

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
August 9, 2016**

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 9, 2016, at the Hancock Leadership Center, 1920 Briar Ridge Tupelo, Mississippi.

CALL TO ORDER

The meeting was called to order by President Joe Babb 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. Babb 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. Prather, seconded by Mrs. Davis, the Board voted unanimously to approve the agenda for the regular August 9, 2016, Board meeting as presented.

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

July 26, 2016, Noon Regular Meeting, HLC

Mrs. Davis made a motion to approve the minutes from the July 26, 2016, noon regular meeting as presented. The motion was seconded by Mr. Wheeler and approved unanimously. Mr. Babb declared the motion passed.

July 26, 2016, 5:00pm, FY17 Budget Hearing, HLC

Mr. Hudson made a motion to approve the minutes from the July 26, 2016, 5:00pm FY17 Budget Hearing as submitted. The motion was seconded by Mr. Wheeler and approved unanimously. Mr. Babb declared the motion passed.

PUBLIC COMMENTS

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

RECOGNITIONS

No recognitions were held at this meeting of the Board.

COMMUNICATION TO THE BOARD

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

A. Beginning of School Update Reports by Department (TPSD Goals #1 through #4)

Mrs. Anna Guntharp reported on the number of gifted students in grades K-6 as well as information about the upcoming Challenge night at Tupelo Middle School scheduled for Thursday, September 15, 2016, from 5:00-6:30pm at TMS Gymnasium.

Mrs. Kimberly Britton presented information in regard to TPSD Special Education Services. Mrs. Britton stated that approximately 14% of our students received special education services. This summer adaptive playground equipment at Pierce Street Elementary was added. Mrs. Britton also reported that the McDougal transition is complete. The funds from the discretionary grant have allowed the district to provide the former McDougal students with equipment for their classes. This grant has helped the transition go well.

Dr. Eddie Peasant stated that THS and TMS have both gotten off to a great start. Administrators and teachers have worked to ensure the students in transition grades (7th and 9th) have a successful experience in their new schools. At this time, our district enrollment is trending toward the predicted numbers at all schools. Dr. Peasant advised that enrollment will be monitored throughout the month of August and will provide an update report on September 13.

B. Summer 2016 Curriculum Update (TPSD Goal #1)

Curriculum Team Members Starr Brown, LaTonya Slater, Nina Roberts, and Ms. Susan Hankins were present to provide a report on Summer 2016 curriculum work. Mrs. Starr Brown reported to the Board the process involved with the development of the ELA and math curriculum maps. The team described how many units were created for each subject and the plan for giving assessments were stated as well. The Board asked several questions about professional development and the push out to teachers. The Curriculum Department explained the plan in depth.

C. New Teacher Orientation (TPSD Goals #1 and #3)

Dr. Leigh Mobley described TPSD's 2016-2017 New Teacher Orientation Program. The program began with a two day Orientation at Tupelo High School where teachers were introduced to district staff, programs and procedures. Throughout the course of the 2016-2017 school year 30 different training sessions have been set up for not only new teachers to TPSD but all TPSD staff. These sessions are timely and cover topics pertinent to TPSD programs, contact information, and professional development opportunities.

D. Ad Valorem Report for Amount Received Through July, 2016

Mrs. Rachel Mitchell reported that the collections for Operations for June received by the District in July were 101.91% of the amount requested compared to 102.62% in the previous year. The collections for Debt Service for June received by the District in July were 101.44% of the amount requested compared to 101.95% 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. Wheeler moved to acknowledge, approve and ratify the Consent Agenda as listed below:

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

1. Contractual Agreements (TPSD Policy DJAAB Contract Signing Authority)
Contracts to be Acknowledged and Awarded: #CO1707, #CO1708, #CO1709 and #CO1712;
Contracts to be Ratified: Contracts #CO1706, #CO1710, and #CO1711
2. Donation (TPSD Policy DFAB Revenues for Non-Tax Sources)
#2016-2017-003
3. Grant Permission to Submit Grants (TPSD Policy DEEG Grant Management)
TPSD Grant #1704
4. Grant Permission to Accept Grants (TPSD Policy DEEG Grant Management)
TPSD Grants #1631 through #1641
5. Request Permission to Advertise for Sale by Bid
Bus 33, Bus 42, Bus 7, Bus 61, Bus 69 and Bus 70
6. Grant Permission to Delete 359 Assets from the TPSD Asset Listing (TPSD Policy DM)

B. Office of Assistant Superintendent Dr. Eddie Peasant

Student Transfer Report (TPSD Policy JBCD Transfers and Withdrawals of Students)

C. Office of Assistant Superintendent Mrs. Kimberly Britton

Reviewed and approved FY17 IDEA Part B and Preschool Budget Application as presented by Ms. Genna McAlpin, SPED Director.

