

**TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING MINUTES
February 13, 2018**

The Board of Trustees of the Tupelo Public School District convened in a regular meeting of the Board held in Open Session at 5 pm on Tuesday, February 13, 2018, at Tupelo Middle School Civic Auditorium, 1009 Varsity Drive, 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

The agenda was approved at the noon meeting with the following changes:

- Move THS Update (Item VI. C.) to Executive Session
- Addendum to the Personnel Report (under Section VIII., Item B. #1., Licensed Personnel Recommendations)

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

January 19, 2018 Noon, Regular Meeting, Hancock Leadership Center

The minutes for the January 19, 2018 meeting were approved at the noon meeting.

PUBLIC COMMENTS

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

WELCOME

Dr. Brock English welcomed the Board of Trustees, parents, staff and visitors to Tupelo Middle School.

RECOGNITIONS

The Board of Trustees recognized the following groups:

- Rankin's Junior Beta Club and sponsors
- TMS's Wavebots
- Regional Reading Fair Winner
- District Spelling Bee Winners
- 2018 Teachers of the Year
- TPSD's 2018 Teacher of the Year
- National Board Certification recipients
- THS Boys Swim Team and Coach Lucas Smith recognized for being named Swim Coach of the Year by MS Athletic Association
- Dr. Eddie Moore named Athletic Director of the Year by MS Athletic Association
- Employees of the Month for the months of November, December, January, and February

COMMUNICATION TO THE BOARD

The following informational reports were presented to the Board of Trustees at the noon meeting and reported on at this meeting:

A. First Semester GPA and MHSAA Scholar Athlete Team Update (TPSD Goal #1)

Athletic Director, Dr. Eddie Moore, gave a report on the annual academic comparisons for a three year period, including GPA, class averages, and attendance. The report also included ranking charts to track individual team scholastic achievements in each of these categories.

Dr. Loden announced that Dr. Eddie Moore was named Mississippi's Athletic Director of the Year, and that Coach Trent Hammond and his staff was named Coaching Staff of the Year by MHSAA.

B. Special Education Department Update (TPSD Goals #1)

Special Education Director Gena McAlpin shared an update on the Special Education Department. The report included information on enrollment trends and how the department is funded. She also shared information on the various trainings the department has received.

C. Ad Valorem Collections through January, 2018

Finance Director Rachel Murphree reported that collections for Operations for November received by the District in December were 11.35% of the amount requested compared to 9.27% in the previous year.

The collections for Debt Service for November received by the District in December were 11.33% of the amount requested compared to 8.37% in the previous year.

The collections for Operations for December received by the District in January were 26.70% of the amount requested compared to 31.99% in the previous year.

The collections for Debt Service for December received by the District in January were 26.71% of the amount requested compared to 31.64% 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

In accordance with Dr. Loden's recommendations, Mr. Babb moved to 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)
 - a. Contracts to be Acknowledged and Awarded: #CO1859, #CO1861 and #CO1862; Charter Bus Contract BC#2017-2018-004 through BC#2017-2018-006; Rental of School Facilities #SFR1823
 - b. Ratification of Contractual Agreements #CO1860
2. Donations #2017-2018-035 through #2017-2018-040
3. Request Permission to Submit TPSD Grant #1813
4. Request Permission to Accept Grants (TPSD Policy DEEG Grant Management)
TPSD Grant #1807 and #1812
5. Single Source Purchase SS1802 College Board
6. Permission to Delete 78 Assets from the TPSD Asset Listing
(TPSD Policy DM)

B. Office of Assistant Superintendent Mr. Andy Cantrell (TPSD Goal#1)

1. Student Transfer Report (TPSD Policy JBCD Transfers and Withdrawals of Students)
2. Overnight Field Trips (TPSD Goal #3 and #4)
 - THS Debate Team, Debate Tournament, Jackson, MS, 2/23-24/18

