

**TUPELO PUBLIC SCHOOL DISTRICT  
BOARD OF TRUSTEES MEETING MINUTES  
June 13, 2017**

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 13, 2017, 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: Mr. Joe Babb, Mrs. Sherry Davis, Mr. Rob Hudson, Mr. Eddie Prather, and Mr. Kenneth Wheeler. Mr. Prather announced a quorum, and stated that the meeting was lawfully in session. Attorney Otis Tims was also present.

**APPROVAL OF AGENDA**

On a motion by Mr. Hudson, seconded by Mr. Wheeler, the Board voted unanimously to approve the agenda for the regular June 13, 2017, Board meeting subject to the following change:

- Addendum to the Personnel Report (under Section VIII. Superintendent's Report, Item C. #1., Licensed Personnel Recommendations

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.

**APPROVAL OF THE MINUTES**

May 9, 2017, Noon Regular Meeting, HLC

Mrs. Davis made a motion to approve the minutes from the May 9, 2017, noon regular meeting as presented. The motion was seconded by Mr. Hudson and approved unanimously. Mr. Prather declared the motion passed.

May 9, 2017, 5:00pm Regular Meeting, Milam Elementary School

Mrs. Davis made a motion to approve the minutes from the May 9, 2017, 5:00pm regular meeting as presented. The motion was seconded by Mr. Wheeler, with Mr. Rob Hudson abstaining from the vote due to the fact that he was not present at the aforementioned meeting. Mr. Prather declared the motion passed.

## **PUBLIC COMMENTS**

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

## **RECOGNITIONS**

Assistant Superintendent Andy Cantrell recognized Student Services Director, Mrs. Pam Traylor for her hard work and dedication to the district. Mrs. Traylor recognized several employees from her department stating that the work that they do could not be completed without them.

## **COMMUNICATION TO THE BOARD**

The following informational reports were presented to the Board of Trustees:

### **A. Year-End ADA**

Mr. Andy Cantrell presented year end student ADA information. Mr. Cantrell's report focused on months 2 and 3, and a 3 all year trend for all schools and for the district as a whole.

(TPSD Goals #1 and #3)

### **B. Year End Discipline**

Mr. Andy Cantrell presented a report on year end discipline, and also a five year comparison that shows a significant decrease in Major Infractions.

(TPSD Goal #2)

### **C. Year End Athletic Report**

Dr. Eddie Moore presented a report on the Athletic Department's performance for 2016-2017 school year. Dr. Moore felt certain that the district would win the Clarion Ledger's All Sports Award.

(TPSD Goals #1-#4)

### **D. Ad Valorem Report for Amount Received Through May, 2017**

Mrs. Rachel Murphree reported that the collections for Operations for April received by the District in May were 97.94% of the amount requested compared to 97.58% in the previous year. The collections for Debt Service for April received by the District in May were 98.17% of the amount requested compared to 97.16% in the previous year.

(TPSD Goal #4)

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

## CONSENT AGENDA

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

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

1. Contractual Agreements (TPSD Policy DJAAB Contract Signing Authority)  
Contracts to be Acknowledged and Awarded: #CO1771 through #CO1808;  
And Contract for Rental of School Facilities #SFR1719  
Contracts to be Ratified: #CO1795
2. Donations (TPSD Policy DFAB Revenues for Non-Tax Sources)  
#2016-2017-056 through #2016-2017-058
3. Grant Permission to Submit Grants (TPSD Policy DEEG Grant Management)  
TPSD Grants #1742
4. Grant Permission to Accept Grants (TPSD Policy DEEG Grant Management)  
TPSD Grant #1742
5. Grant Permission to Award Advertise for BD1800 Milk Bid; RFP1704; RFP1705
6. Grant Permission to Delete 316 Assets from the TPSD Asset Listing and Add  
Back 4 Items to the TPSD Asset Listing (TPSD Policy DM)

### B. Office of Assistant Superintendent Mr. Andy Cantrell

1. Student Transfer Report (TPSD Policy JBCD Transfers and Withdrawals of Students)
3. Annual Renewal of Menu Choice Procedure for 2017-2018 ("Offer vs. Serve" for PreK through 12<sup>th</sup> grade for 2017-2018 school year for breakfast and lunch programs

