

**MINUTES**  
Putnam County Board of Education  
April 1, 2010

**MEETING CALLED TO ORDER**

The Putnam County Board of Education met at the Board of Education Building – Cookeville, Tennessee on Thursday, April 1, 2010. Chairman David McCormick convened the meeting at 5:00 PM.

<b>PRESENT</b> .....	<b>6</b>	<b>ABSENT</b> .....	<b>0</b>
----------------------	----------	---------------------	----------

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

Mr. **McCORMICK** stated the Board would address approval of the agenda noting the following clarification:

- Change Consent Agenda Item I.A.3. to read, as follows:  
  
Total amount = \$10,549  
Curriculum portion = \$8,974
- Delete Consent Agenda Item I.B.1.a (11.) – Permission to bid carpet
- Move the following Agenda Items to be addressed before discussion, in the order listed:
  - Agenda Item II.D., 2010-2011 Budget Presentation
  - Agenda Item II.C., Zoning Presentation
  - Consent Agenda Items I.F.3., and I.F.4., Middle School Supplements

**ACTION:** Mr. **MAYNARD** made a motion to approve the agenda, as amended. Mr. **CRABTREE** seconded the motion. Motion carried.

Mr. **McCORMICK** recognized Dr. Kathleen Airhart, Director of Schools, with announcements.

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

- Noted the Power School Parent/Student Access Statistics
- Noted Energy Savings Report for February 2010
- Noted request from Michael Roden, Eagle Scout, to construct an Outdoor Classroom at Avery Trace Middle School (ATMS) as his Eagle Scout project; and recognized Linda Nash, ATMS principal

Ms. **Nash** stated the following regarding the request:

- Michael Roden had attended ATMS
- Applying for a grant to cover expenses
- Utilizing pressure treated wood for all structures
- Discussed project with John Magura, Maintenance Supervisor
- Mr. Magura did not see any potential problems or issues with the construction of the outdoor classroom.

Mr. **McCORMICK** stated the Board would address approval of the Minutes of the Special Called Board Meeting on March 18, 2010.

**ACTION:** Mr. **CRABTREE** made a motion to approve the Minutes of the Special Called Board Meeting on March 18, 2010, at 6:00 PM. Mr. **BROWN** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address approval of the Minutes of the Regular Board Meeting on Thursday, March 4, 2010, at 6:00 PM.

**ACTION:** Dr. **JORDAN** made a motion to approve the Minutes of the Regular Board Meeting on Thursday, March 4, 2010, at 5:30 PM. Mr. **HARGIS** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address approval of the Consent Agenda, as amended.

**ACTION:** (I.A.1. – I.F.8.) Mr. **BROWN** made a motion to approve the following Consent Agenda, per the recommendation of the Director of School, as submitted:

## I. Consent Agenda

### A. Approval of Purchases/Payments

1. Consider approval of the purchase of the following from PLATO, Inc. (PLATO Learning) in the total amount of \$23,300 for one (1) year of service to all Putnam County High Schools to be paid in two (2) installments, as follows:
  - a. 1<sup>st</sup> Installment in the amount of \$14,213 to be paid from:
    - Special Education Dept. Federal **ARRA** funding, 142-71200-399-90S in the amount of \$10,019
    - Career & Technical Dept. Federal funding, 142-71300-4999-801 in the amount of \$4,194
  - b. 2<sup>nd</sup> Installment in the amount of \$9,087 after July 1, 2010, from Federal Title funding – 142-72210-599-231
  
2. Consider approval of payment for renewal on contract with My Learning Plan (PD tracking) for \$12,063.00 per attached quote to be paid for school year 2010-2011 from the following funds:
  - 141-72210-599-CURRI \$3,000.00
  - 141-72210-399-MATER \$2,063.00
  - 141-72220-399 \$1,500.00
  - 142-72130-525-801 \$ 500.00
  - 142-72210-599-201 \$5,000.00
  
3. Consider approval of payment for renewal of contract with Frontline Technologies (AESOP, automated substitute calling system) in the amount of \$10,549.00 per attached quote for the school year 2010-2011 from the following funds:
  - 141-72210-399 CURRI \$8,974.00
  - 141-72230-399 \$375.00
  - 141-72220-399 \$1,200.00
  
4. Consider approval of payment for renewal of contract with Discovery Education Assessment (online formative assessment benchmark testing/RTI progress monitoring) for grades K-10 in the amount of \$79,131.50 (includes \$2,500 for one day professional development training) per attached quote to be paid FROM 141-72130-322, Evaluation and Testing. (If paid by April 30, 2010, the RTI package in the amount of \$3,314.00 is free.)

