

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES 5:00 P.M. MEETING MINUTES
September 12, 2017**

The Board of Trustees of the Tupelo Public School District convened in a regular meeting of the Board held in open session at 5:00 p.m. on Tuesday, September 12, 2017, Lawhon Elementary School, 140 Lake Street, 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: Mr. Joe Babb, Mrs. Sherry Davis, Mr. Eddie Prather and Mr. Kenneth Wheeler. Mr. Rob Hudson 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. 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

August 8, 2017, Noon, Regular Meeting, HLC

Minutes from the August 8, 2017, Noon, Regular meeting were approved at the noon meeting.

PUBLIC COMMENTS

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

WELCOME

Principal Mark Enis welcomed the Board of Trustees, parents, staff and visitors to Lawhon Elementary School.

RECOGNITIONS

The Board of Trustees recognized the following individuals or groups:

1. Rankin Elementary Third Grade Student Gabriel Fears – completed in state swimming for Special Olympics in Biloxi, MS.

2. Junior Auxiliary – volunteers to read with students along with many other helpful projects and partnerships to support TPSD students.
3. Big Brothers/Big Sisters – provide mentors for students.
4. Joyner Elementary – Reading Buddies, Joyner FCA – West Jackson Street Baptist Church; Joyner Kangaroo Kits – St. Luke United Methodist Church; Nathaniel Aycock, Boy Scout Eagle Project
5. Kroger (at Crosstown) – ongoing partnership with TPSD
6. Helping Hands – preparing and providing snacks for students
7. United Way – providing hundreds of backpacks to students
8. 2017 National Beta School of Merit – Lawhon, Lawndale, Milam and Pierce Street
9. Employees of the Month (August and September, 2017)

COMMUNICATION TO THE BOARD

Superintendent Gearl Loden summarized the following reports for the benefit of those not present at the noon meeting:

A. Enrollment/Tuition Update (TPSD Goals #3 and #4)

Mr. Andy Cantrell presented a Five Year Enrollment Trend report beginning with school year 2013-2014. Total PreK-12 enrollment on 8/16/13 was 7,221. Total PreK-12 enrollment on 8/11/17 was 6,995. Enrollment on 8/12/16 was 6,919 versus 6,995 total PreK-12 enrollment on 8/11/17. Mr. Cantrell explained that the increase of approximately 90 students enrolled in 8/11/17 is attributed to 90 additional tuition students.

B. Transportation Report (TPSD Goals #2 and #4)

Mr. Cantrell presented TPSD bus data for the past eight years beginning with school year 2009-2010. The district began the 2017-2018 school year with 74 bus routes transporting 3,754 students.

C. Mobility Report (TPSD Goals #3 and #4)

Mrs. Kimberly Britton stated that, in response to the Board's request regarding measurable indicators, the mobility rate of TPSD students has been reviewed. The mobility rate is defined as the percentage of students who move in, out, within the district during the school year. Mrs. Britton reported that the review of school years 2013-14 through 2016-17 indicated that enrollment versus withdrawals are closely aligned.

D. TPSD Athletic Report (TPSD Goals #1-#4)

Dr. Eddie Moore's Athletic Update Report focused on the following areas:

1. Turf Collections (35% collected for this school year)
2. School Year 2017-2018 Athletics (Fall sports 216 athletes; Winter sports 148 athletes; Spring sports 204 athletes)
3. Tupelo is 2017 Clarian-Ledger All Sports Award Winner

E. Buildings and Grounds Update (TPSD Goals #2 and #4)

Mr. Charles Laney presented the following information:

1. Carver Safe room construction has started and contractor is preparing building pad for exterior wall. Construction fencing has been installed and material deliveries are being scheduled around drop off and pick up times.
2. THS Safe Room – All paperwork has been submitted to FEMA for review. This could take 60-90 days.
3. THS Athletic Suite – Bonds and insurance have been reviewed and contractor has started ordering equipment. We are coordinating scheduled work times with contractor to not interfere with any scheduled events or practices.
4. Hancock Leadership Center – Bonds and insurance have been reviewed and the contractor has started ordering equipment. We are coordinating scheduled work times with the contractor to not interfere with any scheduled events.

F. Ad Valorem Collections through August, 2017

Finance Director Rachel Murphree reported that collections for Operations for July, 2017, received by the District in August, 2017, were 1.67% of the amount requested compared to 1.63% in the previous year. The collections for Debt Service for July, 2017, received by the District in August, 2017, were 1.67% of the amount requested compared to 1.63% in the previous year. (TPSD Goal #4, TPSD Policy DFA)

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

CONSENT AGENDA

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

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

1. Contractual Agreements
Acknowledged and Awarded Contracts #CO1833 and #CO1834; and Contracts for Rental of School Facilities #SFR1805 through #SFR1808
2. Ratified Contracts #CO1835 through #CO1843; and Contract for Charter Bus Service #BC2017-2018-001

