

Putnam County Board Meeting  
February 1, 2024 5:00 PM  
1400 E Spring St.  
Cookeville, TN 38506

- I. Meeting Called to Order
- II. Approval of Agenda
- III. Announcements
  - A. Recognize Tina Francis, Jere Whitson Principal, as Tennessee Principal of the Year
  - B. *I Make A Difference Award*
  - C. Director's Personnel Report
- IV. Approval of Minutes
  - A. Minutes of the Regular January Board Meeting - Thursday, January 4, 2024, @ 5:00 PM
- V. Public Comment
- VI. Approval of Consent Agenda
  - A. Payments/Purchases
    1. Approval to purchase from Teaching Strategies, LLC - Bethesda, Maryland for The Creative Curriculum Cloud (intervention online program for PreK students with disabilities) in the amount of \$11,400.00 to be paid from 141-71200-429-02152, as submitted.
    2. Approval to purchase seventy (70) Chromebooks from Bluum USA Inc. - Phoenix, AZ for Cookeville High School in the amount of \$23,293.00 to be paid from 141-E-71100-599-000-02011-037, as submitted.
    3. Approval of pay application #12 to release full retainage to Automated Controls, Inc. - Nashville, Tennessee related to the Cookeville High School Controls Retrofit in the amount of \$30,503.00 plus any accrued interest being held by Truxton Trust, as submitted.
    4. Approval of the purchase of thirty-five (35) Chromebook's from Bluum for Upperman Middle School (UMS) in the amount of \$10,946.95 per quote to be paid from 142-71100-722-101, as submitted.
    5. Approval to purchase backflow preventers for Cookeville High School from Winnsupply - Cookeville, Tennessee in the amount of \$12,228.75 to be paid from 141-72620-499, as submitted.
  - B. Bids/Quotes/Sealed Bids/RFPs (None Submitted)
  - C. Budget Amendments/Line Item Transfers
    1. General Purpose School Budget Amendments - Fund 141
      - a. Special Education - To reallocate funds for the Special Education PreK Grant to better serve SWD's ages 3-5 years
      - b. Career & Technical Education ISM - To move monies to pay for water and gas lines to be installed at MHS greenhouse
      - c. VITAL School - Budget for Battelle Education STEM classroom Grant received

- d. Finance - To budget for \$500 per employee incentive payments from TISA Outcome funding
- 2. Federal Projects Budget Amendments - Fund 142
  - a. Federal Programs - This Title I (101) amendment is required in order to utilize funds more appropriately according to program needs
  - b. Federal Programs - This ESSER 3.0 (933) Amendment is required in order to utilize funds more appropriately according to program needs
  - c. Career & Technical Education, Carl Perkins Basic 803 - To move monies to pay for Adobe Creative Cloud annual school licenses and Spring 2024 CTSO state and national competition travel expenses
- 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 Bleachers and Seats - Nashville, Tennessee for the replacement of bleacher seats on the home side of Algood Middle School's gym from the cooperative purchasing agreement with Sourcewell Contract #091719-HSC in the lump sum amount of \$38,297.69 to be paid from 141-72620-399, as submitted.
  - 2. Approval to enter into a contract with Carwile Mechanical Contractors - Cookeville, Tennessee for the replacement of the mechanical unit as specified in the proposal for the football fieldhouse at Upperman High School in the amount of \$12,423.00 to be paid from 141-72620-399, as submitted.
  - 3. Approval of the renewal (Year #3) of the Student Teaching/Internship Affiliation Agreement between Western Kentucky University and the Putnam County School System effective July 1, 2024 through June 30, 2025 leaving an option to renew for one additional year, as submitted.
  - 4. Approval of the Putnam County Board of Education Memorandum of Understanding for July 1, 2024 - June 30, 2026, school years - An Agreement Developed Through Collaborative Conferencing, as submitted by the Collaborative Conferencing Committee.
  - 5. Approval for a \$20.00 monthly stipend for personal cell phone usage, per Policy 3.3001, Use of Cellular Phones, for the new School Nutrition Cafeteria manager at Burks Elementary, Crystal Reeves, as submitted.
  - 6. Approval of the four (4) contracts between Roland Digital Media, Inc. - Cookeville, Tennessee and Putnam County Board of Education for digital gold package for Adult Education in the amount of \$895.00 per month to be paid from Adult Education funds effective February 1, 2024 - March 31, 2024, as submitted.
  - 7. Approval of the Memorandum of Understanding (MOU) between the following School Nutrition Programs: Bledsoe, Clay, DeKalb, Jackson, Macon, Overton, Pickett, Putnam, Smith, Trousdale and White County Schools and Lebanon Special School District, as submitted.
  - 8. Approval to enter into a contract with Frantz Law Group - San Diego, CA for Social Media Litigation, as submitted,