5. Consider approval of payment for renewal fee for International Baccalaureate Program for the 2010-2011 in the amount of \$10,000 to be paid from 141-71100-599, Other Charges.
6. Consider approval to purchase percussion workstation for Algood Middle School music department in the amount of \$1,707.00 from Wenger Corp. – Owatonna, Minnesota to be paid from Capital Projects funds.
7. Consider approval to pay One Point Planning, LLC. – Antioch, Tennessee in the amount of \$30,000 to be paid from 179-91300-711-ALGOO, Furniture & Fixtures.

## **B. Bids**

1. Permission to Bid
  - a. System-wide bids, as follows:
    - (1.) Air Filters
    - (2.) Light Bulbs
    - (3.) Transportation:  
Petroleum Products  
Automotive Parts  
Bus Tires
    - (4.) Paint
    - (5.) Fire Suppression
    - (6.) Fire Alarm Inspection
    - (7.) Pest Control
    - (8.) Sprinkler Inspection & Testing
    - (9.) Copy Paper
    - (10.) Disposable Paper
    - (11.) (Consent Agenda Item I.B.1.a.(11.) was deleted from the agenda.)
    - (12.) Emergency & Exit Lights
  - b. Window blinds for Algood Elementary School to be paid from Capital Project funds
  - c. PE Lockers for Algood Middle School to be paid from Capital Projects funds (Needed to complete transition to a middle school with several hundred more middle school students than existed when it was a K-8 school.)

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

1. Consider approval of the following Federal Budget Amendments – Fund 142, as submitted:
  - a. To match Federal Budget’s Expenditures and Encumbrances Report with Dept. of Education’s FACTS carryover amounts for Title III.A. (301) Program
  - b. To match Federal Budget’s Expenditures and Encumbrances Report with Dept. of Education’s FACTS carryover amounts for Title IV. (411) Program
  - c. To match Federal Budget’s Expenditures and Encumbrances Report with Dept. of Education’s FACTS carryover amounts for Title II.D. (231) Program
  - d. To match Federal Budget’s Expenditures and Encumbrances Report with Dept. of Education’s FACTS carryover amounts for Title II.A. (201) Program
  - e. To reallocate budget to utilize Title I. **ARRA** (10S) North funds more appropriately
  - f. To reallocate budget to utilize Title I.A. (101) Baxte funds more appropriately
  - g. To reallocate budget to utilize Title III.A. (301) funds more appropriately
  - h. To reallocate budget to utilize Title II.D. (231) funds more appropriately
  - i. To reallocate budget to utilize Title II.D. **ARRA** Stimulus (23S) funds more appropriately
  - j. To reallocate budget to utilize Title I. **ARRA** (10S) Corne funds more appropriately
  - k. To establish Title II.D. Stimulus Competitive (21S) budget
  - l. To match Federal Budget’s Expenditures and Encumbrances Report with Dept. of Education’s FACTS carryover amounts for Title II.D. **ARRA** Stimulus (23S) Program
  
2. Consider approval of the following Federal Line Item Transfers – Fund 142, as submitted:
  - a. To better expend Transition Grant funds

