

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
June 9, 2015**

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, June 9, 2015, at the Hancock Leadership Center, 1920 Briar Ridge, Tupelo, Mississippi.

CALL TO ORDER

The meeting was called to order by President Ken 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. Wheeler 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 Mrs. Davis, seconded by Mr. Hudson, the Board voted unanimously by all members present to approve the agenda for the regular June 9, 2015, Board meeting with the following changes:

1. Delete Item F. from Section VI. Communications to the Board (Student Recruitment/Student Withdrawals Report)
2. Addendum to the Licensed Personnel Report, Section VIII. Superintendent's Report, Item B. Number 2.
3. Correction to Section VII. Consent Agenda (Item B. 2. Overnight Field Trip Requests) The cost of the THS Career Center trip to Dallas, Texas, should read \$1,348.32.

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

May 8, 2015, Noon, Special Called Meeting

Mr. Prather made a motion to approve the minutes from the May 8, 2015, special called meeting as submitted. The motion was seconded by Mrs. Davis and approved unanimously. Mr. Wheeler declared the motion passed.

May 12, 2015, Noon Regular Meeting

Mr. Hudson made a motion to approve the minutes from the May 12, 2015, noon regular meeting as submitted. The motion was seconded by Mrs. Davis and approved unanimously. Mr. Wheeler declared the motion passed.

May 12, 2015, 5:00pm Regular Meeting

Mr. Prather made a motion to approve the minutes from the May 12, 2015, 5:00pm regular meeting as corrected. The motion was seconded by Mrs. Davis and approved unanimously by all members present. Mr. Wheeler declared the motion passed.

PUBLIC COMMENTS

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

RECOGNITIONS

No recognitions were scheduled for this meeting.

COMMUNICATION TO THE BOARD

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

- A. Ad Valorem Report for Amount Received Through May, 2015 presented by Mrs. Rachel Murphree (TPSD Goal #4)
- B. Marketing/Communication Update presented by Mrs. Mary Ann Plasencia and Mrs. Kay Bishop
- C. THS AdvanceED Report of External Review Team 2015 (TPSD Goals #1-#4)
- D. Senior Class Update presented by Mr. Jason Harris (TPSD Goal #1)
- E. Year-End ADA Report presented by Dr. Eddie Peasant (TPSD Goals #1 and #4)
- F. Year-End Discipline Report presented by Dr. Diana Ezell (TPSD Goal #2)
- G. Recruiting Summary Report for School Year 2014-2015 presented by Mr. Jim Turner (TPSD Goals #1 and #3)
- H. Third Grade Gate Update Report presented by Mrs. Kimberly Britton and Mrs. Amy Ferguson (TPSD Goal #1)

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

CONSENT AGENDA

In accordance with Dr. Loden's recommendations, Mr. Prather 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)
 - #CO1560 through #CO1575
- 2. Donations (TPSD Policy DFAB Revenues for Non-Tax Sources)
 - #2014-2015-050 through #2014-2015-057

3. Permission to Submit TPSD Grant #1510
4. Permission to Add and Delete Items from TPSD Asset Listing
(Add One Asset and Delete 7 Assets)
5. Permission to Advertise for Bids (BD1602 ChromeBooks and BD1603 Milk Bid)

B. Office of Assistant Superintendent Dr. Eddie Peasant

1. Student Transfer Report (TPSD Policy JBCD Transfers and Withdrawals of Students)
2. Overnight Field Trip Requests
 - a. THS Career Center, Dallas, TX, TSA National Competition, 6/28-7/2/15
 - b. THS Cheer, Oxford (Ole Miss), Cheerleading Camp, 6/20-22/15
 - c. THS Band, Indianapolis, IN, Band of America Marching, 10/22-25/15
 - d. THS Band, Murfreesboro, TN, Drum Corp International, 7/24-25/15
 - e. 9th Grade Cheer, Starkville, MS, Cheerleading Camp, 7/6-9/15
 - f. TMS Cheer, Mississippi State, Cheerleading Camp, 7/6-9/15

C. Office of Executive Director of Operations Mr. Andy Cantrell

1. Annual Renewal of Menu Choice Procedure for 2015-2016 “Offer vs. Serve” Meal Option (Mrs. Lynne Rogers, Food Service Director)
2. Request Authorization for School Security Officers to carry pepper spray. This request is recommended by the Mississippi Department of Education, Division of Safe and Orderly Schools.

D. Office of Assistant Superintendent Dr. Diana Ezell

1. Request Approval of Memorandum of Understanding between TPSD, Lee County Schools, and LifeCore to continue placement of two teachers and two assistant teachers at the McDougal Center. TPSD will continue to serve as fiscal agent for McDougal.
2. Request Approval of Memorandum of Understanding between TPSD and Lee County Schools for use of the Career Center. The annual fee for Lee County students would be \$1,000 per student.
3. Special Education Budget FY14
Special Education Director Genna McAlpin is recommending approval of final amended FY14 Budget in accordance with actual expenditures during the 2013-14 school year.