C. Office of Director of Federal Programs Mrs. Corlis Curry (TPSD Goal #4)

1. Permission to Submit Title V 2017-2018 Grant Assurances

D. Office of Director of Finance Mrs. Rachel Murphree (TPSD Goal #2)

1. Approval of 2017-2018 School Wellness Policies

The motion was seconded by Mrs. Davis and was approved unanimously. The President of the Board 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 and Athletic Ref Pay

Mr. Hudson stated that he reviewed the Docket of Claims prior to the meeting, and moved to approve the Docket of Claims for the period January 6 through February 2, 2018, Docket of Claims #50228 through #50886, in the amount of \$1,697,276.40, and Athletic Activity Ref Pay paid officials and fees in the amount of \$3,695.56 for the period of January 1 through February 2, 2018. The grand total for all funds is \$1,700,971.96.

The motion was seconded by Mr. Wheeler and approved unanimously. Mr. Prather declared the motion passed.

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 Required by MS Code § 37-9-18 – Month Ending 12/31/17

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

- 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)

Mr. Prather declared the motion passed. The Financial Reports for Month Ending December 31, 2017, are marked **EXHIBIT 4** and held in the Exhibit Book of this meeting date and incorporated herein.

3. Online Submission of Bids

At the noon meeting, Finance Director, Mrs. Rachel Murphree, requested to use Plan House as a platform as a way of offering electronic submission of bids. On a motion by Mr. Hudson, seconded by Mr. Wheeler, the Board voted unanimously to approve the use

of Plan House as a platform for offering a way for vendors to submit electronic bids. Mr. Prather declared the motion passed.

4. Resolution Approving the Purchase of Transportation Equipment

Attorney Otis Tims, presented a resolution requesting approval of the purchase of two driver's education vehicles and one district vehicle, and that the District is hereby authorized to use funds available from its 2016 limited-tax notes to purchase the transportation equipment described hereinabove. The resolution also states that the Superintendent be authorized to take such actions as may be useful to carry out the purposes of this resolution. On a motion by Mr. Hudson, seconded by Mrs. Davis, the Board voted unanimously to approve the Purchase Resolution as presented. Mr. Prather declared the motion passed.

The Resolution is marked **EXHIBIT 5** and held in the Exhibit Book of this meeting date and incorporated herein.

B. Office of Director Human Resources Mr. Jim Turner

1. Job Description—Law and Public Safety Vocational Teacher

On a motion by Mr. Hudson, seconded by Mr. Wheeler, the Board voted unanimously to approve the job description for a Law and Public Safety Vocational Teacher as presented. Mr. Prather declared the motion passed.

The Job Description is marked **EXHIBIT 6** and held in the Exhibit Book of this meeting date and incorporated herein.

2. Licensed Personnel Recommendations

Mr. Wheeler moved to approve the Licensed Personnel Recommendations as presented. Mrs. Davis seconded the motion, and the motion was approved unanimously. Mr. Prather declared the motion passed.

The Licensed Personnel Report is marked **EXHIBIT 7** and held in the Exhibit Book of this meeting date and incorporated herein.

C. Office of Assistant Superintendent Mrs. Kimberly Britton (TPSD Goals #1-#4)

1. Revision of TPSD Policy DFC—Federal Aid

Mrs. Kimberly Britton presented policy DFC for consideration of approval. These revisions are a result of new state requirements and have been reviewed by attorney Kelly Stimpson. Mr. Wheeler moved to approve the revision of TPSD Policy DFC as presented. Mr. Babb seconded the motion, and the motion was approved unanimously. Mr. Prather declared the motion passed.

Policy DFC is marked **EXHIBIT 8** and held in the Exhibit Book of this meeting date and incorporated herein.

D. Office of Assistant Superintendent Mr. Andy Cantrell (TPSD Goals #2 and #4)

1. Student Discipline Case #50-2017-2018

On a motion by Mr. Babb, seconded by Mrs. Davis, the Board voted unanimously to ratify the administrative decision to expel Student #50-2017-2018, from TPSD for one calendar year for violation of TPSD Policies JCDAE (2), and JD-E5.

