

**TUPELO PUBLIC SCHOOL DISTRICT  
BOARD OF TRUSTEES MEETING MINUTES  
August 11, 2015  
12:00 p.m.**

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, 2015, at the Hancock Leadership Center, 1920 Briar Ridge Road, Tupelo, Mississippi.

**CALL TO ORDER**

The meeting was called to order by President Kenneth Wheeler 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. Kenneth Wheeler announced a quorum and stated that the meeting was lawfully in session. Attorney Otis Tims was absent, Mr. John Hill attended the meeting in his place.

**APPROVAL OF AGENDA**

On a motion by Mr. Babb, seconded by Mrs. Davis, the Board voted unanimously to approve the agenda for the regular August 11, 2015, Board meeting with the following changes:

- Delete Item F. from Section IV. Approval of the Minutes
- Addendum to the Personnel Report (Section VIII. Superintendent's Report Item B.1.)
- Correction to Section VII. Consent Agenda (Item A.4. Awarding of Advertised Bids and Proposals RFP1600)
- Delete Item A.e. (Turf update) from section II Miscellaneous Business

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**

The minutes from the following meeting were presented for consideration for approval:

July 21, 2015	FY16 Budget Hearing, 5:00 p.m. Hancock Leadership Center
July 29, 2015	Special Called Meeting, 2:30 p.m. Central Office

**PUBLIC COMMENTS**

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

## **RECOGNITIONS**

Mrs. Kimberly Britton recognized Mrs. Rachel Murphree, Finance Director, for her hard work and dedication to Tupelo Public Schools.

Mrs. Rachel Murphree recognized Angela Young, Julie Weaver, and Tonja Moore, all employees of the Finance Department, as key people in ensuring the success of that department.

## **COMMUNICATION TO THE BOARD**

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

- A. Mrs. Rachel Murphree gave an update on Ad Valorem Collections for amounts received in July 2015. (TPSD Goal #4)
- B. Mr. Andy Cantrell gave an update on the Buildings and Grounds and Long Range Planning Projects.
- C. Mrs. Kimberly Britton, Dr. Diana Ezell, and Dr. Eddie Peasant gave reports on the beginning of school.

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

## **CONSENT AGENDA**

In accordance with Dr. Loden's recommendations, Mr. Babb 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
  - Acknowledge and Award Contracts #CO1603 through #CO1616, and School Facility contracts SFR1603 through SFR1616
- 2. Permission to Submit TPSD Grant #1605
  - Lawhon Stage Curtains    Lawhon            \$19,953.00
- 3. Permission to Accept TPSD Grant #1601
  - Growing Healthy Waves    K-2 Schools    \$10,000
- 4. Permission to Award
  - RFP 1600 School Day Pictures
  - RFP 1601 Yearbook Publisher

### **B. Office of Assistant Superintendent Dr. Eddie Peasant**

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

## 2. Readmission of Student #5-2014-2015

The motion was seconded by Mr. Hudson 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**

Mr. Kenneth Wheeler reviewed the Docket of Claims prior to the meeting and recommended approval of the following:

- Docket of Claims for the period July 1, 2015 through July 31, 2015, Docket of Claims #29302 through #29640, Accounts Payable Checks #18754 through #19092 in the amount of \$1,213,446.53
- No Tupelo High School Activity Check Register for this month
- No Athletic Activity Check Register for this month

The motion was seconded by Mr. Hudson and approved unanimously. Mr. Wheeler 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, 2015**

In accordance with MS Code 37-9-18 the following Financial Reports for the month ending June 30, 2015, were reviewed.

- Bank Reconciliation Report
- Revenue and Expenditure Report with Budget Status
- TPSD Cash Flow Statement
- Combined Balance Sheet
- December 31, 2014 Financial Statements

On a motion by Mr. Babb, seconded by Mrs. Davis, the Board voted unanimously to approve the Financial Reports. Mr. Wheeler declared the motion passed. The reports

are marked **EXHIBIT 4** and are held in the Exhibit Book of this meeting date and incorporated herein.

