

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
October 9, 2018**

The Board of Trustees of the Tupelo Public School District convened in a regular meeting of the Board held in Open Session at 5:00pm on Tuesday, October 9, 2018, at Martin Luther King, Jr., Early Childhood Education Center, 1402 North Green Street, Tupelo, Mississippi.

Students from the Early Childhood Education Center led the Pledge of Allegiance.

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, Mr. Rob Hudson, Mr. Eddie Prather, and Mr. Kenneth Wheeler. Ms. Sherry Davis was absent. Mr. Prather announced a quorum, and stated that the meeting was lawfully in session. Attorney Otis Tims was also present.

APPROVAL OF AGENDA

The agenda was approved at the noon meeting with the following changes:

- Deletion of Request for Public Comments (Parent called over the weekend and cancelled request for Public Comments) (Section V. Action Item B.)
- Postponement of Recognition of Officer Franklin (Section V., Item C. 1.)

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

September 11, 2018, Noon, Regular Meeting, Hancock Leadership Center

Mr. Hudson made a motion to approve the minutes from the September 11, 2018, noon, regular meeting as presented. The motion was seconded by Mr. Wheeler and approved unanimously by all members present. Mr. Prather declared the motion passed.

September 11, 2018, 5:00pm, Regular Meeting, Parkway Elementary School

Mr. Babb made a motion to approve the minutes from the September 11, 2018, 5:00pm, regular meeting as presented. The motion was seconded by Mr. Hudson and approved unanimously. Mr. Prather declared the motion passed.

WELCOME

Mrs. Haley Stewart welcomed the Board of Trustees, parents, staff and visitors to the Early Childhood Education Center.

PUBLIC COMMENTS

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

RECOGNITIONS

1. PACE (Positive Alternatives for Continuing Education) Program at Tupelo Middle School
2. Tupelo High School AP Scholars
3. September Employees of the Month

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 September 8 through September 28, 2018, Docket of Claims #55624 through #56200 in the amount of \$1,225,371.29 and the Athletic Activity Ref Pay paid to officials and fees in the amount \$7,653.50 for the period September 8 through September 28, 2018. The grand total is \$1,233,024.79. The motion was seconded by Mr. Hudson and approved unanimously. Mr. Prather declared the motion passed.

This affirms that the claims are legal and proper and they are allowed and ratified as paid by the Superintendent or his designee pursuant to Section 37-9-14 (7) of the Mississippi Code of 1972.

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, 2018

Following a review of each report and discussion, on a motion by Mr. Babb seconded by Mr. Wheeler, the Board voted unanimously 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 (not required)

Board President Eddie Prather declared the motion passed. The Financial Reports for Month Ending August 31, 2018, are marked **EXHIBIT 3** and held in the Exhibit Book of this meeting date and incorporated herein.

3. Adoption of the 2017-2018 Final Amended Budget

The 2017-2018 Tupelo Public School District Final Amended Budget was presented for consideration of approval. Mrs. Murphree stated that the Combined Budget page is a summary of the Combining Budget pages where all funds are listed separately.

Mr. Wheeler offered and moved approval of the 2017-2018 TPSD Final Amended Budget as presented. Mr. Hudson seconded the motion, and having received an unanimous affirmative vote of the members present, the President of the Board declared the motion carried and approved.

A copy of the TPSD Final Amended Budget for Fiscal Year 2017-2018 is marked **Exhibit 4** and held in the Exhibit Book of this meeting date and incorporated herein.

4. Approval of Employee Incentive Pay Amounts for School Recognition Program

Mr. Babb moved to authorize payment of School Recognition Program Employee Incentive Pay as recommended by each school's teacher committee:

<u>School</u>	<u>Amount</u>	<u># Certified Staff to Receive Award</u>
Lawhon Elementary	\$35,160.24	27
Lawndale Elementary	\$26,495.12	24
Milam	\$45,427.78	27
Pierce Street Elementary	\$24,483.98	32
Rankin Elementary	\$26,232.93	33
Thomas Street Elementary	\$37,760.33	31
Tupelo High School	\$125,800.28	107
Tupelo Middle School	\$86,248.95	75

Mr. Wheeler seconded the motion, and the motion was approved unanimously by all members present. Mr. Prather declared the motion passed. A detailed copy of the Employee Incentive Pay Amounts for School Recognition is marked **EXHIBIT 5** and held in the Exhibit Book of this meeting date and incorporated herein.

5. Awarding of Advertised Bid #BD1901 Chromebooks

Mr. Hudson moved to award Advertised Bid #BD1901 Chromebooks to low-bidder Trinity 3 Technology with a price of \$393.00 per Dell 5190 Google Chromebook with chrome management software including a 4-year extended warranty on each device. The total number of devices to be purchased from this bid is plus or minus 650. Mr. Babb seconded the motion, and the motion was approved unanimously by all members present. Mr. Prather declared the motion passed. Detailed information regarding Bid BD190 Chromebooks 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 Personnel Recommendations

Upon a motion by Mr. Wheeler, seconded by Mr. Hudson, the Board voted unanimously by all members present to approve the licensed and classified personnel recommendations as presented. Mr. Prather 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. Change Order No. 001 – THS Safe Room FEMA #1604-0527

On a motion by Mr. Hudson, seconded by Mr. Wheeler, the Board voted unanimously by all members present to approve Change Order No. 001 for the THS Safe Room FEMA #1604-0527 project. The contract sum is unchanged, however, it adds 132 days to the contract for adverse weather. The new date of Substantial Completion will be February 20, 2019. Mr. Prather declared the motion passed.

A copy of the Change Order No. 001 for the THS Safe Room FEMA #1604-0527 project is marked **EXHIBIT 8** and held in the Exhibit Book of this meeting date and incorporated herein.

