

Putnam County Board of Education Regular Meeting  
June 7, 2012 5:00 PM  
1400 East Spring Street  
Cookeville, TN 38506

I. Meeting Called to Order

II. Approval of Agenda

III. Announcements

A. I Make A Difference Award Presentation

B. Note 2012-2013 Principal Assignments

IV. Approval of the Minutes

A. Regular Board Meeting - May 3, 2012, @ 5:00 PM

V. Approval of the Consent Agenda

A. Payments/Purchases

1. Approval of the purchase of six (6) Promethean Boards from PCS (Personal Computer Systems) - Louisville, Tennessee in the total amount of \$16,563.00 to be paid from 142-72210-790-101 for use at Algood Middle School.

2. Approval of payment to Moore, Rader, Clift and Fitzpatrick, P.C. - Cookeville, Tennessee for legal services from February 15, 2012, to May 15, 2012, in the amount of \$5,101.00 to be paid from 141-72310-331, Legal Services. (General Purpose Schools)

3. Approval of the purchase of six ( ) Promethean Boards for elementary music teachers to be placed at BES, CCES, CES, JWES, NEES, and PVES in the amount of \$16,743.00 to be paid from 141-71100-790-MATER.

4. Approval to purchase thirty-five (35) bus radios from the Putnam County EMS bid in the total amount of \$14,603.75 to be paid from the sale of surplus vehicles and from 141-72710-729, Transportation Equipment.

B. Permission to Bid/Approval of Bids/Surplus Sale

1. Permission to bid building materials, both framing and finishing packages, for 2012-13 Construction Tech House Building Projects at CHS, MHS and UHS.

2. Approval of the 2012-13 Lawn Maintenance bid from the lowest bidder, Turf Masters - Algood, Tennessee in the total amount of \$129,780.00, as submitted on the bid tally sheet.

3. Approval of Prescott South Pot Washer bid from the low bidder, Strategic Equipment - Knoxville, Tennessee in the amount of \$17,168.00 to be paid from 143-73100-710, as submitted on the bid tally sheet.

4. Approval of the Baxter Elementary Walk-In Freezer bid from the low bidder, Katom Restaurant Supply - Russellville, Tennessee in the total amount of \$18,856.01 to be paid from 143-73100-710, as submitted on the bid tally sheet.
5. Approval of Cane Creek Elementary 250 gal. Commercial Water Heater bid from the low bidder Ferguson Company - Cookeville, Tennessee in the total amount of \$18,134.73 to be paid from 143-73100-710, as submitted on the bid tally sheet.
6. Approval of the sale of Surplus Bus and Vehicles, as submitted on the bid tally sheet.
7. Approval of the sale on govdeals.com after July 1, 2012, of CTE surplus items for the 2012-13 school year.

C. Budget Amendments/Line Item Transfers

1. General Purpose School Budget Amendments - Fund 141
  - a. To budget for substitute teachers paid from the schools to the district
  - b. To budget additional funds from schools paid to the district
  - c. To budget for BEP growth revenue to purchase portion of Compass Learning - Digital Content Platform
  - d. To reallocate teacher object code (116) from Regular Instruction Program (71100) to Early Childhood Education (73400)
  - e. Reallocate total appropriations Extended Contract
  - f. Reallocation of MATER (Materials Center) funds
  - g. Adult Education End-of-Year Clean-up
  - h. To budget for additional medical insurance expense due to unknown changes to medical coverages at time of original budget
  - i. To reallocate budget based on additional personnel needs (nurses, drivers, attendants) based on population of students
  - j. To reallocate "Other Contracted Services" from Operations of Plant (72610) to Maintenance of Plant (72620)
  - k. To budget for Energy Efficient School Initiative (EESI) Grant used to purchase HVAC for Baxter Elementary and White Plains Academy
  - l. To budget for Sale of Surplus vehicles in order to purchase digital radios for transportation dept.
  - m. To budget for expenditures approved by the Board of Education to be expended from Prescott Central Middle School sale proceeds per GASB 54 regulations
  - n. To correct budget for amount due from Food Service Fund (146) to account for Food Service office salaries
  - o. To authorize Putnam County BOE to transfer additional funds from GPS Fund 141 to Federal Projects Fund 142 for cash flow purposes

