

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES 5:00 PM MEETING MINUTES
March 4, 2008**

The Board of Trustees of the Tupelo Public School District convened in a regular meeting of the Board held in open session at 5:00 p.m. on Tuesday, January 29, 2008, at Martin Luther King, Jr., Early Education Childhood Center, 1402 North Green Street, Tupelo, Mississippi.

CALL TO ORDER

The meeting was called to order by President Shawn Brevard who welcomed guests attending the meeting.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

The following School Board members were present during roll call:

Members Present: Mrs. Shawn Brevard
Mr. Mike Clayborne
Mr. Steve Ludt
Mr. John Nail
Mr. Lee Tucker

Staff Present: Dr. Randy McCoy
Mr. David Meadows
Mr. George Noflin, Jr.
Mr. Jim Turner
Mrs. Linda Pannell
Mrs. Kay Bishop
Ms. Patrice Tate

Mrs. Brevard announced a quorum and stated that the meeting was lawfully in session. Members of the press and several guests were also present.

ELECTION OF OFFICERS

At the noon briefing session, the Board held an election of officers In accordance with TPSD Policy BDA Board of Trustees Organizational Meeting. Mrs. Brevard was elected President of the Board of Trustees. Mr. Nail was elected Vice President, and Mr. Lee Tucker was elected Secretary.

APPROVAL OF THE AGENDA

Upon a motion by Mr. Clayborne, seconded by Mr. Nail, the Board voted unanimously to approve the agenda as presented.

Mrs. Brevard announced that the motion passed. The agenda is marked EXHIBIT 1 and held in the Exhibit Book of this meeting date and incorporated herein.

APPROVAL OF THE MINUTES

Upon a motion by Mr. Clayborne, seconded by Mr. Tucker, the Board voted unanimously to approve the minutes of the January 29, 2008, 5:00 p.m. regular meeting subject to a correction on page 13, and minutes from the February 12, 2008 meeting as presented. The President of the Board declared the motion passed.

WELCOME, PUBLIC COMMENTS AND RECOGNITIONS

A. Welcome

Principal Glenda Scott welcomed the Board of Trustees and administrative staff to Rankin Elementary School. Mrs. Scott recognized her staff and PTO officers for their support to the school. Mrs. Scott also recognized Rankin Elementary School's 2008 Parent of the Year and Teacher of the Year.

B. Public Comments

No requests for Public Comments were received at this meeting of the Board.

C. Recognitions

The following recognitions were held:

- A. Tupelo High School Teacher Nathan Hall - NFHS (National Federation of State High School Association) 2007 South Sectional Coach of the Year for Boys Cross Country. The South section includes the states of Alabama, Florida, Georgia, Louisiana, Mississippi, North Carolina, South Carolina and Tennessee.
- B. Tupelo Middle School Science Teacher Holly Bailey - selected by the National Science Teachers' Association Awards and Recognitions Committee as the recipient for the 2008 Ciba Specialty Chemicals Exemplary Middle School Science Teaching Award.
- C. Tupelo Middle School Boys' Basketball Team - won the Golden Triangle Athletic Conference Championship.
- D. Tupelo Middle School Girls' Basketball Team – won the Golden Triangle Athletic Conference Championship.

COMMUNICATION TO THE BOARD

A. TPSD Strategic Planning Survey

At the noon meeting Mrs. Kay Bishop and Dr. Randy McCoy reported that a Strategic Planning Survey was sent home with all students on Friday, February 29. The *Daily Journal* and the *Lee County Courier* were contacted about publishing an article to inform the public about the survey. Mrs. Bishop also stated that hopefully segments will be broadcast on WCBI and WTVA prior to March 7. At the 5:00 p.m. session, Superintendent Randy McCoy summarized the report for the benefit of those not present at the noon meeting.

A copy of the Strategic Planning Survey is marked EXHIBIT 2 and held in the Exhibit Book of this meeting date and incorporated herein.

B. TPSD Car Tag Program

At the noon meeting Dr. Randy McCoy and Mrs. Kay Bishop presented a proposed final design of the TPSD Car Tag and reported that now that the design is finalized plans will be made to extensively publicize the TPSD Car Tag Program. At the 5:00 p.m. session, Superintendent Randy McCoy summarized the report for the benefit of those not present at the noon meeting.

A copy of the recommended TPSD Car Tag design is marked EXHIBIT 3 and held in the Exhibit Book of this meeting date and incorporated herein.

C. 2008-2009 Pre-Registration Schedule

At the noon meeting Dr. McCoy presented the 2008-2009 TPSD Pre-Registration Schedule. Dr. McCoy reported that the ad will be a quarter of a page and run three times (the two Sundays before and the Wednesday before in the local section of the *Daily Journal*). Posters will also be placed at each school. At the 5:00 p.m. session, Superintendent Randy McCoy summarized the report for the benefit of those not present at the noon meeting.

