

MINUTES
Putnam County Board of Education
March 4, 2010

MEETING CALLED TO ORDER

The Putnam County Board of Education met at the Board of Education Building – Cookeville, Tennessee on Thursday, March 4, 2010. Chairman David McCormick convened the meeting at 5:00 PM.

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|----------------------|---------------------|
| PRESENT.....6 | ABSENT.....0 |
| 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:

- ADD as Agenda Item II.A.1.g.,
Consider approval to authorize Cockrill Design & Planning – Knoxville, Tennessee to expand the baseball field at the New Prescott South Schools to regulation size.

ACTION: Mr. **CRABTREE** 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 announcements.

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

- Noted announcement released today from the Governor’s office that Putnam County is in the top 15 on the Race to the Top list
- Recognized, congratulated, and presented the *I Make A Difference Award* to both Coach Jeff Slagle and Coach Blake Shearer, Avery Trace Middle School (ATMS) 7th and 8th grade boys basketball coaches, for their extra effort to provide an opportunity for an autistic student to be a part of the basketball team as an assistant

- Recognized and congratulated the following 2010 Building Level and System Level Teachers of the Year:

| | |
|-----------------------|--|
| Hunter Zanardi | Algood Elementary |
| Eunesa Harris | Baxter Elementary |
| Megan Ratley | Cane Creek Elementary |
| Kendra Johnson | Capshaw Elementary |
| Mitzi Hanson | Jere Whitson Elementary |
| Laura Maynard | Northeast Elementary |
| Nicole Brim | ParkView Elementary |
| Tamara Tribble | Sycamore Elementary |
| Dwayne Roberts | Uffelman Elementary |
| Casey Garrison | Avery Trace Middle |
| Joey Hoover | Burks Middle |
| Brian Chambers | Cornerstone Middle |
| Jennifer Briggs | Prescott Central Middle |
| Misty Waller | Cookeville High |
| Penny Riddle | Monterey High |
| Tammy Schmid | Upperman High |
| <i>Kendra Johnson</i> | <i>System wide Elementary School Teacher of the Year</i> |
| <i>Casey Garrison</i> | <i>System wide Middle School Teacher of the Year</i> |
| <i>Misty Waller</i> | <i>System wide High School Teacher of the Year</i> |

- Recognized and congratulated the CHS Wrestling Team for this season's 23-8 team record; for finishing as District and Regional Duals Runner-ups; and for advancing to the State Duals for the first time as one of the top 16 teams in the State
- Recognized and congratulated the CHS Dance Team as 1st Place winners in hip-hop at the Jamfest Nationals Dance Competition in Gatlinburg, Tennessee and ranking 16th in the nation
- Recognized and congratulated Cornerstone Middle School (CMS) Boys Basketball Team for their season's overall record of 21-1; as winners of the James C. Haile Invitational State Tournament (Large School Division) in Murfreesboro, Tennessee; and as winners of the TNT State Tournament Class 4A in Springfield, Tennessee
- Recognized and congratulated the following 2010 SCOPE (Student Congress on Policy in Education) delegates:
 - CHS – Andre Greppin and Mary Katherine Gleason
 - MHS – Dakota Pharris and Peyton Caldwell
 - UHS – Brenden Finley and Makenzie Hoffmeyer

- Recognized and congratulated Sarah Gray, Cookeville High School (CHS) student, who was selected as a 2010 United States Presidential Scholars Program candidate
- Noted the Energy Savings Report for January 2010

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

ACTION: Dr. **JORDAN** made a motion to approve the Minutes of the Regular Board Meeting – Thursday, February 4, 2010 @ 5:30 PM and to amend the minutes to reflect Mr. Hargis as monitoring the meeting by telephone.

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

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

ACTION: (I.A.1. – I.F.3.) Mr. **CRABTREE** 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 thirty-six (36) 24 x 30 computer tables with wire trays for Algood Middle School @ \$267.00 each in the total amount of \$9,612.00 to be paid from 179-91300-722 Algoo.
2. Consider approval of payment to Moore, Rader, Clift and Fitzpatrick, P.C. – Cookeville, Tennessee for legal services through February 15, 2010, in the amount of \$8,760.71 to be paid from 141-72310-331, Legal Services.
3. Consider approval of payment to SRA/McGraw Hill – DeSoto, Texas in the amount of \$19,035.48 to be paid from 141-7100-429-50PCT (ARRA).
4. Consider approval of payment to Tennessee Book Company – LaVergne, Tennessee in the amount of \$34,175.87 to be paid from 141-7100-429-50PCT (ARRA).