- b. To reallocate federal funds required to reimburse parents that drive children to school, based on an IEP due to unavailability of bus services
- 3. Consider approval of the following General Purpose School Budget Amendments – Fund 141, as submitted:
  - a. To budget for insurance recovery from stolen electronic equipment
  - b. To budget for funds received from the USDA Rural Development for the Distance Learning Grant
- 4. Consider approval of the following General Purpose School Line Item Transfers – Fund 141, as submitted:
  - a. To clean up Special Education – FED lines
  - b. To purchase video equipment for the Special Education Dept.
  - c. To better expend funds awarded for the Special Education – Transition Grant
- 5. Consider approval of the following Extended School Program Budget Amendment – Fund 146, as submitted:
  - a. To budget for a donation from United Way World Wide on behalf on the JC Penney After-School Round-Up Program
- 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 recommendation that insurance coverage on employees who have voluntarily or involuntarily terminated their employment with the Putnam County School System will stop at the end of the month following their termination date. (Former employees will continue to have insurance eligibility as permitted under COBRA regulations.)

2. Consider approval of the recommendation to name BB&T/Legge Insurance Agency as the agent of record for our dental and vision insurance plans.
3. (Consent Agenda Item I.F.3. was removed for discussion.)
4. (Consent Agenda Item I.F.4. was removed for discussion.)
5. Consider approval of the Textbook Adoption for English Grammar and Composition, English Language Arts, Foreign Language, and ESL.
6. Consider approval of the following Summer School Dates:
  - a. Title I Elementary Schools from June 3 -29, 2010
  - b. Middle Schools at ATMS from June 3 – 29, 2010
  - c. High Schools at CHS, MHS, and UHS from June 10 – July 22, 2010
7. Consider approval of the Title II.A. Teacher Quality Accountability Improvement Plan, as submitted.
8. Consider approval to contract with Carwile Mechanical to provide emergency HVAC work at Uffelman Elementary School in the amount of \$16,375 to be paid from 141-72620-399, Other Contracted Services.

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

Mr. **McCORMICK** stated the Board would address Agenda Item II.D., 2010-2011 Budget Presentation, and recognized Dr. Airhart.

Dr. **Airhart** presented the Proposed Fiscal Year 2010-2011 General Purpose School Budget Draft 1, as follows:

- Maintenance of Effort
 

	Local MOE Shortfall
○ 2006-07	\$39,992
○ 2007-08	\$503,740
○ 2008-09	\$770,283
○ 2009-10	Expect to meet MOE
- Reviewed graphs for both projected revenues and expenditures for Fiscal Year 2010-2011

- Revenue Unknowns
  - State
    - BEP allocation
    - Discretionary dollars
  - Local
    - Sales tax revenue – to be put back into budget as growth?
    - Property tax (penny rate)
- Revenue Decreases
  - CRMC donation for athletic trainers
- Expenditure Unknowns
  - Health insurance increases
  - Other insurance premium increases
    - Property, Liability, Worker’s Compensation
  - Cost of Operations – Prescott South
- Personnel Increases (existing personnel) - \$2,032,800
  - Certified and Support Staff
    - \$889,000 – TN Consolidated Retirement System
    - \$462,000 – Salary step
    - \$453,00 – State medical insurance (5%)
    - \$17,000 – Dental insurance
    - \$3,800 – Unemployment Compensation
    - \$133,000 – Additional class periods (paid with expiring ARRA funds)
    - \$75,000 – Athletic Trainers
- Personnel Increases New (Certified) - \$606,000
  - Prescott South Elementary School
    - \$88,000      1 principal
    - \$323,500    5 certified-guidance, music, PE, Library, SPED
  - Prescott South Middle School
    - \$129,500    2 certified-foreign language, band/chorus

- Other
    - \$64,700      ESL teacher
- Personnel Increases (Non-Certified) - \$323,500
  - Prescott South Elementary School
 

\$42,200	Bookkeeper/Attendance
\$38,000	Clerical/Secretary
\$195,000	6 Teacher Assistants
\$48,300	2 bus drivers
- Required Non-Personnel Increases - \$215,000
  - Insurance              Prescott South Schools
  - Utilities                Prescott South Schools
  - Custodial (3%)        Prescott South Schools
  - Mowing (3%)          Prescott South Schools
  - Pest Control            Food Service Expense
  - Buses (2)               Prescott South Schools
- Non-Personnel Increases - \$9,000
  - Copier
  - Phone
  - Internet
  - Postage
- Non-Personnel Decreases (paid in advance with current ARRA)
  - Power School – attendance program
  - Virtual High School
  - IBO expenses
  - Evaluation and Testing (Benchmark)
  - Intervention Materials
  - Textbooks (minimal)
- Non-Personnel Decreases carried over from 2009-2010
  - 20% Instructional Supplies and Materials
  - 20% Equipment (all categories)
  - 20% Office Supplies
  - 30% Textbooks
  - 50% Library Books and Periodicals

