

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
October 8, 2019**

The Board of Trustees of the Tupelo Public School District convened in a regular meeting of the Board held in Open Session at 1:30pm on Tuesday, October 8, 2019, at the Hancock Leadership Center, 1920 Briar Ridge, Tupelo, Mississippi.

CALL TO ORDER

The meeting was called to order by President Sherry Davis who welcomed guests attending the meeting.

PLEDGE OF ALLEGIANCE

Mr. Andy Cantrell led the participants in reciting the Pledge of Allegiance.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

Board members present during roll call were: Mr. Joe Babb, Ms. Sherry Davis, Mr. Eddie Prather, and Mr. Kenneth Wheeler. Mr. Paul Mize was absent. Ms. Davis announced a quorum, and stated that the meeting was lawfully in session. Attorney Otis Tims was also present.

APPROVAL OF AGENDA

Mr. Wheeler moved to approve the agenda for the October 8, 2019, Regular Board meeting as presented. The motion was seconded by Mr. Babb, and the Board voted unanimously by all members present to approve the agenda for the regular October 8, 2019, Board meeting. 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 MINUTES

September 10, 2019, 1:30pm, Regular Meeting, HLC

On a motion by Mr. Prather, seconded by Mr. Wheeler, the Board voted unanimously by all members present to approve the minutes from the September 10, 2019, Regular Board meeting as presented. Ms. Davis declared the motion passed.

PUBLIC COMMENTS

No requests for Public Comments were received for this meeting of the Board.

RECOGNITIONS

No recognitions were scheduled at this meeting, however, Mrs. Davis announced that recognition of Employees of the Month for August and September will be held at the 5:00pm regular meeting later in the day.

ACTION ITEMS

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

1. Docket of Claims and Athletic Activity Ref Pay

Board Member Kenneth Wheeler recommended approval of the Docket of Claims for the period August 31, 2019, through September 27, 2019, Docket of Claims #64214 through #65061, in the amount of \$1,641,410.28 and the Athletic Activity Ref Pay payments to officials of fees in the amount of \$7,511.00 for the period August 31, 2019, through September 27, 2019. The grand total for all funds is \$1,648,921.28.

The motion was seconded by Mr. Babb and approved unanimously by all members present. Ms. Davis declared the motion passed.

The Docket of Claims Report is marked **EXHIBIT 2** and held in the Exhibit Book of this meeting date and incorporated herein.

2. Required Monthly Financial Reports – Month Ending August 31 2019

Following a review of each report and discussion, on a motion by Mr. Wheeler, seconded by Mr. Prather, the Board voted unanimously by all members present to approve the following financial reports:

- Summary Report of Reconciled Bank Statements with Certification
- Statement of Revenue and Expenditures 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 Sherry Davis declared the motion passed.

The Financial Reports for Month Ending August 31, 2019, are marked **EXHIBIT 3** and held in the Exhibit Book of this meeting date and incorporated herein.

3. Consideration to Approve the 2018-2019 TPSD Final Amended Budget

Finance Director Rachel Murphree requested approval of the 2018-2019 Tupelo Public School District Final Amended Budget.

Upon a motion by Mr. Babb, seconded by Mr. Wheeler, the Board voted unanimously by all members present to approve the 2018-2019 TPSD Final Amended Budget. Ms. Davis declared the motion passed.

The 2018-2019 TPSD Final Amended Budget is marked **EXHIBIT 4** and held in the Exhibit Book of this meeting date and incorporated herein.

4. Consideration to Transfer District Funds to District Capital Reserves, Consideration to Commit District Capital Fund Reserves and Consideration to Amend the FY20 Budget

Finance Director Rachel Murphree requested approval to transfer \$237,500.00 for technology updates from the District Maintenance Fund to District Restricted Capital Reserve; to formally commit District Capital Reserves; and permission to amend the FY20 Budget.

