

MINUTES
Putnam County Board of Education
June 24, 2010
(Regular July Board Meeting)

MEETING CALLED TO ORDER

The Putnam County Board of Education met at the Board of Education Building – Cookeville, Tennessee on Thursday, June 24, 2010. Chairman David McCormick convened the meeting at 5:00 PM.

PRESENT.....6	ABSENT.....0
Eric Brown	
Vern Crabtree (Arrived at 5:15 PM)	
Robert Hargis	
Ray Jordan	
Jerry Maynard	
David McCormick	

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

- **ADD**
As Consent Agenda Item I.C.1.b. (1. – 11.) Approval of Line Item Transfer, Fund 141, Year End Clean-up

- **ADD**
As Consent Agenda Item I.F.10., Approval of Emergency Electrical Repair at Baxter Elementary School

- **INSERT**
Agenda Item II.A.1.s. - the amount of \$273,267.50

- **DELETE**
Agenda Item II.B.1. until a later date.

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

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

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

- Recognized, congratulated and presented the *I Make A Difference Award* to Charles “Pokey” Looper for his tremendous contribution of a fifteen-passenger van to Monterey High School to provide students with transportation to sporting events

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

ACTION: Mr. **BROWN** made a motion to approve the Minutes of the Regular Board Meeting – Thursday, June 3, 2010 @ 5:00 PM. Mr. **MAYNARD** seconded the motion. Motion carried.

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

Mr. **MAYNARD** requested the removal for discussion of Consent Agenda Item I.E., Grant Report.

ACTION: (I.A.1. –I.F.10.) Mr. **BROWN** made a motion to approve the following Consent Agenda per the recommendation of the Director of Schools and as amended with the removal for discussion of Consent Agenda Item I.E.:

I. Consent Agenda

A. Approval of Purchases/Payments

1. Consider approval of the payment to School Improvement Network (PD360) for system-wide online professional development licenses to be paid from 142-72210-524-201(Title II.A.) in the amount of \$10,132.50 and from 142-72210-524-101 (Title I.) in the amount of \$30,397.50.

B. Bids

1. Permission to Bid (None Submitted)
2. Approval of Bids
 - a. Consider approval of the Culinary Arts Kitchen Equipment bid from the low bidder, Katom Restaurant Supply – Russellville, Tennessee, as submitted on the bid tally sheet; and also approval to purchase equipment from the Culinary Arts Kitchen Equipment

bid in the total amount of \$40,075.52 to be paid from 141-71300-730 (801), Vocational Equipment.

C. Budget Amendments/Line Item Transfers

1. Consider approval of the following General Purpose School Line Item Transfer – Fund 141, as submitted:
 - a. Reallocate Pre-K funds to utilize more appropriately
 - b. Year End Clean-up

2. Consider approval of the following Federal Programs Budget Amendments – Fund 142, as submitted;
 - a. Title II.D. (21S) Competitive Grant to allocate additional revenue received from the State Department

 - b. As State Department of Education’s FACTS carryover amounts did not reconcile with Federal Budgets Statement of Expenditures, when original budget was established, this Title I.A. Consolidated Administration (011) amendment is necessary

 - c. As State Department of Education’s FACTS carryover amounts did not reconcile with Federal Budgets Statement of Expenditures, when original budget was established, this Title I.A. (101) amendment is necessary

 - d. This Reading First amendment (120) is to utilize funds more effectively

3. Consider approval of the following Food Service Line Item Transfer – Fund 143, as submitted:
 - a. Year-end Clean-up

D. Consider approval of the Overnight/Out-of-State Field Trip Report. (None submitted)

E. (Consent Agenda Item I.E. was removed for discussion.)

F. Other

1. Consider approval of the revised 2010-2011 School Calendar to reflect State Testing Requirements of Wednesday, March 30, 2011 – Wednesday, April 6, 2011.
2. Consider approval of entering into a contract between Putnam County Board of Education and L.B.J. & C. Head Start for the 2010-2011 school year.
3. Consider approval of the 2010-2011 Audit Contract with Tamara Beckman, CPA, for the audit of twenty (20) schools' activity and cafeteria funds for the year ending, June 30, 2011, in the amount of \$12,000 to be paid from 141-72310-305.
4. Consider approval of an amendment to the 2009-2010 audit contract with Tamara Beckman, CPA, in the amount of \$1,000 for the additional audit of the new Algood Elementary School's activity and cafeteria funds to be paid from 141-72310-305.
5. Consider approval of the annual agreement with Aventa Learning - Portland, Oregon for online content, course delivery, and related services to provide access to online high school courses on a cost per seat basis during the 2010-2011 school year.
6. Consider approval of the annual agreement with K12 Virtual School LLC ("K12") - Herndon, Virginia for online content, course delivery, and related services to provide access to online middle school and high school courses on a cost per seat basis during the 2010-2011 school year.
7. Consider approval of the Job Descriptions, as submitted.
8. Consider approval of the 2010-2011 Salary Schedules, as submitted.
9. Consider approval of the Organizational Chart, as submitted.
10. Consider approval of the contract for the emergency electrical repairs to replace and re-feed 400 amp 2-section panel and breakers at Baxter Elementary School from the

low quote, Lakeland Electric – Cookeville, Tennessee, in the amount of \$10,350 to be paid from 143-73100-336.

