

MINUTES
Putnam County Board of Education
February 4, 2010

MEETING CALLED TO ORDER

The Putnam County Board of Education met at the Board of Education Building – Cookeville, Tennessee on Thursday, February 4, 2010. Chairman David McCormick convened the meeting at 5:05 PM.

PRESENT.....6	ABSENT.....0
Eric Brown	
Vern Crabtree (Left at 5:15 PM)	
Ray Jordan	
Jerry Maynard	
David McCormick	
Robert Hargis (monitored Board meeting by telephone)	

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

- **ADD**
Under Announcements - Note Strategic Planning Meeting set for Saturday, February 27, 2010

As Consent Agenda Item I.F.6., Approval to purchase Internet Access Services from ENA Services, LLC. – Nashville, Tennessee

As Consent Agenda Item I.F.7, Approval of the Quarterly Financial Report ending December 31, 2009

As Agenda Item II.F., Approval of one (1) make-up Snow Day
- **MOVE**
Consent Agenda Item I.F.5., Approval of request from CHS Athletic Foundation to break ground on the new CHS football weight room pending Fire Marshal approval., to discussion as Agenda Item II.B.3.

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

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

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

- Recognized and congratulated Chase Stewart, Upperman High School student, who won the state VFW Essay/Oratory “Voice of Democracy” contest and was awarded \$2,500 qualifying him to compete at nationally
- Recognized and congratulated William Huff, Eagle Scout, for his service project at Cookeville High School to construct a sidewalk from the band room door to an existing sidewalk
- Recognized and congratulated Algood Middle School students who participated in the legislative event, *Project Citizen*, in Nashville, Tennessee on January 26th and 27th
- Noted December 2009 Energy Savings Report continued to show systemwide energy savings
- Recognized, congratulated and presented the *I Make A Difference Award* to School Resource Officer Casey Flatt for his work with Crimestoppers’ *Not-In-My-School* program and his positive attitude that brings out the best in our students
- Noted Strategic Planning Meeting set for Saturday, February 27, 2010

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 – Saturday, January 9, 2010 @ 8:30 AM, as submitted.
Dr. **JORDAN** seconded the motion. Motion carried.

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

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

I. Consent Agenda

A. Approval of Purchases/Payments

1. Consider approval of payment to Tennessee Tech University – Cookeville, Tennessee for State of Tennessee reimbursement for PreK between October 1, 2009, and December 31, 2009, in the

amount of \$21,467.22 to be paid from 141-73400-399, Other Contracted Service.

2. Consider approval to purchase furnishings and equipment items from current, valid bids for Prescott South Elementary and Middle Schools.
3. Consider approval to purchase specialized furnishings and equipment items for Prescott South Elementary and Middle Schools.

B. Bids

1. Permission to Bid
 - a. School Transportation Vehicles, as follows:
 - (1) SPED bus to be paid from 141-72710-729 from 2009-2010 budget
 - (4) 77 passenger buses to be paid from 141-72710-729 from 2010-2011 budget
 - (1) SPED Van to be paid from IDEA Competitive Grant for Transition Students (18-22 year-olds)
 - b. Furnishings and equipment items as necessary for Prescott South Elementary and Middle Schools
2. Approval of Bid
 - a. Consider approval of Cookeville High School Running Track Re-surfacing bid from the low bidder, Highways Inc. – Brentwood, Tennessee, in the amount of \$124,000.00 as submitted on the bid tally sheet dated December 21, 2009.