**3. Adoption of 2015-2016 Budget and Tax Request Resolution**

On a motion by Mrs. Davis, seconded by Mr. Hudson, the Board voted unanimously to adopt the 2015-2016 Tupelo Public School District Budget and the Resolution requesting a Tax Levy for the support of the Tupelo Public School District for the 2015-2016 School Year. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

The 2014-2015 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 Goal #3)**

**1. Licensed Personnel Recommendations and Revised Job Descriptions**

Mr. Jim Turner presented the Licensed Personnel Recommendations with addendum and Revised Job Descriptions for consideration for approval.

On a motion by Mr. Prather, seconded by Mrs. Davis, the Board voted to approve the Personnel Recommendations and Revised Job Descriptions as presented. Mr. Wheeler declared the motion passed. A copy of the Licensed Personnel Report is marked **EXHIBIT 7** and held in the Exhibit Book of this meeting date and incorporated herein.

**2. Background Check Process Report**

Mr. Jim Turner gave a report on the District's Background Check Policy. As this involved a personnel issue, this item was discussed during Executive Session.

**C. Office of Executive Director of Operations Mr. Andy Cantrell (TPSD Goals #2 and #4)**

**1. Approval of TPSD Long Range Plan**

Mr. Hudson moved to approve the Tupelo Public Schools Long Range Plan. The plan included future and current phases. Mr. Babb seconded the motion, and the motion was approved unanimously. Mr. Wheeler declared the motion passed.

A copy of the TPSD Long Range Plan is marked **EXHIBIT 8** and held in the Exhibit Book of this meeting date and incorporated herein.

**2. Approval of Service Agreement with JBHM Architects for Improvements to Lawhon Elementary School and Authorize Superintendent to Sign the Applicable Standard Form of Agreement between Owner and Architect**

Mr. Babb moved to approve the Service Agreement with JBHM Architects for Improvements to Lawhon Elementary School and further authorized Superintendent Gearl Loden to sign the applicable Standard Form of Agreement between Owner and Architect. Mr. Prather seconded the motion, and the motion was approved unanimously. Mr. Wheeler declared the motion passed.

A copy of the Service Agreement with JBHM is marked **EXHIBIT 9** and held in the Exhibit Book of this meeting date and incorporated herein.

**3. Approval of Service Agreement with JBHM Architects for Lawndale Elementary School, and Authorize Superintendent to Sign the Applicable Standard Form of Agreement between Owner and Architect**

Mr. Hudson moved to approve the Service Agreement with JBHM Architects for Improvements to Lawndale Elementary School and further authorized Superintendent Gearl Loden to sign the applicable Standard Form of Agreement between Owner and Architect. Mr. Babb seconded the motion, and the motion was approved unanimously. Mr. Wheeler declared the motion passed.

A copy of the Service Agreement with JBHM is marked **EXHIBIT 10** and held in the Exhibit Book of this meeting date and incorporated herein.

**4. Approval of Service Agreement with JBHM Architects for Milam Elementary School, and Authorize Superintendent to Sign the Applicable Standard Form of Agreement between Owner and Architect**

Mr. Prather moved to approve the Service Agreement with JBHM Architects for Improvements to Milam Elementary School and further authorized Superintendent Gearl Loden to sign the applicable Standard Form of Agreement between Owner and Architect. Mrs. Davis seconded the motion, and the motion was approved unanimously. Mr. Wheeler declared the motion passed.

A copy of the Service Agreement with JBHM is marked **EXHIBIT 11** and held in the Exhibit Book of this meeting date and incorporated herein.