5. Consider approval of payment to Tennessee Book Company – LaVergne, Tennessee in the amount of \$35,60.87 to be paid from 141-71100-429-50PCT (ARRA).
6. Consider approval of payment in the amount of \$10,384.00 to The Apple Store to purchase eleven (11) i-Mac, 20 inch computers to replace the computer lab computers at Northeast Elementary School that were destroyed by an electrical power surge to be paid from 141-71100-722, Regular Instructional Equipment.

B. Bids

1. Permission to Bid (None Submitted)
2. Approval of Bid
 - a. Consider approval of the School Transportation Vehicles bid and approval to purchase (1) SPED 33+2 wheelchair bus from the lowest and best bidder, Central State Bus Sales (Bluebird) - Lebanon, Tennessee, in the total amount of \$78,098.00 to be paid from 141-72710-729.
 - b. Consider approval of the School Transportation Vehicles bid and approval to purchase (1) 77 passenger conventional bus from the lowest and best bidder, Central State Bus Sales (Bluebird) – Lebanon, Tennessee, in the amount of \$77,667.00 to be paid from 141-72710-729.
 - c. Consider approval of the School Transportation Vehicles bid for (1) SPED Van from the lowest and best bidder, Central State Bus Sales (Bluebird) – Lebanon, Tennessee, in the total amount of \$35,000 to be paid from IDEA Competitive Grant for Transition Students (18-22 year-olds), 142-72710-729-909.
3. Approval to Sell
 - a. Consider approval for schools to sell discarded library books with revenue generated to go back into school library accounts.

C. Budget Amendments/Line Item Transfers

1. Consider approval of the following Federal Budget Amendments – Fund 142, as submitted:

- a. Title I. ARRA (10S) MHS to utilize funds more appropriately
 - b. Title I. ARRA (10S) PCMS to utilize funds more appropriately
 - c. Title I.A. (101) PreK to utilize funds more appropriately
 - d. To reallocate funds to match the revised Grant budget for the purchase of a handicap accessible van to transport Special Education students in our 18-22 year old Transition Program
2. Consider approval of the following Federal Line Item Transfers – Fund 142, as submitted:
- a. Title I. (101) Uffel to utilize funds more appropriately
 - b. Title II.A. (201) to utilize funds more appropriately
 - c. Title I. (101) to utilize funds more appropriately
 - d. Title I.A. (101) JereW to utilize funds more appropriately
 - e. To redistribute salaries to cover costs of teacher assistants and bus drivers for the 21st CCLC Program
3. Consider approval of the following General Purpose School Budget Amendments – Fund 141, as submitted:
- a. To budget \$1,000 donated to Coordinated School Health Program from Cummins Business Services
 - b. To budget monies donated to PCS Special Education Department for the ESY Autism class
 - c. To budget monies received from DeKalb County for one child attending PCS
 - d. To budget for e4TN liaison
 - e. To transfer funds to purchase eleven (11) computers damaged by electrical surge at Northeast Elementary
4. Consider approval of the following General Purpose School Line Item Transfers – Fund 141, as submitted:
- a. To redistribute salary amount needed to cover costs of teacher assistants and independent contractors in the LEAP's program
 - b. To transfer funds to cover use of non-certified rather than certified substitute teachers used during TN Learn & Serve training sessions

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 annual VOIP services to be provided by Education Networks of America (ENA) through the Greeneville City Schools Contract as per the Internet Connections VOIP Services E-Rate application (470 Application #728930000810036: Form 471 Certification: 764892).
2. Consider approval of Direct Deposit as the only method of payments for salaries of all Putnam County Board of Education employees starting July 1, 2010.
3. Consider approval of the implementation of an online payment stub during the fiscal year 2010-2011 for all Putnam County Board of Education employees.

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

Mr. **McCORMICK** stated the Board would address Agenda Item II.A.1.a., 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:

- Progress meeting held on site today
- Due to improved weather conditions - project moving forward
- Building “A” elementary gym under roof
- Building “B” elementary classroom wing up to second level
- Building “C” 1/3 of roof decking done; library, auditorium and special education space coming out of the ground
- Building “D” middle school classroom wing up to roof height; interior walls being finished out; roof deck on next week
- Building “E” middle school gym under roof
- West Cemetery Road project going forward
- Recognized Bob Daily, VCC representative

Mr. **Daily** stated due to allowable contract weather delays, the project completion date would now be August 26, 2010.

