

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
October 11, 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, October 11 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. Wheeler, seconded by Mrs. Davis, the Board voted unanimously by all members present to approve the agenda for the regular October 11, 2016, Board meeting as submitted.

The President of the Board declared the motion passed.

REVIEW OF THE MINUTES

The Board reviewed minutes from the September 13, 2016, regular meetings held at noon and 5:00pm. No corrections were noted.

PUBLIC COMMENTS

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

RECOGNITIONS

Mrs. Mary Ann Plasencia introduced district and hospital nurses, along with hospital administrator Liz Dawson, to Board members who thanked them for their outstanding service in their roles as nurses throughout the district.

COMMUNICATION TO THE BOARD

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

A. Fall Athletic/Turf Update

Athletic Director Eddie Moore presented updates on the Renasant Field turf collections, fall sports, and gate revenue collections. Dr. Moore also reported on recent athletic facilities improvements and future needs. (TPSD Goals #1 and #4)

B. Bond Projects Update

Mrs. Mary Ann Plasencia provided an overview of the bond referendum projects from a financial/budget standpoint. Mrs. Plasencia stated that the District is 36% into project spending with \$15.7 million spent. (TPSD Goals #1 through #4)

C. Enrollment Update

Dr. Eddie Peasant presented a report which compared enrollment for month 1 for school years 2014-2015 through 2016-2017. Dr. Peasant also provided a report which summarized the five-year trend of the number of tuition students. (TPSD Goals #1 and #4)

D. Update on 2015-2016 Year End Closing and FY16 Audit

Mrs. Rachel Mitchell stated that the district's FETS file was successfully submitted before the deadline of October 15, and she is now beginning the process of writing financial statements. Mrs. Mitchell also reported that our auditors (Watkins, Ward & Stafford) are ready to begin the FY16 audit as soon as financial statements are completed. (TPSD Goal #4)

E. Ad Valorem Collections through September, 2016

Assistant Finance Director Rachel Mitchell reported that collections for Operations for August received by the District in September were 3.98% of the amount requested compared to 4.12% in the previous year. The collections for Debt Service for August received by the District in September were 3.13% of the amount requested compared to 6.57% 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

The following Consent Agenda items were presented for consideration for approval.

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

1. Contractual Agreements
Acknowledge and Award Contracts #CO1724 and #CO1725; Charter Bus Contract BC #2016-2017-002; and Contracts for Rental of School Facilities #SFR1702 through #SFR1711
2. Ratification of Contracts #CO1720 and Charter Bus Contract #BC2016-2017-001

3. Accepted Donations #2016-2017-009 through #2016-2017-115
4. Permission to Submit TPSD Grants #1713 through #1716
5. Permission to Accept TPSD Grants #105, #1713, and #1714
6. Permission to Add 6 Assets to the TPSD Asset Listing and Delete 68 Assets from the TPSD Asset Listing
7. Permission to Dispose
The TPSD Transportation Department requests approval to sell Bus #6 (2002 International) for scrap metal. The Mississippi Department of Environmental Quality came to the district on 9/26/16 and decommissioned the bus.

B. Office of Assistant Superintendent Dr. Eddie Peasant

1. Student Transfer Report (TPSD Policy JBCD Transfers and Withdrawals of Students)
2. Overnight Field Trip Request
THS Lady Wave Basketball to attend State Farm Girls' Basketball Classic in Murfreesboro, TN, on December 27-30, 2016
3. Readmission of Expelled Student (Case #18-20-2015-2016)
(TPSD Policy JDE) (TPSD Goals #1 and #2)

C. Office of Assistant Superintendent Mrs. Kimberly Britton

1. Approval to Purchase FOSS Kits for Each 3-5 School
Mrs. Britton requested permission to order from Delta Education FOSS kits for each 3-5 school. These kits will provide interactive instructional resources that support the 3-5 science curriculum. These kits will cost approximately \$70,000.
2. 2016-2017 District and School Test Security Plans
Mrs. Britton presented the 2016-2017 District and School Test Security Plans for review and for consideration of approval. The Mississippi Department of Education requires these plans to be approved and in place by October 31st of each year.
3. Revisions/Additions to 2016-2017 TPSD Athletic Handbook
The 2016-2017 REVISED Athletic Handbook is submitted for review and for consideration of approval.
4. Structured Day Handbook Approval
Mrs. Britton submitted the 2016-2017 Structured Day Program Handbook for review and approval.

D. Office of Superintendent Dr. Gearl Loden (TPSD Policy #BC)

Request approval to move the scheduled November 15, 2016, Regular Board meeting to November 8, 2016, to avoid conflict with the MSBA Fall Conference.

As a Board Work Session is scheduled at 9:00am on November 8, it is also requested that the 5:00pm meeting be deleted from the 2016 TPSD Board Meeting Schedule.

No Board member requested the removal of any item from the Consent Agenda.

SUPERINTENDENT'S REPORT

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

1. Docket of Claims

- Docket of Claims for the period September 9 through September 30, 2016, Docket of Claims #38930 through #39821, Accounts Payable Checks #25510 through #26091 in the amount of \$2,472,204.18.
- Athletic Activity Ref Pay paid officials and fees in the amount of \$7,060.85 for September 1 through September 30, 2016.