**5. Approval of Service Agreement with JBHM Architects for Parkway Elementary School, and Authorize Superintendent to Sign the Applicable Standard Form of Agreement between Owner and Architect**

Mr. Hudson moved to approve the Service Agreement with JBHM Architects for Improvements to Parkway Elementary School and further authorized Superintendent Gearl Loden to sign the applicable Standard Form of Agreement between Owner and Architect. Mrs. Davis seconded the motion, and the motion was approved unanimously. Mr. Wheeler declared the motion passed.

A copy of the Service Agreement with JBHM is marked **EXHIBIT 12** and held in the Exhibit Book of this meeting date and incorporated herein.

**6. Approval of Service Agreement with JBHM Architects for Rankin Elementary School, and Authorize Superintendent to Sign the Applicable Standard Form of Agreement between Owner and Architect**

Mr. Babb moved to approve the Service Agreement with JBHM Architects for Improvements to Rankin Elementary School and further authorized Superintendent Gearl Loden to sign the applicable Standard Form of Agreement between Owner and Architect. Mrs. Davis seconded the motion, and the motion was approved unanimously. Mr. Wheeler declared the motion passed.

A copy of the Service Agreement with JBHM is marked **EXHIBIT 13** and held in the Exhibit Book of this meeting date and incorporated herein.

**7. Approval of Service Agreement with JBHM Architects for Rankin Elementary School, and Authorize Superintendent to Sign the Applicable Standard Form of Agreement between Owner and Architect**

Mr. Babb moved to approve the Service Agreement with JBHM Architects for Improvements to Rankin Elementary School and further authorized Superintendent Gearl Loden to sign the applicable Standard Form of Agreement between Owner and Architect. Mrs. Davis seconded the motion, and the motion was approved unanimously. Mr. Wheeler declared the motion passed.

A copy of the Service Agreement with JBHM is marked **EXHIBIT 14** and held in the Exhibit Book of this meeting date and incorporated herein.

**8. Service Agreement with JBHM Architects for Tupelo Middle School**

After discussion, Mrs. Davis moved that this item be tabled on the basis of concerns about the existing plan. Mr. Prather seconded the motion, and the motion was approved unanimously. Mr. Wheeler declared the motion passed.

**9. Approval of Construction Change Directive with JBHM Architects to add burglar alarms to Milam, Lawhon and Pierce Street**

Mr. Prather moved to approve the Construction Change Directive with JBHM Architects to add burglar alarms to Milam, Lawhon and Pierce Street. Mrs. Davis seconded the motion, and the motion was approved unanimously. Mr. Wheeler declared the motion passed.

A copy of the Construction Change Directive with JBHM is marked **EXHIBIT 15** and held in the Exhibit Book of this meeting date and incorporated herein.

**10. Approval of Service Agreement with JBHM Architects to Replace HVAC at Joyner Elementary**

Mr. Babb move to approve the Service Agreement with JBHM Architects to replace the HVAC Unit at Joyner Elementary. Mr. Prather seconded the motion, and the motion was approved unanimously. Mr. Wheeler declared the motion passed.

A copy of the Service Agreement with JBHM is marked **EXHIBIT 16** and held in the Exhibit Book of this meeting date and incorporated herein.

**11. Permission for JBHM Architects to Bid on the Command Center**

Mr. Babb moved to permit JBHM Architects to seek bids on the Command Center project at the Fillmore Center. An estimated cost projection was presented to the Board. The motion was seconded by Mrs. Davis, and the motion was approved unanimously. Mr. Wheeler declared the motion passed.

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

**1. Information Items:**

- Japanese Ambassador
- Public Forum on Initiative 42 at Link Centre, August 17, 5:30 p.m.
- Upcoming TPSD Sporting Events (Football—August 21, Clarksdale Away; Slow pitch Softball – August 15 – Amory Classic; Volleyball – August 11 @ Oxford and Lafayette)
- Upcoming Board Meetings (September 8, HLC and 5:00pm at Carver Elementary; October 13, 2015; November 17, 2015; and December 8)

**UNFINISHED BUSINESS**

No Unfinished Business was discussed at this meeting.

