

MINUTES
Putnam County Board of Education
July 9, 2009

MEETING CALLED TO ORDER

The Putnam County Board of Education met at the Board of Education Building – Cookeville, Tennessee on Thursday, July 9, 2009. Chairman David McCormick convened the meeting at 5:00 PM.

PRESENT	6	ABSENT	0
Eric Brown			
Vern Crabtree (Arrived at 5:10 PM)			
Robert Hargis			
Ray Jordan			
Jerry Maynard			
David McCormick			

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

- Delete Consent Agenda Item I.F.4., Ratification of the Management Team for the 2009-2010 school year
- Correct the amount on Agenda Item II.B.2.c. to \$3,477.60
- Delete Agenda Item II.B.2.f., Approval of payment to Cockrill Design & Planning – Knoxville, Tennessee
- Note the following equipment costs for Agenda Item II.B.2.j.:
 - Total amount = \$171,226.00
 - Five (5) 20 unit mobile laptop labs @\$21,207.12 each
 - Six (6) 5 MacBook Laptop 5 packs @ \$4,892.80 each
 - Forty (40) 20” iMac desktop computers at \$895.84 each

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

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

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

- Recognized and congratulated Rachel Zitting, Cookeville High School (CHS) Lacrosse and Cross Country team member, who was selected for

the United States Lacrosse Association's high school academic All-American Team

- Recognized and congratulated Jacob Gentry, CHS student, who attended the Governor's School for the Arts at Middle Tennessee State University in Murfreesboro and was selected as the top male vocalist
- Noted attended the 21st Century National Conference at Opryland Hotel – Nashville, Tennessee last night where Putnam County's 3rd and 4th grade Strings Program students were on stage performing a concert for an audience of approximately 4,000
- Noted Monthly Energy Savings Report for May 2009 and recognized the 2008-2009 Energy Savings Winner - Monterey High School; and also denoted as a system an energy savings of \$400,000 this year

(Mr. Crabtree arrived at 5:10 PM.)

- Noted the TSBA Fall District Meeting would be held at Smith County High School on Thursday, September 27, 2009

ACTION: Dr. **JORDAN** made a motion to approve the following Minutes, as submitted:

- Special Called Board Meeting – Friday, June 19, 2009 @ 12:00 Noon
- Regular Board Meeting – Thursday, June 4, 2009 @ 4:00 PM

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

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

ACTION: (I.A.1. – I.F.7.) Mr. **BROWN** made a motion to approve the following Consent Agenda, per the recommendation of the Director of Schools, as amended with the deletion of Consent Agenda Item I.F.4.:

I. Consent Agenda

A. Approval of Purchases/Payments

1. 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 May 18, 2009, and May 29, 2009,

in the amount of \$234.06 to be paid from 141-72310-331, Legal Services.

2. Consider approval of the payment to Maffett – Loftis Engineering, LLC – Cookeville, Tennessee for design services related to Park View Elementary Gym Air-Conditioning Project in the amount of \$5,430.00 to be paid from 141-72620-399, Other Contracted Services.
3. Consider approval of payment to Bass, Berry and Sims, PLC – Nashville, Tennessee for professional services rendered through May 22, 2009, in the amount of \$1,807.47 to be paid from 141-72310-331, Legal Services.

B. Bids

1. Permission to Bid

- a. Building Material (Framing Package) and (Finish Package) for the 2009-2010 Construction Tech House Building Projects at Cookeville (CHS), Monterey (MHS), and Upperman (UHS) high schools

2. Approval of Bid

- a. Consider approval of the CHS Beverage Partnership bid proposal from the high bidder, Coca-Cola Enterprises Bottling Companies – Scottsboro, Alabama, in the amount of \$5,242 per month flat rate for a total amount of \$62,904 per year and approval of the Beverage Provider Agreement, as submitted.
- b. Consider approval of the Baxter Elementary Freezer/Cooler Combination bid from the low bidder, Strategic – Knoxville, Tennessee in the total amount of \$27,960.00 to be paid from stimulus package funds (as presented at the July 19, 2009, Special Called Board meeting).

