

**MINUTES**  
**Special Called Meeting**  
Putnam County Board of Education  
June 19, 2009

**MEETING CALLED TO ORDER**

The Putnam County Board of Education met at the Board of Education Building – Cookeville, Tennessee on Friday, June 19, 2009. Chairman David McCormick convened the meeting at 12:00 Noon.

<b>PRESENT.....5</b>	<b>ABSENT.....1</b>
Vern Crabtree	Eric Brown
Robert Hargis	
Ray Jordan	
David McCormick	
Jerry Maynard	

Mr. **McCORMICK** noted the deletion of Agenda Item III.

**ACTION:** Mr. **MAYNARD** made a motion to approve the agenda with the deletion of Agenda Item III. Dr. **JORDAN** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item I., Consider approval of the emergency replacement purchase of the existing steam gas fired boiler at Prescott Central Middle School from Carwile Mechanical – Cookeville, Tennessee in the total amount of \$86,500.00 to be paid from PCMS sale funds (Board approved 6/4/09) to include the following:

- A. Removal and disposal of existing boiler
- B. Installing new 5,000MBH cast iron sectional boiler
- C. All piping, insulation, power wiring and controls included

John Magura, Construction Manager, stated the boiler inspector had informed Putnam County Schools the boiler could not be fired back up.

Mr. **McCORMICK** stated under our leasing agreement with Tennessee Tech University for the use of Prescott Central Middle School (PCMS), the boiler would have to be replaced.

Due to the cost of the boiler replacement project, the Board requested another quote be secured and resubmit the item on the July Board agenda.

Mr. **McCORMICK** stated the Board would address Agenda II., Consider approval of the Baxter Elementary Walk-In Cooler/Freezer Combination bid from the lowest and best bidder (bid date opening June 24, 2009) to be paid from food service stimulus funds and approval of the emergency purchase immediately following the bid opening in order to complete this project prior to the August school start-up date, and recognized Dr. Kathleen Airhart, Director of Schools.

Dr. **Airhart** stated the following regarding the Baxter Elementary Walk-In Cooler/Freezer Combination bid:

- Karen Dalton, Food Service Supervisor, had written a proposal to the State for use of stimulus funds for the purchase of the Walk-In Cooler/Freezer Combination.
- State approved the proposal.

**ACTION:** (II.) Mr. **CRABTREE** made a motion to approve the Baxter Elementary Walk-In Cooler/Freezer Combination bid from the lowest and best bidder with a bid date opening of June 24, 2009, to be paid from food service stimulus funds and to approve the emergency purchase immediately following the bid opening in order to complete this project prior to the August school start-up date.

Dan Rader, Board attorney, stated his concern with approving a bid prior to the bid being opened.

Ms. **Dalton** stated her concern regarding time constraints with being able to have the freezer ordered, delivered, and installed prior to the opening of school.

Ms. **Dalton** asked if it would be possible to poll the Board after the bids were opened and had been reviewed by Dr. Airhart; and Mr. **Rader** stated it would be possible but would need to be placed on the July Board meeting for formal approval.

**ACTION:** (II.) Mr. **HARGIS** made a motion due to time constraints to approve allowing the Board to be polled after the bid opening for the Baxter Elementary Walk-In Cooler/Freezer Combination bid and after bid had been reviewed and recommendation given by Dr. Airhart with formal bid ratification by the Board on the July Board agenda. Dr. **JORDAN** seconded the motion. Mr. **CRABTREE** voted No. Motion carried.

(Agenda Item III. was deleted from the agenda.)

Mr. **McCORMICK** stated the Board would address Agenda Item IV., Consider approval of the Fund 141 End of the Year Clean-up Budget Amendments and Line Item Transfers, and recognized Dr. Airhart.

Dr. **Airhart** stated Agenda Items IV., V., VI., and VII. were to be collectively addressed as the End of the Year Clean-up and requested Mark McReynolds, CFO, to summarize these submissions.

Mr. **McReynolds** stated the following regarding the entire Fund 141 End of the Year Clean-Up:

- Completed at the end of every fiscal year
- Needed to balance the budget where certain categories were either estimated under or over budget
- Most items were smaller dollar amounts.
- Until final payroll completed exact numbers were unknown.