9. Approval to enter into a contract with SturdiSteel - Waco, TX for angle frame bleacher addition to visitor side of football field at Upperman High School in the amount of \$59,650.00 to be paid from 141-72620-399 with pricing reflective of TIPS buying Group (TIPS #200812), as submitted.
10. Approval of the requirement to process employee travel reimbursements via Automated Clearing House effective immediately.
11. Approval to rescind the action taken at the January 4, 2024, Board meeting as agenda item VI.A.10., to purchase a 2024 GMC Sierra 2500HD Crew Cab truck in the amount of \$50,700 from Alan Jay Automotive and approval of the purchase of a 2024 Chevy Silverado Crew Cab truck listed on the State of Tennessee procurement list from Wilson County Motors to be used by the maintenance department in the amount of \$45,362.20 to be paid from 141-72620-717, as submitted.
12. Approval to distribute the funds received in the FY24 TISA Outcome payment as a \$500 incentive payment to all Full Time employees and \$250 to all Half Time employees who are actively employed as of February 1, 2024, as submitted.
13. Approval to renew Adobe software licensing annual subscription from Central Technologies, Inc. - Knoxville, Tennessee, Quote #020055, in the amount of \$15,852.00 to be paid from multiple system-wide funding accounts, as submitted.
14. Approval to renew the PowerSchool Enrollment Express annual subscription per quote #844145-2 from PowerSchool Group, LLC in the amount of \$19,840.72 to be paid from 141-72310-599-000-00000-000, as submitted.

VII. Policy on first and final reading

- A. Policy 5.605, Staff Gifts and Solicitations

VIII. Discussion/Presentation

A. Building Projects

1. Park View School Project Update

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

a. Park View School Project Actions Items

1. Approval to pay American Constructors, Inc. - Brentwood, Tennessee in the amount of \$2,090,762.90 and Pinnacle Bank (retainage) in the amount of \$99,633.23 for pay application #17 related to the Park View School Project to be paid from the Putnam County Bond Issue, as submitted.
2. Approval to pay Upland Design Group, Inc. - Crossville, Tennessee in the amount of \$21,850.45 for architectural services for the Park View School Project to be paid from 141-76100-304-02504, as submitted.
3. Approval of a payment to GEOService, LLC - Chicago, IL in the amount of \$29,502.50 for construction monitoring services for the

new Park View School Project through December 31, 2023, to be paid from 141-76100-399-000-02504-000, as submitted.