- 50% In-service/Staff Development
  - 50% Evaluation and Testing
- FY 2010-2011 Budget
    - Estimated Revenues       \$67.98 million
    - Estimated Expenditures   \$70.79 million
    - Additional Funding       \$2.81 million

The Board briefly discussed the 2010-2011 General Purpose Schools Budget noting it was basically a status quo budget.

**ACTION:** (II.D.) Mr. **BROWN** made a motion to approve the 2010-2011 General Purpose Schools Budget Draft #1, as presented. Mr. **MAYNARD** seconded the motion. Motion carried.

Mr. **McCORMICK** recognized Dr. Airhart with an announcement.

Dr. **Airhart** recognized, congratulated and presented the *I Make A Difference Award* to Johnny Kimbrough, Burks Middle and Monterey High Schools' music teacher, for the positive direction he has brought to both the Monterey schools and entire community regarding the fine arts program.

Mr. **McCORMICK** stated the Board would address removed Consent Agenda Items I.F.3, Proposed Middle School Supplements, and I.F.4., Supplemental request from ATMS.

Dr. **Airhart** stated the following regarding Middle School Supplements:

- Asked Jeff Comer, Assistant Director of Support Services, to meet with the Middle School Supplement Committee with the following goals:
  - To open Prescott South Middle School with as little additional funds as possible
  - To address the supplemental inconsistencies between our middle schools
- Recognized Jeff Comer to address the Middle School Supplement Committee proposal

Mr. **Comer** stated the Middle School Supplement Committee proposal with the inclusion of Prescott South Middle School's supplements would only increase the 2010-2011 supplements total by approximately \$10,000 and noted the committee had representation from every middle school.

The Board discussed the supplement committee proposal's effect to the budget.

**ACTION:** (I.F.3. and I.F.4.) Mr. **MAYNARD** made a motion to defer any action regarding Board Consent Agenda Items I.F.3., Middle School Supplements, and I.F.4., Avery Trace Middle School requested additional supplements, until later in the budget process. Mr. **BROWN** seconded the motion. Mr. **CRABTREE** voted No. Motion carried.

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

Dr. **Airhart** reviewed the 2010-2011 Proposed Zone Plan for enrollment and the new bus zoning maps that included the recent small changes to some areas.

**ACTION:** (II.C.1.) Mr. **CRABTREE** made a motion to approve the proposed new bus zoning maps, as submitted. Mr. **BROWN** seconded the motion.

The Board discussed both hard and soft zoning.

**ACTION:** (II.C.1.) After Board discussion, the following roll call vote was taken:  
Mr. Hargis – Yes  
Dr. Jordan – Yes  
Mr. McCormick – Yes  
Mr. Crabtree – Yes  
Mr. Brown – Yes  
Mr. Maynard – Yes  
Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.C.2., Consider approval of Policy 6.205, Student Enrollment, on first and final reading, per Board approved option; and recognized Dr. Airhart.

Dr. **Airhart** stated the following regarding Policy 6.205, Student Enrollment:

- In March, Board discussed an adjustment to our practice of how we organize children in the community.
- Moving toward the new bus zones, we would start directing children to those zoned areas.

- Currently Policy 6.205, Student Enrollment, has priority enrollment in place.
- Discussion last month - start directing upcoming Kindergarten and 5<sup>th</sup> grade students into their zoned areas
- No concessions were made for siblings, K-8 facility, or for outside the zone.
- Submitted five options regarding possible changes to Policy 6.205
- Must approve line 6 to read as follows: “1. Students living outside the zone who were enrolled the previous year and students of teachers and staff in that school and in schools within the feeder pattern.”