**ACTION:** (Agenda Item IV.A. – IV.V., V.A. and B., VI.A. and B., and VII.A. and B.) Mr. **HARGIS** made a motion to approve the following Fund 141 and 142 End of the Year Clean-up Budget Amendments and Line Item Transfers, as submitted:

- IV.A. – Fund 141 Budget Amendment – Finance
- IV.B. – Fund 141 Budget Amendment – Finance
- IV.C. – Fund 141 Line Item Transfer – Special Education
- IV.D. – Fund 141 Line Item Transfer – Special Education
- IV.E. – Fund 141 Line Item Transfer – Special Education
- IV.F. – Fund 141 Line Item Transfer – Special Education
- IV.G. – Fund 141 Line Item Transfer – Other Student Support
- IV.H. – Fund 141 Line Item Transfer – Special Education
- IV.I. – Fund 141 Line Item Transfer – Alternative Instruction Program
- IV.J. – Fund 141 Line Item Transfer – Special Education Program
- IV.K. – Fund 141 Line Item Transfer – Vocational Education Program
- IV.L. – Fund 141 Line Item Transfer – Board of Education
- IV.M. – Fund 141 Line Item Transfer – Director of Schools
- IV.N. – Fund 141 Line Item Transfer – Office of the Principal
- IV.O. – Fund 141 Line Item Transfer – Fiscal Services
- IV.P. – Fund 141 Line Item Transfer – Human Services/Personnel
- IV.Q. – Fund 141 Line Item Transfer – Operation of Plant
- IV. R. – Fund 141 Line Item Transfer – Maintenance of Plant
- IV. S. – Fund 141 Line Item Transfer – Special Education
- IV.T. – Fund 141 Line Item Transfer – Special Education
- IV.U. – Fund 141 Line Item Transfer – Central and Other
- IV. V. – Fund 141 Line Item Transfer – Food Service

- V.A. – Fund 141 Line Item Transfer – PreK
- V.B. – Fund 141 Line Item Transfer – PreK
- VI.A. – Fund 142 Budget Amendment – Title II.D. (231)
- VI.B. – Fund 142 Budget Amendment – Title IV. (401)
- VII.A. – Fund 142 Line Item Transfer – Title III. (301)
- VII.B. – Fund 142 Line Item Transfer – Adult Learning Center

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

Mr. **McCORMICK** stated the Board would address Agenda Item VIII.A., Jere Whitson Elementary Project Update, and recognized Allen Hill, Upland Design Group – Crossville, Tennessee.

Mr. **Hill** stated the following regarding the Jere Whitson Elementary Project Update:

- Site visit today
- Construction proceeding with great progress
- Reviewed two site layout options for additional parking
- Discussed three (3) large trees present on site
- Approximately the same cost for either option
- Cost of demolition and removal of house - \$11,500

The Board discussed the two (2) site layout options submitted for the additional parking area and the desire to save the three (3) large trees located on the site.

The Board agreed to have Dr. Airhart and John Magura, Construction Manager, review the documentation submitted and have this item addressed at a later date.

**ACTION:** (VIII.A.3.) Mr. **MAYNARD** made a motion to approve the demolition and removal of the house located on the acquired property on Jere Whitson Elementary at a cost of \$11,500. Mr. **CRABTREE** seconded the motion. Motion carried.

Mr. **Hill** continued with the following additional items regarding Jere Whitson Elementary:

- Casework request for teacher mailbox slots at a cost of \$2,035.00
- Replacement of some glass at a cost of \$1,816.00
- Caulking around some doors and windows at a cost of \$3,317.75

**ACTION:** (VIII.A.) Mr. **MAYNARD** made a motion to approve the glass replacement at a cost of \$1,816.00. Mr. **CRABTREE** seconded the motion. Motion carried.

The Board agreed to wait on the other items until further investigation was completed.

Mr. **HARGIS** asked what color was to be used on the exterior of the building and Mr. **Hill** stated the exterior was being painted brown to blend with the color of the new brick.

(Mr. Crabtree left the meeting at 12:48 PM.)

Mr. **McCORMICK** stated the Board would address Agenda Item VIII.B., White Plains Academy, and recognized Allen Hill, Upland Design Group – Crossville, Tennessee.