Detailed information regarding Student Discipline Case #50-2017-2018 is marked **EXHIBIT 9** “Sealed and Confidential” and held in the Exhibit Book of this meeting date and incorporated herein.

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

Members of Dr. Loden’s administrative team shared the following information with the Board:

1. Information Items:

a. CTE Program Update

Mr. Andy Cantrell gave an update on new classes for the CTE Program. The program currently has 668 students with 14 Programs. Mr. Cantrell said that they will be adding another section of Culinary Arts, and a new class called Law & Public Safety.

b. Graduation Rate Update

Ms. Paige Tidwell shared information on the district’s graduation rate. The report showed a 7 year trend among subgroups.

UNFINISHED BUSINESS

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

NEW BUSINESS

A. Approval of Winter Weather Calendar

Mrs. Kimberly Britton presented a revision to the 2017-2018 school year calendar, adding a day to the end of the school year due to inclement weather on January 12, 2018. It was also discussed that all hourly and 12 month employees make up hours prior to June 30, 2018, or take a vacation day. Mrs. Davis moved that the revision to the 2017-2018 school year calendar be approved as presented, and further, that prior to June 30, to make up the missed day, all district personnel other than teachers, assistant teachers, full-time bus drivers, cafeteria managers, cafeteria workers, bus monitors, academic and behavioral

interventionists, permanent substitutes, physical therapists, occupational therapists, nurses whose salaries are paid with district funds, and interpreters—either (a) deduct one day of accumulated personal leave or (b) work and additional day as directed by their supervisors. The motion was seconded by Mr. Babb, and approved unanimously. Mr. Prather declared the motion passed.

The amended 2017-2018 school year calendar is marked **EXHIBIT 10** and held in the Exhibit Book of this meeting date and incorporated herein.

B. Permission to change date of May Board Meeting from May 15th to May 8th.

Dr. Loden requested permission to change the May Board Meeting from May 15, 2018 to May 8, 2018. On a motion by Mr. Wheeler, seconded by Mr. Hudson, the Board voted unanimously to approve the changing of the May 15, 2018 Regularly Scheduled Board Meeting to May 8, 2018. Mr. Prather declared the motion passed.

MISCELLANEOUS BUSINESS

A. Future Agenda Topics – Superintendent Gearl Loden

Dr. Loden shared the following Future Agenda Topics with the Board at the noon meeting, and they were reported on at this meeting:

March 20, 2018, Regular Board Meeting

- 9:00 a.m. Board Work Session, Noon Annual Organizational Meeting
- Hire Principals
- Grants Report
- Curriculum Update
- Parent of the Year

B. Future Agenda Topics – Board Members

No specific agenda topics were requested by Board Members at this meeting of the Board.

C. Executive Session

Mr. Prather stated that an Executive Session was held at the noon meeting to discuss a student discipline matter, and personnel matters, and a legal update.

Student Discipline Case #49-2017-2018

Mr. Babb made a motion to uphold the District Disciplinary Hearing Committee's recommendation to assign student #49-2017-2018 to the Structured Day Program for 45 days. The motion was seconded by Mr. Wheeler and adopted unanimously. Mr. Prather declared the motion passed. Detailed information regarding Student Case #49-2017-2018 is marked **EXHIBIT 11** and held in the Exhibit Book of this meeting date and incorporated herein. These materials are marked "Sealed and Confidential" to comply with legal requirements.

ADJOURNMENT

On a motion by Mr. Wheeler, seconded by Mr. Hudson, the Board voted unanimously to adjourn the meeting. The President of the Board declared the motion passed and the meeting in adjournment at 5:48 p.m.

APPROVED:
TUPELO PUBLIC SCHOOL DISTRICT
BOARD OF TRUSTEES

ATTEST:

Eddie Prather, President

Rob Hudson, Secretary