

Putnam County Board Meeting  
June 2, 2022 5:00 PM  
1400 E Spring St.  
Cookeville, TN 38506

I. Meeting Called to Order

II. Approval of Agenda

III. Announcements

- A. Recognize Trey Upchurch, Student Services Supervisor, with an announcement.
- B. Note: Upperman High School Boys Baseball Team as State Champions
- C. Director's Personnel Report
- D. 2022 - 2023 Board Meeting and Deadline Dates

IV. Approval of Minutes

- A. Minutes of the Regular May Board Meeting - Thursday, May 5, 2022, @ 5:00 PM

V. Approval of Consent Agenda

A. Payments/Purchases

1. Approval of the purchase of a 2022 Chevrolet Silverado 2500HD truck off the statewide contract bid in the amount of \$30,930.00 from Wilson County Motors to be paid from 141-72620-717, Maintenance Equipment, as submitted.
2. Approval of the purchase of replacement refrigeration units from United Refrigeration Inc. - Cookeville, Tennessee for use by the School Nutrition Program for walk-in coolers and freezers at Cane Creek Elementary, Cookeville High, and Algood Middle in the total amount of \$17,827.64 to be paid from 142-73100-710-932, as submitted.
3. Approval to purchase TeachTown with BuyBoard contract #653-21 from TeachTown - Woburn, MA, the sole provider for enCORE trading intervention programs for students with disabilities for student and teacher materials in the amount of \$52,671.07 and teacher training in the amount of \$2,500.00 for the 2022-2023 school year to be paid from IDEA Part B American Rescue Plan (ARP) Act of 2021, as submitted.
4. Approval for the School Nutrition Program to purchase a 2022 Chevrolet Equinox from Wilson County Motors using the State of Tennessee bid for the transporting of food and for travel related to program monitoring and training in the amount of \$22,617.60 to be paid from 143-73100-499, as submitted.
5. Approval to pay Charles Stone Heating & Cooling for pay application #4 related to the Cookeville High School Boiler project in the amount of \$21,478.33 to be paid from 142-76100-707-932 (ESSER 2.0), as submitted.
6. Approval of payment to Moore, Rader, Fitzpatrick and York, P.C. - Cookeville, Tennessee for legal services from February 22, 2022 - May 22, 2022, in the amount of

\$13,184.25 to be paid from 141-72310-331, Legal Services, as submitted. (General Purpose Schools)

7. Approval of the purchase from Wilson Language Training Corp. - Oxford, MA for supplies and materials for Summer Learning in the amount of \$12,021.46 to be paid from 142-71100-429-501, as submitted.

8. Approval of the purchase from IXL Learning - San Mateo, CA of the IXL Learning Math Pilot for Summer Learning in the amount of \$495.00 to be paid from 141-71100-429-2509, as submitted.

9. Approval of the purchase of CKLA from Amplify - Brooklyn, NY per TIPS USA #210902 in the amount of \$14,472.00 to be paid from Summer Learning Camp, as submitted.

10. Approval of the purchase of the SafeSchool Annual Training Subscription from Vector Solutions, LLC - Tampa, Florida for the 2022 - 2023 school year in the amount of \$12,938.49 to be paid from 141-72520-399 effective July 15, 2022 - July 14, 2023, as submitted.

11. Approval of payment to Automated Controls, Inc. - Nashville, Tennessee for pay application #3 related to the Cookeville High School Controls Upgrade Project in the amount of \$97,850.00 and to Truxton Trust - Nashville, Tennessee for retainage withheld in the amount of \$13,650.00 in the total amount of \$111,500.00 to be paid from 142-76100-707-932 (ESSER 2.0), as submitted.

#### B. Bids/Quotes/Sealed Bids/RFPs

1. Approval to award and purchase the School Nutrition Program's Ice Cream Products bid for SY2022-23 from the sole bidder, DFA Dairy Brands Fluid/Mayfield Dairy, in the amount of \$38,451.65 to be paid from 143-73100-422, as submitted.

2. Approval to award the System-wide Pest Control bid to the sole bidder, Optimus Pest Solutions - Smithville, Tennessee, in the total annual amount of \$16,560.00, as submitted on the bid tally sheet.

3. Approval of the Request for Qualifications (RFQ) bid for Putnam County School System's Roof Design Projects to award the contract to Richard C. Rinks & Associates, Inc. - Cookeville, Tennessee, as submitted on the bid tally sheet.