3. Accepted Donations #2017-2018-002 through #2017-2018-006
4. Granted Permission to Submit TPSD Grants #1802 and #1803
5. Granted Permission to Accept TPSD Grant #1729
6. Granted Permission to Delete 213 Assets from the TPSD Asset Listing

B. Office of Assistant Superintendent Mr. Andy Cantrell

1. Student Transfer Report (TPSD Policy JBCD Transfers and Withdrawals of Students)
2. Overnight Field Trip Requests (TPSD Policy IFCB)
 - THS Madrigals to attend Disney World Music Competition, April 10-18, 2018, Orlando, FL
3. Readmission of Student #5-2016-2017 (TPSD Policy JDE) (TPSD Goals #1 and #2)

C. Office of Assistant Superintendent Mrs. Kimberly Britton

Reviewed and Approved Title I, II, IV, IX, and ESEA Consolidated Assurances for 2017-2018

The motion was seconded by Mr. Babb 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. Rachel Murphree (TPSD Goal #4)

1. Docket of Claims and Athletic Activity Ref Pay

As Board President Eddie Prather had reviewed the Docket of Claims prior to the meeting, he passed the gavel to Mrs. Davis and recommended approval of the Docket of Claims and Athletic Activity Referee Pay as described below:

- Docket of Claims for the period July 29 through September 1, 2017, Docket of Claims #46862 through #47532, Accounts Payable Checks #31166 through #31637 in the amount of \$7,408,005.14.
- Athletic Activity Ref Pay paid officials and fees in the amount of \$4,406.79 for August 1 through August 31, 2017.

The motion was seconded by Mr. Wheeler and approved unanimously by all members present. Vice President Davis 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 3** and held in the Exhibit Book of this meeting date and incorporated herein.

Mrs. Davis passed the gavel back to Mr. Prather.

2. Monthly Financial Reports Required by MS Code § 37-9-18 (Month Ending 7-31-17)

Following a review of each report and discussion, on a motion by Mr. Babb, 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

Mr. Prather declared the motion passed. The Financial Reports for Month Ending July 31, 2017, are marked **EXHIBIT 4** and held in the Exhibit Book of this meeting date and incorporated herein.

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

Mrs. Davis 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>
Carver Elementary	\$25,215.05	22
Joyner Elementary	\$30,136.55	32
Lawhon Elementary	\$34,167.67	26
Lawndale Elementary	\$25,834.42	27
Pierce Street Elementary	\$25,111.24	27
Rankin Elementary	\$26,232.93	33
Thomas Street Elementary	\$37,760.33	31
Tupelo High School	\$126,064.10	101

Mr. Babb 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.

4. Interim Depository Resolution

Board Member Joe Babb offered and moved the adoption of a Resolution with the following title, a complete copy of which was presented to and discussed with the Board at its noon meeting:

RESOLUTION APPROVING PHASE-IN OF CHANGE IN DEPOSITORY BANK

Board Member Sherry Davis seconded the motion, and having received an unanimous affirmative vote of the members present, the President of the Board of Trustees of Tupelo Public School District declared the motion carried and the Resolution adopted on September 12, 2017.

A copy of the abovementioned resolution 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

Mr. Wheeler moved to approve the Licensed Personnel Recommendations including the Addendum as presented. Mrs. Davis seconded the motion, and the motion was approved unanimously by all members present. Mr. Prather declared the motion passed. The Licensed Personnel Report is marked **EXHIBIT 7** and held in the Exhibit Book of this meeting date and incorporated herein.

C. Office of Assistant Superintendent Mrs. Kimberly Britton (TPSD Goals #1-#4)

1. Adoption of New TPSD Policy GADAC Suicide Prevention Education In-Service Training

Due to the critical subject matter contained in proposed new policy GADAC regarding suicide prevention, on a motion by Mr. Babb, seconded by Mrs. Davis, the Board voted unanimously by all members present to suspend Board Policy BDC regarding adopting a new policy at its second review to allow new Board Policy GADAC regarding suicide prevention to be adopted at the first reading of the Board. Mr. Prather declared the motion passed.

On a motion by Mr. Babb, seconded by Mr. Wheeler, the Board voted unanimously to adopt new policy GADAC Suicide Prevention Education In-Service Training as presented.

A copy of Board Policy GADAC Suicide Prevention Education In-Service Training is marked **EXHIBIT 8** and held in the Exhibit Book of this meeting date and incorporated herein

2. Recommendation to Amend Existing TPSD Policy GACN Sexual Harassment

At the noon meeting, Dr. Mobley reported that HB 263 requires districts to have a personnel policy prohibiting bullying or harassing behavior. After review by district personnel and Attorney Kelly Stimpson, revisions to TPSD Policy GACN Sexual Harassment is submitted for consideration for approval.

On a motion by Mr. Wheeler, seconded by Mrs. Davis, the Board voted unanimously by all members present to amend Board Policy GACN Sexual Harassment as recommended. A copy of the Board Policy GACN, as amended, is marked **Exhibit 9** and held in the Exhibit Book of this meeting date and incorporated herein.