### C. Office of Assistant Superintendent Mrs. Anna Guntharp

1. Addition to 2017 Summer Opportunity Camp Teachers (TPSD Goal #1)
2. Addition to 2017 Summer Curriculum Workers

The motion was seconded by Mr. Wheeler and was approved unanimously. President Prather 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**

Board Member Joe Babb recommended approval of the Docket of Claims and Athletic Activity Ref pay as follows:

- The Docket of Claims for the period April 29, 2017 through June 2, 2017, Docket of Claims #44846 through #45834, Accounts Payable Checks #29704 through #30332 in the amount of \$4,650,021.63.
- There was no Tupelo High School Activity Check Register for the period May 2017.
- There was no Athletic Activity Check Register for the period May 2017.
- The Athletic Activity Ref Pay paid officials and fees in the amount of \$1,241.19 for the period May 1, 2017 through May 31, 2017.
- The grand total for all funds is \$4,651,262.82.

The motion was seconded by Mrs. Davis and approved unanimously. Mr. Prather declared the motion passed.

This affirms that the claims 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 Docket of Claims Report and Athletic Activity Referee Pay Report are marked **EXHIBIT 3** and held in the Exhibit Book of this meeting date and incorporated herein.

#### **2. Required Monthly Financial Reports – Month Ending April 30, 2017**

Following a review of each report and discussion, on a motion by Mr. Wheeler, 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

Board President Eddie Prather declared the motion passed. The Financial Reports for Month Ending April 30, 2017, 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 Staff Recommendations**

Mr. Turner presented Licensed Staff recommendations for consideration of approval. Mrs. Davis moved to approve the Licensed Personnel Recommendations (includes addendum) as presented. Mr. Wheeler seconded the motion, and the motion was approved unanimously. Mr. Prather declared the motion passed.

The Personnel Report is marked **EXHIBIT 5** and held in the Exhibit Book of this meeting date and incorporated herein.

**C. Office of Executive Director of Operations Mr. Andy Cantrell (TPSD Goals #2 and #4)**

**1. Construction Change Directive – Lawhon Elementary School Renovation Project**

Mr. Andy Cantrell requested approval of Change Directive #1 for Lawhon Renovations that include phones, cabling, misc. hardware and software, intercom quantum system processor, cellular dialer for FACP, additional abatement in C building, and underground cabling. It also includes deductions of controls allowance savings-change for Siemens, and a reduction in scope of Alternate 7-microbicial paint.

Beginning Contingency Allowance--\$75,000.00  
Net Change--\$1,376.44  
Total Remaining Contingency Allowance--\$73,623.56

On a motion by Mrs. Davis, seconded by Mr. Babb, the Board voted unanimously to approve Change Directive #1 for Lawhon Renovations as presented. Mr. Prather declared the motion passed. The aforementioned construction change directive is marked **EXHIBIT 6** and held in the Exhibit Book of this meeting date and incorporated herein. Additional agreements and documents related to the project are on file in the Office of the Superintendent.

**2. Construction Change Directive – ECEC School Renovation Project**

Mr. Andy Cantrell requested approval of Change Directive #1 for ECEC Renovations, to furnish & install a lifetime architectural shingle roof in lieu of the 25 years 3 tab shingle roof.

As follows: \$1,000.00 will be deducted from the allowance for latent conditions. Therefore, the contract sum will not increase as a result of this additional work.

On a motion by Mr. Hudson, seconded by Mr. Wheeler, the Board voted unanimously to approve Change Directive #1 for the ECEC Renovation Project as presented. Mr. Prather declared the motion passed.

The aforementioned construction change directive is marked **EXHIBIT 7** and held in the Exhibit Book of this meeting date and incorporated herein. Additional agreements and documents related to the project are on file in the Office of the Superintendent.

**3. Permission to bid HVAC System and Re-Roofing at Hancock Leadership Center**

On a motion by Mrs. Davis, seconded by Mr. Wheeler, the Board voted unanimously to give permission to bid an HVAC system and re-roofing project at the Hancock Leadership Center. The new HVAC will be quieter. Mr. Prather declared the motion passed.