C. Budget Amendments/Line Item Transfers (None Submitted)

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 agreement between Putnam County Schools and Tennessee Tech University for the Pilot Funded Pre-K for the 2009-2010 school year, as requested by the State Department of Education.
2. Consider approval of payment to Frontline Placement Technologies, Inc. – Malvern, Pennsylvania for the 2009-2010 school year's continuation of Aesop (automated substitute calling system) in the total amount of \$10,485.00 to be paid from the following:
 - 141-72210-399, MATER \$8,910.00
 - 141-72230-399, CTE \$375.00
 - 141-72220-399, SPED \$1,200.00
3. Consider approval of the emergency replacement purchase of the existing steam gas fired boiler at Prescott Central Middle School (PCMS) 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 and including the two quotes as requested at the July 19, 2009, Special Called Board meeting) to include the following:
 - Removal and disposal of existing boiler
 - Installing new 5,000 MBH cast iron sectional boiler
 - All piping, insulation, and power wiring and controls included.
4. (Consent Agenda Item I.F.4. was deleted from the agenda.)
5. Consider approval of the following Certified and Non-Certified Salary Schedules, as
6. Consider approval of the following, as submitted:
 - a. System-wide Organizational Chart
 - b. Amended Support Services Job Descriptions
 - c. Amended Instructional Services Job Descriptions
 - d. Amended Finance Job Description

7. Consider approval of the renewal agreement for the 2009-10 school year with Nine Yare Lawn Care – Cookeville, Tennessee to complete three (3) mowings per month (July, August, and September of 2009 and April, May, and June of 2010) @ \$2,300 per mowing to be paid from 141-72620-399, Other Contracted Services for the following locations: Baxter Elementary (BES), Cornerstone Middle (CMS), Upperman High (UHS), Burks Middle (BMS), Monterey High (MHS), Uffelman Elementary (UES) and to include sports fields at CMS and BMS.

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

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

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

- “C” wing passed inspection and “B” wing underway
- Project proceeding
- Preparations being made for demolition of house
- Hazardous material survey being completed
- Substantial completion date – July 15, 2009
- Recommended payment of Agenda Items II.A.2. and II.A.3.

ACTION: (II.A.2. and II.A.3.) Mr. **BROWN** made a motion to approve the following payments, as submitted:

II.A.2.

Consider approval of payment to Upland Design Group, Inc. – Crossville, Tennessee in the amount of \$4,074.20 for architectural services relative to the Jere Whitson Elementary School Renovation Project to be paid from 177-91300-304, Architects.

II.A.3.

Consider approval of payment to Mid-State Construction Company – Livingston, Tennessee in the amount of \$177,961.95 and Community Bank of the Cumberland’s – Cookeville, Tennessee in the amount of \$9,366.42 for retainage withheld for a total amount of \$187,328.37 for application payment #008 relative to the Jere Whitson Elementary School Renovation Project to be paid from 177-91300-706, Building Construction.

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

Dr. **Airhart** stated Agenda Items II.A.4. and II.A.5. would update the network wiring and technology infrastructure for the New Jere Whitson Elementary School.

ACTION: (II.A.4. and II.A.5.) Mr. **MAYNARD** made a motion to approve the following, as submitted:

II.A.4.

Consider approval of payment to Beacon Technologies, Inc. – Nashville, Tennessee in the amount of \$20,836.38 for data infrastructure installation and deployment services for the Jere Whitson Elementary School Project to be paid from 178-91300-399-JEREW, Other Contracted Services (PCMS sale funds).

II.A.5.

Consider approval of the purchase of network equipment (TCPN) contract for Jere Whitson Elementary School in the amount of \$11,647.96 to be paid from 178-91300-709 JEREW, Instructional Equipment (PCMS sale funds).

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

Dr. **Airhart** stated, in order, to complete the New Jere Whitson Elementary School's playground project, approval would be needed for Agenda Item II.A.6., Approval of purchase of equipment and the proposed construction cost.

ACTION: (II.A.6.a., b. and c.) Mr. **CRABTREE** made a motion to approve the following purchase of equipment and the proposed construction costs for the Jere Whitson Playground in the total amount of \$24,000.00 to be paid from both Jere Whitson fund raiser monies in the total amount of \$22,732.74 and from PCMS sale funds (\$10,000 previously Board approved) in the remaining amount of \$1,267.26:

- a. Muscle Mountain structure in the total amount of \$10,690.00
- b. Play Pod in the total amount of \$7,655.00
- c. Additional Shredded rubber to complete the project in the total amount of \$5,655.00

Dr. **JORDAN** seconded the motion.

The Board discussed the safety of rubberized mulch and the Director agreed to have the concern investigated.