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

Mr. **McCORMICK** stated the Board would address removed Consent Agenda Item I.E., Grant Report, and recognized Mr. Maynard.

Mr. **MAYNARD** requested clarification regarding where the funding was coming from and the length of time awarded; and Dr. **Airhart** stated this was flow through monies from the State for the support of Special Education students and was on a year-to-year funding basis.

ACTION: (I.E.) Mr. **MAYNARD** made a motion to approve the Grant Report, as submitted. Mr. **BROWN** seconded the motion. Motion carried.

(Mr. Crabtree arrived at 5:15 PM.)

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

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

- Four buildings out of five under roof
- Fifth building 1/3 under roof
- Site work continuing
- Asphalt paving starting at middle school entrance
- Parking lot done and gravel moved
- Within next two weeks, stairs paved
- Brick on Buildings A, D, and E and ½ way on Building B
- Leaving only Core Building to be bricked
- Work started on pond
- Athletic fields started
- Completion date associated with completion of waterline
- Recommended approval of Proposed Change Order #35 for modifications of the Prescott South Schools waterline along West Cemetery Road

ACTION: (II.A.1.b.) Mr. **BROWN** made a motion to approve Proposed Change Order #35 to the VCC Contract relative to the Prescott South Elementary and Middle School projects. (This Change Order is for modifications to the waterline along West Cemetery Road and additional procedures to flush the underground piping at the three riser locations. The Proposed Change Order will be an increase to the contract sum in the amount of \$19,402.00 to come out of the

Contingency Allowance included in VCC's contract.) Mr. **HARGIS** seconded the motion. Motion carried.

Mr. **Miller** recommended approval of Proposed Change Order #36 for a credit when removing the soffit lighting at Stairs 2064, b2082, b2022, d2046 and d2020.

ACTION: (II.A.1.c.) Mr. **HARGIS** made a motion to approve Proposed Change Order #36 to the VCC contract relative to the Prescott South Elementary and Middle School project. (This Change Order is for removing the soffit lighting at Stairs b2064, b2081, b2022, d2046, and d2020. The Proposed Change Order will be a decrease to the contract sum in the amount of \$696.00 which will be credited back to the Contingency Allowance included in VCC's contract.) Dr. **JORDAN** seconded the motion. Motion carried.

Mr. **Miller** recommended approval of Proposed Change Order #37 for the installation of carpeted walk-off pads at each of the exterior exits of Gym a1006 and Gym e1005.

ACTION: (II.A.1.d.) Mr. **HARGIS** made a motion to approve Proposed Change Order #37 to the VCC Contract relative to the Prescott South Elementary and Middle School projects. (This Proposed Change Order is for the installation of carpeted walk-off pads at each of the exterior exits of Gym a1006 and Gym e1005. The Proposed Change Order will be an increase to the contract sum in the amount of \$2,474.00 to come out of the Contingency Allowance included in VCC's contract.) Dr. **JORDAN** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address approval of payments of Agenda Items II.A.1.e. and II.A.1.f.

ACTION: (II.A.1.e. and f.) Mr. **MAYNARD** made a motion to approve the following payments:

II.A.1.e. - Payment to Cockrill Design & Planning – Knoxville, Tennessee in the amount of \$1,497.94 for reimbursable expenses relative to the Prescott South Elementary and Middle School project through June 2010, to be paid from 179-91300-304-NEWK8, Architects.

II.A.1.f. - Payment to Cockrill Design & Planning – Knoxville, Tennessee in the amount of \$894.19 for reimbursable expenses relative to the Prescott South Elementary and Middle School project through May 2010, to be paid from 179-91300-304-NEWK8, Architects.

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

Mr. **Miller** recommended payment to VCC – Atlanta, Georgia in the amount of \$2,117,414.15.

ACTION: (II.A.1.g.) Mr. **BROWN** made a motion to approve payment to VCC – Atlanta, Georgia in the amount of \$2,117,414.15 and Community Bank of the Cumberland’s – Cookeville, Tennessee in the amount of \$111,442.85 for retainage withheld for a total amount of \$2,228,857.00 for application payment #012 relative to the Prescott South Elementary and Middle School projects to be paid from 179-91300-706-NEWK8, Building Construction. Mr. **HARGIS** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Items II.A.1.h. – II.A.1.t.

ACTION: (II.A.1.h. – t.) Mr. **BROWN** made a motion to approve the following payments and purchases:

II.A.1.h. - Payment to GEOServices, LLC – Seymour, Tennessee for geotechnical services performed between May 2 – May 29, 2010, in the amount of \$1,689.00 relative to the Prescott South Elementary and Middle School projects to be paid from 179-91300-308-NEWK8, Consultants.

II.A.1.i. - Purchase student and teacher computer equipment in the amount of \$313,872.70 from Apple, Inc. for installation and deployment at the New Prescott South Elementary and Middle School projects to be paid from 179-91300-399-NEWK8, Other Contracted Services.

