

ParkView Elementary, Uffelman Elementary, Dry Valley Alternative, and Monterey High.

- Recognized, congratulated, and presented the *I Make A Difference Award* to Daren Shanks who had served as a Board member from Baxter district from September 2004 – August 2008 (4 years); served with three (3) superintendents; served during the preparation of the last long range needs assessment plan; served during the completion of the Algood K-8 building project and during the beginning of the Algood Elementary and South Middle School projects; and very supportive of the K-8 concept
- Recognized Wayne Shanks, Cookeville High School (CHS) principal, with the following announcements:

Mr. **Shanks** recognized and congratulated the following:

- CHS's Boys and Girls' Cross Country Teams who had competed in the state cross country meet
- CHS's Advanced Singers (Chorus) who were chosen to perform prior to the Radio City Rockette performance at the Grand Ole Opry on December 3 and 11, 2008

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

- Noted the December Strings Concert would be held on Tuesday, December 9 at 7:00 PM at TTU – Wattenbarger Auditorium in the Fine Arts Building with 3rd and 4th grade string instrument players from the LEAPS/21st Century Grants and Bryan Symphony Orchestra collaboration
- Noted School Calendar - December 19, 2008, 10:00 AM Dismissal Day with no buses being run
- Noted Board Strategic Plan meeting set for January 17, 2009, from 9:00 AM – 3:00 PM
- Noted SACS – CASI visitation scheduled for the first week of February and noted this visit would require the Regular February Board meeting to be changed from Thursday, February 5, 2009, to Wednesday, February 4, 2009, to accommodate necessary Board action

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

ACTION: Mr. **MAYNARD** made a motion to approve the Minutes of the Regular Board Meeting - Thursday, November 6, 2008 @ 5:30 PM. Mr. **CRABTREE** 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.1.) Mr. **CRABTREE** made a motion to approve the following Consent Agenda, per the recommendation of the Director of Schools, as submitted and amended:

I. Consent Agenda

A. Approval of Purchases/Payments

1. Consider approval of payment to Moore, Rader, Clift and Fitzpatrick, P.C. – Cookeville, Tennessee in the amount of \$15,070.89 for legal services through November 10, 2008, to be paid from 141-72310-331, Legal Services.
2. Consider approval of payment to Mid-State Construction Company – Livingston, Tennessee in the amount of \$451,490.71 and Community Bank of the Cumberland's – Cookeville, Tennessee in the amount of \$23,762.67 for retainage withheld for a total amount of \$475,253.38 for application payment #001 related to the Jere Whitson Elementary School project to be paid from 177-91300-706, Building Construction.
3. Consider approval of payment to Upland Design Group, Inc. – Crossville, Tennessee in the amount of \$6,558.23 for architectural services related to the Jere Whitson Elementary School project to be paid from 177-91300-304, Architects Capital Projects Insurance Recovery Fund.
4. Consider approval of payment to GEOServices, LLC – Seymour, Tennessee in the amount of \$3,868.00 for construction Quality Assurance services from September 28, 2008, to November 1, 2008, related to the Prescott South Elementary and Middle school projects to be paid from 179-91300-308-NEWK8, Consultants.

5. Consider approval of payment to the State of Tennessee Department of Commerce and Insurance, Division of Fire Prevention in the amount of \$27,250 for plan review fees related to the Prescott South Elementary and Middle school projects to be paid from 179-91300-361-NEWK8, Permits.
6. Consider approval of payment to Mid-State Construction Company – Livingston, Tennessee in the amount of \$1,080,090.85 and Community Bank of the Cumberland's – Cookeville, Tennessee in the amount of \$56,846.89 for retainage withheld for a total amount of \$1,136,937.74 for application payment #003 related to the Algood Elementary School project to be paid from 179-91300-706-ALGOO, Building Construction.
7. Consider approval of payment to GEOServices, LLC – Seymour, Tennessee in the amount of \$4,693.00 for Construction Quality Assurance services from September 28, 2008, to November 1, 2008, related to the Algood Elementary School project to be paid from 179-91300-308-ALGOO, Consultants.
8. Consider approval of payment to Cockrill Design & Planning – Knoxville, Tennessee in the amount of \$190,136.07 for professional architectural services & reimbursable expenses related to the Prescott South Elementary and Middle school projects through October 31, 2008, to be paid from 179-91300-304-NEWK8, Architects.
9. Consider approval of payment to Cockrill Design & Planning – Knoxville, Tennessee in the amount of \$241.50 for professional services and reimbursable expense related to the Flooring Replacement for ParkView and Sycamore Elementary schools through October 31, 2008, to be paid from 141-72620-399-TILE, Other Contracted Services.
10. Consider approval of payment to Cockrill Design & Planning – Knoxville, Tennessee in the amount of \$9,738.12 for professional architectural services and reimbursable expenses related to Algood School project through October 31, 2008, to be paid from 179-91300-304-ALGOO, Architects.

