

MINUTES
Putnam County Board of Education
March 5, 2009

MEETING CALLED TO ORDER

The Putnam County Board of Education met at the Board of Education Building – Cookeville, Tennessee on Thursday, March 5, 2009. Vice-Chairman Vern Crabtree convened the meeting at 4:00 PM.

PRESENT5	ABSENT1
Eric Brown	David McCormick
Vern Crabtree	
Robert Hargis	
Ray Jordan	
Jerry Maynard	

Mr. **CRABTREE** stated the Board would address approval of the agenda and recognized Dr. Kathleen Airhart, Director of Schools, with clarifications to the agenda.

Dr. **Airhart** stated the following clarifications to the agenda:

- **Remove for discussion** - Consent Agenda Item I.A.8., Installation of Park View Elementary School gym air conditioning
- **Delete** – Consent Agenda Item I.B.2.a. – Approval of Jere Whitson Furnishings bid
- **Delete** – Agenda Item II.B.1.g. – Approval of Cockrill Design & Planning proposal for additional services for designing the South Jefferson Avenue road modification related to the New South PreK-8 school project
- **Add** – As Agenda Item II.B.1.h. – Consider approval of payment to Community Bank of the Cumberland’s – Cookeville, Tennessee in the amount of \$21,832.93 for retainage associated with pay application #001, #002, #003 and #004 to Reason’s Construction for the Site Development work relative to the Prescott South Elementary and Middle School project to be paid from 179-91300-724-NEWK8, capital Projects Site Development.

- **Add** - As Agenda Item II.B.2.g. – Approval of Data/Voice Infrastructure Goods and Services for Algood Elementary School project
- **Add** – As Agenda Item II.J. – Resolution - UniFirst Corporation laundry contract

ACTION: Mr. **BROWN** made a motion to approve the agenda, as amended. Dr. **JORDAN** seconded the motion. Motion carried.

Mr. **CRABTREE** recognized Dr. Airhart with announcements.

Dr. **Airhart** made the following announcements:

- Recognized, congratulated and presented the *I Make A Difference Award* to Paula King, Safe and Drug Free Schools Coordinator, for positively impacting every child in Putnam County making good things happen for our children, our teachers, and our community
- Recognized Wayne Shanks, Cookeville High School (CHS) principal, with an announcement

Mr. **Shanks** recognized and congratulated the CHS Wrestling Team for placing fourth overall at the TSSAA 2009 State Championship with over a hundred teams participating.

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

- Noted receipt of the AdvanED Quality Assurance Review Team Report
- Noted Monthly Energy Savings Report for January 2009
- Noted Spring Break from March 16 – 27, 2009
- Noted the Central Office would be closed on Monday, March 16, 2009, as the President’s Day Holiday make-up day.
- Noted TCAP Testing dates from Wednesday, April 3, 2009 – Tuesday April 21, 2009
- Noted Putnam County Schools would be closed March 6th and 9th due to illness.

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

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

Special Called Board Meeting - Wednesday, February 11, 2009, @ 2:00 PM
Regular Board Meeting - Thursday, February 5, 2009, at 4:00 PM

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

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

Mr. **MAYNARD** requested removal for discussion of Consent Agenda Item I.A.8., Park View Elementary School gym air-conditioning, and recommended utilizing monies from the sale of Prescott Central Middle School (PCMS) to cover the expense.

ACTION: (I.A.8.) Mr. **MAYNARD** made a motion to delay the Park View Elementary gym air-conditioning project until priorities for the PCMS monies were settled. Mr. **BROWN** seconded the motion.

The following roll call vote was taken:

Mr. Maynard – Yes

Mr. Brown – Yes

Mr. Crabtree – No

Dr. Jordan – Yes

Mr. Hargis – Yes

Motion carried.

ACTION: (I.A.1. – I.F.6.) Mr. **MAYNARD** made a motion to approve the following Consent Agenda, per the recommendation of the Director of Schools, and as amended:

I. Consent Agenda

A. Approval of Purchases/Payments

1. Consider approval of payment to Moore, Rader, Clift and Fitzpatrick, P.C. – Cookeville, Tennessee for legal services through February 12, 2009, in the amount of \$11,437.50 to be paid from 141-72310-331, Legal Services.

