

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
September 13, 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, September 13 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. Eddie Prather, and Mr. Kenneth Wheeler. Mr. Rob Hudson was absent. 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. Prather, seconded by Mr. Wheeler, the Board voted unanimously by all members present to approve the agenda for the regular September 13, 2016, Board meeting as submitted.

The President of the Board declared the motion passed.

REVIEW OF THE MINUTES

The Board reviewed minutes from the August 9, 2016, regular meeting and August 29, 2016, special called meeting. No corrections were noted.

PUBLIC COMMENTS

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

RECOGNITIONS

Security Director Terry Hatch introduced several TPSD Security Department employees to Board members who thanked them for their outstanding service in their roles as security officers throughout the district.

COMMUNICATION TO THE BOARD

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

A. Annual Workers' Compensation Report

Mr. Jim Turner presented a summary of workers' compensation claims. The presentation addressed open claims, losses and expenses. Frequency and severity, as well as locations of claims, were also reviewed. Mr. Turner stated that the district's workers' compensation program continues to be successful with potential for another year of reduction in premiums. (TPSD Goals #2, 3 and #4)

B. ACT/Dual Credit Enrollment Report

Tupelo High School Principal Jason Harris shared a historical review of Tupelo High School ACT scores from 2012 through 2016. Mr. Harris' report also included state and national comparisons. Discussion was also held regarding student performance as it related to college and readiness benchmarks.

Mr. Harris also presented a Dual Credit/Dual Enrollment update on the 2016-2017 school year. This report included current and potential class offerings. (TPSD Goal #1)

C. Buildings and Grounds Status Report

Mr. Andy Cantrell and Architect Charles Laney reported on the following projects currently underway throughout the district: (TPSD Goal #1)

- Addition to Tupelo Middle School (on schedule for completion the week of Thanksgiving)
- Addition to ECEC (completion scheduled for late October or first of November)
- Joyner and Thomas FEMA Shelters (excavation work has been completed; soil test completed; footings dug; rebar installed and tied and concrete has been poured in footings; Completion dates of 2/17/17)

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

Mrs. Rachel Mitchell stated that their department is in the process of reviewing all funds for any remaining necessary closing entries. The district's FETS file will be sent on Monday, September 19, 2016. The deadline for submission is October 15. After submitting FETS, the process of writing financial statements will begin. 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 August, 2016

Assistant Finance Director Rachel Mitchell reported that collections for Operations for July received by the District in August were 1.63% of the amount requested compared to 1.82% in the previous year. The collections for Debt Service for July received by the District in August were 1.62% of the amount requested compared to 2.11% 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 #CO1713, #CO1714 and #CO1723; Charter Bus Contract BC #2016-2017-001; and Contracts for Rental of School Facilities #SFR1700 and #SFR1701
2. Ratification of Contracts #CO1715 through #CO1722
3. Accepted Donations #2016-2017-004 through #2016-2017-008
4. Permission to Submit TPSD Grants #1705 through #1712
5. Permission to Accept TPSD Grants #1644, #1704, #1709, #1710 and #1711
6. Permission to Delete 431 Assets from the TPSD Asset Listing
7. Awarding of Advertised Bid/Proposals – 2016-2017 #1 Bus Sale
 - Bus #33 \$1,577 Crystal Durham (highest bidder)
 - Bus #42 \$1,377 Crystal Durham (highest bidder)
 - Bus #47 \$1,377 Crystal Durham (highest bidder)
 - Bus #61 \$1,377 Crystal Durham (highest bidder)
 - Bus #69 \$1,377 Crystal Durham (highest bidder)
 - Bus #70 \$1,377 Crystal Durham (highest bidder)

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 Choir, Choral Competition, St. Louis, MO, April 6-8, 2017
 - b. THS Madrigals & Vocal/Jazz, National Worldstrides Competition, Chicago, IL, April 19-23, 2017
 - c. THS DECA, DECA Fall Leadership, Gulfport, MS, October 15-17, 2016
3. Readmission of Expelled Students (TPSD Policy JDE) (TPSD Goals #1 and #2)
 - a. Case #41-20-2014-2015
 - b. Case #133-2014-2015
 - c. Case #56-2015-2016

C. Office of Assistant Superintendent Mrs. Kimberly Britton

Evaluation Instruments:

- Teacher Observation Standards
- Assistant Superintendent Assessment
- Evaluation of Assistant Coaches

- Assistant Coach Evaluation
- Non Licensed and Licensed Director
- TPSD Performance Appraisal for Support Staff
- Head Coach Evaluation Form

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

A Board Work Session is scheduled for the morning of November 15, 2016. There will also be a noon meeting. It is requested that the 5:00pm be deleted from the 2016 TPSD Board Meeting Schedule.

SUPERINTENDENT'S REPORT

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

1. Docket of Claims

- Docket of Claims for the period August 5 through September 2, 2016, Docket of Claims #38278 through #38353, Accounts Payable Checks #25032 through #25086 in the amount of \$7,549,519.94.
- Athletic Activity Ref Pay paid officials and fees in the amount of \$3,826.05 for August 1 through August 31, 2016.

The grand total for all funds is \$7,553,345.99.

2. Required Monthly Financial Reports – Month Ending 7/31/16

In accordance with MS Code 37-9-18 the following Financial Reports for the month ending July 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)

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)

1. First Reading of New TPSD Policy IAA Blended Learning

Mrs. Britton presented new TPSD Policy IAA Blended Learning for first reading of the Board. No action by the Board was requested at this meeting date.

