

**TUPELO PUBLIC SCHOOL DISTRICT  
BOARD OF TRUSTEES MEETING MINUTES  
November 7, 2017**

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, November 7, 2017, at the Hancock Leadership Center, 1920 Briar Ridge Tupelo, Mississippi.

**CALL TO ORDER**

The meeting was called to order by President Eddie Prather 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. Prather announced a quorum, and stated that the meeting was lawfully in session. Attorney Otis Tims was also present.

**APPROVAL OF AGENDA**

Mr. Babb moved to approve the agenda for the regular November 7, 2017, regular meeting as submitted. The motion was seconded by Mrs. Davis, and 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**

October 10, 2017, Noon Regular Meeting, HLC

Mr. Hudson made a motion to approve the minutes from the October 10, 2017, noon regular meeting as presented. The motion was seconded by Mr. Wheeler and approved unanimously. Mr. Prather declared the motion passed.

October 10, 2017, 5:00pm, Regular Meeting, Joyner Elementary

Mrs. Davis made a motion to approve the minutes from the October 10, 2017, 5:00pm regular meeting as submitted. The motion was seconded by Mr. Babb and approved unanimously. Mr. Prather declared the motion passed.

**PUBLIC COMMENTS**

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

**RECOGNITIONS**

No recognitions were held at this meeting of the Board.

## **COMMUNICATION TO THE BOARD**

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

### **A. Tupelo High School FEMA Shelter (TPSD Goals #2 and #4)**

Mr. Charles Laney reported that MEMA/FEMA has given the green light for construction to begin on the THS shelter project. Mr. Laney stated that a groundbreaking ceremony has been scheduled for November 27 at 10:00am. School district and city of Tupelo officials will be invited to attend. Mr. Laney also announced that construction will begin the week following the groundbreaking and is slated to be completed in a 300-day window depending on weather and other factors.

### **B. Larry Bell Update (TPSD Goal #1)**

Ms. Carole Elliott and Ms. Tamekia White reported on the many ways the Larry Bell workshops have positively impacted their schools. They shared information about how their schools are implementing the *12 Powerful Words* song and *Unravel* techniques. They shared the importance of building relationships with students. After a video showcasing Larry Bell, they thanked the Board of Trustees for allowing Larry Bell to be part of Tupelo Public Schools.

### **C. Accountability Updates (TPSD Goal #1)**

Ms. Paige Tidwell presented a comprehensive report on the district's 2017 accountability labels which were recently released by the Mississippi Department of Education.

### **D. Safety Plan Update Report (TPSD Goal #2)**

Mr. Andy Cantrell presented a safety audit update for the 2017-2018 school year. He stated that Mr. Jeff Broaddus of Broaddus & Associates is scheduled to perform TPSD's Safety Audit the week of February 5-9, 2018. Mr. Broaddus is a former Secret Service Agent and Marine Corps veteran. This will be a hybrid model with our Crisis Management Team Representatives participating in various topics such as: (ADD Avoid, Deny and Defend, Self Aid, Prioritized Staff Response, Facility Specific Considerations, and overall safety issues of the district.

Mr. Marty Cooke of Pickering Engineering also discussed the water quality of TPSD. Mr. Cooke reported that the lead test presented BDL (below detection level) at all our campuses. This is another part of our overall safety plan.

### **E. First 9 Weeks ADA and Discipline Update Report (TPSD Goals #1, #2 and #3)**

Mr. Cantrell presented the district's first nine weeks ADA for the past three years for what is considered Month 1 – August and September. The data was very consistent with our ADA hovering around 95.40% for the combined three years.

Mr. Cantrell also updated the Board on the district's first nine weeks discipline for the past 7 years. In 2017-2018, we have the lowest number of referrals since we have been trending this discipline data going back to 2011-2012.

