

**District:** Tupelo Public School District  
**Section:** B - School Board Operations  
**Policy Code:** BBH - Awards, Recognitions, Certificates

BOARD POLICY - AEB

1. The Board is committed to recognizing outstanding achievement and contributions of students, staff and citizens who contribute in a unique and exemplary manner to the District. It is the intent of the Board to grant official recognition for such outstanding accomplishments on behalf of the District.
2. The Board further urges staff, students and citizens to provide information regarding outstanding achievements or accomplishments to the Director of Public Relations for the purpose of scheduling official recognition by the Board.
3. The Board will formally recognize individuals selected for honors including the following:
  - ~~Outstanding Service and Achievement Award~~
  - ~~Efficiency Award for development of a plan or system which results in a significant cost effective improvement or improved efficiency in the District~~
  - Parent of the Year
  - Administrator of the Year
  - Teacher of the Year
  - Rookie of the Year
  - ~~Superintendent's Choice~~
4. The Board authorizes the superintendent to establish procedures to further this policy.

AEB Form 1.1010 Request for Student/Faculty Recognition by TPSD Board  
ADMINISTRATIVE PROCEDURE

1. Due Dates for Recognitions
  - Recognition forms with complete information including names, addresses, and all recognition descriptions, must be provided to the Communications Department at least two weeks prior to the last Board meeting of the month in order to be recognized that month.
2. Principals, advisors, teacher and coaches associated with the recognition are encouraged to attend.

**Adopted Date:** 1/23/2001  
**Approved/Revised Date:**

**District:** Tupelo Public School District  
**Section:** B - School Board Operations  
**Policy Code:** BC - Board Meetings

## **REGULAR BOARD MEETINGS**

1. The Board of Trustees of the Tupelo Public School District hereby orders, establishes and designates, that the Board shall meet regularly at such time and place as shall be designated by an order upon the minutes thereof. Generally, the meetings will be held on the second ~~and fourth~~ Tuesdays of each month as follows:
  - a. The Board shall meet at 12:00 noon at the Hancock Leadership Center, 1920 Briar Ridge, Tupelo, Mississippi, on the second ~~and fourth~~ Tuesday of each month except as provided herein.
  - b. The Board shall meet at 5:00 p.m. at the Hancock Leadership Center, 1920 Briar Ridge Road, Tupelo, Mississippi on the ~~fourth~~ second Tuesday of each month except as provided herein.
  - c. Each of the meetings on Tuesday is and shall be considered a separate regular meeting, notwithstanding a recess, adjournment or break between meetings, and notwithstanding one agenda for both meetings.
  - d. The Board shall conduct its regular meetings from time to time at schools located within the District instead of the 5:00 p.m. meeting at the Hancock Leadership Center (see Exhibit).
  - e. ~~There will be no other regular meetings in December after the first regular meetings on the second Tuesday in December.~~
  - f. At its discretion, the Board may select dates for meetings other than those mentioned herein.
2. Notices of special meetings, recessed meetings, adjourned meetings and rescheduled meetings shall be posted in a prominent place at the District Administrative Offices, 72 South Green Street, Tupelo, Mississippi, within one (1) hour after such meeting is called.
  - a. A second notice may be posted at the Hancock Leadership Center, 1920 Briar Ridge Road, Tupelo, Mississippi, at the discretion of the superintendent.
  - b. The clerk of the Board shall ensure that a copy of such notice is included in the minutes or other permanent records.
3. In the event that a quorum will not be achieved or is not present, or that a meeting is not necessary for the transaction of business, the meeting may be canceled, and the superintendent, as a courtesy, will cause a notice of cancellation to be posted at the

District Administrative Offices or at such other appropriate place.

4. All meetings, minutes and notices of the Board shall be to conduct public school business in an open and public manner so that citizens are aware of the deliberations and decisions which are involved in the making of school policy except for matters of privacy, confidentiality or sensitivity which are specifically protected by law. All meetings of the Board shall commence in open session.
5. Any member of the Board who misses twenty percent (20%) or more of the meetings during a calendar year, except for absences caused by required military duty, shall reimburse the District proportionate to the total salary paid to the member that year.
  - a. The Board president shall submit a report to the State Board of Education containing the names of any such member, before February 1 of the succeeding year.

LEGAL REF: MCA §§ 25-41-1; 37-7-301(f), 37-6-11; 37-6-13(2)

[2015 Board Meeting Schedule.pdf](#)

**Adopted Date:** 8/10/2010

**Approved/Revised Date:**

**District:** Tupelo Public School District  
**Section:** C - General School Administration  
**Policy Code:** CEB - Duties of Superintendent

## **SUPERINTENDENT POWERS AND DUTIES**

Subject to review by the Board, administrative control and direction of this district shall be vested in the superintendent. The superintendent shall have the authority to take the actions necessary to secure effective and efficient operation of the district, consistent with the policies of the Board, provisions of school laws and regulations of the State of Mississippi and applicable federal regulations.

As executive officer of the Board, the superintendent shall interpret the policies of the Board and shall establish administrative regulations necessary for implementation of policies.

~~A policy manual containing all policies of the Board shall be available at the office of the superintendent and in the administrative offices and media centers of all schools of the district. In addition to all other powers, authority and duties imposed or granted by law, the Board directs the superintendent to:~~

- ~~1. Attend School Executive Management Institute as required;~~  
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- ~~2. Develop a written five year education plan for the district;~~  
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- ~~3. Establish standards for promotion, retention, and graduation of students;~~  
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- ~~4. Supervise and evaluate the extent to which principals lead school instructional activities;~~  
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- ~~5. Establish uniform disciplinary procedures for the district, commensurate with the age and grade level of students and in accordance with applicable statutory decisions;~~  
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- ~~6. Apportion budgeted funds in an equitable manner among all students;~~  
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- ~~7. Coordinate instructional program in accordance with the approved curriculum of the district;~~  
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- ~~8. Develop and implement remediation programs to provide compensatory learning opportunities for students demonstrating a need for this service;~~  
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- ~~9. Plan staff development activities designed to increase competencies among students and staff based upon identified needs;~~  
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- ~~10. Provide feedback to students and parents or guardians regarding the level of student academic performance;~~  
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- ~~11. Provide a systematic program for the evaluation of all district personnel;~~

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- 12. ~~Require that graduates demonstrate the ability to apply basic skills to life situations;~~
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- 13. ~~Insure that instruction and the delivery of the district curriculum has first priority over other activities;~~
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- 14. ~~Provide ample time for planning the educational program of the district;~~
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- 15. ~~Provide a system of recognition for outstanding performances by students and staff;~~
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- 16. ~~Provide a system of weighted secondary courses in accordance with the degree of difficulty of the subject contents;~~
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- 17. ~~Schedule regular monthly meetings between central office staff and school administrators;~~
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- 18. ~~Maintain a current job description for all personnel positions within the district; and~~
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- 19. ~~Perform such other duties as may be required of the superintendent by law.~~

**Adopted Date:** 12/10/1996

**Approved/Revised Date:**