11. Consider approval of payment to Reasons Construction Company, Inc. – Humboldt, Tennessee in the amount of \$217,886.30 for payment application #001 for the Site Development Package related to the Prescott South Elementary and Middle school projects to be paid from 179-91300-724-NEWK8, Capital Projects Site Development.
12. Consider approval of payment to Design System Builders, Inc. – Nashville, Tennessee in the amount of \$5,675.00 for roof maintenance at Upperman High School per the Roof Maintenance Agreement dated August 10, 2006, between the Putnam County Board of Education and Design System Builders, Inc. – a division of T. W. Frierson Contractor, Inc., to be paid from 141-72620-399, Other Contracted Services.
13. Consider approval of the following equipment purchases in the total amount of \$15,800 to be paid from Federal Carl Perkins funds:
 - a. Two (2) iMac 24” computers in the total amount of \$3,600
 - b. Two (2) Final cut Pro Licenses in the total amount of \$1,000
 - c. Ten (10) Office 2008 Licenses in the total amount of \$800
 - d. Eight (8) 13” MacBooks in the total amount of \$10,400

B. Approval of Bids

1. Consider approval of the Surplus Bus/Vehicle bid items, as submitted on the bid tally sheet.
2. Consider approval of the Finish Materials bid as submitted on the bid tally sheet.
3. Consider approval to bid eligible services and products to be included in the 2009-2010 Federal E-Rate applications for discounts under the USAC Schools and Libraries Support Mechanisms for *Funding Year 2009*.

C. Budget Amendments/Line Item Transfers

1. Consider approval of the following General Purpose School Budget Amendments, Fund 141, as submitted:
 - a. To reallocate curriculum funds to better appropriate funds
 - b. To reallocate school maintenance funds to purchase furniture
 - c. To establish additional funding for Adult Education for additional state funds
 - d. To set up 2008-2009 lease payments due to the TTU Foundation for lease of PCMS
 - e. To budget approved carryover funds for the USDA Grant

2. Consider approval of the following Federal Projects Budget Amendments, Fund 142, as submitted:
 - a. To utilize funds more appropriately according to program needs for Title I.A. (101) Baxte
 - b. To utilize funds more appropriately according to program needs for Title I.A. (101) Uffle
 - c. To utilize funds more appropriately according to program needs for Title I.A. (101) CaneC
 - d. Reading First Amendment for increase in revenue for State for Voyager Expanded Learning – Uffelman Elementary

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 the Family Life Curriculum, as submitted.

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

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

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

- Next progress meeting scheduled for next week
- Noted Project Timeline submitted
- Project on schedule – reviewed project progress photos

(Eric Brown arrived at 4:20 PM.)

Mr. **McCORMICK** stated the Board would address Agenda Item II.B.1., Building Projects, and recognized David Cockrill, Cockrill Design & Planning – Knoxville, Tennessee.

Mr. **Cockrill** stated the New South Elementary and Middle was proceeding noting the grading was near completion.

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

- Project proceeding
- Drawings go to the printer 12/12/08
- Sending drawings electronically to the Fire Marshall 12/15/08
- Placing bid approval on February Board agenda

ACTION: (II.B.1.b.) Mr. **MAYNARD** made a motion to approve proposal from Bartlett Surveying for additional surveying services for the New South Elementary and Middle in the amount of \$2,500. Mr. **CRABTREE** seconded the motion. Motion carried.

ACTION: (II.B.2.b. and II.B.2.c.) Mr. **CRABTREE** made a motion to approve the following for the New Algood Elementary School:

- Site Development Package for abandon deep water line, as submitted
- Site Grading Underground Void

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

Mr. **McCORMICK** stated the Board would address Agenda Item II.B.3., Sycamore Elementary Tile Project Update, and recognized Mr. Cockrill.

Mr. **Cockrill** stated the Sycamore Elementary Tile Project issue was on the threshold of being resolved.

Dr. **Airhart** stated we were presently waiting for First Response's decision on how this issue would be handled but the intention is to hold the general contractor liable for completion of the project with no additional cost to the school system.