C. Budget Amendments/Line Item Transfers

1. Consider approval of the following Federal Budget Amendments – Fund 142, as submitted:
 - a. Title I. ARRA (10S) UHS to cover salaries
 - b. Title II.A. to utilize funds more appropriately

2. Consider approval of the following Federal Line Item Transfers – Fund 142, as submitted:
 - a. Title I.A. (101) Baxte to utilize funds more appropriately
3. Consider approval of the following General Purpose School Budget Amendment – Fund 141, as submitted:
 - a. Adult Education to reclassify expenditure budget as per ELCIV grant

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 to contract with Cookeville Heating and Cooling to replace water boiler at Park View Elementary School in the amount of \$17,200 to be paid from 141-72620-399, Other Contracted Services. (EMERGENCY REPAIR – school without hot water.)
2. Consider approval of the Cookeville High School Wrestling Building Alarm System quote from Pioneer Communication – Cookeville, Tennessee in the total amount of \$6,104.95 and in the additional cost of the Maintenance Department to install.
3. Consider approval of the request from Cookeville High School Wrestling for sidewalks in the amount of \$1,000 with work to be completed by the Maintenance Department.
4. Consider approval of bus driver trip pay, as submitted.
5. (Consent Agenda Item I.F.5. was moved to discussion as Agenda Item II.B.3.)
6. Consider approval to purchase Internet Access Services from ENA Services, LLC – Nashville, Tennessee.

7. Consider approval of the Quarterly Financial Report ending December 31, 2009.

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

(Mr. Crabtree left the meeting at 5:15 PM.)

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

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

- Work completed on both general construction package and sanitary sewer line package
- Recommended approval of Elk Mountain Construction payment, as submitted

ACTION: (II.A.2.) Mr. **BROWN** made a motion to approve payment to Elk Mountain Construction – Cookeville, Tennessee in the amount of \$61,630.00 for Jere Whitson Elementary School Sanitary Sewer Line Replacement to be paid from 179-91300-706-JEREW, Building Construction, as submitted.

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

Mr. **McCORMICK** stated the Board would address Agenda Item II.A.3., and recognized Dr. Airhart.

Dr. **Airhart** recommended approval of the final payment to Beacon Technologies, Inc. for the data infrastructure installation at Jere Whitson Elementary School.

ACTION: (II.A.3.) Mr. **MAYNARD** made a motion to approve the final payment to Beacon Technologies, Inc. – Nashville, Tennessee in the amount of \$22,083.08 for data infrastructure installation and deployment services for the Jere Whitson Elementary School Project to be paid from 179-91300-399-JEREW, Other Contracted Services. Mr. **BROWN** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.B.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:

- Today's progress meeting postponed until Friday, 2/5/10

- Project moving along slowly due to weather
- Project approximately 45% complete
- Next month will have a detailed project schedule
- Pushing to get roof on building
- Recommended payment to VCC

ACTION: (II.B.1.b.) Mr. **BROWN** made a motion to approve payment to VCC – Atlanta, Georgia in the amount of \$1,385,240.60 and Community Bank of the Cumberland’s – Cookeville, Tennessee in the amount of \$72,907.40 for retainage withheld for a total amount of \$1,458,148.00 for application payment #007 relative to the Prescott South Elementary and Middle School Projects to be paid from 179-91300-706-NEWK8, Building Construction. Dr. **JORDAN** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.B.1.c., and recognized Dr. Airhart.

Dr. **Airhart** recommended approval of payment of Agenda Item II.B.1.c.

ACTION: (II.B.1.c.) Mr. **MAYNARD** made a motion to approve payment to GEOServices, LLC – Seymour, Tennessee for geotechnical services performed between November 29, 2009, and January 2, 2010, in the amount of \$7,662.00 relative to the Prescott South Schools project to be paid from 179-91300-308-NEWK8, Consultants. Mr. **BROWN** seconded the motion. Motion carried.

Mr. **Miller** stated Agenda Items II.B.1.d. – g. were proposed change orders for weather delay changes in the total amount of 19 days for the months of July, September, October, and December noting the requested delay dates had been reviewed and verified.

ACTION: (II.B.1.d. – g.) Mr. **BROWN** made a motion to approve the following Proposed Change Orders:

II.B.1.d.

Proposed Change Order #03 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 July 2009. The Proposed Change Order will extend the contract time by four (4) days and be an increase to the contract sum in the amount of \$4,087.00 for additional conditions which will come out of the Contingency Allowance included in VCC’ contract.

II.B.1.e.