2. Consider approval of payment to Cirrus Outdoor Power Equipment – White House, Tennessee for four (4) Snapper Pro Lawn Mowers (Model #S200XKOH2761) @ \$5,695 each in the total amount of \$22,780 to be paid from 141-72620-717, Maintenance Equipment.
3. Consider approval of payment in the amount of \$12,000 to My Learning Plan for continuing services of online professional development calendar of events/tracking system to be paid from the following accounts:
 - a. 141-72210-599 CURRI in the amount of \$3,000
 - b. 141-72210-399 MATER in the amount of \$2,000
 - c. 142-72130-524-801 in the amount of \$500
 - d. 141-72220-399 in the amount of \$1,500
 - e. 142-72210-599-201 in the amount of \$5,000
4. Consider approval of payment to ACT Research Service for required 11th grade ACT tests in the amount of \$25,600 to be paid from 141-72130-322 MATER (BEP funding formula).
5. Consider approval of the payment for professional services to install and configure a KEMP technologies Load Master 3500 load balancer for the implementation of the Pearson PowerSchool Student Information System to be paid from account 141-72810-709, Data Processing Equipment, in the amount of \$11,523.83.
6. Consider approval of the purchase from PLATO, Inc. – PLATO Learning in the amount of \$28,000 for one (1) year of service to all Putnam County high schools to be paid in two (2) installments, as follows:
 - First installment of \$17,000
 - \$12,000 from Special Education Department funding code, 141-71200-429
 - \$5,000 from Career and Technical Department funding code 142-71300-499-801 in the amount of for \$3,900 and funding code 142-71300-429-801 in the amount of \$1,100

- After July 1, 2009, Second installment in the amount of \$11,000 from Title V. Federal funds, 142-72210-599-501
- 7. Consider approval of payment to Dungan & Lefevre – Troy, Ohio for legal services related to the estate of Willie G. Phillips/Monterey High School performed between January 1, 2009, and January 31, 2009, in the amount of \$1,775.42 to be paid from 141-72310-331, Legal Services.
- 8. (Consent Agenda Item I.A.8. was removed for discussion.)

B. Bids

1. Permission to Bid

- a. Food Service equipment, refrigeration and smallwares for Jere Whitson Elementary

2. Bid Approval

- a. (Consent Agenda item I.B.2.a. was deleted from the agenda.)

C. Budget Amendments/Line Item Transfers

- 1. Consider approval of the following General Purpose School Budget Amendments, Fund 141, as submitted:
 - a. To transfer funds for installations and configuration of the Pearson Power School Student Information System
 - b. To budget remaining 07/08 Tennessee Learn and Serve grant approved to carry over into the 08/09 budget
 - c. To reallocate Coordinated School Health funds to fund medical supplies
 - d. To budget insurance payment recovery from damages to school bus accident on 11/18/08
 - e. To adjust for carry over from 2007-08 and new budget amount for 2008-09 for Adult Education Grant

2. Consider approval of the following General Purpose School Line Item Transfer, Fund 141, as submitted:
 - a. To better expend Vocational Rehab grant funds to fund van rental payments
 - b. To adjust for new budget allotment for 2008-09 – Adult Education Grant
3. Consider approval of the following Federal Projects Budget Amendment, Fund 142, as submitted:
 - a. To amend Title II.D. (231) budget for needed Professional Development
 - b. To amend Title I.A. (101) JereW budget to more appropriately utilize funds according to program needs

D. Consider approval of the Overnight/Out-of-State Field Trip Report, as submitted.

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

F. Other

1. Consider approval of the SAC tuition rate increase effective April 6, 2009, as submitted.
2. Consider approval of a request from Burk Middle School (BMS) for Charles “Pokey” Looper, a teacher/coach, to coach three sports (MHS’s boys and girls golf coach and BMS’s golf coach).
3. Consider approval of the 2008-2009 Summer School, as submitted.
4. Consider approval of the addition of IB European History course curriculum to the Cookeville High School’s IB course offerings for the school year 2009-2010.
5. Consider approval of the professional service agreement for comprehensive infrastructure services to be provided by Scantron Corporation to support the Pearson PowerSchool

Student Information Management System applications (attendance program). This package includes all of the hardware, 3rd party software and infrastructure configuration services required to support successful implementation of Pearson School Systems PowerSchool applications to begin July 1, 2009, as follows:

- Network Implementation Services in the amount \$8,400 to be paid from 141-72810-399
- Database Configuration Solutions in the amount of \$8,059.83 to be paid from 141-72810-399
- Servers (4) in the amount of \$9,904.08 to be paid from 141-72810-709
- Data Backup Recovery Solutions in the amount of \$4,706.25 to be paid from 141-72810-709
- Network Infrastructure (Equipment/Supplies) in the total amount of \$9,979.15 with \$3,301.94 to be paid from 141-72810-499 and with \$6,677.21 to be paid from 141-72810-709

6. Consider approval of the Title II.A. Teacher Quality Accountability Improvement Plan, as submitted.

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

Mr. **CRABTREE** stated the Board would address Agenda Item II.A.1., Insurance Recovery – Jere Whitson Elementary Project Update, and recognized Allen Hill, Upland Design Group – Crossville, Tennessee.