4. Approval to purchase furniture for the new Park View School Project in the amount of \$827,762.67 from Ernie Morris Enterprises, Inc to be paid from 141-76100-711 through the TIPS cooperative purchasing network contract #230301, as submitted.
2. Upperman High School Expansion Project Update  
**Speaker(s):** Kim Chamberlin, Upland Design Group - Crossville, Tennessee
  - a. Upperman High School Expansion Project Action Items
    1. Approval to pay King Construction Group, Inc. - Cookeville, Tennessee in the amount of \$56,659.14 and First Horizon Bank (retainage) in the amount of \$2,982.06 for pay application #15 related to the Upperman High School Expansion Project to be paid from the 142-76100-707-933 (ESSER 3.0), as submitted.
    2. Approval of a payment to Upland Design Group, Inc. - Crossville, Tennessee in the amount of \$616.18 to be paid from 142-76100-707-933 for architectural services for the Upperman High School Expansion Project (School Federal Program Fund - ESSER 3.0), as submitted.
    3. Approval of Change Order #1 with AAR of North Carolina - Kernersville, NC for a "decrease" in contract sum of \$152,385.00 on the Upperman High School re-roof project noting the final contract sum will be reduced to \$3,651,700.00, as submitted.
    4. Approval to pay AAR of North Carolina, Inc. - Kernersville, NC in the amount of \$137,690.44 and First National Bank (retainage) in the amount of \$7,246.86 for pay application #9 related to the Upperman High School Expansion Project to be paid from 142-76100-707-933 (ESSER 3.0), as submitted.
    5. Approval to pay Richard C. Rinks & Associates, Inc. - Cookeville, Tennessee in the amount of \$8,840.85 for design services for the Upperman High School Roof Project to be paid from 142-76100-707-933 (ESSER 3.0), as submitted.
  3. Existing Park View Elementary School Update
    - a. Existing Park View Elementary School Action Items
      1. Approval of Change Order #1 with Southern Roofing Company - Nashville, Tennessee, which will use \$8,350.00 of the \$60,000.00 "Allowance" (which is in the contract amount) for repairs to unforeseen damage to the soffit area on the Park View Elementary School re-roof project, as submitted.
      2. Approval to pay Southern Roofing of Tennessee in the amount of \$68,748.70 and First National Bank (retainage) in the amount of \$3,618.35 for pay application #4 related to the existing Park View Elementary School Roof Replacement Project to be paid from 142-76100-707-933 (ESSER 3.0), as submitted.
- B. Discuss Systemwide Cleaning Service Contract.

IX. Adjournment

III C.  
02-01-24

Personnel Report For January 2024

NEW HIRES							
LAST NAME	FIRST NAME	LOCATION	ASSIGNMENT	EFFECTIVE DATE	FUNDED	HOURS	REPLACING
Smith	Kayce	NES	Pre-K Teacher	1/3/24	141-E-73400-116-000-02005-057	7.5	Brittany Franklin