D. Office of Assistant Superintendent Mrs. Anna Guntharp

- Annual Review and Approval of TPSD Professional Development Plan (Dr. Leigh Mobley)
- Annual Review and Approval of 2016-2017 Dropout Prevention Plan (Dr. Leigh Mobley)
- Annual Review and Approval of Strategic Plan (Dr. Leigh Mobley)
- Annual Review and Approval of 2016-2017 Instructional Management Plan (Ms. Amy Ferguson)

The motion was seconded by Mrs. Davis and was approved unanimously. President Babb 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 Mitchell (TPSD Goal #4)

Board Member Sherry Davis recommended approval of the Docket of Claims for the period July 22 through July 29, 2016, Docket of Claims #38151 through #38277, Accounts Payable Checks #24941 through #25031 in the amount of \$2,322,517.98. The motion was seconded by Mr. Wheeler and approved unanimously. Mr. Babb 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 is marked EXHIBIT 3 and held in the Exhibit Book of this meeting date and incorporated herein.

2. Required Monthly Financial Reports – Month Ending June 30, 2016

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 Joe Babb declared the motion passed. The Financial Reports for Month Ending June 30, 2016, are marked EXHIBIT 4 and held in the Exhibit Book of this meeting date and incorporated herein.

3. Adoption of 2016-2017 Budget and Tax Request Resolution

On a motion by Mr. Hudson, seconded by Mr. Prather, the Board voted unanimously to adopt the 2016-2017 Tupelo Public School District Budget and the Resolution requesting a Tax Levy for the support of the Tupelo Public School District for the 2016-2017 School Year. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

The 2016-2017 School District Budget is marked **EXHIBIT 5** and held in the Exhibit Book of this meeting date and incorporated herein.

The Resolution Requesting a Tax Levy 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. Prather, seconded by Mr. Wheeler, the Board voted unanimously to approve the licensed personnel recommendations as presented. Mr. Babb 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 Superintendent of Schools Dr. Gearl Loden (TPSD Goals #3)

A. Information Items

1. Summer Buildings and Grounds Update (Mr. Andy Cantrell) (TPSD Goals #2 & #4)

Mr. Cantrell reported on the progress of the summer building/renovations projects currently underway throughout the district.

2. Upcoming TPSD Events

- August 18 – Football Season Kickoff Pep Rally at Fairpark
- August 19 – First Game, THS
- September 9 – Tailgating at THS
- September 13 – Regular Board Meetings, Noon, HLC and 5:00pm at Lawndale

B. Miscellaneous

William Carey University (TPSD Goals #1 and #3)

Dr. Eddie Peasant reported that TPSD has formed a partnership with William Carey University to host a Masters/Specialist Educational Leadership degree cohort in Tupelo. The cohort will be made up mostly of TPSD educators with a few members from surrounding districts. Students will take online courses, earn intern hours at their schools, and meet with a William Carey instructor periodically, throughout the 15-month program. The face-to-face meetings will be held on Saturdays at the Hancock Leadership Center. Dr. Peasant stated that we are excited to work with the William Carey University School of Education to offer this opportunity to our teachers.

UNFINISHED BUSINESS

1. Consideration of Adoption of Resolution Declaring the Necessity for and Intention of Borrowing Money and the Issuance of Notes in the Maximum Principal Amount of \$1,500,000.00

After a discussion of the subject, Board Member Rob Hudson offered and moved the adoption of a resolution with the following title:

RESOLUTION OF THE BOARD OF TRUSTEES OF THE TUPELO PUBLIC SCHOOL DISTRICT DECLARING THE NECESSITY FOR AND ITS INTENTION OF BORROWING MONEY FOR THE PURPOSE OF PAYING THE COSTS DESCRIBED HEREIN; ORDERING SAID RESOLUTION TO BE PUBLISHED; AND SETTING THE DATE UPON WHICH THE BOARD OF TRUSTEES IS TO TAKE FINAL ACTION UPON THE QUESTION OF AUTHORIZING THE BORROWING OF SAID MONEY.

