

**TUPELO PUBLIC SCHOOL DISTRICT  
BOARD OF TRUSTEES MEETING MINUTES  
January 19, 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, January 19, 2016, at the Hancock Leadership Center, 1920 Briar Ridge Tupelo, Mississippi.

**CALL TO ORDER**

The meeting was called to order by President Kenneth 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 Mr. Hudson, seconded by Mr. Prather, the Board voted unanimously to approve the agenda for the regular January 19, 2016, Board meeting subject to the following change:

Add Readmission of Student Case #71-2014-2015, as Number Three under Item B. Office of Assistant Superintendent Dr. Eddie Peasant to Consent Agenda (Section VII).

The President of the Board declared the motion passed.

**APPROVAL OF THE MINUTES**

December 8, 2015, Noon, Regular Meeting, HLC

Mr. Hudson made a motion to approve the minutes from the December 8, 2015, noon regular meeting as submitted. The motion was seconded by Mrs. Davis and approved unanimously. Mr. Wheeler declared the motion passed.

December 15, 2015, 2:30pm, Special Called Meeting, Central Administrative Office

Mr. Prather made a motion to approve the minutes from the December 15, 2015, special called meeting as presented. The motion was seconded by Mrs. Davis and approved unanimously. Mr. Wheeler declared the motion passed.

**PUBLIC COMMENTS**

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

## RECOGNITIONS

1. Each individual school's 2016 Teacher of the Year was recognized:

Ragen Lambert	Carver
Clarissa McCain	ECEC
Glenda Clay	Joyner
Tiffany Phillips	Lawhon
Kit Stafford	Lawndale
Aaron Ledbetter	Milam
Robin Carruth	Parkway
Emily Carodine	Pierce
Vickie McAnally	Rankin
Robin Maynard	Thomas
Tina Fitts	Tupelo Middle School
Tori Clay	Tupelo High School

2. Dr. Tina Fitts was named the Tupelo Public School District's 2016 Teacher of the Year. A 28-year educator, Dr. Fitts has been a teacher with Tupelo Public Schools since 2004, and currently teaches eighth-grade advanced English at Tupelo Middle School. In honor of Dr. Fitts' accomplishment, Dr. Charles Garrett presented a plaque and \$1,000 from the CREATE Foundation, funded by the Toyota Wellspring Fund.

3. Special Education Department

Special Education Director Gena McAlpin introduced Special Education Teachers Susan Dudley, Transition Coordinator, and Ms. Brooke Shoupe, SPED Teacher at Milam, to the Board and explained the vital role they play in serving the Special Education student population. Mrs. McAlpin also provided an overview of the District's special education program.

4. Human Resources Department

Human Resources Director Jim Turner commended Mrs. Kim McKee and Mrs. Juli Nobile for their efforts as valuable assets to the Human Resource Department.

## COMMUNICATION TO THE BOARD

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

- A. First Semester ADA Comparison presented by Dr. Eddie Peasant (TPSD Goals #1 and #4)
- B. First Semester Discipline Report given by Dr. Diana Ezell (TPSD Goal #2)
- C. Ad Valorem Report for Amount Received Through December, 2015 presented by Mrs. Rachel Murphree (TPSD Goal #4)
- D. FY15 Audit Update delivered by Mrs. Rachel Murphree (TPSD Goals #1 through #4)

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

## **CONSENT AGENDA**

In accordance with Dr. Loden's recommendations, Mr. Hudson 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)
  - Approve Bus Contracts: BC#2015-2016-003 and BC#2015-2016-004
  - Approve School Facility Rentals: #SFR1623 through #SFR1626
  - Ratify Contract #CO1631
2. Donation (TPSD Policy DFAB Revenues for Non-Tax Sources)
  - Accept Donation #2015-2016-018
3. Permission to Submit TPSD Grants #1624 through #1628
4. Permission to Accept TPSD Grants #1622, #1624 and #1625
5. Permission to Remove 32 Assets from TPSD Asset Listing Report