Frizzell	Stephanie	CCES	SPED Pre-K Assistant	1/3/24	142-E-71200-163-906-00000-030	7.5	Connie Lee
North	Destiny	PSMS	SPED CDC Assistant	1/3/24	142-E-71200-163-906-00000-100	7.5	Samantha Lawson
Gray	Sadie	PSES	SAC Activity Instructor	12/5/23	146-E-73300-189-000-01800-000	5.8	n/a
Byrd	Mary	STAR Center	LEAPS Assistant	1/3/24	141-E-73300-189-000-02003-000	3	n/a
Narrin	Stacie	Transportation	FT Bus Driver	1/3/24	141-E-72710-189-000-01605-000	6	n/a
Davis	Ashley	BPS	ECC Worker	1/5/24	146-E-73300-189-000-01801-000	5.8	Kalli Bass
Wodzinski	Maryann	Central Office	SPED SW Speech Pathologist	1/3/24	141-E-71200-171-000-00000-000	7.5	Jennifer Ahlberg
Lander	Kyra	CES	SAC Activity Instructor	12/27/23	146-E-73300-189-000-01800-000	5.8	Vance Gotcher
Harp	Melilla	CES	SAC Activity Instructor	12/29/23	146-E-73300-189-000-01800-000	5.8	n/a
Navarro	Rolando	UHS	Grade 9-12 Math Teacher	1/16/24	141-E-71100-116-000-00000-090	7.5	Pepperleigh Stewart
Sherman	Morgan	CES	Teacher Assistant	1/16/24	141-E-71100-163-000-00000-035	7	Hope Gabel
REHIRES							
LAST NAME	FIRST NAME	LOCATION	ASSIGNMENT	EFFECTIVE DATE	FUNDED	HOURS	REPLACING
Wells	Emma	CES	SAC Activity Instructor	12/15/23	146-E-73300-189-000-01800-000	5.8	n/a
Worsham	Melanie	AMS	CTE: Keyboarding Teacher	1/3/24	141-E-71300-116-000-02518-008	7.5	Robert Childress
TRANSFERS							
LAST NAME	FIRST NAME	FROM POSITION	TO POSITION	HOURS	EFFECTIVE DATE	FUNDING CODE	REPLACING
Holloway	Kimberly	Sub	TN All Corp Tutor NTE 10hrs per week @ \$40 an hour	2	12/1/23	142-E-71100-116-938-00000-000	n/a
Bingham	Andrea	Sub	TN All Corp Tutor NTE 10hrs per week @ \$40 an hour	2	12/6/23	142-E-71100-116-938-00000-000	n/a
Pearson	Rachel	SPED SW Related Services Assistant	SPED SW Licensed School Psychologist	7.5	1/3/24	141-72220-124 (80%) 141-72130-124-02100 (20%)	April Mullins
Harris	Rachel	Sub	SPED CDC Assistant @ Burks	7.00	1/3/24	141-E-71200-163-000-00000-025	Laura Crail
Dallas	Madyson	Sub	SPED PreK Assistant @ JWES	7.00	1/3/24	141-E-71200-163-000-02152-000	growth position
Ferrell	Taylor	Best Groups	Teacher Assistant @ PSMS	7.00	1/10/24	142-E-71100-163-101-00000-100	Korinne Hill
Fischer	Raymond	Sub	Grade 8 ELA Teacher @ ATMS	7.50	1/16/24	141-E-71100-116-000-00000-065	Carrie Brown Jones
Schuning	Kathleen	PT School Nutrition Employee @ MHS	FT CW School Nutrition Sub	6.00	1/11/24	143-E-73100-165-000-00037-000	Collette Baye
RESIGNATION							
LAST NAME	FIRST NAME	LOCATION	ASSIGNMENT	EFFECTIVE DATE			
Brown	Carrie	ATMS	Grade 8 ELA Teacher	1/14/24			
Williams	Jessica	Burks	School Café Manager	11/30/23			
Espinoza	Naomi	AMS	SPED PreK Assistant	1/10/24			
Padilla Arredondo	Maria	PvES	SPED CDC Assistant	1/17/24			
Plattenburg	Lacie	BPS	SPED PreK Assistant	1/5/24			
Long	Shannon	BPS	SAC Activity Instructor	12/4/23			

