



success with a total weight loss of 854 pounds noting the top female loser, Carol Duke, with a loss of 50 lbs and the top male loser, Mike McCarver, with a loss of 33 lbs.

Dr. **Airhart** continued with the following announcements:

- Noted the Board Strategic Plan meeting would be held on January 17, 2009, from 9:00 AM – 3:00 PM.
- Noted School Board Week would be January 25 – 31, 2009.
- Noted Special Called Board Meeting would be held on February 11, 2008, 2:00 PM regarding SACS-CASI.

Mr. **McCORMICK** stated the Board would address approval of the Minutes.

**ACTION:** Mr. **BROWN** made a motion to approve the following Minutes:

- Regular Board Meeting– Thursday, December 4, 2008 @ 4:00 PM
- Special Called Board Meeting – Thursday, December 4, 2008 @ 3:45 PM

Dr. **JORDAN** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address approval of the Consent Agenda and asked if the Board had any item they would like removed for discussion.

**ACTION:** (I.A.1. – I.F.5.) Mr. **BROWN** made a motion to approve the following Consent Agenda, per the recommendation of the Director of Schools, as submitted:

## **I. Consent Agenda**

### **A. Approval of Purchases/Payments**

1. Consider approval of payment to Moore, Rader, Clift and Fitzpatrick, P.C. – Cookeville, Tennessee on behalf of Dungan & LeFevre – Troy, Ohio in the amount of \$1,711.82 for legal services associated with the estate of Willie G. Phillips (Monterey High School) to be paid from 141-72310-331, Legal Services.
2. Consider approval of payment to the State of Tennessee Department of Commerce and Insurance, Division of Fire Prevention in the amount of \$8,000 for plan review fees related to the Prescott South Elementary and Prescott South

Middle School projects to be paid from 179-91300-361-NEWK8, Permits.

3. Consider approval of payment to Mid-State Construction Company – Livingston, Tennessee in the amount of \$182,829.00 and Community Bank of the Cumberland’s – Cookeville, Tennessee in the amount of \$9,622.57 for retainage withheld for a total amount of \$192,451.58 for application payment #002 relative to the Jere Whitson Elementary School renovation project to be paid from 177-91300-706, Building Construction.
4. Consider approval of payment to Mid-State Construction Company – Livingston, Tennessee in the amount of \$1,023,573.47 and Community Bank of the Cumberland’s – Cookeville, Tennessee in the amount of \$53,872.29 for retainage withheld for a total amount of \$1,077,445.76 for application payment #004 relative to the Algood Elementary School project to be paid from 179-91300-706-ALGOO, Building Construction.
5. Consider approval of payment to GeoServices, LLC – Seymour, Tennessee for geotechnical services performed between November 2 - 29, 2008, in the amount of \$3,104.00 relative to the Algood Elementary School project to be paid from 179-91300-308-ALGOO, Consultants.
6. Consider approval of payment to Tamara L. Beckman, CPA – Cookeville, Tennessee in the amount of \$9,500.00 for Putnam County Schools Activity Funds Audited Financial Statements ended June 30, 2008, to be paid from 141-72310-305, Audit Services.
7. Consider approval of payment to Reasons Construction Company, Inc. – Humboldt, Tennessee in the amount of \$95,555.27 for payment application #002 for the Site Development Package relative to the Prescott South Elementary and Prescott South Middle School project to be paid from 179-91300-724-NEWK8, Capital Projects Site Development.
8. Consider approval of payment to Cockrill Design & Planning – Knoxville, Tennessee in the amount of \$9,467.05 for professional architectural services & reimbursable expenses

relative to the Algood Elementary School project through November 30, 2008, to be paid from 179-91300-304-ALGOO, Architects.

9. Consider approval of payment to Cockrill Design & Planning – Knoxville, Tennessee in the amount of \$101,362.34 for professional architectural services & reimbursable expenses relative to the Prescott South Elementary and Prescott South Middle School projects through November 30, 2008, to be paid from 179-91300-304-NEWK8, Architects.
10. Consider approval of payment to Upland Design Group, Inc. – Crossville, Tennessee in the amount of \$3,263.52 for architectural services relative to the Jere Whitson Elementary School Renovation project to be paid from 177-91300-304, Architects.
11. Consider approval of payment to GeoServices, LLC – Seymour, Tennessee for geotechnical services performed between November 2 – 29, 2008, in the amount of \$3,311.00 relative to the Prescott South Elementary and Prescott Middle School project to be paid from 179-91300-308-NEWK8, Consultants.