A copy of the 2008-2009 TPSD Pre-Registration Schedule is marked EXHIBIT 4 and held in the Exhibit Book of this meeting date and incorporated herein.

D. 2006-2007 School Year Board Audit Committee Report

At the noon meeting Board Members Steve Ludt and John Nail reported on their recent meeting with auditors during the 2006-2007 Audit Exit Interview. The meeting was conducted by auditors from J. E. Vance and Company and was also attended by Superintendent Randy McCoy and Finance Director Linda Pannell. At the 5:00 p.m. session, Superintendent Randy McCoy summarized the report for the benefit of those not present at the noon meeting.

E. Proposed Policy Changes

At the noon meeting discussion continued regarding part-time students at Tupelo High School. Dr. McCoy reported that at this point, college credit is available to students through Tupelo High School's Advanced Placement course offerings. In addition to college English and history, students have the opportunity to receive other college level credit for Advanced Placement courses successfully completed and validated by earning the required score on the Advanced Placement examination.

Dr. McCoy recommended that enrollment in college courses at either community colleges or 4-year institutions of high learning not be approved as a reason for granting "Part-Time Status" to Tupelo High School students.

Dr. McCoy reported that revisions to the following TPSD Policy and Exhibits have been made since the Board's last review on January 29, 2008:

- IKA-E Grading/Evaluation of Students: Grades 9-12
- IKC Class Rankings/Grade Point Averages
- IKE-E Promotion, Retention, and Acceleration of Students: Grades 9-12

At the 5:00 p.m. session, Superintendent Randy McCoy summarized the report for the benefit of those not present at the noon meeting. No action was taken on the policies at this meeting of the Board.

SUPERINTENDENT'S REPORT

A. Consent Agenda

In accordance with Dr. McCoy's recommendations, Mr. Nail moved to approve and ratify the Consent Agenda as listed below:

1. Contractual Agreements
Contract #CO8033
Charter Bus Service Contracts: #BC08-16 and #BC08-17
Rental of School Facilities: #SFR825 and #SFR829
2. Donations
Donations: #2007-2008-837 and #2007-2008-838
3. Permission to Apply for TPSD Grants #816, #817 and #818
4. Grant Acceptance of TPSD Grants #800
5. Permission to Advertise for Sealed Bids – BD561, BD562 and BD563
6. Appointment of Legal Counsel for TPSD Board of Trustees
Named Mitchell, McNutt & Sams as legal counsel for the TPSD Board of Trustees. Mr. Guy Mitchell, III has been designated by Mitchell, McNutt & Sams as the firm's contact person for the Tupelo Public School District.

7. Posting of Public Notices

The Board assigned the responsibility of posting notices of special meetings, recessed meetings, adjourned meetings and rescheduled meetings as outlined in TPSD Policy DBA to Ms. Patrice Tate.

8. Appointment of Recording Secretary

The Board reappointed Ms. Patrice Tate as Recording Secretary for the TPSD Board of Trustees.

9. Ratification of TPSD Policy Manual

TPSD Policy BDA: Board of Trustees Organizational Meeting states that at the annual organizational meeting of the Board, the Board must reconsider the adoption of previously approved policies, administrative regulations, and exhibits. In accordance with TPSD Policy DBA, the Board reaffirmed and ratified the TPSD Policy Manual.

10. Authorize Signatures for District Financial Accounts

The Board reaffirmed and authorized signatures for district financial accounts as listed in TPSD Policy DGA: Authorized Signatures.

The motion was seconded by Mr. Tucker 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 5 and held in the Exhibit Book of this meeting date and incorporated herein.

B. Student Transfer Report

In accordance with Dr. McCoy's recommendations, Mr. Tucker moved to ratify the administrative decisions in regard to the following student transfer requests:

- a. Approval of five (5) resident student transfers (in-district) for the remainder of the 2007-2008 school year.
- b. Approval of five (5) non-resident student transfers (tuition)

The motion was seconded by Mr. Ludt and was approved unanimously by all members present.

A detailed copy of the Student Transfer Report is marked EXHIBIT 6 and held in the Exhibit Book of this meeting date and incorporated herein.

C. Personnel Recommendations

Mr. Clayborne moved to approve the Personnel Report which included the following items:

- a. Licensed Personnel
- b. Classified Personnel
- c. Substitutes

The motion was seconded by Mr. Nail and was approved unanimously. The President of the Board declared the motion passed.

A detailed copy of the Personnel Report is marked EXHIBIT 7 and held in the Exhibit Book of this meeting date and incorporated herein.