Proposed Change Order #13 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 September 2009. The Proposed Change Order will extend the contract time by four (4) days and be an increase to the contract sum in the amount of \$5,286.00 for additional conditions, which will come out of the Contingency Allowance included in VCC's contract.

II.B.1.f.

Proposed Change Order #14 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 October 2009. The Proposed Change Order will extend the contract time by nine (9) days and be an increase to the contract sum in the amount of \$13,201.00 for additional conditions that will come out of the Contingency Allowance included in the VCC's contract.

II.B.1.g.

Proposed Change Order #16 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 December 2009. The Proposed Change Order will extend the contract time by two (2) days and be an increase to the contract sum in the amount of \$2,618.00 for additional conditions that will come out of the Contingency Allowance included in VCC's contract.

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

Mr. **Miller** stated Agenda Item II.B.1.h. was a Proposed Change Order for electrical modifications to the project to add some additional "pink" lighting in the special education areas and additional emergency egress lighting in the auditorium.

ACTION: (II.B.1.h.) Mr. **MAYNARD** made a motion to approve Proposed Change Order #17 to the VCC Contract relative to the Prescott South Elementary and Middle School projects. This Change Order is for additional electrical work associated with additional "pink" lighting and additional emergency egress lighting in the auditorium. The Proposed Change Order will be an increase to the contract in the amount of \$8,117.00 which will come out of the Contingency Allowance included in VCC's contract. Mr. **BROWN** 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:

- January 8, 2010, completed on site final walk-thru
- Addressing warranty items
- Recommended approval of payment to Mid-State Construction Company

ACTION: (II.B.2.b.) Dr. **JORDAN** made a motion to approve payment to Mid-State Construction Company – Livingston, Tennessee in the amount of \$24,321.38 for application payment #017 (final payment) relative to the Algood Elementary School project to be paid from 179-91300-706-ALGOO, Building Construction. Mr. **BROWN** seconded the motion. Motion carried.

Mr. **McCORMICK** stated the Board would address Agenda Item II.C., Service Learning Projects, and recognized Gina Hale, Putnam County Service Learning Coordinator.

Ms. **Hale** gave a brief oral and video presentation regarding the Service Learning Program noting various school projects provided by the grant.

Mr. **McCORMICK** stated the Board would address Agenda Item II.B.3., and recognized Jerry Joslin, Cookeville High School (CHS) football coach, with a request.

Coach **Joslin** requested approval of the CHS Athletic Foundation to break ground on the new CHS football weight room pending Fire Marshal approval.

ACTION: (II.B.3.) Mr. **BROWN** made a motion to approve the request from the Cookeville High School (CHS) Athletic Foundation to break ground on the new CHS football weight room pending Fire Marshal approval. Mr. **MAYNARD** seconded the motion. Motion carried.

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

Dr. **Airhart** stated the following regarding the challenges for the Putnam County School System Budget for 2010-2011:

- Reviewed graphs of general purpose expenses and revenues for the 2009-2010 school year

- Reviewed graph of the sales tax yearly growth rate from 2006-2009
- Maintenance of Effort
 - 2006-07 Local MOE Shortfall \$39,992
 - 2007-08 \$503,740
 - 2008-09 \$896,000
- Unknowns for Revenues 2010-2011
 - BEP final allocation
 - State discretionary final reductions
 - Local sales tax – frozen allocation
 - Property tax support – currently 94 cents
 - Pending grant applications
- Anticipated personnel cost increases - \$2,070,000
 - \$1,000,000 TCRS contribution
 - \$550,000 Salary step – Certified \$350,000; Non-certified \$200,000
 - \$500,000 Medical insurance premiums
 - \$20,000 Unemployment Compensation
- Anticipated non-personnel cost increases - \$385,000
 - \$270,000 Transportation
 - \$45,000 Custodial and mowing contracts
 - \$70,000 Property, Liability, Work Comp Insurance
 - \$0 Utilities
- Anticipated revenue decreases ARRA State Discretionary - \$560,000
(This funding remains undetermined!)
 - \$175,000 Internet Connectivity
 - \$50,000 SRO funds
 - \$150,000 Extended Contract
 - \$150,000 Coordinated School Health
 - \$35,000 Family Resource
- Anticipated revenue decreases ARRA – used as GP local \$1.2 million
 - \$360,000 Instructional Materials
 - \$250,000 Technology/VITAL