Mr. **McCORMICK** stated the Board would address Agenda Item II.C., Cookeville High School (CHS) Wrestling Team Facility Proposal, and recognized Coach Scott Cook, CHS Wrestling Coach.

Coach **Cook** stated the following regarding the CHS Wrestling Team Facility Proposal:

- January 2008, Board gave permission to begin a financial campaign to raise funds for a wrestling facility.
- Raised over \$80,000
- Architect, Peter Metts, donated his time and efforts to provide the drawings for the project.
- Presently waiting on the engineer drawings
- Final drawings will be submitted prior to December 4
- Freddie Holloway donated his time and efforts to provide the contracting and construction needs of this project.
- Requesting permission to purchase the building and to begin land development for the building

ACTION: (II.C.) Mr. **HARGIS** made a motion to approve proceeding with the Wrestling Team Facility Building Proposal, as submitted. Mr. **CRABTREE** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.D., Discuss letter dated November 12, 2008, from Cookeville Regional Medical Center; and recognized Dr. Airhart.

Dr. **Airhart** stated the following regarding Cookeville Regional Medical Center (CRMC) letter:

- Bernie Mattingly, CEO CRMC, had informed her about six (6) months ago that the hospital would like to cease funding the athletic trainers.
- Requested hospital give PCBOE one (1) more year - the 2008-2009 school year
- Not funding the athletic trainers to the full extent previously done
- CRMC's proposal for next year offered funding of \$75,000 a year for a three (3) year commitment
- Responsibility of PCBOE to make the proposed funding workable for all three (3) high schools but would not be able to fund it in anyway as it had been funded in the past
- Recognized Brent Ryan, CHS athletic trainer

Mr. **Ryan** stated the following regarding the athletic program:

- CRMC eliminating the program at the end of this school year
- Program in effect for approximately 12 or 13 years
- Briefly reviewed what having an athletic trainer program had provided.

ACTION: (II.D.) Mr. **BROWN** made a motion to accept the \$75,000 funding offer from CRMC. Dr. **JORDAN** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.E., Policies.

ACTION: (II.E.1. – 5.) Mr. **BROWN** made a motion to approve the following policies, as submitted:

1. Policy 3.206, Community Use of School Facilities, on second and final reading
2. Policy 5.608, Tutoring for Pay, on second and final reading
3. Policy 4.406, Use of the Internet, on first and final reading
4. Policy 6.310, Dress Code, on first and final reading
5. Policy 1.404, Appeals to and Appearances Before the Board, on second and final reading

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

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

Mr. **BROWN** briefly reviewed the following TLN Report highlights from the TSBA Convention - Delegate Assembly:

- Budget was star attraction of many of the resolutions
- Extending life of buses from 15 to 20 years as long as all safety guidelines were met
- Encouraging complete funding of BEP2
- Effort to convince the legislature to allow local school boards to have taxing authority
- Reinstating drug testing
- Seeking any excess lottery funds to be applied to capital outlay for local schools systems

Mr. **McCORMICK** stated the Board would address Agenda Item II.G., Report Card, and recognized Mae Fowler, Data/Materials Supervisor.

Ms. **Fowler** briefly reviewed the status of Putnam County Schools Report Card in the following Report Card Format areas:

- Part I – System Profile
- Part II – No Child Left Behind/AYP
- Part III – Academic Achievement
- Part IV – Value-Added (3 year averages)
- Part V – Non-Academic Indicators
- Part VI – Student Discipline
- Part VII – Teacher Quality
- Part VIII – Special Education

Dr. **Airhart** stated Putnam County Schools utilizes the information received from the Report Card to plan and improve our success with our students.

Mr. **McCORMICK** stated the Board would address Agenda Item II.H., Graduation Task Force (Dropout Prevention) Presentation; and recognized Martha Greer, Student Information Manager.