ACTION: (II.A.6.a., b. and c.) After Board discussion, the vote was taken. Motion carried.

Dr. **Airhart** stated approval of Agenda Items II.A.6.d. and e. would allow the playground company to complete the installation as soon as possible after the six-week equipment delivery time noting maintenance department would be unable to complete the project until Fall Break.

The Board discussed the rate of \$1,600 per day to install the equipment and needing to know the exact amount of time that would be required to complete the project so that the exact cost would be known before starting the installation.

ACTION: (II.A.6.d. and e.) Mr. **MAYNARD** made a motion to approve the following to be paid from the PCMS sale funds not to exceed the remaining available funds from the \$10,000 previously allocated and approved by the Board:

- d. Proposed excavation, transport and reassembly of the Algood equipment (slide, 2 climbers, and misc. prek equipment) in the total amount of \$3,900.
- e. Proposed optional installation assistance (playground safety certified crew that includes a bobcat with bucket, auger, trencher and jackhammer at the rate of \$1,600 per day rate (available to work on the weekend at the standard rate).

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

Mr. **McCORMICK** recognized Mr. Crabtree for his efforts in organizing the Jere Whitson playground fund-raising project.

Mr. **McCORMICK** stated the Board would address Agenda Item II.A.7., Consider approval of the Site Layout with additional parking as redesigned per Board request at the June 19, 2009, Special Called Board meeting, and recognized Allen Hill, Upland Design Group – Crossville, Tennessee.

Mr. **Hill** stated the following regarding the Jere Whitson Site Layout redesign including additional parking:

- Reviewed revised site layout drawings
- Total price \$334,490.00 to include the following:
 - I. Layout/Permit/Fees \$4,000.00
 - II. Earthwork, clearing, topsoil, rain garden soil mixture \$49,940.00
 - III. Western parking area, repair, cap paving \$23,880.00
 - IV. Two pair steel gates \$7,420.00
 - V. Eastern area paving, curbs, stripping \$148,200.00
 - VI. Sidewalks with necessary demo \$22,100.00

VII.	Porous pavers, pipe, stone base	\$26,600.00
VIII.	Landscaping, seeding, sod	\$23,100.00
IX.	Dumpster pad, masonry walls, gates	\$9,550.00
X.	Signage with \$7,500.00 allowance for school sign	\$12,200.00
XI.	Testing allowance	\$7,500.00

- Possible Deducts

I.	Change steel bollards and structural gates to chain gates and post DEDUCT	\$1,800.00
II.	Reduce paving for northeast parking lot, reduce grading for area, reduce landscaping for island as shown, omit porous pavers, omit related curbs, stripping DEDUCT	\$91,800.00
III.	Remove sod to seed straw in area "C" on North and East side DEDUCT	\$1,800.00
IV.	Remove masonry wall and replace with residential vinyl screen at dumpster screen DEDUCT	\$1,700.00
V.	Omit monument school sign DEDUCT	\$7,500.00
VI.	Omit directional signage, arrows, etc.	\$5,800.00
VII.	Tar and chip Northeast parking lot in lieu of paving DUDUCT	\$15,000.00
VIII.	Remove porous pavers and install paving DUDUCT	\$19,000.00
IX.	Tar and chip in lieu of porous pavers DUDUCT	\$20,000.00

Mr. **Hill** recommended completing the entire scope of work with the exception of VIII., Remove porous pavers and install paving for a deduct of \$19,000.00.

The Board discussed the following issues regarding the site layout:

- Saving three (3) large approximately 150 year-old trees presently situated in proposed parking lot area
- Possible areas and savings if parking lot tar and chip rather than paving
- Reduced scope of work somewhat since last meeting
- Savings if county maintenance or Lojac complete the work

Dr. **Airhart** recommended the front section be completed prior to the start of school.

Neal Richardson, Upland Design Group – Crossville, Tennessee, recommended not putting down tar and chip on the campus for the following reasons:

- Very little savings
- On a school campus with high amount of foot traffic, tar and chip would be tracked into the building.
- Maintenance issue

The Board continued discussion of the following issues regarding the site layout:

- Two pair steel gates at a cost of \$7,420.00
- Dumpster pad at a cost of \$9,550.00
- Removing masonry wall and replacing with residential vinyl screen at dumpster screen for a deduct of \$1,700.00

ACTION: (II.A.7.) Mr. **MAYNARD** made a motion to approve the following:

- Mid-State Construction page 1 denoted as III., Western parking area, repair, cap paving - Eliminate hot mix down by the gym at a savings of \$23,880.00
- Mid-State Construction page 2 denoted as VIII, Eliminate porous pavers and install paving at a savings of \$19,000.00
- Mid-State Construction page 1 denoted as IX., Eliminate dumpster pad, masonry walls, gates at a savings of \$9,550.00

Mr. **BROWN** seconded the motion.