#### **F. FY17 Audit (TPSD Goal #4)**

Finance Director Rachel Murphree reported that our auditors (Watkins Ward & Stafford) are on site now, which is earlier than anticipated. We have already provided them with a general ledger detail history and trial balances. Additionally, we have made available to them GASB financial statements, June/July bank reconciliations and statements, all related 941s, our work papers related to the following: accrued payroll, claims payable, compensated absences, due to/from, inventories, prepaid items, receivables, and transfers in/out. We have also made available to them the following: ad valorem calculations, ad valorem tax request worksheet, annual report of tax revenue, debt schedule, signed original and amended budgets, public depositor annual report, reconciliation of state printout, schedule of investments, worker's comp coverage certificate, certificate of liability coverage. They have given us a list of expenditures they want to test and we have those pulled as well. Watkins, Ward & Stafford realize the importance of the December 15th deadline to submit a draft report to the State Auditor's Office and have indicated that they will strive to meet that deadline.

#### **G. Ad Valorem Report for Amount Received Through October, 2017 (TPSD Goal #4)**

Mrs. Rachel Murphree reported that the collections for Operations for September received by the District in October were 7.22% of the amount requested compared to 7.63% in the previous year. The collections for Debt Service for September received by the District in October were 7.23% of the amount requested compared to 6.79% in the previous year.

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

### **CONSENT AGENDA**

In accordance with Dr. Loden's recommendations, Mr. Davis 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)  
Contracts to be Acknowledged and Awarded: #CO1849 and #CO1850 and Rental of School Facilities #SFR1815
2. Donations (TPSD Policy DFAB Revenues for Non-Tax Sources)  
#2017-2018-0012 through #2017-2018-018
3. Permission to Purchase Seven (7) School Buses
4. Grant Permission to Submit Grants (TPSD Policy DEEG Grant Management)  
TPSD Grant #1811
5. Grant Permission to Accept Grants (TPSD Policy DEEG Grant Management)  
TPSD Grant #1811
6. Grant Permission to Advertise #BD1803 – Interactive Boards
6. Grant Permission to Delete 105 Assets from the TPSD Asset Listing and Add Back 6 to the TPSD Asset Listing (TPSD Policy DM)

**B. Office of Assistant Superintendent Mr. Andy Cantrell**

Student Transfer Report (TPSD Policy JBCD Transfers and Withdrawals of Students)

Overnight Field Trip Requests:

- THS Debate Team, Debate Tournament, DeSoto, MS, 11/10-11/11
- THS Varsity Choir, Competition, Atlanta, GA, 3/24-3/25
- THS Orchestra, Performance, Nashville, TN, 3/22-3/25

**C. Office of Superintendent Dr. Gearl Loden (TPSD Goals #1, #2 and #4)**

1. Approval of Appropriate Expenses for Board Members to attend the annual National School Board Association (NSBA) Conference on April 7-9, 2018, in San Antonio, TX.
2. Approval of National School Boards Association (NSBA) National Affiliate fees in the amount of \$4,165.00, for the period January 1, 2018 to December 31, 2018. Fees are based on enrollment.

The motion was seconded by Mr. Wheeler and was approved unanimously. President Eddie Prather 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)**

**1. Docket of Claims**

Board Member Kenneth Wheeler recommended approval of the Docket of Claims for the period September 30 through October 27, 2017, Docket of Claims #48230 through #48945, Accounts Payable Checks #32138 through #32644 in the amount of \$1,486,423.03. The motion was seconded by Mrs. Davis and approved unanimously. Mr. Prather declared the motion passed.

This affirms that the claims are legal and proper and they are allowed and ratified as paid by the Superintendent or his designee pursuant to Section 37-9-14 (7) of the Mississippi Code of 1972.

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 September 30, 2017**

Following a review of each report and discussion, on a motion by Mr. Hudson, seconded by Mr. Wheeler, 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 Eddie Prather declared the motion passed. The Financial Reports for Month Ending June 30, 2017, 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)**

**Licensed Personnel Recommendations**

Upon a motion by Mr. Babb, seconded by Mrs. Davis, the Board voted unanimously to approve the licensed personnel recommendations as presented. Mr. Prather 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 Superintendent of Schools Dr. Gearl Loden (TPSD Goals #3)**

**1. Information Items:**

**Upcoming TPSD Events**

- November 13-14 – MSBA Fall Conference
- November 20-24 – Thanksgiving Break
- November 30, 11:30am, HLC – Retiree Luncheon

**Miscellaneous Items:**

- 1. The video – *Your Story, Our Purpose* – Episode Two was shown.**

**UNFINISHED BUSINESS**

**1. Approval of 2017 Board Meeting Dates**

Ms. Patrice Tate presented a final draft of 2017 Board Meeting Dates for approval. There was a typographical error on the June meeting – the draft stated June 13 and it should have stated June 12. On a motion by Mrs. Davis, seconded by Mr. Wheeler, the Board voted unanimously to approve the revised 2017 Board Meeting Dates. Mr. Prather declared the motion passed.