Mr. **Hill** stated the following regarding the Jere Whitson Elementary School project update:

- Progress Meeting scheduled for Wednesday, March 11, 2009
- Project on schedule
- Recommended use of allocated funds already in the project in the amount of \$1,350 to completely replace the dry wall

Mr. **CRABTEE** stated the Board needed a motion to approve the use of the allocated funds for replacement of the dry wall.

ACTION: (II.A.) Mr. **BROWN** made a motion to approve the use of the allocated funds for replacement of dry wall in the amount of \$1,350. Dr. **JORDAN** seconded the motion. Motion carried.

Mr. **Hill** continued with the following regarding the Jere Whitson Elementary School project:

- At this time, recommended NO action on Agenda Item II.A.2., a request for an additional four (4) days to be added to the contract
- Recommended payment for Mid-State Construction's payment application #004 as submitted

ACTION: (II.A.3.) Mr. **BROWN** made a motion to approve payment to Mid-State Construction Company – Livingston, Tennessee in the amount of \$266,641.73 and Community Bank of the Cumberland's – Cookeville, Tennessee in the amount of \$14,033.77 for retainage withheld for a total amount of \$280,675.50 for application payment #004 relative to the Jere Whitson Elementary School renovation project to be paid from 177-91300-706, Building Construction. Dr. **JORDAN** seconded the motion. Motion carried.

ACTION: (II.A.4.) Mr. **MAYNARD** made a motion to approve payment to Upland Design Group, Inc. – Crossville, Tennessee in the amount of \$4,302.60 for architectural services relative to the Jere Whitson Elementary School Renovation project to be paid from 177-91300-304, Architects. Mr. **BROWN** seconded the motion. Motion carried.

Mr. **CRABTREE** stated the Board would address Agenda Item II.B., Building Projects, and recognized Aaron Miller, Cockrill Design & Planning – Knoxville, Tennessee.

Mr. **Miller** stated the following regarding the New South PreK-8 Project Update:

- Continuing to work on the changes requested by the Board last month
- Preparing revised drawings to be ready by the end of this month
- Site work progress remains about the same as reported last month due to weather

Mr. **CRABTREE** stated the Board would address Agenda Item II.B.1.b.

ACTION: (II.B.1.b.) Mr. **MAYNARD** made a motion to approve payment to Cockrill Design & Planning – Knoxville, Tennessee in the amount of \$19,682.24 for professional reimbursable architectural expenses relative to the Prescott South Elementary and Middle School projects through January 31, 2009, to be paid from 179-91300-304-NEWK8, Architects. Mr. **BROWN** seconded the motion. Motion carried.

Mr. **CRABTREE** stated the Board would address Agenda Item II.B.1.c.

ACTION: (II.B.1.c.) Dr. **JORDAN** made a motion to approve payment to Cockrill Design & Planning – Knoxville, Tennessee in the amount of \$14,760.00 for architectural consultant expenses relative to the Prescott South Elementary and Middle School project through January 31, 2009, to be paid from 179-91300-304-NEWK8, Architects. Mr. **HARGIS** seconded the motion. Motion carried.

Mr. **CRABTREE** stated the Board would address Agenda Item II.B.1.d.

ACTION: (II.B.1.d.) Mr. **HARGIS** made a motion to approve payment to Reasons Construction, Inc. – Humboldt, Tennessee in the amount of \$34,261.33 for payment application #004 for the Site Development package relative to the Prescott South Elementary and Middle School projects to be paid from 179-91300-724-NEWK8, Capital Projects Site Development. Dr. **JORDAN** seconded the motion. Motion carried.

Mr. **CRABTREE** stated the Board would address Agenda Item II.B.1.e.

Dr. **Airhart** stated there had been an ongoing discussion regarding the meaning of Cockrill Design & Planning’s proposal for the cost of the re-bidding services related to the New South PreK-8 School project noting agreement on the proposal had not been reached.

The Board briefly discussed the proposal and requested to have the proposal brought back to the Board next month with clarification regarding if the proposal was for the cost of the total construction work or the cost of the additional work.

Mr. **CRABTREE** stated the Board would address Agenda Item II.B.1.f.

ACTION: (II.B.1.f.) Mr. **BROWN** made a motion to approve Cockrill Design & Planning’s proposal in the amount of \$125,000 for additional services for re-design related to New South PreK-8 School project. Mr. **HARGIS** seconded the motion. Motion carried.

(Agenda Item II.B.1.g. was deleted from the agenda.)

Mr. **CRABTREE** stated the Board would address Agenda Item II. B.1.h.