Ms. **Greer** stated the following regarding the Graduation Task Force (Dropout Prevention) Presentation:

- Task Force composed of 36 educators representing Putnam County middle, alternative, and high school personnel including principals, assistant principals, guidance counselors, school psychologists, special education, ELL teachers, and system wide supervisors
- 2007-2008 Graduation Rate:
 - 623 Regular On-time graduates
 - 17 SPED Diploma
 - 3 Late Graduates
 - 16 GED
 - 53 Dropouts
 - Total of 99 students counting against graduation rate
- 2007-2008 Graduation Rate:
 - 86.5% - Putnam County Graduation Rate
 - 87.2% State target rate to meet AYP
 - 90.0% State goal by 2013-2014

- Students who withdrew from Putnam County Schools in 2007-2008 to become Home School students:
 - 33 Middle School
 - 97 High School
 - Total of 130 withdrawn from grades 5 – 12 in 2007-2008

- Top 10 Identified Risk Factors
 - Poor attendance
 - Low achievement
 - Retention/over-age
 - Misbehavior
 - Disengagement in classroom
 - Learning disability
 - Drug/alcohol abuse
 - Family disruption
 - High family mobility
 - Low socioeconomic status

- Recommendations
 - Early Intervention 2009-2010
 - Middle School At-Risk Focus
 - Data System 2009-2010
 - Consolidate real-time data
 - Alternative School 2009-2011
 - New Enrollment Criteria 2009-2010
 - Expansion of Programs 2010-2011
 - Personnel 2009-2010
 - School Support Teams
 - Counselors
 - Mentors
 - Social Workers
 - Career Technical Education
 - Virtual Online (VITAL) 2009-2010

- Research
 - U.S. Dept. of Education 2008 Dropout Prevention Report
 - National High School Center 2007 Study – Approaches to Dropout Prevention: Heeding Early Warning Signs with Appropriate Interventions
 - Highlands Initiative Workforce Development Study 2008

Mr. **McCORMICK** stated the Board would address Agenda Item II.F., Supplement Committee Proposal and recognized Dr. Airhart.

Dr. **Airhart** stated the following regarding the Supplement Committee Proposal:

- Committee meeting for over a year to come up with savings proposal from the athletic and academic supplements
- In 2007-2008, the Board froze the supplements prior to the raise at the current percentage rate based on current salary.
- Supplement Proposal recommendation – flat rate proposal based on \$300 per percentage
- Recommended approval of the Supplement Committee Proposal

ACTION: (II.F.) Mr. **BROWN** made a motion to approve the new supplement plan proposal with the flat rate effective July 2009. Dr. **JORDAN** seconded the motion.

The Board briefly discussed the supplement proposal.

Dan Rader, Board Attorney, stated historically supplements were a part of the negotiated contract but about eighteen months ago the Tennessee Supreme Court ruled supplements that did not require a specific teacher's license should not be subject to the negotiated contract noting the Board was now free to set those salaries.

Mr. **BROWN** called for the question.

The following roll call vote was taken:

Mr. Maynard – Yes

Mr. Brown – Yes

Mr. Crabtree – No

Mr. McCormick – Yes

Dr. Jordan – Yes

Mr. Hargis – No

Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.J., Director's Performance Evaluation/Contract, and recognized Dan Rader.

Mr. **Rader** stated the following regarding the Director's Performance Evaluation:

- In November of every year, the Board is submitted an evaluation form to evaluate the performance of the Director of Schools.
- This year, each Board member completed an evaluation.

- Director of Schools is evaluated in 52 sub-categories over six major headings.
- This year it was difficult for some of the Board members to evaluate the Director as they just became Board members in September and had to complete this evaluation in November.
- Out of a five (5)-point scale, Dr. Airhart received an overall evaluation of 4.5023, which was an excellent evaluation.
- Results of the evaluation have been shared with each Board member and Dr. Airhart.

ACTION: (II.J.) Mr. **BROWN** made the motion to approve the new contract with the Dr. Airhart with the following changes:

- Bring forth a new contract
- Starting with the old contract as the basic
- Making the following changes:
 - Item #1 – Term of contract
 - Ending day of contract should be denoted as June 30, 2011 reflecting a one (1) year extension
 - Item #6a – Basic dental and vision be added.
 - Item #11 – Sick Leave
 - Strike the last sentence from the contract that reads, *“No more than thirty (30) days sick leave may be accumulated”*.
 - Item #15 – Assumption of Duties
 - Remove the three (3) words, *“under the contract”*
 - Item #22e – Contract Termination
 - The last sentence should read, *“If the Board so votes, the Director will be entitled to twelve (12) months severance pay based on an annual salary paid monthly.”*
 - Change paragraph #4 to have the Annual Salary now read, *\$97,850.*

Mr. **CRABTREE** seconded the motion.

The following roll call vote was taken:

Mr. Maynard – Yes

Mr. Brown – Yes

Mr. Crabtree – Yes

Mr. McCormick – Yes

Dr. Jordan – Yes

Mr. Hargis – Yes

Motion carried.

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

The Board adjourned at 5:50 PM.

Date

Chairman

Director of Schools