ACTION: (II.A.7.) After further Board discussion, Mr. **MAYNARD** and Mr. **BROWN** withdrew their motion and second.

ACTION: (II.A.7.) Mr. **MAYNARD** made a motion to approve the following:

- Mid-State Construction page 1 denoted as III., Western parking area, repair, cap paving - Eliminate hot mix down by the gym at a savings of \$23,880.00
- Mid-State Construction page 2 denoted as VIII, Eliminate porous pavers and install paving at a savings of \$19,000.00
- Mid-State Construction page 1 denoted as IX., Eliminate dumpster pad, masonry walls, gates at a savings of \$9,550.00
- Mid-State Construction page 2 denoted as VI., Omit directional signage, arrows, etc. at a savings of \$5,800.00
- Mid-State Construction bottom of page 1 denoted as I., Change steel bollards and structural gates to chain link gates and posts at a savings of \$1,800.00

Mr. **BROWN** seconded the motion. Mr. **CRABTREE** voted NO. Motion carried.

Mr. **MAYNARD** requested due to the large amount of hot mix in this proposal, to approve conducting a cost investigation if Lojac or Highways, Inc. were to complete the grading, site preparation, gravel, etc.

The Board discussed the vote that had been taken on Mid-State Construction's proposal; and Dan Rader, School Board attorney, recommended the Board make another motion to clarify exactly what proposal items were to be approved.

ACTION: (II.A.7.) Mr. **BROWN** made a motion to approve the remaining items of Mid-State Construction's proposal in the total amount of \$274,460.

Mr. **CRABTREE** seconded the motion.

The following roll call vote was taken:

Mr. Hargis – Yes

Dr. Jordan – Yes

Mr. McCormick – Yes

Mr. Crabtree – Yes

Mr. Brown – Yes

Mr. Maynard – No

Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda II.B.1.a., Prescott South Elementary and Middle School Project Update, and recognized Aaron Miller, Cockrill Design & Planning – Knoxville, Tennessee.

Mr. **Miller** stated the following the Prescott Elementary and Middle School Project Update:

- Progress meeting conducted today
- Starting to install the plumbing
- Starting foundation on Monday, 7/13/09
- Good conversation with Fire Marshall today on site
- Getting close to concrete
- Held pre-construction meeting about two weeks ago and VCC pushing to have project wrapped up in 9 months rather than 14 months
- Planning now for anticipated future weather delays
- Planning six-day work weeks with Sundays being the extra day to work
- Planning to have 40 masons on project
- Have outlined an aggressive schedule

ACTION: (II.B.1.b.) Mr. **BROWN** made a motion to approve payment to Cockrill Design & Planning – Knoxville, Tennessee in the amount of \$52,297.71 for additional re-bid services as of June 30, 2009, relative to the Prescott South Elementary and Middle schools to be paid from 179-91300-304, Architects. Mr. **MAYNARD** seconded the motion. Motion carried.

Mr. **McCORMICK** 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:

- Project 92% complete
- Starting punch list
- Tuesday - punch list the dining room
- Back on site Monday to punch list – administrative area and library as well as exterior of building
- Back on site Friday to punch list – classroom wings “A” & “B”
- Back on site for substantial completion
- Fire Marshall started walk-thru of building today

ACTION: (II.B.2.b. – II.B.2.e.) Dr. **JORDAN** made a motion to approve the following items for the New Algood Elementary School Project, as submitted:

II.B.2.b.

Application Payment #10 from Mid-State Construction – Livingston, Tennessee in the amount of \$1,530,369.73 and Community Bank of the Cumberland’s – Cookeville, Tennessee in the amount of \$80,545.77 for retainage withheld for a total amount of \$1,610,915.50 for application payment #010 relative to the Algood Elementary School Project to be paid from 179-91300-706-ALGOO, Building Construction.

II.B.2.c.

Mid-State Construction’s PCO #20 in the amount of \$43,477.60 for the additional work needed to bring electrical power to smart board junction boxes throughout the school.

II.B.2.d.