ACTION: (II.B.1.h.) Mr. **MAYNARD** made a motion to approve payment to Community Bank of the Cumberland’s – Cookeville, Tennessee in the amount of \$21,832.93 for retainage associated with pay application #001, #002, #003 and #004 to Reason’s Construction for the Site Development work relative to the Prescott South Elementary and Middle School project to be paid from 179-91300-

724-NEWK8, Capital Projects Site Development. Mr. **BROWN** seconded the motion. Motion carried.

Mr. **CRABTREE** stated the Board would address Agenda Item II.B.2.a., New Algood Elementary School Project Update, and recognized Aaron Miller, Cockrill Design & Planning – Knoxville, Tennessee.

Mr. **Miller** stated the following regarding the New Algood Elementary School Project Update:

- Met with project manager today
- Project proceeding forward
- Weather working with project now
- Mid-State Construction Co. had submitted a weather delay to extend their contract by seven (7) days with paperwork to be submitted next month.
- Working Saturdays and Sundays
- Hope to have all the roofs on by the end of this month.
- Will update schedule after all roofs on.
- Last pay application submitted puts the project at 52% complete.

Mr. **CRABTREE** stated the Board would address Agenda Item II.B.2.b.

ACTION: (II.B.2.b.) Mr. **BROWN** made a motion to approve payment to Cockrill Design & Planning – Knoxville, Tennessee in the amount of \$8,824.49 for professional architectural services and reimbursable expenses relative to the Algood Elementary School project through January 31, 2009, to be paid from 179-91300-304-ALGOO, Architects. Dr. **JORDAN** seconded the motion. Motion carried.

Mr. **CRABTREE** stated the Board would address Agenda Item II.B.2.c.

Mr. **Miller** stated approval of Change Order #13 would authorize a change to the doors from the dining area to the serving area. (The doors were eight (8) feet tall and needed to be raised so they could be mounted on a structural beam at ten (10) feet).

ACTION: (II.B.2.c.) Mr. **MAYNARD** made a motion to approve Mid-State Construction Proposed Change Order #13 in the amount of \$905.10 for adjusting the serving coiling doors related the Algood Elementary School project. Mr. **BROWN** seconded the motion. Motion carried.

Mr. **CRABTREE** stated the Board would address Agenda Item II.B.2.d.

ACTION: (II.B.2.d.) Mr. **BROWN** made a motion to approve payment to Geoservices, LLC – Seymour, Tennessee for geotechnical services performed between January 4 – 31, 2009, in the amount of \$2,215.00 relative to the Algood Elementary School project to be paid from 179-91300-308-ALGOO, Consultants. Mr. **MAYNARD** seconded the motion. Motion carried.

Mr. **CRABTREE** stated the Board would address Agenda Item II.B.2.e.

ACTION: (II.B.2.e.) Mr. **HARGIS** made a motion to approve payment to Mid-State Construction Company – Livingston, Tennessee in the amount of \$869,019.75 and Community Bank of the Cumberland's – Cookeville, Tennessee in the amount of \$45,737.88 for retainage withheld for a total amount of \$914,757.63 for application payment #006 relative to the Algood Elementary School project to be paid from 179-91300-706-ALGOO, Building Construction. Mr. **MAYNARD** seconded the motion. Motion carried.

Mr. **CRABTREE** stated the Board would address Agenda Item II.B.2.f.

Mr. **Miller** stated they were still in the process of negotiating with the City of Cookeville, as well as the State Elevator Inspector and recommended approval of Change Order #14 not to exceed \$5,000.

ACTION: (II.B.2.f.) Mr. **BROWN** made a motion to approve Mid-State Construction Proposed Change Order #14 for changes directed by the elevator inspection related to Algood Elementary School project to be adjusted to the total construction contract amount not to exceed \$5,000. Mr. **MAYNARD** seconded the motion. Motion carried.

Mr. **CRABTREE** stated the Board would address Agenda Item II.B.2.g.

ACTION: (II.B.2.g.) Mr. **BROWN** made a motion to approve the data/voice infrastructure goods and services to be provided by Beacon Technologies utilizing the existing the Metropolitan Government of Nashville and Davidson County contract #15480 (RFP#03-178) for the installation and deployment of data/voice infrastructure wiring and components for the Algood Elementary project to be paid from 179-91300-399ALGOO. Mr. **MAYNARD** seconded the motion. Motion carried.

Mr. **CRABTREE** stated the Board would address Agenda Item II.C., Consider approval of the 2009-2010 and 2010-2011 School Calendars, and recognized Sharon Griggs, Curriculum Supervisor 5-8.

Ms. **Griggs** stated the Calendar Committee met and agreed on the replacement 2009-2010 two week delayed calendar, as submitted.

ACTION: (II.C.) Mr. **HARGIS** made a motion to approve the 2009-2010 and the 2010-2011 School Calendars, as submitted. Dr. **JORDAN** seconded the motion. Motion carried.

