

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
August 14, 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, August 14, 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. Eddie Prather, and Mrs. Beth Stone. Mr. Prather announced a quorum and stated that the meeting was lawfully in session. Attorney Otis Tims was also present.

APPROVAL OF THE AGENDA

Mr. Prather entertained a motion to approve the adoption of the agenda for August 14, 2012, as amended. On a motion by Mrs. Heyer, seconded by Mrs. Stone, the Board voted unanimously by all members present to adopt the agenda with the following amendment:

- **ADD** Item E. to VII. Consent Agenda – Approval of Overnight Field Trip Request (Lawhon Elementary School, Washington, D.C., August 22-25, 2012, for student art exhibition for SPED student)
- **ADD** Item 2 to VIII. Superintendent's Report (Office of Director of Human Resources) – Change from resignation as a Behavior Interventionist at Tupelo Middle School, effective May 8, 2012, due to job abandonment (as listed on the June 26, 2012 Personnel Report) to resignation as a Behavior Interventionist at Tupelo Middle School, effective May 8, 2012

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

July 31, 2012 – Regular Meeting

On a motion made by Mrs. Stone, seconded by Mrs. Heyer, the Board voted to approve the minutes of the regular meeting of July 31, 2012, with one noted correction on page seven. Mr. Prather announced that the motion passed unanimously by all members present.

July 31, 2012 – Budget Hearing

On a motion made by Mrs. Heyer, seconded by Mrs. Stone, the Board voted to approve the minutes of the July 31, 2012, Budget Hearing as submitted. Mr. Prather announced that the motion passed unanimously by all members present.

PUBLIC COMMENTS AND RECOGNITIONS

A. Public Comments

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

(Board Member Rob Hudson entered at this point of the meeting.)

B. Recognitions

The following departments were honored for their dedication and hard work to ensure a successful opening of the 2012-2013 school year:

1. Technology Department
2. Transportation Department
3. Maintenance Department
4. Office of Student Services

COMMUNICATION TO THE BOARD

The following reports were presented to the Board of Trustees as information:

- A. NSBA Southern Region Summer Conference presented by Mr. Prather, Mrs. Stone and Dr. Gearl Loden (TPSD Goal #4)
- B. Curriculum Update Report presented by Dr. Leigh Mobley (TPSD Goal #1)

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

CONSENT AGENDA

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

A. Office of Director of Finance Mrs. Linda Pannell (TPSD Goal #5)

1. Contractual Agreements
 - a. Contract #CO1304
 - b. Contracts for Rental of School Facilities ESFR1300 through #SFR1307
2. Donations #2012-2013-002 and #2012-2013-003
3. Single Source Purchases #SS1301 and #SS1302
4. Granted Permission to Apply for TPSD Grants #1303 and #1304

B. Office of Assistant Superintendent Dr. Matthew Dillon

1. Student Transfer Report presented by Mrs. Pamela Traylor
2. Overnight Field Trip Request (Lawhon Elementary, Washington, D.C., August 22-25, 2012, student art exhibition for SPED student)

C. Office of Assistant Superintendent Mrs. Kimberly Britton (TPSD Goal #1)

Title III English Language Acquisition Program FY13 presented by Mrs. Dale Warriner

Approval of the Title III English Language Acquisition Program FY13 Application.
Included for information and review were the following Program Application documents:

Statement of Assurances
FY13 Funding Allocation \$64,136.52.

D. Office of Assistant Superintendent Mrs. Diana Ezell

IDEA Part B and Preschool – 2012-2013 Project Application presented by Mrs. Mary Ruth Wright

Approval of the IDEA Part B and Preschool 2012-2013 Projecting Application funding.
FY13 funds are approved for obligation July 1, 2012, through September 30, 2014.
Included for information and review were the following Project Application documents:

Statement of Assurances
Funding Allocation: Part B Funding \$1,583,708.00
Preschool Funding \$ 79,084.00

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 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. Linda Pannell (TPSD Goal #5)

Docket of Claims and Check Registers

Having reviewed the Docket of Claims prior to the meeting, Mrs. Heyer recommended approval of the Docket of Claims and Tupelo High School Activity Check Register as outlined below:

- Docket of Claims for the period July 1 through August 3, 2012, Docket of Claims #4078 through #4266, Accounts Payable Checks #2347 through #2505 in the amount of \$1,354,264.23.

- Tupelo High School Activity Check Register for July, 2012, Checks #1060 through #1063 in the amount of \$1,267.86.