received  
01-18-24 [Signature]

Rigsby	Andrea	PSMS	Grade7 Math Teacher	1/31/24
Wilson	Jennifer	Transportation	Bus Attendant	11/7/23
Dempsey	Kenna	CCES	School Nutrition Employee	5/31/24
<b>RETIREMENT</b>				
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>LOCATION</b>	<b>ASSIGNMENT</b>	<b>EFFECTIVE DATE</b>
Dyer	Cynthia	CES	LPN; School Nurse	1/3/24

<b>TERMINATIONS</b>					
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>LOCATION</b>	<b>ASSIGNMENT</b>	<b>HOURS</b>	<b>EFFECTIVE DATE</b>

<b>ADDITIONAL HOURS</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>LOCATION</b>	<b>ASSIGNMENT</b>	<b>HOURS</b>	<b>EFFECTIVE DATE</b>	<b>FUNDED</b>	<b>Rate of Pay</b>
Phillips	Kendra	Star Center	will be working for Leaps effective 12/01/23 through 6/30/24, NTE 2hrs per day or 5hrs per week @ \$17 per hour	3	12/1/23	141-E-73300-163-000-02003-000	\$17.00
Stevens	Wesley	PSMS	works with the archery team and will be paid \$440.00 for additional hours	7.5	12/18/23	141-E-72210-189-000-01601-000	n/a
Tylka	Mark	PSMS	works with the archery team and will be paid \$1034.00 for additional hours worked.	7.5	12/18/23	141-E-72210-189-000-01601-000	n/a
Allen	Laura	PSMS	works with archery team and will be paid \$682.00 for additional hours worked.	7.5	12/18/23	141-E-72210-189-000-01601-000	n/a
Lane	Cassandra	Star Center	will be working Leaps effective 01/03/24 through 06/30/24, NTE 2hrs per day or 6hrs per week @ \$30.00 per hour	3	1/3/24	141-E-73300-116-000-02003-000	\$30.00
Neill	Rebecca	Star Center	will be working Leaps effective 01/03/24 through 06/30/24, NTE 2hrs per day or 6hrs per week @ \$30.00 per hour	3	1/3/24	141-E-73300-116-000-02003-000	\$30.00
Mackie	Sara	Star Center	will be working Leaps effective 01/03/24 through 06/30/24, NTE 2hrs per day or 6hrs per week @ \$17.00 per hour	3	1/3/24	141-E-73300-163-000-02003-000	\$17.00
Koughan	Kathryn	Star Center	will be working for Leaps effective 01/03/24 through 06/30/24, NTE 2hrs per day or 6hrs per week @ \$35.00 per	3	1/3/24	141-E-73300-116-000-02003-000	\$35.00
Baxter	Esther	Star Center	will be working for Leaps effective 01/03/24 through 06/30/24, NTE 2hrs per day or 6hrs per week @ \$30.00 per	3	1/3/24	141-E-73300-116-000-02003-000	\$30.00
Icenhour	Madilyn	Star Center	will be working for Leaps effective 01/03/24 through 06/30/24, NTE 2hrs per day or 6hrs per week @ \$30.00 per	3	1/3/24	141-E-73300-116-000-02003-000	\$30.00
Clemons	Ashley	Star Center	will be working for Leaps effective 01/03/24 through 06/30/24, NTE 2hrs per day or 6hrs per week @ \$30.00 per	3	1/3/24	141-E-73300-116-000-02003-000	\$30.00
Keith	Julie	Star Center	will be working for Leaps effective 01/03/24 through 06/30/24, NTE 2hrs per day or 5hrs per week @ \$22.64 per	3	1/3/24	141-E-73300-163-000-02003-000	\$22.64
Childress	Robert	Star Center	will be working for 21st CCLC effective 01/08/24 through 6/30/24, NTE 2hrs per day or 6hrs per week @ \$30 per hour	3	1/8/24	142-E-73300-116-431-00000-000	\$30.00

<b>INCREASE IN HOURS</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>FROM POSITION</b>	<b>TO POSITION</b>	<b>HOURS</b>	<b>EFFECTIVE DATE</b>	<b>FUNDING CODE</b>	<b>REPLACING</b>
Loftis	Andrea	4 days per week SPED Speech Pathologist	5 days per week SPED Speech Pathologist	7.50	1/3/24	141-E-71200-171-000-00000-000	n/a
Burns	Monica	12 students last semester	11 to 15 students for just this one semester	7.50	1/9/24	141-E-71100-116-000-00000-000	n/a
<b>DECREASE IN HOURS</b>							