II.A.1.j. - Purchase core and edge networking switches and uninterruptible power supplies (UPS) in the amount of \$17,819.00 for installation and deployment at the New Prescott South Elementary and Middle School projects to be paid from 179-91300-399-NEWK8, Other Contracted Services.

II.A.1.k. - Purchase of the beginning library collection for the Prescott South Elementary School meeting SACS/CASI standards for a total of 7,200 items, not to exceed \$122,400.

II.A.1.l. - Purchase of the library collection for the Prescott South Middle School to address SACS/CASI for a total of 4,000 items, not to exceed \$68,000.

II.A.1.m. - Payment to Highsmith Inc. – Janesville, WI for label writers and book ends in the amount of \$1,694.02 relative to the Prescott

SouthSchool's Libraries to be paid from 179-91300-790-NEWK8, Other Equipment.

II.A.1.n. - Payment to Companion Corporation – Salt Lake City, Utah for Imagers in the amount of \$10,569.74 relative to the Prescott South School's Libraries to be paid from 179-91300-790-NEWK8, Other Equipment.

II.A.1.o. - Payment to Missco Corporation for Reference/Conference Room furniture in the amount of \$6,525.12 relative to the Prescott South School project to be paid from 179-91300-711-NEWK8, Furniture and Fixtures.

II.A.1.p. - Payment to School Specialty Corporation for Gym Floor Covers and Platform Trucks in the amount of \$8,090.00 relative to the Prescott South School project to be paid from 179-91300-790-NEWK8, Other Equipment.

II.A.1.q. - Payment to Office Mart – Cookeville, Tennessee for Office Chairs in the amount of \$1,821.00 relative to the Prescott South School project to be paid from 179-91300-711-NEWK8, Furniture and Fixtures.

II.A.1.r. - Payment to Ernie Morris Enterprises Inc. – Bushnell, Florida for Administrative Furnishings in the amount of \$140,677.13 relative to the Prescott South Elementary and Middle School projects to be paid from 179-91300-711-NEWK8, Furniture and Fixtures.

II.A.1.s. - Purchase Promethean InterACTIV whiteboards and installation services in the amount of \$273,267.50 from Personal Computer Systems Knox - Knoxville, Tennessee for installation and deployment within classrooms at Prescott South Elementary and Middle School projects to be paid from 179-91300-399-NEWK8.

II.A.1.t. - Purchase Aerohive model 320 wireless networking access points in the amount of \$37,200.00 from Excalibur Integrated System – Chattanooga, Tennessee for deployment within the data network at Prescott South Elementary and Middle School projects to be paid from 179-91300-399-NEWK8.

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

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

Mr. **McCORMICK** stated the Board would address Agenda Item II.B.2., Approval of Policy 5.604, Compensation Guides for Support Personnel and Non-certified Employees, as submitted on first and final reading.

ACTION: (II.B.2.) Mr. **BROWN** made a motion to approve Policy 5.604, Compensation Guides for Support Personnel and Non-certified Employees, as submitted on first and final reading. Mr. **MAYNARD** seconded the motion. Motion carried.

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

Dr. **Airhart** stated the following regarding the 2010-2011 Enrollment:

- Noted updated enrollment numbers as of 6/21/10
- No changes in Elementary Enrollment except for the following:
 - One (1) additional student at Baxter Elementary
 - Four (4) additional students at Prescott South Elementary
- Approximately 140 elementary students not registered at this time
- Middle School biggest changes, as follows:
 - Algood Middle (AMS) additional 80 students since last meeting
 - Avery Trace Middle (ATMS) minus 111 students since last meeting due to frozen enrollment
 - Burks Middle (BMS) one (1) additional student since last meeting
 - Cornerstone Middle (CMS) – no change due to frozen Priority #3 and #4 enrollment
 - Prescott South Middle (PSMS) – additional 74 students since last meeting
- Approximately 170 middle school students not registered at this time
- Last month:
 - Allowed all siblings of 5th and 7th graders to enroll at ATMS
 - Excluded siblings of 6th graders from enrolling
 - Resulting in 16 siblings of 6th graders being excluded
 - If Board approved allowing those sixteen (16) siblings of 6th graders to enroll, it would require the transfer of one (1) additional teacher to ATMS
 - This would allow all siblings of students at ATMS to attend next year
- Noted “*Sibling*” means an older child is presently enrolled in the same school at the same time.

ACTION: (II.C.) Mr. **CRABTREE** made a motion to also allow siblings of 6th graders to enroll at ATMS for the 2010-2011 school year. Mr. **HARGIS** seconded the motion. Motion carried.

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

Dr. **Airhart** stated the following regarding the 2010-2011 Budget:

- Presented Board approved budget to the County Commission Finance Committee earlier this month
- No feedback to date
- Until Board receives some feedback from finance committee, no recommendations regarding the budget.
- Plan to start school with a status quo budget at this time.
- If budget reductions become necessary, options must include personnel.

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

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

- TLN Report will continue to be forwarded by email to the Board.
- If any item needs a particular note to the Board, it would be placed under announcements at the beginning of the agenda.

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

The Board adjourned at 5:30 PM.

Date

Chairman

Director of Schools