Upon a motion by Mr. Prather, seconded by Mr. Wheeler, the Board voted unanimously by all members present to approve the transfer of \$237,500.00 from the District Maintenance Fund to District Restricted Capital Reserve for technology updates (iPads \$67,500 and Interactive Displays \$170,000); to formally commit District Capital Reserves; and approve amending the FY20 Budget.

Ms. Davis declared the motion passed

5. Approval of School Recognition Program Response Forms by Site

Finance Director Rachel Murphree requested approval of the School Recognition Program Response Forms by site for the nonrecurring salary supplements to be paid proportionately equal to the eligible individuals in the schools receiving the financial awards. Pay date is set for October 10, 2019.

Upon a motion by Mr. Babb, seconded by Mr. Wheeler, the Board voted unanimously by all members present to approve the School Recognition Program Response Forms by site for the nonrecurring salary supplements to be paid proportionately equal to the eligible individuals in the schools receiving the financial awards. Ms. Davis declared the motion passed.

A copy of the School Recognition Program Response Forms by Site is marked **EXHIBIT 5** and held in the Exhibit Book of this meeting date and incorporated herein.

6. Renewal of Workers Compensation Insurance

Finance Director Rachel Murphree asked for consideration and approval of the district's yearly renewal of proposal of workers compensation insurance through Eastern Alliance Insurance Co. Rates are 2.89% for drivers, .32% for professional and clerical, and 2.40% for all other classes of employees. These rates applied to estimated payroll amounts equate to a total estimated premium for policy period October 1, 2019 through September 30, 2020 of \$202,845. Our annual workers compensation audit will determine if premium estimates were in line, if a refund will be generated, or if we owe more. Total premium slightly decreased \$12,615 due to fewer claims being filed; corresponding rates were 4.28% for drivers, .45% for professional and clerical, and 2.98% for all other classes of employees.

Upon a motion by Mr. Wheeler, seconded by Mr. Prather, the Board voted unanimously by all members present to approve the yearly renewal of proposal of workers compensation insurance through Eastern Alliance Insurance Co. Ms. Davis declared the motion passed.

A copy of the proposal of workers compensation insurance through Eastern Alliance is marked **EXHIBIT 6** 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 and Classified Personnel Recommendations

Upon a motion by Mr. Prather, seconded by Mr. Wheeler, the Board voted unanimously by all members present to approve the licensed and classified personnel recommendations as presented. Ms. Davis declared the motion passed.

The Personnel Report is marked **EXHIBIT 7** and held in the Exhibit Book of this meeting date and incorporated herein.

C. Office of Director of Operations Mr. Charles Laney (TPSD Goals #2 and #4)

1. Approval of Master Agreement between TPSD and JBHM Architects, P.A. for Services Provided under Multiple Service Orders

It was the consensus of the Board to table this agenda item until the Special Called Board Meeting on October 11, 2019.

2. Approval of Service Order for use with Master Agreement between TPSD and JBHM Architects, PA for Church Street Renovations Project

It was the consensus of the Board to table this agenda item until the Special Called Board Meeting on October 11, 2019.

3. Awarding/Rejecting of Bid for THS Administration Building Parking Lot Addition

Mr. Laney reported that the apparent low bidder for the THS Administration Building Parking Addition is A. S. Fornea Construction with a Base Bid of \$131,000.00.

On a motion by Mr. Babb, seconded by Mr. Wheeler, the Board voted unanimously by all members present to award A. S. Fornea Construction, with a Base Bid of \$131,000.00, the THS Administration Building Parking Addition project. Ms. Davis declared the motion passed.

Additional information regarding the Bid for the THS Administration Building Parking Lot Addition is marked **EXHIBIT 8** and held in the Exhibit Book of this meeting date and incorporated herein.