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>FROM POSITION</u>	<u>TO POSITION</u>	<u>HOURS</u>	<u>EFFECTIVE DATE</u>	<u>FUNDING CODE</u>	<u>REPLACING</u>
Enix	Jonathan		3hrs per week Adult Ed teacher online class only	3.00	1/4/24	141-E-71600-116-000-01002-000	n/a
<b>NON-RENEWALS</b>							
<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>LOCATION</u>	<u>POSITION</u>	<u>HOURS</u>	<u>EFFECTIVE DATE</u>		
<b>OTHER</b>							
<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>LOCATION</u>	<u>POSITION</u>	<u>HOURS</u>	<u>EFFECTIVE DATE</u>		
Pearson	Madison	CHS	Master's 1yr exp. = \$49,750.00	7.5	12/21/23		
Napper	Kalyn	UHS	Master's 2yr exp. = \$50,400.00	7.5	12/21/23		
Starkey	Donnie	Central Office	Master's 0yr exp. = \$49,100.00	7.5	12/21/23		
Hall	Lucas	PSES	Master's 1yr exp. = \$49,750.00	7.5	12/21/23		
Strahlman	John	Transportation	w/o pay from 12/14/23 - 01/05/24. violating Company Policy. should be paid through ESSER funds; currently coded as 101 funding	5	12/14/23		
Mortensen	Thomas	JWES		7	7/1/23		
Chambers	Emily	CHS	Master's 11yrs exp. = \$56,950.00	7.5	12/27/23		
Hall	Lucas	PSES	retro Master's increase to 08/01/23	7.5	8/1/23		
Koughan	Kathryn	PvES	10.5 months instead of 11 month employee for 2024-2025	7.5	7/1/24		
Rouchon	Amy	CHS	Received EdS degree, increase salary by \$2600	7.5	1/4/24		
Franz	Jennifer	MHS	EdS received, please adjust \$2,600.00	7.5	12/8/23		
Chambers	Emily	CHS	IB Stipend - Wages \$3100	7.5	12/28/23		
Bryant	Tonya	CHS	Media Stipend Wages \$1500	7	12/28/23		
Kefauver	Jon	CHS	Security Stipend Wages \$3000	7.5	12/28/23		
Flatt	Meredith	CHS	Dance Stipend Wages \$1650	7.5	12/28/23		
Johnson	Danielle	CHS	Department Chair Stipend Wages \$500	7.5	12/28/23		
Mahan	Allison	CHS	Department CoChair Stipend Wages \$250	7.5	12/28/23		
Leimer	Sherry	CHS	Department CoChair Stipend Wages \$250	7.5	12/28/23		
White	Mitchell	CHS	Department Chair Stipend Wages \$500	7.5	12/28/23		
Miesch	Brian	CHS	Department Chair Stipend Wages \$500	7.5	12/28/23		
Philpot	Nickey	CHS	Department Chair Stipend Wages \$500	7.5	12/28/23		
Melton	Landon	CHS	Department CoChair Stipend Wages \$250	7.5	12/28/23		
Pack	Kimberly	CHS	Department Chair Stipend Wages \$500	7.5	12/28/23		





- Defensive MVP – Kam Bush
- Most Outstanding Offensive Lineman – Evan Briggs
- Most Outstanding Running Back – Ethan Palk
- Most Outstanding Wide Receiver – Branson Turnbow
- Most Outstanding Linebacker – Walter Caine
- Most Outstanding Defensive End – Elija Bullock
- Most Outstanding Defensive Back – Carmine Phillips
- Offensive Assistant of the Year – James Ledford
- Defensive Assistant of the Year – Brian Johnson
- Coach of the Year – Adam Caine
- 6-1<sup>st</sup> Team All-Region Players
- 4-2<sup>nd</sup> Team All-Region Players
- 1<sup>st</sup> Ever Trip in School and Putnam County History to Championship Game
- 2023 State Runner-up
- Multiple All-State Honors
  
- Recognized Jessica Etheredge, Upperman Middle School principal.

Ms. **Etheredge** stated the following:

*“Upperman Middle School would like to nominate Faith Sample, White Plains Academy (WPA) teacher, and WPA Transition Coach, to receive the I Make A Difference Award. We, here at Upperman Middle School are fortunate to have the opportunity to work with such a dedicated and individual. Ms. Faith continuously supports our students and their families, as well as our faculty, and makes a positive impact on anyone with whom she comes into contact.*

*Ms. Faith strives to make sure some of the most at-risk students feel love and safety while in school. She also helps them transition back to their home school when the time is right. During this time, Ms. Faith provides above-and-beyond support to these students and their families. She is a valuable resource to UMS, and we would be lost without her. We are so thankful her new title allows her the flexibility to support students longer through their educational journey and make sure they feel successful.*

*We believe Faith Sample is deserving of this recognition as she has made a difference in so many families and children’s lives! She is a true servant and goes above and beyond for everyone around her!”*

- Recognized, congratulated and presented the *I Make A Difference Award* to Faith Samples for all she has done for the students and families at UMS and the Putnam County School System.

- Noted the Tennessee School Board Appreciation Week from January 21 – 27, 2024.
- Noted the Director’s Personnel Report.
- Noted the Board’s Work Session on Saturday, January 27, 2024, from 8:30 AM – 3:30 PM.

Ms. **CRAVENS** stated the Board would address Agenda Item IV., Approval of the Minutes.

**ACTION:** (IV.A.) Dr. **FRY** made a motion to approve the Minutes of the Regular December Board Meeting held on Thursday, December 7, 2023, @ 5:00 PM, as submitted. Mr. **LEDBETTER** seconded the motion. Motion carried.