Mid-State Construction’s PCO #21 in the amount of \$2,698.50 for dining room awnings per the direction of Putnam County Schools Nutrition Program Supervisor.

II.B.2.e.

Mid-State Construction's PCO #22 in the amount of \$453.60 for additional work related to corridor tack strips and room signage per the Fire Marshal Mr. **HARGIS** seconded the motion. Motion carried.

(Agenda Item II.B.2.g., Payment to Cockrill Design & Planning – Knoxville, Tennessee, was deleted from the agenda.)

Dr. **Airhart** recommended payment of the remaining items for the New Algood Elementary School Project, as submitted.

ACTION: (II.B.2.g. – II.B.2.k.) Mr. **MAYNARD** made a motion to approve the following items for the New Algood Elementary School Project, as submitted:

II.B.2.g.

Payment to GeoServices, LLC – Seymour, Tennessee for geotechnical services performed between April 26, 2009, and May 30, 2009, in the amount of \$413.00 relative to the Algood Elementary School Project to be paid from 179-91300-308-ALGOO, Consultants.

II.B.2.h.

Payment to Beacon Technologies, Inc. – Nashville, Tennessee in the amount of \$27,914.88 for data infrastructure installation and deployment services for the Algood Elementary School Project completed through June 30, 2009, to be paid from 179-91300-399-ALGOO, Other Contracted Services.

II.B.2.i.

Payment to Education Networks of America – Nashville, Tennessee in the amount of \$5,180.00 for Telecommunications infrastructure installation and deployment services for the Algood Elementary School Project to be paid from 179-91300-399-ALGOO, Other Contracted Services.

II.B.2.j.

Purchase of the following instructional equipment from Apple, Inc. on Tennessee state contract for the new Algood Elementary School in the amount of \$171,226.00 to be paid from 179-91300-709 ALGOO, Instructional Equipment:

- Five (5) 20 unit mobile laptop labs @ \$21,207.12 each
- Six (6) 5 MacBook Laptop 5 packs (total of 30 laptops) @ \$4,892.80 each
- Forty (40) 20" iMac desktop computers @\$895.84 each

II.B.2.k.

Purchase of network equipment for the New Algood Elementary School in the amount of \$20,394.37 to be paid from 179-91300-709-ALGOO, Instructional Equipment.

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

Mr. **McCORMICK** stated the Board would address Agenda Item II.B.3., Baxter and Cane Creek Elementary Schools Flooring Replacement Projects, and recognized Aaron Miller, Cockrill Design & Planning – Knoxville, Tennessee.

Mr. **Miller** stated the following regarding the Baxter and Cane Creek Elementary Schools Flooring Replacement Projects Update:

- Finishing up work on both projects next week
- Next month present change orders for both projects
- Scheduling punch list for next week
- 5 or 6 coats of finish on floors

ACTION: (II.B.3.b. and c.) Mr. **BROWN** made a motion to approve the following payments for the Baxter and Cane Creek Elementary Schools Flooring Replacement Projects, as submitted:

II.B.3.b.

Payment to Environmental consulting Resources, LLC – Nashville, Tennessee in the amount of \$6,550.00 for asbestos abatement air monitoring and oversight services relative to the Baxter Elementary School Flooring Replacement Project to be paid from 141-72620-399-TILE, Other Contracted Services.

II.B.3.c.

Payment to Cockrill Design & Planning – Knoxville, Tennessee in the amount of \$1,344.41 for professional architectural services relative to the Flooring Replacement for the Baxter and Cane Creek Elementary Schools project through June 25, 2009, to be paid from 141-72620-304-TILE, Architects.

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

Mr. **McCORMICK** stated the Board would address Agenda Item II.B.4.a., Sycamore Elementary School Flooring Replacement Project Update, and recognized Aaron Miller, Cockrill Design & Planning – Knoxville, Tennessee.

Mr. **Miller** stated the following regarding the Sycamore Elementary School Flooring Replacement Project Update:

- First Response completed refinishing of floors.
- Punch list scheduled.

Dr. **Airhart** stated there were two (2) rooms off the corridor into the kitchen that had partially wood sub-floor and partially concrete floor that had to be replaced; and when John Magura, Construction Manager, had last observed, it had not be replaced although it had been agreed upon.

Mr. **Miller** stated he would look into the matter.