Mr. **CRABTREE** stated the Board would address Agenda Item II.D., Curriculum/Coursework Changes for the 2009-2010 Summer School, and recognized Dr. Airhart

Dr. **Airhart** clarified Agenda Item II.D. should read as follows: Curriculum/Coursework Changes for the 2009-2010 (Summer School, Tennessee Diploma Project, and High School Offerings), and recognized Sharon Griggs, Curriculum Supervisor 5-8.

Ms. **Griggs** stated the following regarding the Curriculum/Coursework Changes for the 2009-2010 (Summer School, Tennessee Diploma Project, and High School Offerings):

- Tennessee Diploma Project Preparing Tennesseans for the 21st Century
 - 100 9th graders
 - 63 graduated high school on time
 - 38 entered Community College or University
 - 27 were enrolled the sophomore year
 - 17 graduated in 150% of time
- Employment Projections (Share of new jobs 2000-2010)
 - Jobs that require post-secondary education or training will make up more than two-thirds of new jobs.
 - High school dropout - 10%
 - High school diploma – 22%
 - Some postsecondary – 36%
 - Bachelor’s degree – 31%
- Reviewed chart regarding 2008 Tennessee and National ACT tested graduates likely to be ready for college-level work (in percent)

- Are Tennessee Students Proficient?
 - Spring 2007 – National Chamber of Commerce comparison report card of key education factors in all states: Tennessee made an “F” in the category of Truth in Advertising....comparing Tennessee proficiency (our state assessments) to National proficiency (NAEP)
- Is there a gap between achievement on state assessments and NAEP?
 - Reviewed chart of 8th grade achievement on State Assessment vs. NAEP (2005)
- Is there a gap between achievement on state assessments and NAEP?
 - Putnam County celebrates the invitation to test: NAEP, National Assessment of Educational Progress.
 - Capshaw Elementary 4th grade 2007-2008/2008-2009
 - Cornerstone Middle 8th grade 2008-2009
 - Cookeville High School 12th grade 2008-2009
- Tennessee joined the “American Diploma Project”
- American Diploma Project (32 states – 4 specific actions)
 - Align standards and assessments with the knowledge and skills required beyond high school
 - Require all high school students to take challenging courses that actually prepare them for life after high school
 - Build college and work-ready measures into statewide accountability systems
 - Hold schools accountable for graduating students who are college and/or workforce ready, and hold postsecondary accountable for students’ success once enrolled
- High School Graduation Requirements
 - Changes approved to begin with graduating class of 2013 include:
 - Developing one diploma path for all students
 - 22 credits to graduate
 - New English, Math, and Science curriculum
 - New end of course test counts as percentage of yearly grade
 - All students will have an elective focus.
 - English – 4 credits: English I, II, III, and IV

- Math – 4 credits (Students must take a math class each year.): Algebra I, Geometry, Algebra II, and Upper Level Math
 - Science – 3 credits: Biology I, Chemistry or Physics, and another lab science
 - Social Studies – 3 credits: World History or World Geography, U.S. History, and Economics & Government
 - Other required courses – 5 credits: Wellness, Physical Education and Personal Finance, Fine Art, and 2 years of a Foreign Language
 - Elective Focus – 3 credits: Career & Technical, Science & Math, Humanities, Fine Arts, AP/IB, Locally approved focus areas (Students with Disabilities)
 - Honors Courses will be streamlined to reflect the individual school need.
 - Students with Disabilities
 - Require a math class each year achieving at least Algebra I and Geometry
 - Require three credits in science with Biology I and two additional lab science credits
- Graduate with Honors
 - Students who score at or above all of the subject area readiness benchmarks on the ACT or equivalent score on the SAT will graduate with honors.
 - Graduate with Distinction
 - Students will be recognized as graduating with “distinction” by attaining a “B” average and completing at least one of the following:
 - Earn a nationally recognized industry certification
 - Participate in at least one of the Governor’s Schools
 - Participate in one of the State’s All State musical organizations
 - Be selected as a National Merit Finalist or Semi-Finalist
 - Attain a score of 31 or higher composite score on the ACT
 - Attain a score of 3 or higher on at least two advanced placement exams

- Successfully complete the International Baccalaureate Diploma Programme
 - Earn 12 or more semester hours of transcribed postsecondary credit
- Putnam County Schools Celebrates!
 - Standards rolled-out in July 2008
 - Continuing through the 2008-09 school year
 - Marcia Spurlock (ATMS) served on the committee that developed the Conceptual Physics Standards now know as “Physical World Concepts”.
 - Conceptual Physics (Physical World Concepts) was piloted at the middle and high school level.
 - Discrete Math was also piloted at the high school level.
 - Math/Science Partnership grants at the Middle School level – STEM Grant Partnerships at the high school level
 - Putnam County Schools Continues Professional Development 2009-2010
 - Standards roll-out in Summer 2009
 - Horizontal alignment in core subjects at all grades K-12
 - Vertical alignment to follow in core subjects at all grades K-12
 - Curriculum guides and pacing guides to be developed in core subjects at all grade levels K-12
 - Continue STEM (Science, Technology, Engineering, and Math) Grant Partnerships with TTU/MTSU for teachers grades K-12