2. General Purpose School Line Item Transfers - Fund 141

- a. SPED Spring Clean-up
- b. Adult Education end of the year clean-up - REGAB
- c. To rebudget School Climate Survey Grant to correctly account for Social Security, Retirement and Medicare Liability
- d. To reallocate E4TN Budget to correctly account for Social Security and State Retirement
- e. To reallocate BOE acct.#72310 budget to account f/payment authorized @ 4/5/12 BOE mtg. (Item VII.B.) - CHS's Advanced Chorus trip to perform @ NSBA Conv. - Boston, MA
- f. Transportation year-end budget balance
- g. SPED to better expend VOCRE grant funds
- h. To reallocate Family resource Budget to better utilize grant funds
- i. Grants - transfer unused travel allocation to supplies
- j. To reallocate Education of Underage Drinking Law Grant to match program needs
- k. To reallocate Pre-School (Voluntary Expansion - VOLEX) budget to meet grant spending guidelines
- l. Year End Cleanup
  1. Regular Instruction Program (71100)
  2. Alternative Instruction Program (71150)
  3. Vocational Education Program (71300)
  4. Attendance (72110)
  5. Health Services (72120)
  6. Other Student Services (72130)
  7. Regular Instruction Program (72210)
  8. Alternative Instruction Program (72215)
  9. Vocational Education Program (72230)
  10. Board of Education (72310)
  11. Director of Schools (72320)
  12. Office of the Principal (72410)
  13. Fiscal Services (72410)
  14. Human Services/Personnel (72520)

- 15. Operation of Plant (72610)
  - 16. Maintenance of Plant (72620)
  - 17. Transportation (72710)
  - 18. Central and Other (72810)
  - 19. Food Service (73100)
  - 20. Early Childhood Education (73400)
- 3. Federal Projects Budget Amendments - 142
    - a. To reallocate Ed Jobs Grant to expend funds more appropriately
    - b. CTE Carl Perkins - To move monies to help improve CTE Programs
    - c. To authorize Putnam County BOE to transfer additional funds from GOS Fund 141 to Federal Projects Fund 142 for cash flow purposes
  - 4. Federal Projects Line Item Transfers - Fund 142
    - a. SPED Spring Clean-up
    - b. SPED - To better expend federal grant funds for CHS freshman academy
    - c. SPED - To better expend federal grant funds for the Social Skills Academy summer program
    - d. SPED - To better expend federal grant funds or the 18-22 year old class
    - e. Grants - year end cleanup of salary expense for 21st CCLC Grant
    - f. Federal Programs Title II (201) to utilize funds more appropriately
    - g. Federal Programs Title I (101) to utilize funds more appropriately
  - 5. School Nutrition Budget Amendments - Fund 143
    - a. Food Service - To budget for Milk Grant
    - b. Food Service - To budget for yearly commodities
  - 6. School Nutrition Line Item Transfers - Fund 143
    - a. Food Service - Underestimated revenue based on student participation; increased personel expenses due to increased participation; unexpected increase in food cost
  - 7. Extended School Program (SAC) and Employee Child Care (ECC) Budget Amendments - Fund 146
    - a. SAC - Revenue increase to receipt additional revenues
    - b. Employee Child Care - Revenue increase to receipt additional revenues
- D. Approval of Out-of-County Over-night Trip Report, as submitted.
  - E. Approval of Grant Report, as submitted.

## F. Other

1. Approval of the 2012-13 Local Consolidated Application for Federal Funding Title I.A., II.A., and Title III.A., as submitted.
2. Approval to transfer additional \$500,000 from the General Purpose School Fund 141 Undesignated Fund Balance to the Federal Projects Fund 142 based on Special Provision from Dept. of Education allowing for the alleviation of cash flow issues that arise from the Federal Grant's reimbursement process.
3. Approval of 2012-13 Audit Quote in the amount of \$12,000 for the audit of twenty (20) schools activity and cafeteria funds for the year ending June 30, 2013, by Tamara Beckman, CPA, to be paid from 141-72310-3015; and authorize the Director to sign the audit contract.
4. Approval to enter into contract with DeKalb County for Special Education Program for one (1) student for the 2012-13 Putnam County school year with DeKalb County responsible for tuition and other services agreed upon.
5. Approval to enter into contract with L.B.J. & C. Head Start for the 2012-13 school year
6. Approval to extend for the 2012-2013 school year the existing 2011-2012 Beverage Provider Agreement between Coca-Cola Enterprises Inc. and Putnam County Schools.
7. Approval to continue the past practice of granting service for Out of State teaching experience in accredited school systems.
8. Approval of a request from Putnam County Sheriff, David Andrews, to donate the following two (2) surplus buses to the Sheriff's Department to be used for law enforcement activities: One (1) 72 passenger bus #17 and one (1) 28-passenger bus #45.

## VI. Building Projects Discussion & Approval of Payments/Purchases

### A. Burks Middle School Addition Project Update

1. Payment to Mid-State Construction Company

### B. Monterey Schools Relocation Update

## VII. Presentation, Discussion and/or Action

### A. 2012-2013 Organizational Chart

### B. 2012-13 Enrollment Update

1. Priority 3 Enrollment Requests

- a. Algood Elementary School

- b. Baxter Elementary School

### C. 2011-2012 Annual Grant Report

## VIII. Adjournment