**ACTION:** (II.C.2.) Mr. **CRABTREE** made a motion to approve Option 5 (No change to policy with the exception of Line 6 enrollment Priority 1 – “Students living outside the zone who were enrolled the previous year and students of teachers and staff in the school and in schools within the feeder pattern.” Mr. **BROWN** seconded the motion.

**ACTION:** (II.C.2.) After Board discussion, the following roll call vote was taken:  
 Mr. Maynard – No  
 Mr. Brown – Yes  
 Mr. Crabtree – Yes  
 Mr. McCormick – No  
 Dr. Jordan – Yes  
 Mr. Hargis – Yes  
 Motion carried.

Dr. **Airhart** stated the public meetings would still be held to address both zoning and budget, as follows:

- April 15<sup>th</sup> – UHS at 6:00 PM
- April 20<sup>th</sup> – BMS at 6:00 PM
- April 22<sup>nd</sup> – ATMS at 6:00 PM

Mr. **BROWN** stated he would like to revisit the zoning issue next year at the Board’s January 2011 Strategic Planning Session; and the Board agreed to add it to the agenda for that meeting.

Mr. **McCORMICK** stated the Board would address Agenda Item II.A.1.a., New Prescott South Elementary and Middle School Projects Update, and recognized David Cockrill, Cockrill Design & Planning – Knoxville, Tennessee.

Mr. **Cockrill** stated the following regarding the New Prescott South Elementary and Middle School Projects Update:

- Projects moving forward
- Decking and roofing in progress
- Completion date of August 26
- Recommend approval Agenda Items II.A.1.b., c., and d.

**ACITON:** (II.A.1.b., c., and d.) Mr. **HARGIS** made a motion to approve Agenda Items I.A.1.b., c., and d., as follows:

II.A.1.b.

Payment to VCC – Atlanta, Georgia in the amount of \$1,587,216.30 and Community Bank of the Cumberland’s – Cookeville, Tennessee in the amount of \$83,537.70 for retainage withheld for a total amount of \$1,670,754.00 for application payment #009 relative to the Prescott South Elementary and Middle School projects to be paid from 179-91300-706-NEWK8, Building Construction.

II.A.1.c.

Proposed Change Order #21 to the VCC Contract relative to the Prescott South Elementary and Middle School projects. (This Change Order is for weather delay days for the month of February 2010. The Proposed Change Order will extend the contract time by three (3) days and be an increase to the contract sum in the amount of \$4,507.00 for additional general conditions that will come out of the Contingency Allowance included in VCC’s contract.

II.A.1.d.

Proposed Change Order #22 to the VCC Contract for additional acoustical panels on the South wall of Gym e1005. (The change will be an increase of \$6,570.00 that will come out of the Contingency Allowance included in VCC’s contract. This change does not include a change in the Contract Time for this project.)

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

Mr. **McCORMICK** stated the Board would address approval of Agenda Item II.A.1.e.

**ACTION:** (II.A.1.e.) Mr. **CRABTREE** made a motion to approve a payment to GEOServices, LLC – Seymour, Tennessee for geotechnical services performed between January 31, 2010, and February 27, 2010 in the amount of \$2,420.00 relative to the Prescott South Schools project to be paid from 179-91300-308-NEWK8, Consultants. Mr. **HARGIS** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address approval of Agenda Item II.A.1.f.

**ACTION:** (II.A.1.f.) Mr. **CRABTREE** made a motion to approve purchasing classroom, library and cafeteria furnishings from the Wilson County bid for Prescott South Elementary and Middle Schools in the total amount of \$507,115.21 to be paid from capital projects funds. Mr. **HARGIS** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address approval of Agenda Item II.A.2.a.

**ACTION:** (II.A.2.a.) Dr. **JORDAN** made a motion to approve purchasing blinds per quote including installation for the following spaces at Algood Elementary School in the total amount of \$1,756.00 be paid from capital projects funds.

- (1.) Principal's Office
- (2.) Additional spaces across the front of the building (facing the street)
- (3.) Conference Room
- (4.) Two Special Education Classrooms

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

Mr. **McCORMICK** stated the Board would address approval of Agenda Item II.A.3.a.