4. Approval to reject the sole bid for the Upperman High School Field Improvement bid, as submitted on the bid tally sheet,

#### C. Budget Amendments/Line Item Transfers

1. General Purpose School Budget Amendments - Fund 141

a. Career & Technical Education - Move monies to better utilize funds for Career & Technical Education needs

b. Career & Technical Education - PSMS TDOE Grant Stem Startup & Expansion Funds, Move monies to better utilize funds for PSMS Stem Startup & Expansion

- c. Adult Education - To redistribute funds to meet needs
- d. Extended Learning - Establish budget for donations of books from Save The Child
- e. Adult Education - To budget for revenue received for Adult Education general services
- f. Federal Programs - This Summer Learning Camp revenue amendment is required in order to allocate for the 2021-2022 school year
- g. Federal Programs - This Summer Bridge Camp revenue amendment is required in order to allocate funds for the 2021-2022 school year
- h. Federal Programs - This Summer Stream Budget revenue amendment is required in order to allocate funds for the 2021-2022 school year
- i. Federal Programs - This Summer Camp Transportation revenue amendment is required in order to allocate funds for the 2021-2022 school year
- j. Federal Programs - This Summer Bridge Camp amendment is required in order to utilize funds more appropriately according to program needs
- k. Federal Programs - This Summer Learning Camp amendment is required in order to utilize funds more appropriately according to program needs,

2. Federal Projects Budget Amendments - Fund 142

- a. Federal Programs - This ESSER 2.0 (932) amendment is needed for year end clean up
- b. Federal Programs - This ESSER 3.0 (933) amendment is needed for year end clean up
- c. Career & Technical Education - Carl Perkins Funds - Move monies to better utilize funds for Career & Technical Education needs
- d. Federal Programs - This Title V - 501 amendment is required in order to utilize funds and finalize spending for the 2021-22 school year.
- e. Finance - To reappropriate funds in the ECL grant for better utilization

D. Approval of Out-of-County and Overnight Trip Reports

E. Approval of Grant Report

F. Other

- 1. Approval to enter into a contract with NWEA for the MAP growth assessment for the 2022-2023 school year in the amount of \$102,900.00 (with an increase allotment of \$3,675 in the event of enrollment/usage variation) to be paid from 141-72210-599-02103 and to be purchased from the ESC19 Allied States Cooperative Purchasing Agreement (Contract #20-7373), of which Putnam County is a member, as submitted.
- 2. Approval of the agreement between Putnam County Board of Education and Public Consulting Group (PCG) - Boston, MA for add-on services in EasyIEP to include TN EDPlan Translation Services in the amount of \$8,268.75 and TN EDPlan connect Services (parent portal) in the amount of \$4,906.13 to be paid from 141-72220-312 for the 2022-2023 school year, as submitted,

3. Approval of the renewal of the agreement between Putnam County Board of Education and Riverside Insights (EasyCBM) - Itasca, IL for EasyCBM Membership for the 2022-2023 school year in the amount of \$6,000 to be paid from 141-71200-312, as submitted.
4. Approval of the agreement between Putnam County Board of Education and Dreambox Learning - Bellevue, WA for Dreambox (personalized math instructions for students) student licenses and training webinar package for the 2022-2023 school year in the amount of \$13,500.00 to be paid from the following: \$12,500.00 from 141-71200-429 and \$1,000 (webinar) from 141-72220-524, as submitted.
5. Approval of the renewal (Year 2) of the Student Teaching Affiliation Agreement between Freed-Hardeman University and the Putnam County School System effective July 1, 2022 - June 30, 2023 with the option to request renewal for an additional three (3) years, as submitted.
6. Approval of the Student Teaching Partnership Agreement between Roane State Community College and Putnam County Schools effective July 1, 2022 - June 30, 2023, with the option to request renewal for an additional four (4) years, as submitted.
7. Approval of the Memorandum of Understanding (MOU) between WIOA Upper Cumberland Local Workforce Development Board and Putnam County Board of Education with local provision acknowledging the maximum liability of \$20,000 for infrastructure costs and \$7,000 maximum liability for additional costs at the American Job Center in Cookeville and Crossville to be paid from Adult Education funds effective July 1, 2022 - June 30, 2023, as submitted.
8. Approval of a request for a \$20.00 monthly stipend for personal cell phone usage, per Policy 3.3001, Use of Cellular Phones, for the following School Nutrition Cafe Managers effective August 2022 - May 2023, to be paid from 143 E 73100-199-000 (LOC), as submitted:

- Ashley Ballard - UMS
- Seanaree Bilbrey - PVES
- Lisa Broyles - NES
- Eleisha Burton - JWES
- Loretta Gentry - CCES
- Rebecca Grist - SES
- Jennifer Haggard - UHS
- Bethanie Holmes - Prescott
- LeighAnn Hughes - CsES
- Christy Johnson - CES
- Mary Light - ATMS
- Elizabeth Miller - AES
- Rebecca Morgan - BPS
- Lynda Roberson - MHS
- Virginia Titsworth - CHS
- Sharlena Turner - AMS
- Jessica Williams - Burks

9. Approval of the request from the School Nutrition Program for a \$20.00 monthly stipend to be paid from 141 E 73100-199 for personal cell phone usage per Policy 3.3001 for the following School Nutrition Program employees effective July 2022 - June 2023 :

- Lynette Ellis - Field Manager
- Donna Shanahan - Purchasing Clerk
- Stacy Bradford - Fund Accountant

10. Approval of the partnership between the Putnam County School System (PCSS) for Student Services and Coordinated School Health Program (CSHP) and Allergy Asthma and Sinus Center - Cookeville, Tennessee to donate Epi Pens for all PCSS schools, as submitted.