The grand total for all funds is \$2,479,265.03.

2. Required Monthly Financial Reports – Month Ending 8/31/16

In accordance with MS Code 37-9-18 the following Financial Reports for the month ending August 31, 2016, were reviewed:

- Summary Report of Reconciled Bank Statements with Certification
- Statement of Revenue and Expenditures with Current Budget Status
- Cash Flow Report for District Maintenance Fund
- Combined Balance Sheet for all General and Special Revenue Funds
- Monthly Financial Statements – not required

(TPSD Goal #4, TPSD Policy Section D. Fiscal Management)

3. Adoption of the 2015-2016 Final Amended Budget

The 2015-2016 Tupelo Public School District Final Amended Budget was presented for consideration of approval.

B. Office of Director Human Resources Mr. Jim Turner

Licensed Personnel Recommendations

Mr. Jim Turner presented the Licensed Personnel Recommendations for consideration for approval.

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

Second Reading of New TPSD Policy IAA Blended Learning

Mrs. Britton presented new TPSD Policy IAA Blended Learning for a second reading.

Following a question by Mrs. Davis and discussion, it was the consensus of the Board to table the consideration of TPSD Policy IAA Blended Learning.

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

Information Items:

1. Accountability Timeline Update

Mrs. Corlis Curry announced that the Mississippi Department of Education will release 2016 accountability results on October 20, 2016.

2. Credit to TPSD for Lawhon Elementary – Mr. Andy Cantrell

Mr. Cantrell reported on a credit to TPSD (owner) for Contingency Allowance of \$15,000.00 for the recent Lawhon Elementary School project (Conditioned Air was contractor for the project).

Miscellaneous Items:

Mr. Cantrell presented some information to make the Board aware of certain issues in the rubber floor gym and football area. Mr. Cantrell stated that he had structural engineers (Byrd) to check on any safety issues from the weights slamming down on the second floor. They reported we are okay right now, but we need to seriously consider moving the weight room in the future. Due to large numbers of athletes trying out for football, we do not have an adequate space in the locker rooms. We also need to utilize our space better and install HVAC, paint, replace flooring, install additional fixtures (plumbing) to help this area. It is estimated that we could spend between \$650,000 and \$700,000 to complete these renovations.

Safe Rooms – Joyner and Thomas Street are under construction and moving forward. They both have a POP (Period of Performance) date for February 17th. Both safe rooms may be used for P.E., Music, and/or Art. CIG Contractors from Corinth are building both structures. We should be hearing about the Carver Safe room in the near future.

UNFINISHED BUSINESS

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

NEW BUSINESS

Draft of 2017 School Board Meeting Dates

Ms. Patrice Tate presented a draft schedule of proposed 2017 Board Meetings.

MISCELLANEOUS BUSINESS

A. Future Agenda Topics – Superintendent Gearl Loden

November 8, 2016 Regular Board Meeting

- Fall Work Session – tour of construction projects
- Approval of 2017 Board Meeting Schedule
- 1st 9 Weeks Assessment Data
- 1st 9 Weeks Discipline Report
- Test Scores

B. Future Agenda Topics – Board Members

It was suggested that a representative from the CREATE Foundation present information at a future Board meeting regarding the recent Imagine the Possibilities Career Expo and Mspark.

C. Executive Session

Board President Joe Babb 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 Mrs. Davis, the Board voted unanimously to enter temporary Executive Session for the purpose of determining a need for permanent Executive Session. The President of the Board declared the motion passed.

The room was cleared and the temporary Executive Session was called to order by Mr. Babb with the following people present: Mr. Joe Babb, Mrs. Sherry Davis, Mr. Rob Hudson, Mr. Eddie Prather, Mr. Kenneth Wheeler, Dr. Gearl Loden, Mr. Otis Tims, Mrs. Modesty Shumpert, Ms. Patrice Tate, Mrs. Kimberly Britton, and Mrs. Corlis Curry.

The temporary Executive Session was called to order and the Board first considered the reason for entering Executive Session. Upon a motion by Mr. Prather, with a second by Mrs. Davis the Board voted unanimously to remain in Executive Session for the purpose of discussing legal matters and the possible acquisition of additional land. Upon motion duly made, seconded, and carried unanimously by all members present, the President of the Board declared the motion passed.

Mr. Babb went out into the hallway to let everyone know that the Board would remain in Executive Session to discuss legal matters and acquisition of additional land.

There followed discussion of legal matters, acquisition of additional land and whether enrollment trends indicated a need for additional land acquisition, but no action was taken. Mr. Prather made a motion that the Board return to Open Session. The motion was seconded by Mrs. Davis and adopted unanimously by the Board. Mr. Babb then left the room and announced that the Board had returned to Open Session.

Upon his return Mr. Babb stated that the Board had discussed legal matters and acquisition of land, but had taken no action.

October 11, 2016
Noon, Hancock Leadership Center

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

ADJOURNMENT

On a motion by Mr. Wheeler, seconded by Mrs. Davis, the Board voted unanimously to adjourn the meeting. The President of the Board declared the motion passed and the meeting in adjournment at 3:35 p.m.

APPROVED:
TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

ATTEST:

Joe Babb, President

Sherry Davis, Secretary