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

1. Service Order for Carver Elementary Renovations Project

On a motion by Mrs. Davis, seconded by Mr. Wheeler, the Board voted unanimously by all members present to approve a Service Order for use with Master Agreement between TPSD and JBHM Architects for the Carver Elementary School Renovations project and further to authorize Superintendent Gearl Loden to sign the applicable agreements between Owner, Architect and Contractor. Mr. Prather declared the motion passed.

A copy of the abovementioned Service Order for Carver Elementary School Renovations Project is marked **Exhibit 10** and held in the Exhibit Book of this meeting date and incorporated herein.

2. Service Order for Fillmore Renovations Project

On a motion by Mr. Babb, seconded by Mrs. Davis, the Board voted unanimously by all members present to approve a Service Order for use with Master Agreement between TPSD and JBHM Architects for the Fillmore Renovations Project and further to authorize Superintendent Gearl Loden to sign the applicable agreements between Owner, Architect and Contractor. Mr. Prather declared the motion passed.

A copy of the aforesaid Service Order for the Fillmore Renovations Project is marked **Exhibit 11** and held in the Exhibit Book of this meeting date and incorporated herein.

3. Service Order for Pierce Street Elementary Renovations Project

On a motion by Mrs. Davis, seconded by Mr. Wheeler, the Board voted unanimously by all members present to approve a Service Order for use with Master Agreement between TPSD and JBHM Architects for the Pierce Street Elementary Renovations Project and further to authorize Superintendent Gearl Loden to sign the applicable agreements between Owner, Architect and Contractor. Mr. Prather declared the motion passed.

A copy of the aforesaid Service Order for the Pierce Street Elementary Renovations Project is marked **Exhibit 12** and held in the Exhibit Book of this meeting date and incorporated herein.

4. Service Order for Thomas Street Elementary Renovations Project

On a motion by Mr. Wheeler, seconded by Mrs. Davis, the Board voted unanimously by all members present to approve a Service Order for use with Master Agreement between TPSD and JBHM Architects for the Thomas Street Elementary School Renovations Project and further to authorize Superintendent Gearl Loden to sign the applicable agreements between Owner, Architect and Contractor. Mr. Prather declared the motion passed.

A copy of the above described Service Order for the Thomas Street Elementary School Renovations Project is marked **Exhibit 13** and held in the Exhibit Book of this meeting date and incorporated herein.

5. Service Order for Tupelo High School Renovations Project

Mrs. Davis made a motion to approve a Service Order for use with Master Agreement between TPSD and JBHM Architects for the Tupelo High School Renovations Project and further to authorize Superintendent Gearl Loden to sign the applicable agreements between Owner, Architect and Contractor. The motion was seconded by Mr. Wheeler, and approved unanimously by all members present Mr. Prather declared the motion passed.

A copy of the above referenced Service Order for the THS Renovations Project is marked **Exhibit 14** and held in the Exhibit Book of this meeting date and incorporated herein.

D. Office of Superintendent Dr. Gearl Loden (TPSD Goals #3)

1. Information Items:

Reminder of Upcoming Events:

- CREATE's Teacher of Distinction, September 18, 11:30am, The Summit
- Community Tailgate at THS, September 29, 5-6:30pm, Kickoff at 7:00pm
- Imagine the Possibilities, October 3-5
- District Holiday, October 9
- October 10 – Noon Regular Board Meeting, HLC; 5:00pm at Joyner Elementary

2. Miscellaneous

Accountability Update – Ms. Paige Tidwell

Ms. Tidwell reported that she was reviewing the latest accountability data provided by the state. She mentioned that she had found several errors and noted that an appeal would likely need to be submitted. The deadline to submit final appeals is September 28th. She also noted that Mississippi Department of Education had not released any new information regarding the timeframe for receiving the final data. She stated that the State Board of Education would be meeting on October 19th and assumed that labels would be released sometime after that.

UNFINISHED BUSINESS

No "Unfinished Business" items were presented at this meeting of the Board.

NEW BUSINESS

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

MISCELLANEOUS BUSINESS

A. Future Agenda Topics – Superintendent Gearl Loden

October 10, 2017, Regular Board Meeting

- Draft of 2018 School Board Meeting Dates
- Learning Foundation Meeting
- AC/AP Dual Enrollment Update
- After School Enrichment Update
- Accountability Update

B. Future Agenda Topics – Board Members

No specific agenda topics were requested by Board Members at this meeting of the Board.

C. Executive Session

Mr. Prather stated that an Executive Session was held at the noon meeting to discuss a personnel matter, however, no action was taken.

ADJOURNMENT

On a motion by Mrs. Davis and seconded by Mr. Wheeler, the Board voted unanimously by all members present to adjourn the meeting. Mr. Prather declared the motion passed and the meeting in adjournment at 5:45 p.m.

APPROVED:

ATTEST:

TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

Eddie Prather, President

Rob Hudson, Secretary