Mr. **McCORMICK** stated the Board would address Agenda Item II.A.1.b. – d., building project payments.

ACTION: (II.A.1.b. – d.) Mr. **CRABTREE** made a motion to approve the following building project payments:

II.A.1.b.

Consider approval of VCC – Atlanta, Georgia in the amount of \$1,754,621.50 and Community Bank of the Cumberland’s – Cookeville, Tennessee in the amount of \$92,348.50 for retainage withheld for a total amount of \$1,846,970.00 for application payment #008 relative to the Prescott South Elementary and Middle School projects to be paid from 179-91300-706-NEWK8, Building Construction.

II.A.1.c.

Consider approval of Proposed Change Order #18 to the VCC Contract relative to the Prescott South Elementary and Middle School projects. This change Order is for changing Office c1143 adjacent to the Auditorium into Concessions c1143 as requested by Putnam County Schools. The Proposed Change Order will be an increase in the amount of \$18,185.00, which will come out of the Contingency Allowance included in VCC’s contract.

II.A.1.d.

Consider approval of Proposed Change Order #19 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 January 2010. The Proposed Change Order will extend the contract time by six (6) days and be an increase to the contract sum in the amount of \$9,581.00 for additional conditions, which will 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 Agenda Item II.A.1.e., architectural payment.

ACTION: (II.A.1.e.) Mr. **CRABTREE** made a motion to approve the payment to Cockrill Design & Planning – Knoxville, Tennessee in the amount of \$1,391.64 for reimbursable expenses relative to the Prescott South Elementary and Middle School projects through January 2010 to be paid from 179-91300-304-NEWK8, Architects. Mr. **BROWN** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.A.1.f., geotechnical services payment.

ACTION: (II.A.1.f.) Mr. **BROWN** made a motion to approve payment to GEOServices, LLC – Seymour, Tennessee for geotechnical services performed between January 3, 2010 and January 30, 2010, in the amount of \$6,845.00 relative to the Prescott South Elementary and Middle School projects to be paid from 179-91300-308-NEWK8, Consultants. Mr. **CRABTREE** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.A.1.g., approval to authorize Cockrill Design & Planning – Knoxville, Tennessee to expand the baseball field to regulation size.

ACTION: (II.A.1.g.) Mr. **HARGIS** made a motion to approve authorizing Cockrill Design & Planning – Knoxville, Tennessee to expand the Prescott South baseball field to regulation size. Dr. **JORDAN** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.A.2.1., New Algood Elementary School Project payment.

ACTION: (II.A.2.a.) Mr. **CRABTREE** made a motion to approve payment to Cockrill Design & Planning – Knoxville, Tennessee in the amount of \$167.77 for professional reimbursable expenses relative to the Algood Elementary School project through January 2010, to be paid from 179-91300-304-ALGOO, Architects. Dr. **JORDAN** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.A.3.a., payment related to Cookeville High School Track Resurfacing Project.

ACTION: (II.A.3.a.) Mr. **CRABTREE** made a motion to approve payment to Upland Design Group, Inc. – Crossville, Tennessee in the amount of \$6,944.00 for architectural services relative to Cookeville High School Track Resurfacing project to be paid from 179-91300-304-CHSTK, Architects. Mr. **MAYNARD** seconded the motion. Motion carried.

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

ACTION: (II.C.1., 2., and 3.) Mr. **CRABTREE** made a motion to approve the following policies on first and final reading, as submitted:

II.C.1.

Policy 1.806, Advertising and Distribution of Materials in the Schools

II.C.2.
Policy 2.400, Revenues

II.C.3.
Policy 4.406, Use of Internet

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

Mr. **McCORMICK** stated the Board would address Agenda Item II.D., Discuss Snow Make-Up Days, and recognized Dr. Airhart.