D. Office of Assistant Superintendent Mr. Andy Cantrell (TPSD Goal #2)

1. Student Discipline Case #3-2019-2020

On a motion by Mr. Prather, seconded by Mr. Wheeler, the Board voted unanimously by all members present to uphold the administrative decision to expel Student #3-2019-2020, from TPSD for one calendar year for violation of TPSD Board Policies JDDA and JD-E4. Ms. Davis declared the motion passed.

Detailed information regarding Student Discipline Case #3-2019-2020 is marked **EXHIBIT 9** “Sealed and Confidential” and held in the Exhibit Book of this meeting date and incorporated herein.

2. Student Discipline Case #4-2019-2020

On a motion by Mr. Babb, seconded by Mr. Wheeler, the Board voted unanimously by all members present to uphold the administrative decision to expel Student #4-2019-2020, from TPSD for one calendar year for violation of TPSD Board Policies JDDA and JD-E5. Ms. Davis declared the motion passed.

Detailed information regarding Student Discipline Case #3-2019-2020 is marked **EXHIBIT 10** “Sealed and Confidential” and held in the Exhibit Book of this meeting date and incorporated herein.

E. Office of Deputy Superintendent Mrs. Kimberly Britton

1. Recommendation to Adopt Revised Board Policies

a. GADG – Professional Leave

On a motion by Mr. Prather, seconded by Mr. Wheeler, the Board voted unanimously by all members present to approve revised Board Policy GADG – Professional Leave as presented. Ms. Davis declared the motion passed.

b. GCRG – Classified (Non-Certified) Personnel Leaves and Absences

On a motion by Mr. Wheeler, seconded by Mr. Prather, the Board voted unanimously by all members present to approve revised Board Policy GCRG – Classified (Non-Certified) Personnel Leaves and Absences as presented. Ms. Davis declared the motion passed.

Copies of the abovementioned revised Board Policies are marked **EXHIBIT 11** and held in the Exhibit Book of this meeting date and incorporated herein.

2. Recommendation to Adopt New Board Policy BCBCA – School Board Member Access to District Data

BCBCA – School Board Member Access to District Data

On a motion by Mr. Wheeler, seconded by Mr. Babb, the Board voted unanimously by all members present to approve new Board Policy BCBCA – School Board Member Access to District Data as submitted. Ms. Davis declared the motion passed.

A copy of new Board Policy BCBCA is marked **EXHIBIT 12** and held in the Exhibit Book of this meeting date and incorporated herein.

F. CONSENT AGENDA

In accordance with Dr. Picou’s recommendations, Mr. Wheeler moved to acknowledge, approve and ratify the Consent Agenda as listed below:

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

- a. Contractual Agreements to be Acknowledged and Awarded: #CO2285 through #CO2288
- b. Contracts to be Acknowledged and Ratified: #CO2289 through #CO2302
- c. Approval of Donations #2019-2020-015 through #2019-2020-019
- d. Permission to Submit TPSD Grants #2052 through #2058
- e. Permission to Accept TPSD Grants #2050, #2051, #2055, and #2056
- f. Awarding of Advertised Bids/Proposals – BD2004 Literature Books
Recommendation : Houghton Mifflin Harcourt Publishing (reverse auction)

2. Office of Assistant Superintendent Mr. Andy Cantrell (TPSD Goals #1, #3 & #4)

- a. Student Transfer Report
- b. Overnight Field Trip Requests:
 - D.O.T. Theatre, State Competition, Pearl, MS, January 31-February 1, 2020
 - Orchestra, Atlanta Heritage Festival Competition, Atlanta, GA, April 17-19, 2020
- c. Letter of Understanding between MEA Drug Testing Consortium and TPSD to Provide Tupelo Public Schools with drug and/or alcohol testing services.

3. Office of Deputy Superintendent Mrs. Kim Britton (TPSD Goals #3 & #4)

Approval of TPSD Mississippi Statewide Testing Program Test Security Plan for 2019-2020 presented by Ms. Paige Tidwell, District Test Coordinator.

