendent David Meadows recommended amendment of the following TPSD Board Policy:

GCRD Tutoring for Pay (rescinds GCRD dated 8/22/2000)

Mr. Prather moved to amend TPSD Policy GCRD Tutoring for Pay as presented. The motion was seconded by Mrs. Stone and was approved unanimously. The President of the Board declared the motion passed.

A copy of TPSD Board Policy GCRD Tutoring for Pay is marked EXHIBIT 7 and held in the Exhibit Book of this meeting date and incorporated herein.

2. TPSD Policy IKF Graduation Requirements

Assistant Superintendent Fred Hill presented a proposed amendment to TPSD Policy IKF Graduation Requirements. Several questions were raised, therefore, approval of the proposed amendment to Policy IKF will be tabled until the January 17, 2012, Board meeting (copy on file).

UNFINISHED BUSINESS

Awarding of Advertised Bids #BD1201 Bank Depository Bid

Following the recommendation of Finance Director Linda Pannell and Interim Superintendent David Meadows, Mr. Tucker moved to approve Bank Depository Bid #BD1201 as described below:

Advertisement:	BD1201 BANK DEPOSITORY BID
Person Responsible:	Linda Pannell
Funding Source:	District and All Funds
Recommendation:	Designate all three banks as depositories.
Recommendation for Bank of Record:	Renasant Bank
Interest Rate:	0.50% APY Fixed Rate
Term for Depository:	3 Years

The motion was seconded by Mr. Hudson and was approved unanimously. The President of the Board declared the motion passed.

Detailed information regarding BD1201 is marked EXHIBIT 8 and held in the Exhibit Book of this meeting date and incorporated herein.

NEW BUSINESS

1. Pierce Street Elementary School – Request from the Chickasaw Nation and University of South Carolina to Perform Archeological Fieldwork on Pierce Street Elementary School Campus

Mrs. Julie Hinds presented for review and consideration for approval a request from the Chickasaw Nation and University of South Carolina to conduct archeological fieldwork on the campus of Pierce Street Elementary School between December 14 -18, 2011.

Dr. Charles R. Cobb, Professor and Chair, Department of Anthropology, University of South Carolina, addressed the Board and explained that they will be searching for artifacts from the Battle of Ackia, which was fought in the area including Pierce Street Elementary. Dr. Cobb described the importance of the study and what the project will entail. Dr. Cobb assured the Board that the team will make sure the site is left as it was found and will also make this a learning opportunity for students to observe the fieldwork process as well as to return after the study is complete and present the results to the student body of Pierce Street.

Mr. Hudson moved to approve the request from the Chickasaw Nation and University of South Carolina to perform archeological fieldwork on the campus of Pierce Street Elementary School. The motion was seconded by Mr. Tucker and was approved unanimously. The President of the Board declared the motion passed.

Detailed information regarding the request from the Chickasaw Nation and University of South Carolina to perform excavations at Pierce Street Elementary School campus is marked EXHIBIT 9 and held in the Exhibit Book of this meeting date and incorporated herein.

2. Career Pathway Experience Plan and Teacher Unit/Course

Following up on an informational report relating to the implementation of the mandated Career Pathway Experience Plan (CPEP) she had made earlier in the meeting, Ms. Evet Topp, Director of the THS Career Center, reminded Board members that the CPE Plan required conversion of the current COOP Program to become part of the Career Pathway Graduation Option. Ms. Topp further stated that this conversion would not require an additional teacher unit, but would require approval by the Board of Trustees to convert the existing COOP Program to the Career Pathway Graduation Option.

Additionally, Ms. Topp explained that she had received approval from the Mississippi Department of Education to add a new Digital Media Technology class to the current Career Pathway Experience courses offered by the THS Career Center. Ms. Topp said, if approved by the Board of Trustees the Digital Media Technology class would require the addition of a teacher unit. The funding of the teacher unit would be provided by the following budget components: 50% from Mississippi Adequate Education Program (MAEP) funds, 49% from state/federal vocational funds, plus 19% of salary and fringe benefits from district funds. Ms. Topp requested that the Board of Trustees consider approving the conversion of the existing COOP Program as stated as well as the addition of the new Digital Media Technology Program teacher unit for the THS Career Center.

Mr. Hudson moved to approve the proposed Career Pathway Experience Plan for the Tupelo Career-Technical Center. Mr. Hudson further moved to approve a new Digital Media Technology program which will require an additional teacher unit. The motion was seconded by Mrs. Stone and was approved unanimously. The President of the Board declared the motion passed.

Detailed information regarding the Career Pathway Experience Plan and additional Teacher Unit/Course is marked EXHIBIT 10 and held in the Exhibit Book of this meeting date and incorporated herein.

3. 2012 Regular Board Meetings

Following discussion, on a motion by Mr. Tucker, seconded by Mr. Prather, the Board voted unanimously to approve the proposed schedule of 2012 Regular School Board Meetings as submitted. The President of the Board declared the motion passed.

This action amends TPSD Policy Exhibit BEA-E dated 6/02/11.

A copy of the Scheduled 2012 Regular School Board Meetings is marked EXHIBIT 11 and held in the Exhibit Book of this meeting date and incorporated herein.