11. Approval of a \$20.00 monthly cell phone usage stipend for the 2022-2023 school year per Policy 3.3001, Use of Cellular phones, for the following employees to be paid as submitted:

- Trey Upchurch, CSHP/Student Services Supervisor (141-72120-199)
- Janet Frank, Nurse Coordinator (141-72120-199)
- Jackie Reynolds, Family Engagement Coordinator (142-72120-199)
- Melanie Bussell, Learning Loss Supervisor (141-72120-199)
- Kristy Hunt, Family Resource Officer (141-72120-199)
- Shelia Barker, Social Emotional Coordinator (141-72120-199)
- Cindy Putnam, Social Academic Interventionist (141-72120-199)
- Amy West, CSHP & Student Services Clerical (141-72120-199)

12. Approval of the Loaner Agreement between Putnam County School Nutrition and Annie's Frozen Yogurt - Edina, Minnesota for the use and shipping of a frozen yogurt machine for use at Prescott South Middle in the total amount of \$450.00 to be paid from Fund 143, Central Cafeteria funds, as submitted.

13. Approval of FY23 Consolidated Application for IDEA/ESEA, as submitted.

14. Approval of the contract renewal for Platform, Strategies and Math from ELlevation per cooperative purchasing group Allied States #17-7240 in the amount of \$25,870.00 per contract where \$10,920.00 will be paid from general funds and \$14950.00 to be paid from 141-72310-599, as submitted.

15. Approval of the contract renewal with Rosetta - San Mateo, CA in the amount of \$7,000.00 with \$1,750.00 to be paid from 142-72210-399-101 and \$5,250.00 to be paid from 142-72210-399-301, as submitted.

16. Approval of the contract renewal with TransACT - Lynnwood, WA in the amount of \$9,999.00 with \$4,999.50 to be paid from 142-72210-399-101 and \$4,999.50 to be paid from 142-72210-399-301, as submitted.

17. Approval of the contract with Brustein & Manasevit, LLC for professional services in the amount of \$46,200.00 to be paid from Fiscal Pre-Monitoring Grant, 142-72510-399-937, as submitted.

18. Approval of the contract renewal with 806 Technologies - Plano, TX for Title I Crate per BuyBoard contract #661-22 and quote in the amount of \$11,000.00 to be paid from the Consolidated Administration budget, 142-72210-399-011, as submitted.

19. Approval to participate in the Local Education Health Insurance Plan's dental and vision voluntary plans offered by the State of Tennessee for the year 2023, as submitted.

20. Approval of the 2022 - 2023 Putnam County School System Organizational Chart, as submitted.

21. Approval of the Staffing Agreement with Express Employment Professional for the 2022 - 2023 school year, as submitted.

22. Approval to renew the annual site license subscription for ClassLink SSO (per TIPS contract pricing) in the amount of \$38,100.90 to be paid from 141-71100-722-01607, Technology, as submitted.

23. Approval to enter into a Retainage Agreement with Truxton Trust - Nashville, Tennessee and The Comfort Group, Inc. to establish an interest-bearing account at a financial institution to house the retainage funds related to the DDC Controls Upgrade at Cookeville High School project per State of Tennessee requirements, as submitted.

## VI. Policy

A. Policy 5.802, Qualifications and Duties of the Director of Schools

B. Policy 5.201, Separation Practices for Non-Tenured Teachers

## VII. Discussion/Presentation

### A. Building Projects

#### 1. New Park View School Project

**Speaker(s):** Kim Chamberlin, Upland Design Group - Crossville, Tennessee

##### a. Project Update

**Speaker(s):** Kim Chamberlain, Upland Design Group - Crossville, Tennessee

##### b. Upland Design Group, Inc. - Crossville, Tennessee - Invoice #10 related to New Park View School Project

**Speaker(s):** Kim Chamberlin, Upland Design Group - Crossville, Tennessee

#### 2. Upperman High School Expansion Project

**Speaker(s):** Kim Chamberlin, Upland Design Group - Crossville, Tennessee

##### a. Project Update

**Speaker(s):** Kim Chamberlain, Upland Design Group - Crossville, Tennessee

#### 3. White Plains Academy Window, Bleacher & Gym Floor Replacement Project

**Speaker(s):** Kim Chamberlin, Upland Design Group - Crossville, Tennessee

##### a. Project Update

**Speaker(s):** Kim Chamberlin, Upland Design Group - Crossville, Tennessee

#### 4. VITAL Facility Project

**Speaker(s):** Kim Chamberlin, Upland Design Group - Crossville, Tennessee

a. Project Update

**Speaker(s):** Kim Chamberlin, Upland Design Group - Crossville, Tennessee

B. 2022-2023 Budgets

1. Fund 141 - General Purpose School Budget Draft #2

2. Fund 142 - Federal Projects Budget

3. Fund 143 - Food Service Budget

4. Fund 146 - Extended School Program Budget

VIII. Adjournment