**D. Office of Assistant Superintendent Mrs. Kimberly Britton**

**1. Recommendation to Revise TPSD Policy EBHA—Dr. Leigh Mobley**

Dr. Leigh Mobley submitted for approval revisions to policy **EBHA-- Use of School Property**. Revisions were made in February 2017 where rental fees were increased by \$200.00. This policy revision increases all rental fees by an additional \$300.00. This request for increase comes as a result of an assessment of costs for operating facilities and will help to ensure the district does not go in arrears when renting facilities.

On a motion by Mrs. Davis, seconded by Mr. Wheeler, the Board voted unanimously to approve the revisions to policy EBHA. Mr. Prather declared the motion passed.

A copy of the aforementioned policy is marked **EXHIBIT 8** and held in the Exhibit Book of this meeting date and incorporated herein.

**2. First reading of TPSD 2017-2018 Handbooks, Guidebooks, and Athletic Handbooks.**

Dr. Leigh Mobley presented the 2017-2018 handbooks, guidebooks, and athletic handbooks for approval. The Board took no action at this meeting.

**E. Office of Superintendent Dr. Gearl Loden**

**1. Information Items**

Upcoming Events:

- June 30, School Board Retreat
- July 17-21, TPSD Administrative Back to School Retreat
- July 25, Noon, Regular Board Meeting, HLC
- July 25, 5:00pm, FY17 Budget Hearing, HLC
- July 31, Staff Reports
- August 3, Students Report
- NICHE Rating

## **UNFINISHED BUSINESS**

### **A. Naming of School Facilities**

The Board continued a discussion on naming school facilities. No action was taken at this meeting.

## **NEW BUSINESS**

Because of the availability of some of the Board members, the Board decided to change the date of the annual Board Retreat from June 29-30, to June 30 only. On a motion by Mr. Babb, seconded by Mrs. Davis, the Board voted unanimously to change the date of the retreat to June 30<sup>th</sup>. Mr. Prather declared the motion passed.

## **MISCELLANEOUS BUSINESS**

### **A. Future Agenda Topics – Superintendent Gearl Loden**

#### **July 25, 2017 Board Meeting**

- **FY18 Budget Hearing**
- **Marketing/Communication Update**
- **Annual Grants Update**

### **B. Future Agenda Topics – Board Members**

No requests were submitted by the Board.

### **C. Executive Session**

Mr. Prather entertained a motion to enter temporary Executive Session to determine the need for an Executive Session. Mr. Babb made a motion that the Board enter temporary Executive Session. Mr. Wheeler seconded the motion, and it was approved unanimously. Mr. Prather declared the motion passed.

Mr. Prather then left the meeting.

The room was cleared and the temporary Executive Session was called to order by Vice President Sherry Davis with the following people present: Mr. Rob Hudson, Mr. Ken Wheeler, Mr. Joe Babb, Dr. Gearl Loden, Mr. Andy Cantrell, Mrs. Telina Knight, Mrs. Modesty Shumpert, and Mr. Otis Tims. The temporary Executive Session was called to order and the Board first considered the reason for entering Executive Session. Upon a motion by Mr. Babb, with a second by Mr. Wheeler, the Board voted unanimously to remain in Executive Session for the purpose of discussing a student discipline matter. Mrs. Davis

declared the motion passed and went out into the hallway to let everyone know that the Board would remain in Executive Session.

The Board then took up the discussion on the student discipline matter. No action was taken during the Executive Session.

There being no further items for discussion, Mr. Babb made a motion to leave Executive Session and return to Open Session. The motion was seconded by Mr. Wheeler, and adopted unanimously by all members present. Vice President Sherry Davis declared the motion passed. Mrs. Davis left the room to announce that the Board had returned to Open Session.

### **OPEN SESSION**

Mrs. Davis declared the meeting in Open Session and announced that no action was taken during the Executive Session.

On a motion by Mr. Hudson, seconded by Mr. Babb, the Board voted unanimously by all members present, to uphold the administrative decision to assign student #135-2016-2017 45 days at the Structured Day Program. Mrs. Davis declared the motion passed.

### **ADJOURNMENT**

Whereupon, Mr. Wheeler made a motion that the Board adjourn. Mr. Hudson seconded the motion, and it was adopted unanimously. Mrs. Davis declared the meeting adjourned at 2:53pm.

APPROVED:

TUPELO PUBLIC SCHOOL DISTRICT  
BOARD OF TRUSTEES

ATTEST:

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Eddie Prather, President

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Rob Hudson, Secretary