The motion was seconded by Mr. Prather 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 13** and held in the Exhibit Book of this meeting date and incorporated herein.

SUPERINTENDENT'S REPORT – DR. ROB PICOU

A. Executive Summaries:

The following Executive Summaries were included in the Board package for this meeting:

1. Newline Interactive Boards– Mrs. Misty McRae
(Mrs. McRae also gave a live demonstration on the newly installed Newline Interactive Board at the HLC.)
2. Targeted Support & Improvement (TSI) for TMS and Additional Targeted Support & Improvement for THS (ATSI) – Dr. Brock English

3. Monthly Update on Capital Fund Reserves – Mr. Charles Laney
4. Updated Finance Report for Fiscal Year Ending 06/30/19 – Mrs. Rachel Murphree
5. Budgetary Comparison Schedules FY2019—Mrs. Rachel Murphree

6. Ad Valorem Collections Received through September, 2019 – Mrs. Rachel Murphree

Copies of the above presentations are on file in the Superintendent’s Office.

B. Superintendent’s Report – Dr. Rob Picou

1. Overview of District of Innovation Application

Mrs. McMillan used a Prezi presentation to give a comprehensive update on the District of Innovation Application.

2. Superintendent’s Report – Dr. Rob Picou

Dr. Picou’s report is included below:

Board Goals:

1. Increase academic achievement across the District.
2. Provide a safe, secure and orderly environment in all schools
3. Attract and retain all stakeholders
4. Maintain sound financial stability
5. Ensure all grades are career/college ready

Board Goal 1: Increase academic achievement across the District.

School	2018-2019 Total Points	2018-2019 Grade/Points Away from Next Grade	2017-2018 Total Points/ Grade
Carver	488	A	432/B
Joyner	429	B/13	489/A
Parkway	414	B/28	420/B
Thomas Street	471	A	494/A
Lawhon	466	A	450/A

Lawndale	428	B/14	411/B
Pierce Street	473	A	486/A
Rankin	406	B/36	438/B
Milam	390	B/52	440/B
TMS	404	B/38	376/C
THS	663	B/91	669/B
District	654	B/14	646/B

Board Goal #2: Provide a Safe, Secure, and Orderly Environment in All Schools

We have conducted CHAMPS training for staff this month and continue to monitor effective practices in classroom and school wide management. All principals have included in their strategic action plans action steps to improve climate and connectedness among subgroups of students. We are actively investigating the possibility of adding real time cameras to our buses. We are waiting for a cost from the vendor. According to principals, the majority of discipline issues occur on the buses.

Board Goal #3: Attract and Retain all Stakeholders

We are making an effort to reach out to all teachers, but we are making a concerted effort to check in with our new teachers. We want to make sure we do all we can to help them transition to Tupelo. We are also having conversations about staff and student surveys that measure climate and connectedness.

We have conducted training opportunities for our Newline Interactive Boards. Teachers are excited to have the cutting-edge technology in their classrooms. We have also provided training opportunities for instructional and classroom management support. Teachers come to TPSD because they know we are willing to invest in staff development. Effective staff development attracts teachers to our district.

We had a fantastic Friends of Church Street meeting. People are very excited about your commitment as a Board to Church Street as a community/district office facility. That building has tremendous historical significance. At our next meeting, we will present a full presentation on our vision for Church Street.

Board Goal #4: Maintain Sound Financial Stability

The reports today have included financial reports from Mrs. Rachel Murphree that demonstrates we are in sound financial condition. We are actively preparing for the State Attorney Office's compliance audit. Mrs. Britton, Dr. English, and Mrs. Murphree are leading

the team to prepare for the audit. We are beginning the budget process for 2020-2021 with departmental meetings and principal meetings. Our first meeting was held with the technology department. We will proceed to operations and maintenance next and then continue to curriculum and instructional support.