**B. Bids**

**1. Permission to Bid**

- a. Tile for Cane Creek and Baxter Elementary Schools
- b. Furniture for Algood K-4 and 5-8 buildings

**C. Budget Amendments/Line Item Transfers**

1. Consider approval of the following General Purpose School Budget Amendments, Fund 141, as submitted:
  - a. To transfer \$2,000 of Algood School's maintenance supplies to custodial supplies to better utilize funds
  - b. To budget for insurance recovery due to damages to school bus #69 (repaired at bus garage)
2. Consider approval of the following General Purpose School Line Item Transfer, Fund 141, as submitted:

- a. To move budgetary amount into “Other Salaries” for substitute personnel
3. Consider approval of the following Federal Projects Budget Amendments, Fund 142, as submitted:
  - a. To utilize Title II.A. (201) funds more appropriately according to program needs
  - b. Title III.A. (301) To cover teacher salaries
4. Consider approval of the following Federal Projects Line Item Transfer, Fund 142, as submitted:
  - a. To adjust original Title II.A. (201) allocation to correct line item
  - b. To better utilize MSP Grant funds

**D. Consider approval of the Overnight/Out-of-State Field Trip Report.**

**E. Consider approval of the Grant Report, as submitted.**

**F. Other**

1. Consider approval of a request from Upperman High School (UHS) to sanction tennis as a club sport with no supplement required.
2. Consider approval of a request from Cornerstone Middle School (CMS) for Ben Herron, a CMS teacher/coach, to coach three (3) sports – football, boy’s golf and girl’s golf.
3. Consider approval of the Supplement Package correction, as submitted.
4. Consider approval of the emergency purchase of a boiler replacement for Capshaw Elementary School from Cookeville Heating & Cooling Services, LLC – Cookeville, Tennessee in the total amount of \$19,999.00 to be paid from 141-72620-399, Other Contracted Services.

5. Consider approval of the Putnam County Board of Education Budget Process Time Frame, as submitted.

Mr. **CRABTREE** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address moved Agenda Item II.D., Annual Grant Report; and recognized Dr. Sandi Koczwarra, Grant Writer.

Dr. **Koczwarra** reviewed the following areas of the Annual Grant Report for 2007-2008 and the Grant History Report from 2002-2008:

- Types of Grants
  - Formula Grants
  - Discretionary Grants
- Grant Requirements
- District Grant Initiatives
- Discretionary Grant Awards
- Grant Dilemmas
- Grant Approval Process
- Grant Department Responsibilities
- Grant Department Website  
[www.putnamcountyschools.com/grants/index.html](http://www.putnamcountyschools.com/grants/index.html)
- PCS Discretionary Grant History
- Since 2002 Grand Total Grant Awards of \$19,835,225.00

Mr. **McCORMICK** stated the Board would address Agenda Item II.A., Insurance Recovery – Jere Whitson Elementary and recognized Alan Hill, Upland Design Group, Inc. – Crossville, Tennessee.

Mr. **Hill** stated the following regarding the Insurance Recovery – Jere Whitson Elementary (JWE) project update:

- Work progressing
- Today, poured new classroom wing floor slab
- Replacement of fire damaged roof structure for “A” classroom wing underway
- Next scheduled progress meeting – Wednesday, January 14, 2009, at 1:30 PM at the building site
- TV brackets included in the design for certain classrooms
- JWE staff informed TV’s not used.
- Put in as recovery of property that was in the building at the time of the fire
- Suggestions from Mid-State Construction on how to redo ramp at the front and side of “A” classroom wing to make it more useable and also to improve appearance of the building
- Those two items combined resulted in a credit of \$410 to the system

- As demolition proceeded with “A” classroom wing concerns arose regarding structural issues previously concealed.
- Concern regarding proper support of bar joists in this classroom wing
- Project Structural Engineer stated in a letter that this situation with the bar joists was not a stable condition and merited repairs.
- Structural work cost of \$10,411 and another small area of duct work that needs to be replaced at a cost of \$809
- Requesting permission to proceed with structural work

**ACTION:** Mr. **BROWN** made a motion to approve Change Order #2 (for asbestos work) with Mid-State Construction – Cookeville, Tennessee for Jere Whitson Elementary School in the amount of \$9,494.00 and to approve proceeding with Jere Whitson’s structural work improvement modifications, as presented not to exceed \$15,000. Mr. **CRABTREE** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.B.1., New South Elementary and Middle project update and recognized David Cockrill, Cockrill Design & Planning – Knoxville, Tennessee.