Dr. **Airhart** stated the following changes coming to high school students:

- Six-period day schedule will become a problem for our system.
- Students need to earn twenty-two (22) high school credits within a twenty-four (24) credits opportunity schedule.
- Budget concerns restricting the ability to offer summer school at a reduced rate to students
- Concern regarding our graduation rate
- Already on notice at our largest high school for graduation rate
- Recommend approval to authorize the Director to form a committee to investigate a modified schedule for the 2010-11 school year

ACTION: (II.D.) Dr. **JORDAN** made a motion to authorize the Director to form a committee to investigate a modified schedule for the 2010-2011 school year.

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

Dr. **Airhart** stated the Board was allowed to locally approve a focus area for our system and recommended after discussions with Sharon Griggs, Curriculum Supervisor 5-8, and Melanie Bussell, Special Education Supervisor, to approve the focus area, Students with Disabilities, allowing those students extra opportunities to pass required classes and graduate with a regular diploma.

ACTION: (II.D.) Mr. **MAYNARD** made a motion to approve the focus area, Students with Disabilities, as recommended by the Director of Schools. Mr. **BROWN** seconded the motion. Motion carried.

Mr. **CRABTREE** stated the Board would address Agenda Item II.E., Freshmen Academy, and recognized Dr. Airhart.

Dr. **Airhart** stated she had requested a Freshman Academy Update be placed on the agenda; and recognized Wayne Shanks - CHS principal, Lane Ward – CHS Freshmen Academy assistant principal, and Keith Brown, CHS teacher.

Mr. Shanks, Mr. Ward, and Mr. Brown presented the following regarding the Cookeville High School Freshman Academy Update:

- Cookeville High School Freshman Academy
 - **C** ommitment to graduate
 - **H** onor and respect for everyone
 - **S** trive for excellence

- Four (4) Presentation Goals
 - Explain rationale behind academy concept
 - Describe planning process used to implement academy
 - Detail current structure of academy
 - Provide data indicating current status of academy

 - Over past 2 years, high school redesign team (Central Office supervisors along with CHS teachers, counselors, and administrators) researched the freshmen academy concept
 - Made visits to leading Tennessee systems with this concept (Sevier County High School and Morristown East High School)
 - Committee met and developed formal proposal to implement academy for 2008-09 school year
 - Spring 2008 proposal presented to Board and Director
 - Fall 2008 implemented academy at CHS with no additional funds.

- Mission of Freshman Academy
 - Nationally, more students fail 9th grade than any other grade - referred by some as the “Bubble Year”
 - Students who fall behind in credits in 9th grade are 5 times more likely to drop out than students who advance to 10th grade standing.
 - Nationwide, lose most of our dropouts following the freshman year because not academically or socially prepared for transition to HS.
 - CHS Freshman Academy was implemented to give students every opportunity to begin a successful high school career.

- Goals of the Freshman Academy
 - Immediate and long term goals
 - Increase attendance;
 - Improve graduation rate; and
 - Elevate student achievement while introducing students to the high school experience encouraging them to take pride in being a Cookeville Cavalier

 - Mission of Freshman Academy reflects the 3 goals of CHS Improvement Plan
 - To increase Graduation Rate
 - To increase Writing Assessment Scores
 - To increase ACT scores in Math and Science

 - How was the Freshman Academy instituted?
 - Students placed on academic team consisting of 5 teachers
 - Requested staff volunteers for academy and filled most positions
 - Each team consists of a math, science, English, social studies, and foreign language teacher.
 - Logistically, almost half the faculty had to be relocated.
 - Adjustments were smooth and timely.
 - Departments remained almost totally intact.
 - Most students are “off team” once daily to complete an elective credit.
 - Freshmen are not isolated entirely during daily schedule.
 - Students who are ready for advanced studies may be “off team” to complete certain courses.