2. Change Order No. 001 – THS Renovations

On a motion by Mr. Babb, seconded by Mr. Hudson, the Board voted unanimously by all members present to approve Change Order No. 001 for the THS Renovations project. The original contract sum will be decreased by \$516.00 with the new contract sum being \$4,697,484.00. Mr. Prather declared the motion passed.

A copy of the Change Order No. 001 for the THS Renovations Project is marked **EXHIBIT 9** and held in the Exhibit Book of this meeting date and incorporated herein.

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

Student Discipline Case #01-2018-2019

On a motion by Mr. Hudson, seconded by Mr. Wheeler, the Board voted unanimously by all members present to ratify the administrative decision to expel Student #01-2018-2019, from TPSD for one calendar year for violation of TPSD Policies JD-E5 and JCDAE (2). Homebound services will be provided by TPSD Special Education Department. Mr. Prather declared the motion passed.

Detailed information regarding Student Discipline Case #01-2018-2019 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

Revision of TPSD Policy IEA – Intervention Process

On a motion by Mr. Wheeler, seconded by Mr. Babb, the Board voted unanimously by all members present to amend TPSD Policy IEA Intervention Process as recommended. Mr. Prather declared the motion passed.

A copy of the abovementioned TPSD Policy IEA Intervention Process is marked **Exhibit 11** and held in the Exhibit Book of this meeting date and incorporated herein.

CONSENT AGENDA

In accordance with Dr. Picou's recommendations, Mr. Hudson 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: #CO2022 and #CO2024 through #CO2029;
Charter Bus Service Contracts BD#2018-2019-001; and Contracts for Rental of School
Facilities #SFR1914 through #SFR1919
2. Contracts to be Ratified: #CO2014 through #CO2021; #CO2023; and #CO2030 through #CO2032
3. Donations #2018-2019-008 through #2018-2019-017
4. Permission to Submit Grants #1820 (amendment) and #1914
5. Permission to Accept Grants #1820 (amendment) and #1913
6. Resolution to Transfer Equipment between the TPSD and Natchez Trace Parkway
7. Permission to Remove 1,431 Assets from the TPSD Asset Listing
8. Permission to Advertise RFP1900 Internet/WAN Service

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

1. Student Transfer Report (TPSD Policy JBCD Transfers and Withdrawals of Students)
2. Overnight Field Trips (TPSD Goal #3 and #4)
 - THS Show Choir, Jasper Foothills Invitational, Jasper, AL, Feb. 15-16, 2019
 - THS Synergy, Petal Show Choir Invitational, Petal, MS, Feb. 22-23, 2019
 - THS Synergy, Heart of America Orlando Camp, Orlando, FL, March 21-24, 2019
 - THS, Debate, Debate Tournament, Ridgeland, MS, October 19-20, 2018

C. Office of Director of Operations Mr. Charles Laney

Permission for Carver PTO to Install Sunscreen Shelter on Existing Playground

D. Office of Deputy Superintendent Mrs. Kimberly Britton

Approval of District Test Security Agreement for 2018-2019 School Year

E. Office of Superintendent Dr. Rob Picou

Change the scheduled November 6, 2018, Board Work (9:00am at HLC) to October 30, 2018, at noon, at Church Street.

The motion was seconded by Mr. Wheeler 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 12** 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. Retentions for 2017-2018 – Mrs. Kimberly Britton
2. Baseline Data and Improvement Strategies – Mrs. Kimberly Britton
3. Updated Finance Reports Since 6-30-18 Closing – Mrs. Rachel Murphree
4. Budget Comparison Schedules – Mrs. Rachel Murphree
5. Ad Valorem Collections Received through August, 2018 – Mrs. Rachel Murphree
6. Safety and Security Follow-Up Report – Mr. Charles Laney and Mr. Andy Cantrell

B. Superintendent’s Report – Dr. Rob Picou

1. District of Innovation – Mrs. Stewart McMillan

Mrs. Stewart McMillan provided a comprehensive report regarding District of Innovation. She stated that the purpose of a District of Innovation or School of Innovation is to better prepare students for success in life and work.

2. Superintendent’s Report – Dr. Rob Picou

Highlights of the Superintendent’s Report are listed below:

- Dr. Picou stated that his first 100 days have been focused on establishing relationships with the administrative team and with community leaders. He stated that during the next 50 days he intends to dig deeper into the organization by getting to know the classified and licensed staff better as well as learn about systems, protocols, and programs throughout the District.
- Superintendent Picou reported that efforts will be defined by the development of a foundation for program delivery and continuous improvement. This foundation will be developed according to the following delivery framework that is taken from the work of Education Delivery in *Delivery in Practice: How Education Leaders are Improving Student Outcomes*.

3. Upcoming Events:

- October 12, 5:00pm, Community Tailgate, THS
- October 30, noon, Board Work Session, at Church Street
- November 6, noon, regular Board meeting, HLC
- November 12-13, MSBA’s Fall Leadership Conference, Jackson, MS

D. Board Master Calendar Review and Future Agenda Topics – Board Members

No future agenda topics were requested by the Board.

MISCELLANEOUS BUSINESS

Executive Session

Mr. Prather stated that an Executive Session was held at the noon meeting to discuss the District’s security plan and related personnel issues, however, no action was taken at the noon meeting.

ADJOURNMENT

There being no further business to come before the meeting, Mr. Hudson made a motion to adjourn, which was seconded by Mr. Wheeler and adopted unanimously by all members present. Mr. Prather announced that the motion had passed and declared the meeting adjourned at 5:26 p.m.

APPROVED:

ATTEST:

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES**

Eddie M. Prather, President

Rob Hudson, Secretary