Dr. **Airhart** stated the following regarding the Snow Make-Up Days Schedule:

- Currently, system required to make up two days due to snow
- Leadership Team discussed how to make up days
- Agreed to following as best solution for make-up days:
 - Day 14 – May 4th (Election Day)
 - Day 15 – Extra 30 minutes each day for 13 days from March 8th – 24th (7:45 AM – 3:15 PM)
- Approved by Tennessee Department of Education if Board approves
- Recommendation if additional snow days should occur:
 - Day 16, 17, & 18 – extra 30 minutes each day thru May 26th
 - Day 19 – May 28 to become student day/June 1st to become Teacher Work Day
 - Day 20 – Saturday in March before TCAP testing (20th or 27th)
- Extra 30 minute schedule, as follows:
 - Elementary schools to add additional math instruction
 - Middle & high schools to add additional five (5) minutes per period
- Recognized Debbie Steidl, Election Commission, with concerns regarding utilizing Election Day as a make-up day

Ms. **Steidl** requested the Board consider not utilizing Election Day as a make-up day due to the fact it would bring unknown individuals into the school buildings while students were present.

Dr. **Airhart** stated the principals had assured her that they could provide the division between students and adults on Election Day.

The Board briefly discussed issues regarding the Snow Make-Up Day Schedule.

ACTION: (II.D.) Mr. **BROWN** made a motion to approve the Snow Make-Up Day Schedule, as proposed and presented by Dr. Airhart. Mr. **CRABTREE** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.E., Discuss 2010-2011 School Calendar, and recognized Dr. Airhart.

Dr. **Airhart** recommended keeping the 2010-2011 School Calendar as is and reaffirm the calendar at this meeting.

ACTION: (II.E.) Mr. **MAYNARD** made a motion to reaffirm the 2010-2011 Calendar, as submitted. Mr. **CRABTREE** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.F., Discuss High School Principals' Vending Machine Proposal, and recognized Dr. Airhart.

Dr. **Airhart** stated the following regarding the High School Principals' Vending Machine Proposal:

- Possibility of changing beverage selection in high school machines
- Recognized Herb Leftwich, Upperman High Principal and representative for the high school principals

Mr. **Leftwich** requested Board approval to change beverage selections in high school machines to allow carbonated diet beverages on a trial basis for the remainder of this year.

ACTION: (II.F.) Mr. **HARGIS** made a motion to approve changing the beverage selections in the high school machines to include carbonated diet beverages on a trial basis for the remainder of this year. Mr. **MAYNARD** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.G., Discuss Putnam County Schools' Zoning Plan, and recognized Dr. Airhart.

Dr. **Airhart** stated the following regarding Putnam County Schools' Zoning Plan:

- Getting ready to open new Prescott South Elementary and Middle schools
- Will help reduce enrollment numbers at elementary level
- Will not be able to open new school on time due to weather delays
- Suggested Board allow to creatively plan for the new school to open even if project completion a month late
- Suggested registering students as if the school is available
- Find locations throughout county to house those students and their teacher that would be moving to Prescott South with them
- Reviewed following for each school:
 - Current enrollment numbers
 - Building capacity numbers

- Percentage current enrollment
- 80% capacity target numbers
- Proposed zone enrollment numbers
- Room for growth numbers with schools at 80%
- Not proposing zoning for high schools at this time
- Reviewed zoning maps for both elementary and middle schools
- Noted following feeder patterns:
 - Algood Middle – Algood and Northeast Elementary
 - Avery Trace Middle – Capshaw, Jere Whitson, and Sycamore Elementary
 - Burks Middle – Uffelman
 - Cornerstone Middle – Baxter and Cane Creek Elementary
 - Prescott South Middle – Prescott and ParkView Elementary

The Board briefly discussed and reviewed new zoning maps.

ACTION: (II.G.) Mr. **BROWN** made a motion to approve the Zoning Plan, as proposed. Mr. **MAYNARD** seconded the motion.

Dr. **Airhart** stated to allow feedback from the community regarding zoning, public meetings had been set on April 15th at UHS, April 20th at BMS and April 22nd at ATMS.

After Board discuss, the following roll call vote was taken:

- Mr. Hargis – Yes
- Dr. Jordan – Yes
- Mr. McCormick – Yes
- Mr. Crabtree – No
- Mr. Brown – Yes
- Mr. Maynard – Yes
- Motion carried.

Dr. **Airhart** stated the following school registration dates:

- Kindergarten registration April 27th
- Grades 1 – 4 May 3rd – 7th
- Grades 5 – 8 May 10th – 14th

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

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

- Submitted Legislative Summary to Board

- Education Committee presently hearing presentations from the State Board of Education and the Department of Education
- Budget Process now going forward to Finance Ways & Means Committee
- Legislation going forward to allow placement of multiple siblings in the same classroom

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

The Board adjourned at 6:25 PM.

Date

Chairman

Director of Schools