A copy of the 2017 Board Meeting Dates is marked **EXHIBIT 6** and are held in the Exhibit Book of this meeting date and incorporated herein.

**2. Change Date of December 2017 Regular Board Meeting from December 12, 2017, to December 5, 2017**

Mrs. Davis moved to change of date of the Tuesday, December 12, 2017, Noon, Regular Board Meeting to Tuesday, December 5, 2017, noon. The meeting will still be held at the Hancock Leadership Center. Mr. Wheeler seconded the motion, and the Board voted unanimously to change the meeting date. Mr. Prather declared the motion passed.

## **NEW BUSINESS**

There were no New Business items at this meeting of the Board.

## **MISCELLANEOUS BUSINESS**

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

- **Administrator of the Year**
- **Teacher of the Year**
- **1<sup>st</sup> Semester ADA/Discipline Reports**

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

No future agenda topics were requested by the Board.

### **C. Executive Session**

Mr. Prather suggested that there was a need for consideration of entering into executive session for a student matter (student case #02-2017-2018), and personnel issues. Mr. Hudson made a motion that the Board enter temporary Executive Session. Mrs. Davis seconded the motion, and it was adopted unanimously. Mr. Prather declared the motion passed. The room was then cleared except for the five Board Members, Mr. Otis Tims, Mr. Andy Cantrell, Mrs. Amy Ferguson, Mrs. Corlis Curry and Mr. Art Dobbs.

The temporary Executive Session was called to order and the Board first considered the reason for entering Executive Session. Mr. Prather stated that there was a need to discuss a student matter and personnel matters. Upon a motion by Mr. Hudson, with a second by Mrs. Davis, the Board voted unanimously to remain in Executive Session for the purpose of discussing a student matter and personnel matters. The President of the Board declared the motion passed and went out into the hallway to let everyone know that the Board would remain in Executive Session.

There followed discussion of the first personnel matter. No action was taken on this matter. Following this discussion, Mrs. Ferguson, Mrs. Curry and Mr. Dobbs left the room.

The student matter was to hear a appeal request (Student Case #02-2017-2018). The parent and student did not appear to address the Board of Trustees, but the Board reviewed matters related to the appeal.

Everyone present then left the meeting room except for Mr. Tims and members of the Board. There followed a discussion of another personnel matter. No action was taken on this matter, and at the conclusion of the discussion, Mr. Hudson made a motion, seconded by Mrs. Davis, to return to Open Session. The motion was adopted unanimously. Mr. Prather then left the room to inform anyone waiting that the Board was returning to Open Session.

**D. Open Session – Student Discipline Case #02-2017-2018**

When Open Session resumed, Mr. Prather announced that in Executive Session the Board had discussed personnel matters, but had taken no action. He also stated that the Board had considered a student discipline appeal. Whereupon, Mr. Hudson made a motion that the Board affirm the Administration's decision to expel the student in discipline case #02-2017-2018, who had appealed his expulsion but who did not appear for his appeal even though it had been moved to this meeting date at his mother's request. Mr. Wheeler seconded the motion, and it was unanimously adopted.

Detailed information regarding Student Discipline Case #02-2017-2018 is marked **EXHIBIT 7** "Sealed and Confidential" and held in the Exhibit Book of this meeting date and incorporated herein.

**ADJOURNMENT**

There being no further business to come before the meeting, Mr. Hudson made a motion to adjourn, which was seconded by Mr. Wheeler and adopted unanimously. Mr. Prather announced that the motion had passed and declared the meeting adjourned at 3:20 p.m.

**APPROVED:**

**ATTEST:**

**TUPELO PUBLIC SCHOOL DISTRICT  
BOARD OF TRUSTEES**

---

**Eddie M. Prather, President**

---

**Rob Hudson, Secretary**