The grand total for all funds is \$1,355,532.09.

The motion was seconded by Mrs. Stone and approved unanimously by all members present. Mr. Prather declared the motion passed.

This affirms that the claims and check registers are legal and proper and 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 3 and held in the Exhibit Book of this meeting date and incorporated herein

B. Office of Director of Human Resources Mr. Jim Turner (TPSD Goal #3)

Personnel Report

On a motion by Mrs. Stone, seconded by Mrs. Heyer, the Board voted unanimously by all members present to approve the following Personnel Report as recommended:

1. Licensed Staff
2. Change from resignation as a Behavior Interventionist at Tupelo Middle School, effective May 8, 2012, due to job abandonment (as listed on the June 26, 2012 Personnel Report) to resignation as a Behavior Interventionist at Tupelo Middle School, effective May 8, 2012

Upon motion duly made, seconded, and carried, 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.

C. Office of Superintendent Dr. Gearl Loden (TPSD Goal #4)

Dr. Loden shared the following information items:

1. The District's McKinney-Vento Homeless Education Program was monitored on June 30, 2012. The purpose of the visit was to monitor the planning and administration of the Homeless Education Program as outlined by the No Child Left Behind Act of 2001, and to ensure compliance with state and federal regulations. Based on the information and documentation provided during the on-site visit, there were no citations noted.

2. TPSD teacher Dr. Loretta Hartfield has been selected as a state-level finalist for the Presidential Awards for Excellence in Mathematics and Science Teaching program (see attachment).

UNFINISHED BUSINESS

No “Unfinished Business” topics were presented at this meeting of the Board.

NEW BUSINESS

Approval of 2011-2012 School District Budget and Ad Valorem Tax Request

Finance Director Linda Pannell recommended adoption of the Tax Levy Resolution requesting a tax levy for the support of the Tupelo Public School District for the 2012-2013 school year. Mrs. Pannell explained that adoption of the Resolution formally approves the FY13 Budget.

On a motion by Mr. Hudson, seconded by Mrs. Stone, the Board voted unanimously by all members present to adopt the Tax Levy Resolution for the support of the Tupelo Public School District for the 2012-2013 school year. Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed.

A copy of the Tax Levy Resolution for school year 2012-2013 is marked EXHIBIT 5 and held in the Exhibit Book of this meeting date and incorporated herein.

MISCELLANEOUS BUSINESS

A. Future Agenda Topics

1. During Mr. Prather’s report on the recent NSBA conference, he distributed a “Code of Conduct” for school boards. Mr. Prather asked the members to review the “Code of Conduct” and to let him know if they are interested in pursuing a “Code of Conduct” for the TPSD Board of Trustees. Mr. Prather also requested that Mr. Otis Tims review the document and provide feedback.
2. During the discussion on adoption of the FY13 Budget, Mr. Prather mentioned that there will be a need for School Board work sessions with the administrative team to review costs as the District strives to keep the focus on student achievement.
3. Mr. Hudson requested that reports to the Board include comparative information through graphs and charts.
4. Mr. Prather requested that Board Policy BEDH Public Participation in Meetings be revisited by the Board.

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 Board a temporary executive session to determine the need for a permanent executive session for the purpose of discussing a personnel matter.

On a motion by Mrs. Stone, seconded by Mr. Hudson, the Board voted unanimously by all members present to enter temporary executive session for the purpose of determining a need for permanent executive session. Upon motion duly made, seconded, and carried unanimously by all members present, 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, Dr. Gearl Loden, Mr. Otis Tims, Ms. Patrice Tate, Dr. Matthew Dillon and Mrs. Kelly Stimpson (via WebEx).

The executive session was called to order and the Board first considered the reason for entering executive session. Upon a motion by Mrs. Stone, with a second by Mr. Hudson, the Board voted unanimously by all members present to remain in executive session for the purpose of discussing a personnel matter. Upon motion duly made, seconded, and carried unanimously by all members present, 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 a personnel matter.

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

Mrs. Stone moved to come out of executive session. Mr. Hudson seconded the motion, and upon motion duly made, seconded, and carried unanimously by all members present, the President of the Board declared the motion passed and the Board in open session.

ADJOURNMENT

On a motion by Mrs. Stone, seconded by Mr. Hudson, the Board voted unanimously to adjourn the meeting. The President of the Board declared the motion passed and the meeting in adjournment at 1:46 p.m.

APPROVED:
TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

ATTEST:

Eddie M, Prather, President

Rob Hudson, Secretary