

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES NOON MEETING MINUTES
August 11, 2009**

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 11, 2009, at the Hancock Leadership Center, 1920 Briar Ridge, Tupelo, Mississippi.

CALL TO ORDER

The meeting was called to order by President Mike Clayborne 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: Mr. Mike Clayborne
Mrs. Amy Heyer
Mr. John Nail
Mr. Eddie Prather
Mr. Lee Tucker

Staff Present: Dr. Randy Shaver
Mrs. Diana Ezell
Dr. Fred Hill
Dr. George Noflin
Mr. David Meadows
Mrs. Linda Pannell
Mr. Jim Turner
Mrs. Dale Warriner
Mrs. Julie Hinds
Mrs. Kay Bishop
Mrs. Mary Ruth Wright
Dr. Derwood Tutor
Ms. Patrice Tate

Mr. Clayborne announced a quorum and stated that the meeting was lawfully in session. Members of the press were also in attendance.

APPROVAL OF THE AGENDA

Upon a motion by Mr. Nail, seconded by Mr. Tucker, the Board voted unanimously to approve the agenda as presented.

Mr. Clayborne announced that the motion passed. 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 Mr. Prather, seconded by Mrs. Heyer, the Board voted unanimously to approve minutes from the July 3, 2009 and July 14, 2009 special called meetings and July 28, 2009 regular meeting with a noted correction to the July 28th meeting. Upon motion duly made, seconded and carried, Mr. Clayborne 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 recognitions were held at this meeting of the Board.

COMMUNICATION TO THE BOARD

A. Confirmation of Accreditation of the Tupelo Public School District by the Southern Association of Colleges and Schools, Council on Accreditation and School Improvement (SACS CASI)

Mr. David Meadows presented a report on the formal acknowledgement by AdvancED that the Tupelo Public School District has been awarded district accreditation by the Southern Association of Colleges and Schools, Council on Accreditation and School Improvement. Mr. Meadows reported that this action was taken at the AdvancED Accreditation Commission Meeting held on June 23, 2009. Mr. Meadows further reported that the Tupelo Public School District will be recognized at the 2010 AdvancED Conference in Atlanta, Georgia on April 17-19, 2010. Mr. Meadows stated that it is important to note that the district received highly-functional on all seven standards set forth by SACS CASI.

A copy of the formal acknowledgement by AdvanED of the district's accreditation by SACS CASI is marked EXHIBIT 2 and held in the Exhibit Book of this meeting date and incorporated herein.

B. Dropout Prevention

Assistant Superintendent Diana Ezell presented a report regarding the possible causes of students dropping out, TPSD statistics, and the initiatives in place in Tupelo Public Schools to lower the dropout rate, increase graduation rate, and lower truancy rate. Mrs. Ezell also reported on a new initiative between Tupelo Public Schools and Mississippi State University students to develop a campaign to raise parental and community involvement and awareness regarding dropout prevention.

A copy of the above written report is marked EXHIBIT 3 and held in the Exhibit Book of this meeting date and incorporated herein.

SUPERINTENDENT’S REPORT

A. Consent Agenda

In accordance with Dr. Shaver’s recommendations, Mrs. Heyer moved to approve and ratify the Consent Agenda as listed below:

1. Contractual Agreements #CO1015 through #CO1020
Rental of School Facilities #SFR100 through #SFR102
2. Single Source Purchases #SS102 through #SS104
3. Permission to Apply for TPSD Grant #1003
3. Acceptance of TPSD Grants #1000, #1001 and #1002

The motion was seconded by Mr. Nail 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 4 and held in the Exhibit Book of this meeting date and incorporated herein.

B. Student Transfer Report

In accordance with Dr. Noflin’s recommendations, Mr. Nail moved to ratify the administrative decisions in regard to the following student transfer requests:

- a. Approval of tender (10) resident student transfers (in-district)
- b. Approval of one (1) nonresident student transfer (in-district)
- c. Denial of one (1) resident student transfer (in-district)
- d. Admission of 18 (18) nonresident student transfers (tuition)
- e. Release of eleven (11) resident students

The motion was seconded by Mrs. Heyer 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 5 and held in the Exhibit Book of this meeting date and incorporated herein.

C. Personnel Recommendations

Upon the recommendation of Personnel Director Jim Turner and Superintendent Randy Shaver, Mr. Tucker moved to approve the Personnel Report which included the following items:

- a. Licensed Personnel
- b. Classified Personnel
- c. Request Transfer of Food Service Positions
- d. Special Function Pay Rate for Food Service

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

A detailed copy of the Personnel Report is marked EXHIBIT 6 and held in the Exhibit Book of this meeting date and incorporated herein.

D. Docket of Claims

Mr. Tucker reviewed the Docket of Claims prior to the meeting and recommended approval of the Docket of Claims for July 18 through July 31, 2009, Docket of Claims #76483 through #76660, Accounts Payable Checks #55358 through #55504 in the amount of \$504,486.38.