ACTION: (II.B.4.b.) Mr. **MAYNARD** made a motion to approve payment to Cockrill Design & Planning – Knoxville, Tennessee in the amount of \$1,520.48 for additional services from May 23 – June 30, 2009, relative to the Sycamore Elementary Flooring Replacement to be paid from 141-72620-399, Other Contracted Services. (Note: This charge has been invoiced to First Response, Inc. – Goodlettsville, Tennessee per agreement.) Mr. **BROWN** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.B.5.a., White Plains Academy Renovation Project Update; and recognized Alan Hill, Upland Design Group – Crossville, Tennessee.

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

- Demolition finished
- Submitted drawings to the Fire Marshall
- Not received respond to date
- Cannot proceed until approval received

ACTION: (II.B.5.b.) Mr. **BROWN** made a motion to approve payment to King Construction Group, Inc. – Cookeville, Tennessee in the amount of \$22,174.32 for application payment #1 relative to the White Plains Academy Renovation Project to be paid from 179-91300-706-C05, Building Construction. Dr. **JORDAN** seconded the motion. Motion carried.

Mr. **McCORMICK** requested Alan Hill, Upland Design Group – Crossville, Tennessee, to report on the Burks Middle School meeting.

Mr. **Hill** stated the following regarding the Burks Middle School public meeting:

- Good attendance - approximately 75
- Good question and answer time
- Proceeding with the Burks Middle School Expansion Feasibility Study
- Next meeting, there will be more to present.

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

Dr. **Airhart** stated the following regarding Agenda Item II.C., Policy:

- Policy 3.500, Food Service Management
 - Submitted by the Food Service Manager
 - Change policy wording to reflect present practice
- Policy 3.3001, Use of Cellular Phones
 - Two (2) departments inquired about possibility of changing the practice of providing cell phones to teachers who travel to reimbursing them for using their own phones similar to what presently is being done regarding travel
 - Suggested fee reimbursement to be approximately \$20.00
 - Savings of approximately \$27.00 per month per phone
 - Contacted Tennessee School Boards Association (TSBA)
 - Informed other Boards allow that type of reimbursement

The Board agreed with the suggested phone reimbursement procedure and fee.

ACTION: (II.C.1. and 2.) Mr. **MAYNARD** made a motion to approve the following policies on first and final reading, as submitted:

II.C.1.
Policy 3.500, Food Service Management

II.C.2.
Policy 3.3001, Use of Cellular Phones

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

Mr. **McCORMICK** stated the Board would address Agenda Item II.D., Discuss Board donation to PEP Foundation, and recognized Dr. Airhart.

Dr. **Airhart** stated Dan Rader, School Board attorney, had brought to her attention an Attorney General's Opinion regarding County Board of Education donations to 501©(3) non-profit organizations, and asked Mr. Rader to explain.

Mr. **Rader** clarified the Board members donation to the PEP Foundations, as follows:

- The Board as a whole cannot make a direct contribution.
- Individual Board Members may make a donation from their Board compensation as they so desire for it to be allocated.

Mr. **McCORMICK** stated the Board would address Agenda Item II.E., Pilot Staggered Start Time Adjustment, and recognized Dr. Airhart.

Dr. **Airhart** stated the following regarding the Pilot Staggered Start Time Adjustment:

- Reviewed all bus schedules
- Pilot Schools
 - Elementary: Cane Creek, Capshaw, Jere Whitson, Northeast, ParkView, and Sycamore
 - Middle: ATMS and PCMS
- No routes would be saved by including Algood Elementary and Middle
- Recommending to removing Algood schools from the pilot and placing them on the same schedule as Baxter and Monterey schools

ACTION: (II.E.) Dr. **JORDAN** made a motion to approve Dr. Airhart's recommendation to remove Algood schools from the Pilot Schools Staggered Start Time and to include Algood schools in the same schedule as Baxter and Monterey schools, as submitted on Exhibit II.E. Mr. **CRABTREE** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda II.F., GCA Report, and recognized Dr. Airhart.

Dr. **Airhart** stated the following regarding the GCA Report:

- Last month, Mr. Hargis requested the reliability of the custodial services be reviewed and discussed together with GCA Services and our principals.
- Email sent to all principals inviting them to attend discussion
- Previously, Mike Goolsby had been in charge of keeping up with the custodial service evaluations.
- Presently, review of custodial service evaluations assigned to Jeff Comer, as Assistant Director of Support Services.