- There is a daily Freshman Seminar period (25 minutes) prior to lunch dismissal.
 - During Seminar, teachers are able to focus on remediation, grade recovery and mandatory academic assistance.
 - Proven to be a good tool that we can improve, hopefully adding a focus on study skills and character curriculum.
- Where is the Freshman Academy?
 - Located on 3rd floor
 - Teams located near each other for ease of transition between classes and to allow for cooperation and communication between teachers.
 - Lockers on 3rd floor
 - Offices for principal designee and counselors on 3rd floor
 - Data indicates success of academy in reaching short-term goals.
 - Parent survey results indicate overwhelming support and approval.
 - Small increase in school-wide attendance compared to first semester of last year
 - Possible causes for increase
 - Personalization through together lunch
 - Interventions within the academy
 - Exam Exemption Policy
 - Short-term goals of increasing attendance, elevating student achievement are currently being met.
 - Both are crucial stepping stones to improving Graduation Rate

Mr. **CRABTREE** stated the Board would address Agenda Item II.F., Budget Updates – Board Pay, Board PEP Foundation Donation, Cleaning Contract, and/or RIF.

Mr. **CRABTREE** read the following statement regarding Board pay:

“With more than \$800,000 in additional cuts for this year alone, I think it is appropriate that the Putnam County School Board members take a leadership role by offering to cut our own pay

before cutting the pay of others. By doing so, this will send a strong message to our employees that the Board of Education is standing by their side and taking its share of the deep cuts as well.”

ACTION: (II.F.) Mr. **CRABTREE** made a motion to approve the Board’s pay being reduced from \$300 per month to \$100 per month resulting in a yearly saving amount of \$14,400. Motion failed for lack of a second.

ACTION: (II.F.) Mr. **BROWN** made a motion to approve having each Board member automatically have transferred as a donation a deduction of \$25 per month from the Board’s pay to be sent to the PEP Foundation for teacher projects with a renewal motion being approved at the beginning of each fiscal year. Mr. **HARGIS** seconded the motion. Motion carried.

Mr. **CRABTREE** stated the Board would address Item II.F., Budget Updates.

Dr. **Airhart** stated the following regarding Agenda Item II.F., Budget Updates:

- 3rd year in a row unable to meet budget
- Reduction in personnel is not something anyone wants.
- If reductions are not made, the budget will not be sufficient to cover payroll the last month of the fiscal year.
- Resulting in closing down school the last month
- Goal to continue saving classroom positions and those positions most needed for students
- Reviewed 2008-09 Local Option Sales Tax decline
- Board Action February 2009:
 - Terminated contract for laundry service
 - Discontinued refunding cost of background checks
 - Discontinued refunding cost for medical exams and drug tests for transportation department
 - Transferred Special Education van rental expense to grant funds
 - Suspended all field trips that would incur cost to the budget
 - Reduction in workforce in the area of cafeteria monitors, bus drivers and transportation clerical
- Remain approximately \$322,000 over budget

- Total Reductions
 - November – January = \$350,000
 - February = \$114,000

- Proposed Additional Reductions (approximate savings of \$140,000)
 - Two (2) day unpaid furlough
 - All administrative personnel
 - All certified employees over 10 months
 - All support personnel

- With extent of illness in our county, schools will be closed on Friday and Monday and that will be the school staff's two (2) furlough days.
- Central Office will be open on Friday and Monday and Central Office staff furlough days will be worked out with their supervisors.
- Noted Director of Schools pay will also be deducted two (2) furlough days.
- Recommended moving to custodial contracted services beginning 3/16/09 to include the following schools (both part-time and full time positions including day porters would be affected):
 - 4 positions Algood
 - 1 position ATMS
 - 4 positions Baxter Elementary
 - 4 positions Cane Creek Elementary
 - 1 position Capshaw Elementary
 - 2 positions Jere Whitson Elementary
 - 5 positions Northeast Elementary
 - 2 positions Park View Elementary
 - 1 position PCMS
 - 1 position Sycamore Elementary
 - 1 position Adult High School
 - 5 positions Uffelman Elementary

- Budget Projections
 - \$322,000 – March approximate deficit
 - \$215,000 – March proposed reductions
 - \$107,000 – projected revenue shortfall

ACTION: (II.F.) Mr. **BROWN** made a motion to approve Dr. Airhart's proposal for additional reductions, as presented. Dr. **JORDAN** seconded the motion.

The following roll call was taken:

Mr. Hargis – Yes

Dr. Jordan – Yes

Mr. Crabtree – Yes

Mr. Brown – Yes

Mr. Maynard – Yes

Motion carried.

Mr. **CRABTREE** stated the Board would address Agenda Item II.G., Athletic Trainer Proposal, and recognized Dr. Airhart.

Dr. **Airhart** recognized Mike Griggs, Coca-Cola Sales Center Manager, with an Athletic Trainer Proposal presentation.