The motion was seconded by Mr. Nail and approved unanimously. The President of the Board 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 for July 18 through July 31, 2009, is marked EXHIBIT 7 and held in the Exhibit Book of this meeting date and incorporated herein.

E. Policy Changes

1. Superintendent Randy Shaver and Human Resource Director Jim Turner presented the following policies for consideration for amendment. Mr. Turner reported that TPSD Attorney Kelly Stimpson has suggested the changes to reflect Department of Labor changes to 29-CFR 825 (FMLA).

| DESCRIPTOR | DESCRIPTOR ITEM |
|-------------------|--|
| GCCA | Licensed Staff Leaves and Absences dated 6/14/05 |
| GDC | Classified Staff Leaves and Absences dated 6/28/05 |
| GBGD | Workers' Compensation dated 3/6/01 |

Mr. Nail moved to amend the above policies as recommended. The motion was seconded by Mr. Tucker and was approved unanimously.

2. The following new policies were presented for initial reading:

| DESCRIPTOR | DESCRIPTOR ITEM |
|-------------------|-------------------------------|
| GCCAD/GDCD | Military Leave |
| GCCAC/GDCB | Family Medical Leave |
| GCCAC-R/GDCB-R | Family medical Leave/Military |

Mr. Turner stated that these new policies are also needed to be in compliance with the military leave USERRA policy and Department of Labor changes to 29-CFR 825 (FMLA).

As this was the initial reading of the new policies, no action was taken by the Board. The policies will be brought back to the Board at the August 25, 2009 regular meeting for consideration for approval.

Copies of the above policies are marked EXHIBIT 8 and held in the Exhibit Book of this meeting date and incorporated herein.

UNFINISHED BUSINESS

A. Pierce Street Elementary School Addition 2008 Change Order No. 3

Operations Director Julie Hinds recommended approval of Change Order No. 3 for the Pierce Street Elementary School Addition Project with T L & C Construction, Incorporated. Mrs. Hinds reported that the proposed change order decreases the contract sum by \$19,472.00.

Mrs. Heyer moved to approve Change Order No. 3 for the Pierce Street Elementary School Addition 2008 as recommended. The motion was seconded by Mr. Prather and was approved unanimously. The President of the Board declared the motion passed. Detailed information regarding the above Change Order is marked EXHIBIT 9 and held in the Exhibit Book of this meeting date and incorporated herein.

NEW BUSINESS

A. 2009-2010 Student Handbooks

Assistant Superintendent George Noflin presented for consideration the following 2009-2010 Student Handbooks:

- Carver Elementary
- Church Street Elementary
- Early Childhood Education Center
- Fillmore Center
- Joyner Elementary
- Lawhon Elementary
- Lawndale Elementary
- Milam Elementary
- Parkway Elementary
- Pierce Street Elementary
- Rankin Elementary
- Thomas Street Elementary

On a motion by Mr. Nail, seconded by Mr. Tucker, the Board voted unanimously to approve the above 2009-2010 Student Handbooks as recommended. Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed.

Copies of the above handbooks are marked EXHIBIT 10 and held in the Exhibit Book of this meeting date and incorporated herein.

B. Authorization for Transfer and Loan within District Accounts

Finance Director Linda Pannell requested approval to transfer funds as considered necessary for the operation of the accounts of the school district. Mrs. Pannell reported that these funds are moved from checking accounts to investment accounts as deemed appropriate for the best yield on district funds and in the daily operation of the school district accounts and that it is sometimes necessary for one account to temporarily loan funds to another account.

On a motion by Mr. Tucker, seconded by Mr. Nail, the Board voted unanimously to authorize Mrs. Pannell to transfer and loan within district accounts as recommended. Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed.

C. 2008-2009 Budget Amendment to Actual Revenue and Expenditures

Finance Director Linda Pannell requested authorization for the superintendent to amend the 2008-2009 budget to equal the actual revenue and expenditures when the 2008-2009 books are closed.

On a motion by Mr. Prather, seconded by Mrs. Heyer, the Board voted unanimously to authorize the superintendent to amend the 2008-2009 budget to equal the actual revenue and expenditures when the 2008-2009 books are closed. Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed.

D. Approval of 2009-2010 School District Budget and Tax Levy Resolution

Finance Director Linda Pannell and Superintendent Randy Shaver recommended adoption of the Tax Levy Resolution to the City of Tupelo for the support of the operation and debt of the school district. The Resolution requests the following ad valorem needs for the 2009-2010 school year:

| | |
|--|--------------|
| General Operating (includes Homestead Reimbursement) | \$26,719,413 |
| Tupelo/Lee County Vocational Career Center | \$ 210,000 |
| Short-term Indebtedness | \$ 1,359,890 |
| Bonded Indebtedness | \$ 3,439,345 |

On a motion by Mr. Nail, seconded by Mr. Tucker, the Board voted unanimously to adopt the Tax Levy Resolution to the City of Tupelo for the support of the operation and debt of the school district as recommended. Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed.