Ms. **CRAVENS** stated the Board would address Agenda Item V., Public Comment, and stated there were no requests to address the Board.

Ms. **CRAVENS** stated the Board would address Agenda Item VI., Approval of the Consent Agenda, and asked if anyone had an item they would like removed for discussion.

**ACTION:** (VI.A.1. – VI.F.5.) Mr. **McCORMICK** made a motion to approve the following Consent Agenda, as recommended and submitted by Corby R. King, Director of School:

## **VI. Approval of the Consent Agenda**

### **A. Payments/Purchases**

1. Approval of the purchase of fifty-six (56) Chromebooks for Park View Elementary from Bluum in the amount of \$18,634.56 per quote to be paid from 142-71100-722-101, as submitted.
2. Approval of the purchase of one hundred (100) Chromebooks for EL from Bluum in the amount of \$42,000.00 per quote to be paid from 142-71100-722-301, as submitted.
3. Approval of four (4) ViewSonic Boards totaling \$9,036.04 and one (1) Viewsonic Board for \$3,440.00 for a grand total of five (5) ViewSonic Boards for AMS from Bluum in the amount of \$12,476.04 per quote to be paid from 142-72210-790-101, as submitted.

4. Approval to pay the \$5,000 option to the City of Cookeville for the 92.54 acres of land off of Highway 111 known as the Trinity Property, noting the option is \$5,000 per year for 6 years; this payment is year 2 of 6 with the purchase price of the property for Putnam County, if executed, would be \$2,783,418 plus accrued interest, as submitted.
5. Approval of the purchase of 100 Chromebooks @ \$312.77 each in the total amount of \$31,277.00 to be paid from Capshaw Elementary School PTO donation, as submitted.
6. Approval to purchase classroom VOIP phones and intercom paging system expansion with installation for the Upperman High School building expansion from IT Voice – Nashville, Tennessee per two quotes from phone quote from pricing onto the Sourcewell Contract #10122-MBS for \$2,048.95 to be paid from 142-72250-307 and intercom paging system quote for \$14,464.00 to be paid from 142-72250-790, as submitted.
7. Approval to purchase network switches and wifi access points for the Upperman High School building expansion from Central Technologies, Inc. – Knoxville, Tennessee per the two quotes both from TIPS-USA Contract #230105 pricing for network switches in the amount of \$24,612.48 and for wifi access points in the amount of \$9180.40 to be paid from 142-72250-790, as submitted.
8. Approval to purchase Viewsonic interactive flat panel displays for the Upperman High School building expansion from Bluum, Inc. – Phoenix, AZ per quote #304742 from the NCPA-01-150 contract pricing in the amount of \$6,939.32 to be paid from 142-72250-790, as submitted.
9. Approval to purchase security cameras and installation for the Upperman High School building expansion from Central Technologies, Inc. – Knoxville, Tennessee per quote from TIPS-uSA Contract #230105 pricing in the amount of \$6,939,32 to be paid from 142-72250-790, as submitted.
10. Approval to purchase a 2024 GMC Sierra 2500HS Crew Cab truck in the amount of \$50,700 from Alan Jay Automotive listed on the State of Tennessee procurement list to be used by the maintenance department from 141-72620-717, as submitted.

**B. Bid/Quotes/Sealed bids/RFPs (None Submitted)**

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

1. General Purpose School Budget Amendments – Fund 141
  - a. Finance – To budget for additional food service field manager, billed to school nutrition fund
  - b. Finance – To adjust mid-year budget for personnel changes
  - c. Finance – To budget donation from UTRUST for employee appreciation
  - d. Future Ready – Budget for donation received from VolState Foundation
  - e. Career & Technical Education – GP – To move monies to pay for CTE Supervisor PD travel expenses
2. Federal Project Budget Amendments – Fund 142
  - a. Career & Technical Education – Carl Perkins Basic 803- To move monies to pay for supplies needed to repair welding equipment
  - b. Federal Programs – This Consolidated Administration (011) amendment is required to utilize funds more appropriately
  - c. Federal Programs – This Title I (101) amendment is required in order to utilize funds more appropriately according to program needs
  - d. Federal Programs – This Title III (301) amendment is required in order to utilize funds more appropriately according to program needs

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

## **E. Approval of the Grant Report**

## **F. Other**

1. Approval of the surety bond for Corby King in the amount of \$100,000 for the term beginning January 22, 2024, and ending January 22, 2025, as submitted.