Mr. **Griggs** stated the following regarding the Athletic Trainer Proposal:

- Challenging economic environment, schools are faced with budget challenges that can create shortfalls in academic and physical activity programs for students and staff.
- Same economic challenges are present in most business and manufacturing companies.
- Coca-Cola Enterprises is prepared to provide two (2) options to the Putnam County School district that would offer the opportunity to build incremental revenue into the school system to use at its own discretion in exchange for district wide beverage agreement.
 - Estimated Incremental Sparkling Revenue = \$20,240
 - Estimated Incremental Fundraiser Revenue = \$89,200

Mr. **CRABTREE** stated the Board would address Agenda Item II.H., Transportation Recommendations for the 2009-10 School Year, and recognized Terry Randolph, Transportation Supervisor.

Mr. **Randolph** stated the following regarding the Transportation recommendations for the 2009-2010 School Year:

- Policy 3.401, Scheduling and Routing
 - Line 27 reads: *“Bus routes may not be altered to pick up children who live less than ¼ mile off an established route.”*
 - Recommend changing policy to read: *“½ mile off an established route”*, and re-route all bus routes to reflect change where possible.
 - Reducing route mileage by 22,860 miles, combined with the reduction in the number of stops and starts – 10% savings in fuel = \$16,325
 - Noted TCA 49-6-2105 – *“No pupil shall be allowed to remain in transit to or from school on a school bus more than one and one half (1 ½) hours in the morning or in the afternoon.”*
 - In 2007-08 school year, 25% of our fleet was at or close to the 1.5-hour transit time.
 - By adopting the ½ mile policy, can reduce the time our students are in transit and allow for future expansion of our routes due to the number of new housing developments going up in the county.

- Staggered Bell Times Cost Savings
 - Eliminate 5 routes
 - Savings for 5 routes = \$100,000
 - Eliminates the need to purchase 5 new buses = \$400,000
 - Total Savings = \$500,000
 - Need 45 minutes between bells
 - Examples:
 - K-4 7:30 – 2:30 or 7:45 – 2:45
 - 5-12 8:30 – 3:30 or 8:45 – 3:45

- Eliminating Bus Pick-up Inside City Limits
 - Elimination of 10 routes = \$200,000
 - Fuel Savings = \$72,000
 - Eliminates purchase of 5 buses = \$400,000
 - Total Savings = \$672,000 per year

- Advertising on Buses
 - Proposed revenue for the school system = 60% of total sales
 - Proposed revenue based on two ads per bus = \$328,800
 - Proposed revenue for school system at 60% = \$197,280

Dr. **Airhart** stated if the transportation reduction recommendations should not be approved then the transportation budget would have to include an additional \$500,000 and the \$500,000 would have to be taken out of another budget area.

ACTION: (II.H.) Mr. **CRABTREE** made a motion to approve changing Policy 3.401, Scheduling and Routing, for bus pick-up of students from ¼ mile to ½ mile on first and final reading. Mr. **BROWN** seconded the motion.

The following roll call vote was taken:

Mr. Maynard – Yes
 Mr. Brown – Yes
 Mr. Crabtree – Yes
 Dr. Jordan – Yes
 Mr. Hargis – Yes
 Motion carried.

ACTION: (II.H.) Mr. **CRABTREE** made a motion to authorize allowing advertisement on buses. Mr. **BROWN** seconded the motion.

The following roll call vote was taken:

Mr. Hargis – No
 Dr. Jordan – Yes
 Mr. Crabtree – Yes
 Mr. Brown – Yes
 Mr. Maynard – Yes
 Motion carried.

ACTION: (II.H.) Mr. **BROWN** made a motion to approve the Staggered School Start Schedule with the stipulation that the Director of Schools would work out the final schedule for the 2009-2010 school year. Mr. **MAYNARD** seconded the motion.

The Board briefly discussed the impact of the Staggered School Start Schedule to the students, parents, and teachers.

ACTION: (II.H.) After Board discussion, the following roll call vote was taken:

Mr. Maynard – Yes
 Mr. Brown – Yes

Mr. Crabtree – No
Dr. Jordan – No
Mr. Hargis – No
Motion failed.

Mr. **CRABTREE** stated the Board would address Agenda Item II.I., TLN Report, and recognized Eric Brown, Board TLN Representative.

Mr. **BROWN** stated the following regarding the TLN Report:

- Legislation presently in the House and Senate to extend the life of a school bus from 15 to 20 years
- Also legislation being considered to allow the advertisement on buses to be in color
- On February 24, 2009, Dr. Airhart and I attended TSBA Day-on-the-Hill and met with both Representative Fincher and Senator Burks to discuss these legislative issues.

Mr. **CRABTREE** stated the Board would address Agenda Item II.J., Approval of Resolution regarding UniFirst Corporation's laundry contract.

ACTION: (II.J.) Mr. **HARGIS** made a motion to approve the Resolution regarding UniFirst Corporation's laundry contract, as submitted. Dr. **JORDAN** seconded the motion. Motion carried.

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

The Board adjourned at 6:45 PM.

Date

Chairman

Director of Schools