Mr. **Cockrill** stated the following regarding the New South Elementary and Middle School project update:

- Project out to bid December 22, 2008
- Pre-bid meeting today with 15 general contractors with some quality firms
- Project at State Fire Marshall’s office with a promise of a one week turn around
- Met with public works this afternoon regarding road development issues on the site
- Have plan of action to address TDOT and look at all road improvements that are mandated by this development.
- First Site Development Package not finished due to the rainy weather but still will be able to get done.
- No cause for alarm yet
- Bids due on February 2<sup>nd</sup>

Mr. **Cockrill** stated the following regarding the Site Development Package for Algood School:

- Highways Inc’s PCO #07 was approved in a discussion with Dr. Airhart last month
- PCO #07 - relocation of the middle school’s main electrical line
- Recommending formal approval of PCO #07, as submitted

**ACTION:** (II.B.2.a.) Mr. **BROWN** made a motion to approve Highways Inc's PCO#07 in the amount of \$10,000 for relocation of the middle school's main electrical line to be paid from account 179-91300-364-ALGOO, Contracts for Development Costs, as submitted. Mr. **CRABTREE** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.B.3., New Algood Elementary project update and recognized David Cockrill, Cockrill Design & Planning – Knoxville, Tennessee.

Mr. **Cockrill** stated the following regarding the New Algood Elementary project update:

- Project approximately 40% complete
- Framing nearing completion
- Almost ready to set steel on second floor of classroom wing
- Setting steel in entry foyer this afternoon
- Starting to put metal decking down
- Rain slowing project down
- Working weekends
- Mid-State Construction still telling us project will be done by the July 5<sup>th</sup> completion date
- Workmanship looking good
- Recommended Mid-State Construction's PCO#09 (Agenda Item II.B.3.b.) and PCO#10 (Agenda Item II.B.3.c.), as submitted

**ACTION:** (II.B.3.b.) Mr. **MAYNARD** made the motion to approve Mid-State Construction's PCO #09 in the amount of \$1,419.05 for electrical light fixture changes to be paid from account 179-91300-706-ALGOO, Building Construction, as submitted. Mr. **HARGIS** seconded the motion. Motion carried.

**ACTION:** (II.B.3.c.) Mr. **MAYNARD** made a motion to approve Mid-State Construction's PCO#10 which is a credit in the amount of \$935.00 for removal of Gym volleyball standards, as submitted. Mr. **CRABTREE** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.B.4., Sycamore Elementary Tile project update and recognized David Cockrill, Cockrill Design & Planning – Knoxville, Tennessee.

Mr. **Cockrill** stated the following regarding the Sycamore Elementary Tile project update:

- Agreement could be reached in a day or two.
- Some communication issues within their company due to the merger involved between Tarkett and the other company
- Real close to a decision from Tarkett President
- Informed Tarkett by next board meeting, issue would be resolved one way or the other.

Mr. **Rader** stated Mr. Cockrill would have to notify the Board when a decision would be necessary in order to get the tile work done this summer; whether it was by an agreement with Tarkett or by utilization of the \$84,000 retainage monies being held and then take legal action for all the extra monies that issue has cost the system.

Mr. **McCORMICK** stated the Board would address Agenda Item II.E.1., Policy 6.502, Foreign Exchange Student, on first reading, as submitted, and recognized Dr. Airhart.

**ACTION:** (II.E.1.) Mr. **BROWN** made a motion to approve Policy 6.502, Foreign Exchange Student, on first and final reading, as submitted. Mr. **MAYNARD** seconded the motion.

Dr. **Airhart** stated about a year ago, the Board had changed this Policy removing the restriction on the amount of exchange students that could be accepted at each school and recognized Sharon Griggs, Curriculum Supervisor, to address the issue created by removing that restriction.