2. Recommendation to Amend Existing TPSD Board Policies

Pursuant to MCA § 37-7-301(1) and TPSD Board Policy BDE, the TPSD Board Policy Manual will be reviewed on a regular basis under the direction of the Superintendent or designee. Mrs. Britton stated that the following policies were reviewed and in consultation with appropriate Directors, Principals and staff, are recommended for revision:

GADB	Overtime
GBAAA	Classified/Support Staff Salary Schedule
GBRM-2	Drug and Alcohol Testing Policy
IDE	Gifted Education Process
IEA	Intervention Process

D. Office of Assistant Superintendent Dr. Eddie Peasant (TPSD Goal #2)

1. Student Discipline Report Case #5-2016-2017

Consideration of ratification of administrative decision to expel Student #5-2016-2017 from TPSD for one calendar year for violation of TPSD Policies JCDAC and JCB.

2. Student Discipline Report Case #01-2016-2017

Consideration of ratification of administrative decision to expel Student #01-2016-2017 from TPSD for one calendar year for violation of TPSD Policies JCDAC and JCB.

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

Information Items:

1. Credit to TPSD for THS Intercom Upgrades Project – Mr. Andy Cantrell

Mr. Cantrell reported on a credit to TPSD (owner) for Contingency Allowance of \$30,000.00 for the recent THS Intercom Upgrades Project.

2. Enrollment Report – Dr. Eddie Peasant

Dr. Peasant reported that 6,062 students are currently enrolled in the district. There are 203 ECEC students.

3. Every Student Succeeds Act (ESSA) – Mrs. Anna Guntharp

Mrs. Guntharp explained key points of what will be different under ESSA which is a new education law signed by President Obama on December 10, 2015.

4. Upcoming Events – Dr. Gearl Loden

- September 16th, Teacher of Distinction, The Summit, 11:30am
- October 11th, Regular Board Meeting, Noon, HLC, and 5:00pm, Pierce Street

Miscellaneous Items:

1. Ms. Paige Tidwell presented an update on the Accountability Results. Preliminary Results were received on September 8, however, no official cuts or labels have been released yet. Complete embargoed results are scheduled to be released on October 18, to the districts and media. At that time, we will receive the official label for the district and the schools.
2. Assistant Superintendent Kimberly Britton stated that grades 3-5 principals have requested additional resources to supplement their science curriculum. Mrs. Britton reported that at the October regular Board meeting she will recommend the purchase of FOSS kits for each 3-5 school. These kits will provide interactive instructional resources that will support the 3-5 science curriculum.

UNFINISHED BUSINESS

Consideration to Adopt Publication/No Protest Resolution

Mr. Tims recommended adoption of the following titled Resolution:

RESOLUTION OF THE BOARD OF TRUSTEES OF THE TUPELO PUBLIC SCHOOL DISTRICT FINDING THAT ITS RESOLUTION ADOPTED ON AUGUST 9, 2016, DECLARING THE NECESSITY FOR AND INTENTION OF BORROWING MONEY IN THE MAXIMUM AMOUNT OF ONE MILLION FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$1,500,000.00) TO PAY THE COSTS DESCRIBED THEREIN WAS DULY PUBLISHED AS REQUIRED BY LAW AND THAT NO PETITION REQUESTING AN ELECTION ON THE QUESTION OF INCURRING SAID INDEBTEDNESS WAS FILED; APPROVING THE BORROWING OF SAID MONEY; AUTHORIZING A LOAN EVIDENCED BY A NOTE OR NOTES; AND STATING ITS INTENTION TO TAKE FURTHER ACTION REGARDING THE LOAN BY SUBSEQUENT ACTION OF THE BOARD.

Mr. Tims explained this Resolution is a follow-up to the Resolution adopted on August 9, 2016, stating the district's intention to borrow \$1,500,000.00 in notes.

NEW BUSINESS

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

MISCELLANEOUS BUSINESS

A. Future Agenda Topics – Superintendent Gearl Loden

October 11, 2016 – Noon and 5:00pm Regular Meetings

- Draft of 2017 Board Meeting Dates
- Bond Projects Update
- Legal Update
- Fall Athletics Update/Turf Update
- Student Entry/Exit Annual Report
- Learning Foundation Board Meeting

B. Future Agenda Topics – Board Members

No future agenda topics were requested by Board members.

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 Mr. Wheeler, the Board voted unanimously by all members present 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. Eddie Prather, Mr. Kenneth Wheeler, Dr. Gearl Loden, Mr. Otis Tims, Mrs. Modesty Shumpert, Ms. Patrice Tate, Mrs. Kimberly Britton, Dr. Eddie Peasant, Mrs. Anna Guntharp, Mrs. Corlis Curry, and Ms. Paige Tidwell.

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 Mr. Wheeler the Board voted unanimously by all members present to remain in Executive Session for the purpose of discussing personnel performance matters. 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 personnel performance matters.

The Board then took up the discussion of personnel performance matters. Mr. Jason Harris entered the meeting in the middle of the discussion. Next, everyone left the room except the four Board members and Mr. Tims, and the discussion of personnel performance issues continued. Following this discussion, Mr. Prather made a motion that the Board re-enter Open Session. Mr. Wheeler seconded the motion, which was adopted unanimously by all members present. Mr. Babb went into the hallway to announce that the Board had returned to Open Session.

Mr. Babb then announced that the Board had discussed personnel performance matters during Executive Session, but that no action had been taken.

ADJOURNMENT

On a motion by Mr. Wheeler, 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 3:39 p.m.

September 13, 2016
Noon, Hancock Leadership Center

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

APPROVED:
TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

Joe Babb, President

ATTEST:

Sherry Davis, Secretary