D. Docket of Claims

Mr. Ludt reviewed the Docket of Claims prior to the meeting and moved to approve the Docket in the amount of \$828,453.63 for the period February 2 through February 22, 2008, Docket Claim #60746 through #61373 for Accounts Payable Checks #45041 through #45451. The motion was seconded by Mr. Clayborne and approved unanimously. The President of the Board 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 motion was seconded by Mr. Clayborne and approved unanimously. The President of the Board declared the motion passed.

This affirms that the claims check registers 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 is marked EXHIBIT 8 and held in the Exhibit Book of this meeting date and incorporated herein.

E. January 31, 2008 Financial Statements

Finance Director Linda Pannell submitted the Statement of Income and Expenditures through month-ending January 31, 2008, for consideration of approval. Mrs. Pannell stated that a listing by fund is available for the Board's information.

On a motion by Mr. Nail, seconded by Mr. Tucker, the Board voted unanimously to approve the January 31, 2008 Financial Statements as submitted. Upon motion duly made, seconded, and carried, the President of the Board declared the motion passed.

A copy of the January 31, 2008 Financial Statements is marked EXHIBIT 9 and held in the Exhibit Book of this meeting date and incorporated herein.

UNFINISHED BUSINESS

A. 2008-2009 TPSD School Calendar

At the noon meeting Superintendent Randy McCoy presented for review and consideration for approval the 2008-2009 TPSD School Calendar. At the 5:00 p.m. session, Superintendent Randy McCoy summarized the report for the benefit of those not present at the noon meeting.

Mr. Ludt moved to approve the 2008-2009 TPSD School Calendar (TPSD Policy Exhibit ICA-E) as recommended. The motion was seconded by Mr. Nail and approved unanimously. The President of the Board declared the motion passed.

A copy of TPSD Policy Exhibit ICA-E School Calendar 2008-2009 is marked EXHIBIT 10 and held in the Exhibit Book of this meeting date and incorporated herein.

NEW BUSINESS

A. Proposed Reallocation of Title I Funds

At the noon meeting Mr. David Meadows and Mrs. Dale Warriner presented for review and consideration a proposal for the reallocation of Title I funds. The proposed reallocation of Title I Funds is in the amount of \$317,697.00. TPSD Finance Director Linda Pannell has verified this amount. If approved, the reallocation will provide salaries/benefits for additional personnel, technology enhancements, and extended year opportunities in the following projected amounts.

Salary and Benefits	\$ 32,221
Technology	247,438
Extended Year	<u>38,038</u>
Totals	\$317,697

At the 5:00 p.m. session, Superintendent Randy McCoy summarized the report for the benefit of those not present at the noon meeting.

Mr. Clayborne moved to approve the reallocation of Title I Funds as presented. The motion was seconded by Mr. Tucker and approved unanimously. The President of the Board declared the motion passed.

B. Parkway Elementary Canopy

At the noon meeting Dr. Randy McCoy and Mrs. Julie Hinds reported that Parkway Elementary School PTO has allocated funds to purchase and install a canopy at the bus loading area. The canopy would be constructed to match the canopy installed at Lawndale Elementary School. Parkway PTO would like to partner with the district in this purchase by paying two-thirds of the cost and the district paying one-third. The estimated cost of the canopy is \$17,000.00. Dr. McCoy stated that, if approved by the Board, the balance of approximately \$5,700.00 would be paid from the district construction fund.

At the 5:00 p.m. session, Superintendent Randy McCoy summarized the report for the benefit of those not present at the noon meeting.

Mr. Tucker moved to approve the purchase and installation of a canopy at Parkway Elementary School bus loading area in partnership with Parkway PTO. The motion was seconded by Mr. Ludt and approved unanimously. The President of the Board declared the motion passed.

Additional information regarding the installation of a canopy at the bus loading area at Parkway Elementary School is marked EXHIBIT 11 and held in the Exhibit Book of this meeting date and incorporated herein.

MISCELLANEOUS BUSINESS

A. Appointment of Board Audit Committee to Review TPSD 2007-2008 Audit

In accordance with TPSD Policy DBA Board of Trustees Organizational Meeting, Mr. Clayborne moved to appoint Mr. John Nail and Mr. Lee Tucker to serve on the Board Audit Review Committee for the purpose of reviewing the 2007-2008 School Year Audit. The motion was seconded by Mr. Ludt and approved unanimously. The President of the Board declared the motion passed.

B. Executive Session

An Executive Session was held during the noon meeting to discuss a personnel matter.

ADJOURNMENT

On a motion by Mr. Ludt, seconded by Mr. Clayborne, the Board voted unanimously to adjourn the meeting. The President of the Board declared the motion passed and the meeting in adjournment at 5:35 p.m.

March 4, 2008

Tupelo Public School District
Board of Trustees – Meeting Minutes

APPROVED:
TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

ATTEST:

Shawn Brevard, President

Lee Tucker, Secretary