Board Goal #5: Develop a Vision for College and Career Ready Learning

Mrs. McMillan has presented what we consider to be a close to final version of our District of Innovation vision. Next month, you will be asked to vote on the plan as an action item. The entire plan is focused on Board Goal #5. There has been a lot of work on creating the plan. We feel good about the plan and believe it is one you as a Board can be proud of. Mrs. McMillan has brought copies of the plan in its current form. She will provide each of you with a copy after the Board meeting. Please review it one more time and come prepared to ask any questions before you are asked to vote next month.

This concludes the Superintendent's Report. From all conversations, things are going well in the district. Students are engaged and learning, teachers are happy, and principals and administrative support staff are all focused on taking TPSD to the next level.

C. Upcoming Events:

- October 10 6pm, Homecoming Parade
- October 11 Professional Development Day (day off for students)
- October 11 8:00am, Board Called Meeting for Leadership Blueprint Training
- October 11 7pm, Homecoming, THS
- October 14 Columbus Day Holiday
- October 17 60% Day
- October 25 5-6:30pm, Community Tailgate, THS
- November 5 11:30am, Pierce Street (lunch with principal and tour school)
- November 5 1:30pm, Regular Board Meeting, HLC

D. First Draft of 2020 Board Meeting Schedule, Board Master Calendar Review and Future Agenda Topics – Board Members

1. First Draft of 2020 Board Meeting Schedule

Ms. Patrice Tate submitted proposed 2020 School Board Meeting dates for initial discussion and review.

2. Future Agenda Topics

Board members requested the following reports:

Ms. Davis

Would like a presentation by Ms. Evet Topp regarding the THS Career-Technical Center.

Mr. Prather

Also requested a report on the Career-Technical Center, specifically the WorkKeys program, number of students enrolled, etc.

Before the Board considered entering Executive Session, Ms. Davis welcomed Mr. Blake Alsup to his first School Board meeting in his capacity as the new education reporter for the *Northeast Mississippi Daily Journal*.

MISCELLANEOUS BUSINESS

Executive Session

Ms. Davis suggested that there was a need for consideration of entering into Executive Session to discuss sensitive personnel matters. Mr. Babb made a motion that the Board enter temporary Executive Session. Mr. Wheeler seconded the motion, and it was adopted unanimously by all members present. Ms. Davis declared the motion passed.

The temporary Executive Session was called to order with the following people present: Mr. Joe Babb, Ms. Sherry Davis, Mr. Eddie Prather, Mr. Kenneth Wheeler, Mr. Otis Tims, Dr. Rob Picou, Mrs. Kimberly Britton, and Dr. Brock English. The Board first considered the reason for entering Executive Session. Ms. Davis stated that there was a need to discuss sensitive personnel matters. Upon a motion by Mr. Babb, with a second by Mr. Wheeler, the Board voted unanimously by all members present to remain in Executive Session. The President of the Board declared the motion passed and went out into the hallway to let everyone know that the Board would remain in Executive Session.

Dr. Picou then led a discussion of sensitive personnel matters involving job performance.

Mr. Babb made a motion to return to Open Session. The motion was seconded by Mr. Wheeler and unanimously adopted. After declaring that the motion had passed, Ms. Davis stepped into the hall and announced that the Board would return to Open Session.

Open Session

With the Board back in open session, Ms. Davis reported that the Board had discussed personnel matters but took no action.

ADJOURNMENT

As there was no further business to come before the Board, Mr. Babb moved that the meeting be adjourned. Mr. Wheeler seconded the motion, and it was unanimously approved by all members present.

Ms. Davis declared the motion approved, and the meeting stood adjourned at 4:47 p.m.

October 8, 2019, 1:30PM
Hancock Leadership Center

Tupelo Public School District
Board of Trustees – Meeting Minutes
PENDING APPROVAL

APPROVED:

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES**

Sherry S. Davis, President

ATTEST:

Joseph B. Babb, Secretary