### **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 (TPSD Goals #2 and #4)
  - a. THS, Tupelo Tidal Tech Robotics, Vicksburg, MS, February 23-24, 2016
  - b. TMS, Junior Beta Club, Biloxi, MS, March 20-22, 2016
  - c. THS, Synergy, Homewood, AL, February 19-20, 2016
  - d. THS, Synergy, Branson, MO, April 7-10, 2016
  - e. TMS, Band, Atlanta, GA, April 22-23, 2016
  - f. THS, Band, Atlanta, GA, April 22-23, 2016
3. Readmission of Student (Case #71-2014-2015) (TPSD Goals #1 and #2)

### **C. Office of Assistant Superintendent Mrs. Kimberly Britton**

1. Approval of Assurances for Title III English Language Acquisition Program as recommended by Federal Programs Director Anna Guntharp. (TPSD Goals #1 and #4)
2. Approval of Immigrant Grant Assurances presented by Federal Programs Director Anna Guntharp. (TPSD Goals #1 and #4)
3. Approval of 2015-2016 TPSD Curriculum Plan. (TPSD Goal #1)

### **D. Office of Assistant Superintendent Dr. Diana Ezell (TPSD Goal #2)**

Dr. Diana Ezell reported that the Mississippi Department of Education, Office of Healthy Schools, requires that School Boards review and approve school wellness policies yearly.

Approval of Healthy School Policies for the following schools were presented for consideration for approval: ECEC, Carver Elementary, Joyner Elementary, Parkway Elementary, Thomas Street Elementary, Lawhon Elementary, Lawndale Elementary, Pierce Street Elementary, Rankin Elementary, Milam Elementary, Tupelo Middle School, and Tupelo High School

The motion was seconded by Mr. Babb and was approved unanimously. President Wheeler 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 #4)**

As Mr. Wheeler had the responsibility of reviewing this month's Docket of Claims, Mr. Wheeler passed the gavel to Board Vice President Joe Babb.

#### **1. Docket of Claims**

Board President Kenneth Wheeler recommended approval of the Docket of Claims and Check Registers as follows:

- Docket of Claims for the period December 1, 2015 through January 8, 2016, Docket of Claims #32623 through #33408, Accounts Payable Checks #21121 through #21644 in the amount of \$1,623,156.41
- Athletic Activity Ref Pay paid to officials and fees in the amount of \$1,971.82 for the period December 1, 2015 through December 31, 2015

The grand total for all funds is \$1,625,128.23.

The motion was seconded by Mrs. Davis and approved unanimously. Mr. Babb 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 and Athletic Activity Referee Pay Report are marked EXHIBIT 3 and held in the Exhibit Book of this meeting date and incorporated herein.

Mr. Babb passed the gavel back to Board President Kenneth Wheeler.

## **2. Required Monthly Financial Reports – Month Ending November 30, 2015**

Following a review of each report and discussion, on a motion by Mr. Hudson, seconded by Mr. Hudson, the Board voted unanimously to approve the following financial reports:

- Report of Reconciled Bank Statements with 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 Kenneth Wheeler declared the motion passed. The Financial Reports for Month Ending November 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 Goals #3 and #4)**

### **1. Licensed Staff Recommendations**

Mr. Turner presented Licensed Staff recommendations for consideration for approval. Mr. Prather moved to approve the Licensed Personnel Recommendations 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.

### **2. Converted Administrative Pay Scale Ranges and Converted Hourly Pay Scale Ranges effective July 1, 2016**

Mr. Jim Turner and Superintendent Gearl Loden recommended approval of Converted Administrative Pay Scale Ranges and Converted Hourly Pay Scale Ranges effective July 1, 2016, as presented. Mr. Hudson moved to approve the recommendation as submitted. Mr. Babb seconded the motion, and the motion was approved unanimously. Mr. Wheeler declared the motion passed.

A copy of the above Converted Administrative Pay Scale Ranges and Converted Hourly Pay Scale Ranges effective July 1, 2016, is marked EXHIBIT 6 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)**

### **1. Awarding of Bid for Tupelo Middle School Classroom Addition (JBHM Architects, P.A.)**

Mr. Cantrell and Charles Laney of JBHM Architects recommended that low bidder CIG Contractors, Inc. be awarded the base bid of \$1,429,000.00 for the TMS Classroom Addition Project.