- Issues of concern brought to the attention of both the GCA's Regional Manager and the local managers
- Good results from the meeting
- Verified if school having problem(s), they would be resolved immediately.
- Process now in place to insure that will happen
- Noted monthly evaluation reviews to be held between GCA Services representatives and Jeff Comer

Mr. **McCORMICK** stated the Board would address Agenda Item II.G., 2009-10 Budget Update, and Agenda Item II.H., Preliminary Proposed Stimulus Spending Plan, and recognized Dr. Airhart.

Dr. **Airhart** presented the following 2009-10 Budget Update and the Preliminary Proposed Stimulus Spending Plan:

- Reviewed previous budget drafts regarding revenues, expenditures and additional requested funding
- BEP final allocation increases \$53,000 from 08-09 budget
- Sales tax revenue down -3.34% in May
- If tax revenue down another 1% next month - close to million-dollar range
- State discretionary reductions cuts 38% EC and 21% connectivity
- New property tax rate = \$121,580
- Employee insurance going up in January
- Do not know if going up - property, liability, or Worker's Compensation
- Salary step increases being held until budget passes
- State medical insurance increase effective January 2010
- Algood Elementary Principal in budget - implemented July 1, 2009
- Restated previously reviewed personnel adjustments in Draft 3
- Non-certified personnel related increases being held until budget passes
- Reviewed the following certified personnel related decreases - implemented July 1, 2009
 - Decreased 2 assistant principals
 - Decreased CTE Supervisor – 120 contract
 - Decreased 5 total teachers
 - Decreased supplements
- Reviewed non-personnel decreases – Educational as presented in previous budget drafts
- Maintenance of Effort*
 - *Putnam County 2009 Maintenance of Effort Test
 - TN Department of Education eRports

	Local MOE Shortfall
○ 2006-07	\$39,992
○ 2007-08	\$503,740
○ 2008-09	\$782,521 (\$825,966)

- AARA Funds Stimulus
 - Title (Federal Projects)
 - IDEA (Special Education)
 - GP (IDEA used as Local Funds)
- Noted all departments have to submit a proposed utilization of stimulus funds to their respective Federal Level Departments
- Noted Board received as Exhibit II.H. ARRA Stimulus Funds 2009-10 Proposed Expenditure Summary from all three areas (federal projects, special education, and IDEA)
- Title ARRA – Personnel
 - New Schools added – NE, ATMS, CMS, PCMS, MHS, UHS, WPA
 - 3 teachers (plus extra hours)
 - 1 Technology Coordinator
 - 1 Teacher Assistant
 - 1 Graduation Coach
 - 1 Program Evaluator (contract)
 - .5 Parent Coordinator
 - Title ARRA – Other
 - Instructional Supplies
 - Equipment – Promethean Boards/COW carts
 - Professional Development
 - ELL Intake Center – Transportation/Supplies
 - Parent Involvement funds
 - Homeless funds
 - IDEA ARRA – Personnel
 - 2 Teachers
 - 14 Teacher Assistants
 - .04 Speech Pathology
 - Contracted Services
 - OT, OT, Vision, Speech, Behaviors
 - Psychological/Psychiatric Testing
 - Other evaluations as needed
 - IDEA ARRA – Other
 - Instructional Supplies
 - Testing and Evaluation materials
 - Equipment – Promethean Boards/Computers
 - Professional Development
 - Van rentals
 - IDEA ARRA Preschool (2 years)
 - 1 Teacher Assistant
 - .02 Speech Pathologist
 - Contracted Services
 - Speech and Language
 - Instructional Supplies

- IDEA ARRA – used as local funds (1 year only)
 - Teachers – extended school day, extra class periods
 - Textbooks
 - Benchmark Testing/ACT Testing
 - Power School – attendance program
 - VITAL expenses
 - IBO expenses
 - Internet connectivity
 - Equipment – promethean boards/computers
 - Instructional Supplies and Materials
 - Intervention materials
 - Direct Instruction reading Pilot (PV)
 - Library Books

Dr. **Airhart** stated the County Commission had not contacted her with a date to meet with the Budget Committee.

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

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

- \$750 million cut from base budget
- Stimulus funds restored \$520 million
- Extended Contract down \$9 million
- Internet connectivity statewide cut \$1 million
- At last minute – Coordinated School Health Program restored
- Working on Charter School Law

ACTION: Mr. **McCORMICK** adjourned the Board meeting.

The Board adjourned at 7:10 PM.

Date

Chairman

Director of Schools