**ACTION:** (II.A.3.a.) Mr. **CRABTREE** made a motion to approve payment to Upland Design Group, Inc. – Crossville, Tennessee in the amount of \$505.58 for architectural services relative to the Jere Whitson Elementary School Renovation Project to be paid from 179-91300-304-JEREW, Architects. Mr. **MAYNARD** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.A.4.a., Cookeville High School (CHS) Wrestling Building.

**ACTION:** [(II.A.4.a.(1.) – (4.))] Mr. **HARGIS** made a motion to approve CHS Wrestling Team's request to pay for the following items in the total amount of \$10,176.00 from the Capital Projects account:

- (1.) Floor Covering – Carpet 8,000 sq. ft. (28 oz./25 yr. warranty) @ \$1.01 per sq. ft. in the total amount of \$8,080.0
- (2.) Two (2) doors for toilet stalls with hardware @ \$50 each in the total amount of \$100.00
- (3.) Three (3) panic bars and closures for outside doors @ \$479 each in the total amount of \$1,437.00
- (4.) 45 minutes fire rated door with fire rated closures and lever handles in the total amount of \$559.00

Mr. **CRABTREE** seconded the motion. Motion failed for lack of any action taken.

Dr. **Airhart** asked a representative of the wrestling team to address the Board regarding the additional request for floor covering.

Scott Cook, CHS wrestling coach, stated the following regarding the request:

- From begin looked for ways to save money
- Originally, rubber flooring not affordable
- Found affordable rubber flooring @ ½ cost of previous estimate
- Requesting to replace the use of these funds for four items listed on agenda and to be allowed to purchase rubber flooring instead at basically the same price in the total amount of \$9,939

**ACTION:** (II.A.4.a.) Mr. **HARGIS** made a motion to authorize Dr. Airhart to allocate the total requested amount of \$9,939 to pay for the rubber flooring approve the Cookeville High School Wrestling Team request to pay for the rubber flooring covering cost in the total amount of \$9,939. Mr. **CRABTREE** seconded the motion.

The Board discussed the amount of work that had been done by the Wrestling Team supporters; the requested amount for rubber flooring; and the number of students involved in the program.

**ACTION:** (II.A.4.a.) After Board discussion, the following vote was taken:

Mr. Hargis – Yes

Dr. Jordan – Yes

Mr. McCormick – No

Mr. Crabtree – Yes

Mr. Brown – Yes

Mr. Maynard – No

Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.B., Consider approval of certified teachers gaining tenure, and recognized Dr. Airhart.

**ACTION:** (II.B.) Mr. **MAYNARD** made a motion to approve the following certified teachers gaining tenure per the recommendation of the respective principal, supervisor and the Director of Schools: Suzanne Swain, Clint Isbill, Amanda Cunningham, Suzanne Goolsby, Laurie Green, Lindsay Hatmaker, Kyle Rivers, Blake Shearer, Jessica Workman, Kimberly Patterson, Tonya Wade, Ashley Williams, Kacie Hicks, Conleda Phillips, Leslie Bohr, Serena Lair, Michelle Judd, Diana Wood, Cephas Ablakwa, Jackie Cox, Merry Lane Davis, Tiffany Haggard, Sarah Harris, Scott Hughes, Donna Johnson, Allison Painter, Allison Payne, John Setliff, Jill Stone, Julie Gantley, Nella Hensley, Lindsay Barnes, Jenny McBroom, Kelly Nixon (Walters), Casey White, Emily Damico, Sonya Durham, Heather Ickes, Tamara Tribble, Linda Crystal Roberts, Carla Vaughn, Amanda Woody, Emily Hughes, Jason Robbins, Joyce Pickett, Karolyn Thacker, Amy Locke, Jenny Partin, Leila Easterly (Humphrey), Mary Joyce Hammett, Rachel Hedges, Daisy Zuniga. Mr. **HARGIS** seconded the motion. Motion carried.

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

Mr. **BROWN** stated the latest TLN Report had been emailed to the Board.

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

The Board adjourned at 6:50 PM.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman

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