**NEW BUSINESS**

**A. Request Approval to Purchase Ten (10) School Buses**

On a motion by Mr. Babb, seconded by Mr. Hudson, the Board voted unanimously to approve the purchase of nine (9) regular school buses and one (1) SPED bus. The President of the Board declared the motion passed.

**B. Consideration to Change Location of October 13, 2015, 5:00pm Board Meeting**

Dr. Loden requested to change the location of the October 13, 2015 5:00pm Board Meeting from Joyner Elementary to Lawhon Elementary. Mrs. Davis moved to approve the requested change. The motion was seconded by Mr. Prather, and the Board voted unanimously to change the location of the October 13, 2015 5:00 pm Board Meeting. Mr. Wheeler declared the motion passed.

**MISCELLANEOUS BUSINESS**

**A. Future Agenda Topics – Superintendent Gearl Loden**

**Tentative Agenda for September 8, 2015 Regular Meeting**

- **ACT Update/AP Update/Dual Enrollment Report**
- **Buildings and Grounds Update**
- **Report on 2014-2015 Year-end Closing and FY15 Audit**

**B. Future Agenda Topics – Board Members**

- **TMS Class Sizes**
- **THS Class Sizes and Master Schedule**
- **Salary Scale and Hiring Process at November Worksession**

**C. Executive Session**

Board President Kenneth Wheeler suggested to the School Board a temporary Executive Session to determine the need for a permanent Executive Session for the purpose of discussing several matters.

On a motion by Mr. Prather, seconded by Mr. Babb, 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, the President of the Board declared the motion passed.

The room was cleared and the temporary Executive Session was called to order by Mr. Wheeler with the following people present: Mr. Joe Babb, Mrs. Sherry Davis, Mr. Rob Hudson, Mr. John Hill, Mrs. Kimberly Britton, Mrs. Talina Knight, Dr. Gearl Loden, Dr. Eddie Peasant, and Mrs. Modesty Shumpert.

The Board first considered the reason for entering Executive Session. Upon a motion by Mr. Prather, with a second by Mr. Babb, the Board voted unanimously to remain in Executive Session for the purpose of discussing a student discipline matter, and personnel matters. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed. Mr. Wheeler went out into the hallway to let everyone know that the Board will remain in Executive Session

Mr. Wheeler reentered the room, and reopened the meeting to tell all those in attendance the reason for going into Executive Session was a student discipline matter and personnel matters.

First, Mrs. Kimberly Britton opened the discussion on the student discipline matter. The discussion concluded, and Mrs. Talina Knight, and Mr. Rob Hudson exited the meeting.

Mr. Jim Turner entered the meeting at this point.

Next, Mrs. Kimberly Britton, along with Mr. Jim Turner, opened the discussion on the personnel matters.



No action was taken during Executive Session.

Mr. Prather moved to come out of Executive Session. Mr. Babb seconded the motion, and upon motion duly made, seconded, and carried unanimously by all members present, the President of the Board declared the motion passed and the Board in Open Session.

Mr. Wheeler reopened the meeting to tell all in attendance that the Board was back in Open Session. Everyone waiting re-entered the meeting, and Mr. Wheeler stated that the Board was back in Open Session and no action was taken by the Board during Executive Session.

On a motion by Mr. Babb, seconded by Mr. Prather, the Board voted unanimously by all members present, to support the administration's decision to expel the student for one calendar year with readmission contingent upon recommendation of a psychiatrist in Case #133-2014-2015.

## **ADJOURNMENT**

On a motion by Mr. Babb, seconded by Mrs. Davis, the Board voted unanimously by all members present to adjourn the meeting. The President of the Board declared the motion passed and the meeting in adjournment at 4:58 p.m.

APPROVED:  
TUPELO PUBLIC SCHOOL DISTRICT  
BOARD OF TRUSTEES

ATTEST:

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Kenneth Wheeler, President

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Eddie Prather, Secretary