A copy of the Tax Levy Resolution to the City of Tupelo is marked EXHIBIT 11 and held in the Exhibit Book of this meeting date and incorporated herein.

E. Consideration of Resolution for Shortfall Note on 2008-2009 Ad Valorem

Finance Director Linda Pannell and Superintendent Randy Shaver recommended adoption of the following Resolution:

A RESOLUTION DECLARING THAT THE ANTICIPATED AMOUNT OF LOCAL REVENUE TO BE COLLECTED WITHIN THE TUPELO PUBLIC SCHOOL DISTRICT IS LESS THAN THE AMOUNT ESTIMATED AT THE TIME OF FORMULATION OF AMENDMENT OF THE SCHOOL DISTRICT'S BUDGET; DECLARING THE INTENTION OF THE BOARD OF TRUSTEES OF THE TUPELO PUBLIC SCHOOL DISTRICT TO ISSUE A NOTE IN AN AMOUNT EQUAL TO THE ESTIMATED SHORTFALL OF LOCAL REVENUES; PRESCRIBING THE FORM AND INCIDENTS OF SAID NOTE; MAKING PROVISION FOR THE SECURITY THEROF; AND PROVIDING FOR THE SALE OF SAID NOTE.

On a motion by Mrs. Heyer, seconded by Mr. Nail, the Board voted unanimously to adopt the above Resolution as recommended.

Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed. A copy of the Shortfall Note Resolution on 2008-2009 Ad Valorem is marked EXHIBIT 12 and held in the Exhibit Book of this meeting date and incorporated herein.

F. Consideration of Resolution for Shortfall Note on 2008-2009 Ad Valorem

Finance Director Linda Pannell and Superintendent Randy Shaver recommended adoption of the following Resolution for a short term note for the full amount allowed under the law for a 3 mill note. This note will be for one year only and could be used for the purchase of buses.

A RESOLUTION AUTHORIZING AND DIRECTING THE ISSUANCE OF A NOTE OF THE TUPELO PUBLIC SCHOOL DISTRICT IN THE PRINCIPAL AMOUNT OF FOUR HUNDRED SEVENTY-FIVE THOUSAND AND NO/100 DOLLARS (\$75,000.00) TO RAISE MONEY TO PAY FOR THE COSTS OF ACQUIRING, IMPROVING, CONSTRUCTING, RENOVATING, REPAIRING, HEATING, COOLING AND EQUIPPING SCHOOL BUILDINGS AND RELATED FACILITIES, PURCHASING LAND THEREFORE, PERFORMING SITE WORK, PURCHASING SCHOOL BUSES AND TRANSPORTATION EQUIPMENT AND TO PAY THE COSTS OF SUCH BORROWING.

On a motion by Mr. Tucker, seconded by Mr. Prather, the Board voted unanimously to adopt the above Resolution as recommended.

Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed. A copy of the Short Term Note Resolution is marked EXHIBIT 13 and held in the Exhibit Book of this meeting date and incorporated herein.

MISCELLANEOUS BUSINESS

A. Future Agenda Items

Board Member Amy Heyer requested a report at a future board meeting regarding the district's bus fleet.

In addition, Mr. Tucker requested quarterly reports with data on dropout, absenteeism and student performance.

B. Executive Session – Student Matters

Board President Mike Clayborne suggested to the School Board a temporary executive session to determine the need for a permanent executive session for the purpose of discussing student matters.

On a motion by Mrs. Heyer, seconded by Mr. Prather, the Board voted unanimously 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 President Mike Clayborne with the following people present: Mr. Mike Clayborne, Mrs. Amy Heyer, Mr. John Nail, Mr. Eddie Prather, Mr. Lee Tucker, Dr. Randy Shaver, Dr. Fred Hill, Mr. David Meadows, Mrs. Diana Ezell, Dr. George Noflin, and Ms. Patrice Tate.

The Executive Session was called to order and the Board first considered the reason for entering executive session. Upon a motion by Mrs. Heyer with a second by Mr. Prather the Board voted unanimously to remain in Executive Session for the purpose of discussing student matters.

Upon motion duly made, seconded, and carried unanimously by all members present, the President of the Board declared the motion passed.

Mr. Clayborne reopened the meeting to tell all those in attendance the reason for going into Executive Session was to discuss student matters.

No action was taken during the Executive Session.

Board of Trustees – Regular Meeting
Noon – August 11, 2009

ADJOURNMENT

On a motion by Mr. Tucker, seconded by Mr. Nail, the Board voted unanimously to adjourn the meeting. The President of the Board declared the motion passed and the meeting in adjournment at 2:30 p.m.

APPROVED:
TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

ATTEST:

Mike Clayborne, President

Arlissa Heyer, Secretary