Ms. **Griggs** stated the following regarding Policy 6.502, Foreign Exchange Student:

- Prior to the change, the policy restricted the number of foreign exchange students allowed to four (4) per school
- Only two (2) from any one country
- Last year that restriction was removed.
- This year PCBOE has had an influx of foreign exchange students.
- A foundation has an agent within our county that has been placing foreign exchange students in our schools.
- Policy states prior approval for placement of foreign exchange students is required.
- Time after time this agent has brought our system students that did not have prior approval.
- This agent continues to proceed in this manner.

- Our high schools do not have extra classroom space or the flexibility to handle these requests noting it is creating a hardship for PCBOE.

Dr. **Airhart** stated by removing the restriction in the policy, we have created a monster and the Board may want to consider placing guidelines and limitations back into the policy.

**ACTION:** (II.E.1.) After Board discussion, the vote was taken. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.C., Energy Savings and recognized Dr. Airhart.

Dr. **Airhart** stated the following regarding Energy Savings:

- Last year, the Board planned their budget around a 15% increase in energy.
- Bills coming in at a 20% increase
- Initiated a contest with Leadership Team as to which school could save the most kilowatts during the school year.
- First month tracking usage
- Track throughout the year and an award of promethean boards would be given to the school that saves the most energy.
- Negative 5% needed to break even.

(Agenda Item II.D., Annual Grant Report, was presented earlier in the meeting.)

Mr. **McCORMICK** stated the Board would address Agenda Item II.F., Discuss Carter & Carter Oil bid and recognized Dr. Airhart.

Dr. **Airhart** stated the following regarding the Carter & Carter Oil bid:

- About a month ago, Carter & Carter Oil sent us a bill that exceeded their bid amount.
- Paid only the amount in the bid
- Dan Rader, School Board attorney, sent Carter & Carter Oil a letter discussing the requirements within the bid.
- Recognized Mr. Rader

Mr. **Rader** stated the following regarding the Carter & Carter Oil bid:

- Bid was received and approved by the Board for a set amount.
- Carter & Carter Oil wanted to go up on the bid price.
- Sent a bill that exceeded the amount of their bid
- Paid the bid amount and advised them of the contract that they had entered into with PCBOE.

- In fact, at that time oil prices had declined substantially.
- Carter & Carter Oil requested the Board to agree to cancel their contract and relieve them of their obligation.
- Valid contract with Carter & Carter Oil exists.
- They claim they do not have a supply for this particular product and they have had to purchase it from other oil companies.
- Recommended if the Board relieves them of their obligation with this contract and purchases the product elsewhere, the Board take that into consideration in the event these products should be bid again not to approve a bid with this company in the future.

Dr. **Airhart** stated we have been doing some shopping and believe that we can actual come up with a better price than what this bid was.

**ACTION:** (II.F.) Mr. **HARGIS** made a motion to relieve Carter & Carter Oil from their existing bid with PCS and not to accept any bids from this company in the future. Dr. **JORDAN** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.G., Consider approval of Putnam County Schools Resolution to the State Legislature for Extended Service Years for School Transit Buses, and recognized Dr. Airhart.

Dr. **Airhart** stated this resolution would extend the use of the buses from fifteen (15) to twenty (20) years noting Terry Randolph, Transportation Supervisor, recommended eliminating the word transit in the resolution.

**ACTION:** (II.G.) Mr. **HARGIS** made a motion to approve the resolution to extend service years for school buses from fifteen (15) to twenty (20) years, as submitted, eliminating the word transit. Mr. **MAYNARD** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.H., Resolution - Termination of the Lawn Care Contract, and recognized Dr. Airhart.

Dr. **Airhart** recommended terminating the lawn care contract with Nine Yards Lawn Care – Cookeville, Tennessee due to lack of funding noting a thirty-day cancellation notice would be sent.

Dan Rader, School Board Attorney, stated the contract has a provision to terminate the contract with a thirty-day notice being given.

**ACTION:** (II.H.) Mr. **MAYNARD** made a motion to approve the resolution to terminate the lawn care contract with Nine Yards Lawn Care – Cookeville, Tennessee with a thirty-day notice being given. Mr. **CRABTREE** seconded the motion. Motion carried.

**ACTION:** Mr. **BROWN** made a motion to adjourn. Mr. **MAYNARD** seconded the motion. Motion carried.

The Board adjourned at 5:20 PM.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Director of Schools