Mr. **Hill** stated the following regarding White Plains Academy Update:

- Received project bids
  - King Construction Group – Cookeville, Tennessee in the amount of \$402,000.00
  - Mid-State Construction – Livingston, Tennessee in the amount of \$415,500.00
- Selection of contractor contingent on selection of alternates
- Both bidders can complete project by the substantial completion date of September 21, 2009
- Both are licensed, bonded and acceptable to the architect
- Alternate Descriptions
  - Alternate #1 – Delete handicap ramp to access the Adult High School portion of the building
  - Alternate #2 – Interior partitions per staff request
  - Alternate #3 – Replacement of wall and ceiling finishes in the auditorium area

Dr. **Airhart** recommended using the remaining building project funds rather than the Prescott Central Middle School (PCMS) sale funds for the funding of this project; and the Board agreed with Dr. Airhart's recommendation.

**ACTION:** (VIII.B.) Mr. **MAYNARD** made a motion to approve the White Plains Academy Renovation bid from the low bidder, King Construction Group – Cookeville, Tennessee, with Alternate #1 only (deletion of handicap ramp for Adult High School) in the total bid amount of \$371,000. Dr. **JORDAN** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item VIII.C., Burks Middle School Expansion, and recognized Allen Hill, Upland Design Group – Crossville, Tennessee.

Mr. **Hill** stated the following regarding the Burks Middle School (BMS) Expansion Update:

- Reviewed preliminary building and site plans for the expansion
- Recommended dining expansion
- Recommended possibly small library annex for primary grades to increase stack space

Mr. **McCORMICK** recognized Denette Kolbe to address the soccer field at BMS.

Ms. **Kolbe** stated the design as presented would eliminate the soccer field and it was the only soccer field Monterey had.

The Board briefly discussed the possibility of a two-story building with 3<sup>rd</sup> and 4<sup>th</sup> grade classrooms on the second floor.

Mr. **McCORMICK** asked if it would be possible to detour the walking track to enable the track area to remain; and Mr. **Hill** stated it was possible.

Dr. **Airhart** stated the Board would be conducting a public meeting at BMS to discuss the expansion on Tuesday, July 7, 2009, at 5:30 PM.

Mr. **Hill** stated Upland Design Group would be attending the meeting and would have development designs available for display.

Mr. **McCORMICK** stated the Board would address Agenda Item VIII.D., Sycamore Elementary School Flooring Replacement Project, and recognized Dr. Airhart.

Dr. **Airhart** stated the Board had requested these items to be addressed when Margaret Butler, Cockrill Design & Planning – Crossville, Tennessee, would be available to answer questions regarding the project.

Ms. **Butler** stated the following regarding the Sycamore Elementary School Flooring Replacement Project:

- Site visit today
- Noted floor finish was much improved
- Punch list items had been reviewed.

Dr. **Airhart** stated John Magura, Construction Manager, had recommended payment of Agenda Items VIII.D.1. and 2.

Mr. **Magura** stated the Board had a signed Change Order with First Response stating they would pay the additional design service fees of Cockrill Design & Planning – Knoxville, Tennessee.

**ACTION:** (VIII.D.1. and 2.) Mr. **MAYNARD** made a motion to approve the following:

VIII.D.1.

Consider approval of payment to Cockrill Design & Planning – Knoxville, Tennessee in the amount of \$13,741.40 for additional services relative to the Sycamore Elementary Flooring Replacement to be paid from 141-72620-399, Other Contracted Services. (Note: Per agreement, this charge has been invoiced to First Response, Inc. – Goodlettsville, Tennessee.)

VIII.D.2.

Consider approval of payment to Cockrill Design & Planning – Knoxville, Tennessee in the amount of \$2,831.25 for additional services rendered from April 8, 2009, to May 22, 2009, relative to the Sycamore Elementary Flooring Replacement to be paid from 141-72620-399, Other Contracted Services. (Note: Per agreement, this charge has been invoiced to First Response, Inc. – Goodlettsville, Tennessee.)

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

Mr. **HARGIS** asked if Dr. Airhart could have the principals give an assessment of the quality of work being performed by the cleaning service, GCA – Knoxville, Tennessee.

Dr. **Airhart** stated the assessment would be completed by the July Board meeting.

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

The Board adjourned at 1:20 PM.

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Date

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Chairman

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Director of Schools