Board Member Sherry Davis seconded the motion to adopt the foregoing resolution and, the question being put to a roll call vote, the result was as follows:

Board Member Joe Babb	Voted <u>Yea</u>
Board Member Sherry Davis	Voted <u>Yea</u>
Board Member Eddie Prather	Voted <u>Yea</u>
Board Member Kenneth Wheeler	Voted <u>Yea</u>
Board Member Rob Hudson	Voted <u>Yea</u>

The motion having received the affirmative vote of a majority of the members present, the President of the Board of Trustees of the Tupelo Public School District, Tupelo, Mississippi, declared the motion carried and the resolution adopted on August 9, 2016. A complete copy of the above resolution is marked EXHIBIT 8 and held in the Exhibit Book of this meeting date and incorporated herein.

2. Consideration of Adoption of Resolution Directing the Sale and Award of General Obligation Bonds in the Principal Amount of \$1,100,000.00

After a discussion of the matter, Board Member Sherry Davis offered and moved the adoption of a resolution with the following title:

RESOLUTION DIRECTING THE SALE AND AWARD OF GENERAL OBLIGATION BONDS IN THE PRINCIPAL AMOUNT OF ONE MILLION ONE HUNDRED THOUSAND AND NO/100 DOLLARS (\$1,100,000), OF THE TUPELO PUBLIC SCHOOL DISTRICT AND TAKING OTHER ACTIONS REGARDING THE AFORESAID BONDS.

Board Member Kenneth Wheeler seconded the motion to adopt the foregoing resolution and, the question being put to a roll call vote, the result was as follows:

Board Member Joe Babb	Voted <u>Yea</u>
Board Member Sherry Davis	Voted <u>Yea</u>
Board Member Eddie Prather	Voted <u>Yea</u>
Board Member Kenneth Wheeler	Voted <u>Yea</u>
Board Member Rob Hudson	Voted <u>Yea</u>

The motion having received the affirmative vote of a majority of the members present, the President of the Board of Trustees of the Tupelo Public School District, Tupelo, Mississippi, declared the motion carried and the resolution adopted on August 9, 2016. A complete copy of the aforementioned resolution is marked EXHIBIT 9 and held in the Exhibit Book of this meeting date and incorporated herein.

NEW BUSINESS

No “New Business” items were presented at this meeting of the Board.

MISCELLANEOUS BUSINESS

A. Future Agenda Topics – Superintendent Gearl Loden

September 13, 2016 Board Meeting

- **Buildings and Grounds Update**
- **Enrollment Update**
- **2015-2016 Year-End Closing and FY16 Audit Update**
- **ACT/Dual Enrollment/AP Updates**

B. Future Agenda Topics – Board Members

No future agenda topics were requested by the Board.

C. Executive Session

Mr. Babb suggested that there was a need for consideration of entering into executive session to discuss a potential litigation matter and personnel issues. Mr. Prather made a motion that the Board enter temporary Executive Session. Mr. Wheeler seconded the motion, and it was adopted unanimously. Mr. Babb declared the motion passed. The room was then cleared.

The temporary Executive Session was called to order and the Board first considered the reason for entering Executive Session. Mr. Babb stated that there was a need to discuss potential litigation and personnel matters. Upon a motion by Mr. Prather, with a second by Mr. Wheeler, the Board voted unanimously to remain in Executive Session for the purpose of discussing potential litigation and personnel matters. 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.

At this point, the following people were present: Mr. Joe Babb, Mrs. Sherry Davis, Mr. Rob Hudson, Mr. Eddie Prather, Mr. Ken Wheeler, Dr. Gearl Loden, Dr. Eddie Peasant, Mrs. Kim Britton, Mrs. Anna Guntharp, Mrs. Corlis Curry, Mrs. Mary Ann Plasencia, Mrs. Paige Tidwell, Mrs. Modesty Shumpert, Ms. Bethany Clark (intern with Mitchell, McNutt) and Mr. Otis Tims.

There followed discussion of matters related to personnel performance. After this discussion, Mrs. Plasencia and Mrs. Tidwell left the meeting.

Next, Mr. Tims discussed with the Board a potential litigation matter. Following this discussion, everyone left the executive session except the five Board members and Mr. Tims. Discussion was continued related to personnel performance.

No action was taken during executive session.

Mr. Prather made a motion to leave executive session and return to open session. The motion was seconded by Mr. Wheeler and adopted unanimously. President Joe Babb declared the motion passed.

D. Open Session

Whereupon, Mr. Babb left the room to announce that the Board was returning to open session. Mr. Babb announced that no action was taken during executive session.

ADJOURNMENT

Whereupon, Mr. Wheeler made a motion that the Board adjourn. Mrs. Davis seconded the motion, and it was adopted unanimously.

Mr. Babb declared the meeting adjourned at 3:54pm.

APPROVED:

ATTEST:

TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

Joseph B. Babb, President

Sherry S. Davis, Secretary