MISCELLANEOUS BUSINESS

A. Future Agenda Topics

The following “Future Agenda Topics” were mentioned:

1. Report on Extra-Curricular Activities (Mr. Lee Stratton)
2. The Capital Projects Plan will be utilized during the preparation and completion of a TPSD Facility Utilization Plan to be presented at a future meeting of the Board of Trustees
3. Salary Information/Salary Guide (Mr. Jim Turner)

B. Executive Session

Board President Amy Heyer suggested to the School Board an Executive Session for the purpose of discussing a personnel matter.

On a motion by Mr. Tucker, seconded by Mrs. Stone, the Board voted unanimously to enter Executive Session for the purpose of discussing a personnel matter. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

The room was cleared and the Executive Session was called to order by Mrs. Heyer with the following people present: Mrs. Amy Heyer, Mr. Eddie Prather, Mr. Rob Hudson, Mrs. Beth Stone, Mr. Lee Tucker, Mr. Otis Tims and Ms. Patrice Tate.

The Board first considered the reason for entering Executive Session. Upon a motion by Mr. Tucker with a second by Mrs. Stone, the Board voted unanimously to remain in Executive Session for the purpose of discussing a personnel matter. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

Mrs. Heyer reopened the meeting to tell all those in attendance the reason for going into Executive Session was to discuss a personnel matter.

No action was taken during the Executive Session.

Upon a motion by Mr. Tucker with a second by Mrs. Stone, the Board voted unanimously to come out of Executive Session. Upon motion duly made, seconded, and carried unanimously, Mrs. Heyer declared the motion passed.

REPORT ON EXECUTIVE SESSION AND ACTION TAKEN IN OPEN SESSION FOLLOWING EXECUTIVE SESSION:

Board President Amy Heyer made the following comments:

“In its Executive Session, the Board took no action, but it extensively discussed a personnel matter regarding the position of Interim Superintendent of Schools.”

“Upon Dr. Shaver’s departure last April, the Board was faced with the task of finding a temporary replacement to act as superintendent while the Board went about conducting a search to find a new Superintendent of Schools. We talked with quite a few people and quickly realized that the best person for the job was a retired administrator from our own District, former Deputy Superintendent David Meadows.”

“Fortunately, the Public Employees Retirement System of Mississippi allows a retired employee to work on a part-time basis, so long as the retiree’s employment does not exceed fifty percent of the budget year for that position or fifty percent of the annual salary. We were able to convince Mr. Meadows to step into the role of interim superintendent for the remainder of the budget year that ended June 30, 2011.”

“His positive stabilizing influence on the District immediately became apparent, and the Board was again fortunate to be able to convince him to continue into this budget year as interim superintendent on the same terms as initially agreed. This was critically important because it provided needed continuity to the leadership of the District while we look for a new long-term leader.”

“The search for a new permanent Superintendent of Schools is well under way, and hopefully will be completed in the near future.”

“Meanwhile, the demands of the interim superintendent’s position have been such that the job could not be carried out on a part-time basis. Thus, the Board faces having to find a way to continue Mr. Meadows’ leadership or find another interim superintendent to serve until the search is completed. I have discussed this matter with various Board members, and believe our collective view is that maintaining continuity of management is critical to the District’s operation at this time while we go about seeking new leadership. This view was echoed strongly in our discussions during the Executive Session a few minutes ago.”

“Accordingly, I am recommending that the Board ask Mr. Meadows to withdraw from the Public Employees Retirement System for a period of one year beginning January 1, 2012, and to be employed by the District on a full-time basis during that period. He would serve first as Interim Superintendent and then, upon the employment of a new Superintendent of Schools, in whatever capacity the Superintendent may determine.”

Motion by Mrs. Beth Stone:

"MADAME PRESIDENT: I move that the Board request Mr. Meadows to withdraw from the Public Employees Retirement System of Mississippi for a period of one year beginning January 1, 2012, so that he may accept full-time employment by the Tupelo Public School District during that period."

"I further move that he be employed by the District during that period, first as Interim Superintendent of Schools and then, upon the filling of the position of Superintendent of Schools, in whatever capacity the Superintendent determines:"

"I further move that his employment be on essentially the same terms and conditions as those contained in the employment contract of the last Superintendent of Schools after deleting provisions regarding incentive compensation and car expenses."

"I further move that the President be authorized to enter into a one-year employment contract with Mr. Meadows providing for his employment on these terms and containing such other provisions as the Board's counsel may recommend, all in substantially the same form as the draft agreement presented to the Board."

ACTION BY THE BOARD:

Mr. Prather seconded the above motion and the Board voted unanimously for its approval. The President of the Board declared the motion passed.

Once executed, a copy of Mr. David Meadows' employment contract will be marked EXHIBIT 12 and held in the Exhibit Book of this meeting date and incorporated herein.

ADJOURNMENT

On a motion by Mr. Prather, seconded by Mrs. Stone, the Board voted unanimously to adjourn the meeting. The President of the Board declared the motion passed and the meeting in adjournment at 4:20 p.m.

APPROVED:
TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

ATTEST:

Arlissa C. Heyer, President

Elizabeth Stone, Secretary