On a motion by Mr. Hudson, seconded by Mrs. Davis, the Board voted unanimously to award the TMS Classroom Addition Project to low bidder CIG Contractors, Inc. as described above, and further authorized Superintendent Gearl Loden to sign the applicable contract between Owner, Contractor and Architect. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed.

Bid information and contract documents regarding the above project are marked EXHIBIT 7 and held in the Exhibit Book of this meeting date and incorporated herein.

## **2. Discussion of Scheduled Summer Bond Projects**

Mr. Cantrell and Mr. Laney presented an update report on plans for summer bond projects throughout the district.

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

### **Information Items**

Information was provided regarding the following items:

- a. March 30, 2016 --- Tentative Date for TPSD Job Fair
- b. Regular Board Meeting, February 9, at noon, at HLC with 5:00pm meeting at Milam Elementary
- c. Letter from Stacey Pickering, State Auditor, regarding FY2014-2015 Audit (no findings were reported)
- d. Dr. Diana Ezell presented a “first draft” of the proposed 2016-2017 School Year Calendar for review and input purposes only. No action was taken.

## **UNFINISHED BUSINESS**

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

## **NEW BUSINESS**

### **Approval to Change June 14, 2016 Regular Board Meeting to June 13, 2016**

On a motion by Mr. Babb seconded by Mr. Prather, the Board voted unanimously to move the June 14, 2016, Regular Board Meeting to June 13, 2016.

Mr. Wheeler declared the motion passed. An amended copy of the 2016 Board of Trustees Meeting Dates is marked EXHIBIT 8 and held in the Exhibit Book of this meeting date and incorporated herein.

## **MISCELLANEOUS BUSINESS**

### **A. Future Agenda Topics – Superintendent Gearl Loden**

#### **February 9, 2016 Board Meeting**

- School Board Recognition
- Approval of 2016-2017 School Calendar
- Accountability Model Update

### **B. Future Agenda Topics – Board Members**

No topics were requested by Board members.

### **C. Executive Session**

Mr. Wheeler entertained a motion to enter temporary Executive Session to determine the need for an Executive Session. Mr. Hudson made a motion that the Board enter temporary Executive Session. Mr. Babb seconded the motion, and it was approved unanimously. Mr. Wheeler declared the motion passed. The room was cleared and the temporary Executive Session was called to order by Mr. Wheeler with the following people present: Mr. Joe Babb, Mrs. Sherry Davis, Mr. Rob Hudson, Mr. Eddie Prather, Mr. Ken Wheeler, Dr. Gearl Loden, Dr. Eddie Peasant, Mrs. Kim Britton, Mrs. Modesty Shumpert, and Mr. Otis Tims. The temporary Executive Session was called to order and the Board first considered the reason for entering Executive Session. Upon a motion by Mr. Hudson, with a second by Mr. Babb, the Board voted unanimously to remain in Executive Session for the purpose of discussing personnel matters and litigation matters. Upon motion duly made, seconded, and carried unanimously, the President of the Board declared the motion passed. Mr. Wheeler went out into the hallway to let everyone know that the Board would remain in Executive Session.

The Board first took up the discussion of personnel matters, Following discussion, Dr. Peasant and Mrs. Britton left the room. No action was taken.

Next, the Board took up pending litigation matters. Following an update report by Mr. Otis Tims regarding litigation or pending litigation matters a motion was made by Mr. Hudson and duly seconded by Mr. Babb to return to Open Session. No action was taken during the litigation discussion.

Mr. Wheeler left the room to announce that the Board had returned to Open Session.

### **D. Open Session**

Mr. Wheeler declared the meeting in Open Session and announced that no action was taken during the Executive Session.

January 19, 2016  
Noon, Hancock Leadership Center

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

## **ADJOURNMENT**

Whereupon, Mr. Hudson made a motion that the Board adjourn. Mr. Babb seconded the motion, and it was adopted unanimously. Mr. Wheeler declared the meeting adjourned at 2:15pm.

APPROVED:

TUPELO PUBLIC SCHOOL DISTRICT  
BOARD OF TRUSTEES

\_\_\_\_\_  
Kenneth R. Wheeler, President

ATTEST:

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Joseph Babb, Secretary