E. Office of Assistant Superintendent Mrs. Kimberly Britton

Approval of Assurances for Title IA, Title II, and Title X McKinney Vento Federal Programs
Director Anna Guntharp recommends approval of Assurances and Grant Application for Title IA, Title II, and Title X McKinney Vento.

The motion was seconded by Mr. Babb and was approved unanimously. 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 #5)

1. Docket of Claims

Board Member Sherry Davis recommended approval of the Docket of Claims and Check Registers as follows:

- Docket of Claims for the period May 2, 2015 through May 31, 2015, Docket of Claims #27728 through #28424, Accounts Payable Checks #17491 through #17931 in the amount of \$2,068,650.47
- Tupelo High School Activity Check Register for the period May 2015, Checks #1680 through #1699 in the amount of \$3,786.29
- Athletic Activity Check Register for the period May 2015, Checks #2414 through #2416 in the amount of \$248.50

The grand total for all funds is \$2,072,685.26

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 April 30, 2015

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 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 Ken Wheeler declared the motion passed. The Financial Reports for Month Ending April 30, 2015, are marked EXHIBIT 4 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)

Approval of Job Descriptions and Licensed Staff Recommendations

Mr. Turner presented for consideration for approval four (4) Job Descriptions and Licensed Staff recommendations with addendum for consideration for approval as follows:

Job Descriptions:

1. Director of Professional Development, Assessment, and Compliance (new job description)
2. Community Liaison (revised)
3. Coordinator of Instructional Technology (revised)
4. Director of School Improvement (revised)

Mr. Hudson moved to approve the aforementioned new and revised Job Descriptions and Licensed Staff recommendations with addendum as presented. Mr. Babb seconded the motion, and the motion was approved unanimously. Mr. Wheeler declared the motion passed.

The Personnel Report is marked EXHIBIT 5 and held in the Exhibit Book of this meeting date and incorporated herein.

C. Office of Executive Director of Operations Mr. Andy Cantrell (TPSD Goal #4)

Recommendation to Award Bid #1506 to Lower Bidder 3G Industrial Roofing, LLC for Fillmore Center Re-Roof Project and Authorize Superintendent to Sign the Applicable Standard Form of Agreement between Owner and Contractor

Mr. Cantrell reported that JBHM Architects, P.A. has recommended that Bid #BD1506 Re-Roof of The Fillmore Center be awarded to the apparent low bidder 3G Industrial Roofing, LLC, for a Fluid Applied Roof System (Alternate 1) bid of \$247,450.00 and authorize Superintendent Gearl Loden to sign the applicable Standard Form of Agreement between Owner and Contractor.

On a motion by Mr. Hudson, seconded by Mrs. Davis, the Board voted unanimously to award Bid #BD1506 to 3G Industrial Roofing, LLC for the Fillmore Center Re-roof Project and further authorized Superintendent Gearl Loden to sign the applicable Standard Form of Agreement between Owner and Contractor. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

Bid information regarding BD #1506 and a copy of the Agreement between Owner and Contractor is marked EXHIBIT 6 and held in the Exhibit Book of this meeting date and incorporated herein.

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

1. Request Authorization to Close TPSD Offices and Schools on Friday, July 3 and Monday, July 6, 2015

On a motion by Mrs. Davis, seconded by Mr. Prather, the Board voted unanimously to close TPSD offices and schools on Monday, July 6, 2015. Mr. Wheeler declared the motion passed.

2. Information Items

Information was provided regarding the following items:

- a. Summer Administrative Retreat (June 10-12, 2015) at HLC
- b. School Board Retreat, June 18-19, Community Bank, Tupelo
- c. Next Board Meeting – July 21, 2015 at Noon, HLC; 5:00 FY16 Budget Hearing, HLC

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

July 21, 2015 Board Meeting

- Special Education Program Application
- Status of Summer Construction/Maintenance Projects
- Annual Grants Update
- ECEC Status Report
- Instructional Technology Report

B. Future Agenda Topics – Board Members

During an earlier 2015 Senior Class Report, Mr. Prather asked how many students received college credit and how many hours did they receive.

C. Executive Session

An Executive Session was not needed at this meeting of the Board.

June 9, 2015
Noon, Hancock Leadership Center

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

ADJOURNMENT

On a motion by Mrs. Davis, seconded by Mr. Babb, the Board voted unanimously to adjourn the meeting. The President of the Board declared the motion passed and the meeting in adjournment at 2:15 p.m.

APPROVED:

TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

Kenneth Wheeler, President

ATTEST:

Eddie M. Prather, Secretary