- \$200,000 Textbooks
- \$130,000 Teachers/Benefits
- \$150,000 Evaluation/Testing
- \$110,000 Annual fees/Other

- Anticipated cost increases ATMS/PSMS 5-8 Transition - \$160,000
 - \$40,000 New Supplements (PSMS)
 - \$120,000 Encore Personnel (PSMS)
 - Other undetermined costs (Capital funds)
 - Technology
 - Library books
 - Furniture
 - Band instruments
 - Playgrounds
 - Athletic facilities

- Anticipated cost increases PSES opening costs \$881,000
 - Personnel - \$566,000
 - Administrative \$ 70,000
 - Clerical/Support \$196,000
 - Teachers/Professional \$300,000

 - Phones, copier, internet \$45,000
 - Transportation \$200,000
 - Custodial/Mowing \$70,000

- Budget Projection 2010-2011 with cost of living increases
 - 2009-2010 budget \$69,796,734
 - Personnel increases + \$2,070,00
 - Non-Personnel increases + \$385,000
 - Total Budget with inflation \$72,251,734

- GP Budget Projection 2010-2011 cost of living increases
 - Revenues \$69,796,734
 - Expenditures \$72,251,734
 - Shortfall \$2,455,000

- Budget Projection 2010-2011 with all factors affecting budget
 - Budget with inflation \$72,251,734
 - (ARRA State Discretionary \$560,000)
 - ARRA used as local +\$1,200,000
 - STATUS QUO \$73,451,734

- GP Budget Projection 2010-2011 Status Quo Budget
 - Revenues \$69,796,734
 - Expenditures \$73,451,734
 - Shortfall \$3,655,000

- Budget Projection 2010-2011 with all factors affecting budget
 - STATUS QUO \$73,451,734
 - PSMS/ATMS transition +\$160,000
 - PSES opening +\$881,000
 - Includes school openings \$74,492,734

- GP Budget Projection 2010-2011 (Status Quo + school openings)
 - Revenues \$69,796,734
 - Expenditures \$74,492,734
 - Shortfall \$4,696,000

Mr. **McCORMICK** asked when information would be available regarding any State budget cuts.

Dr. **Airhart** stated she would be meeting with Tim Webb, Commissioner of Education, next week and after that meeting, she hoped to have a better picture regarding the status of 2010-2011 budget.

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:

- Board given copy of TLN Notes as of January 29, 2010, including legislative agenda
- Lively legislative year given state of the budget
- While education is governor's priority, it does not ensure education will not have cuts just like every other area.

- This year, it seems very certain that legislation for elected Director of Schools is going to come back for discussion with Senator Burks being the sponsor of the bill.
- Over 4,000 bills this legislation session.
- Noted list with individuals assigned to the House and Senate Education Committees

Mr. **McCORMICK** stated the Board would address Agenda Item II.F., Consider approval of adding one (1) make-up Snow Day, and recognized Dr. Airhart.

Dr. **Airhart** stated the following regarding approval of one (1) make-up Snow Day:

- To date system used nine (9) of allotted thirteen (13) Snow Days
- More snow predicted
- Concerned about loss of instructional days
- Recommending approval of a school day on February 15, President's Day, to provide buffer if snow prediction should be correct
- If we do not have to utilize February 15th as a Snow Day, then a three (3) day weekend could be provided later when weather was not a factor.

ACTION: (II.F.) Mr. **BROWN** made a motion to approve the request for the one (1) make-up Snow Day to be February 15, 2010, President's Day. Dr. **JORDAN** seconded the motion. Motion carried.

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

The Board adjourned at 6:00 PM.

Date

Chairman

Director of Schools