2. Approval to allow an Archery Club at Upperman High School, as submitted.
3. Approval for a \$20.00 monthly stipend for personal cell phone usage, per Policy 3.3001, Use of Cellular Phones, for the new School Nutrition Field Manager, Jessica Grissom, as submitted.
4. Approval to renew GetHelp/IT asset management bundle package subscription from Frontline Education, per attached Quote# Q-161147 based on OMNIA (NCPA) Contract #01-102 in the amount of \$15,000.00 to be paid from 141-72250-499, as submitted.
5. Approval to enter into a one-year contract effective 2/1/2024 with TSBA for Putnam County Board of Education Policy Maintenance and Online Policy Services in the amount of \$5,500 to be paid from 141-72310-399, as submitted.

Ms. **RAMSEY** seconded the motion. Motion carried.

Ms. **CRAVENS** stated the Board would address Agenda Item VII.A, Policy 1.901, Charter School Application, on first and final reading.

**ACTION:** (VII.A) Dr. **FRY** made a motion to approve Agenda Item VII.A., Policy 1.901, Charter School Application, on first and final reading, as submitted.

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

Ms. **CRAVENS** stated the Board would address Agenda Item VIII.A.1., Park View School Project Update; and recognized Aaron Grohol, Architect from Upland Design Group – Crossville, Tennessee.

Mr. **Grohol** stated the following regarding the Park View School Project Update:

- Project moving forward
- Mechanical unit going in
- Project ahead of schedule
- No Issues
- Recommended approval of Park View Action Items VIII.A.1.a.(1.) – VIII.A.1.(2.).

Ms. **CRAVENS** stated the Board would address Agenda Item VIII.A.1.a.(1.) - VIII.A.1.(2.), Park View School Action Items.

**ACTION:** [VIII.A.1.a.(1.) - VIII.A.1.a.(2.)] Mr. **McHENRY** made a motion to approve the following Park View Action Items, as submitted and recommended by Aaron Grohol:

- VIII.A.1.a.(1.) – Approval to pay American Constructors, Inc. – Brentwood, Tennessee in the amount of \$2,112,755.93 and Pinnacle Bank (retainage) in the amount of \$100,503.41 for pay application #16 related to the Park View School Project to be paid from the Putnam County Bond Issue.
- VIII.A.1.a.(2.) – Approval to pay Upland Design Group, Inc. – Crossville, Tennessee in the amount of \$22,078.06 for architectural services for the Park View School Project to be paid from 141-76100-304-02504, as submitted.

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

Ms. **CRAVENS** stated the Board would address Agenda Item VIII.A.2., Upperman High School Expansion Update; and recognized Aaron Grohol, Architect Upland Design Group – Crossville, Tennessee.

Mr. **Grohol** stated the following regarding the Upperman High School Expansion Update:

- Nearing completion
- Exterior brick work still continuing
- Interior mostly complete
- Recommended approval of Upperman High School Expansion Project Action Items VIII.A.2.a.(1.) - VIII.A.2.a.(2.)

Ms. **CRAVENS** stated the Board would address Agenda Item VIII.A.2.a.(1.) – VIII.B.2.a.(2.), UHS Expansion Project Action Items.

**ACTION:** [VIII.B.2.a.(1.) - VIII.B.2.a.(2.)] Ms. **RAMSEY** made a motion to approve the following UHS Expansion Project Action Items, as recommended and as submitted by Aaron Grohol, Architect Upland Design Group – Crossville, Tennessee:

- VIII.A.2.a.(1.) – Approval to pay King Construction Group, Inc. – Cookeville, Tennessee in the amount of \$217,711.21 and First Horizon Bank (retainage) in the amount of \$11,458.49 for pay application #14 related to the Upperman High School Addition Project to be paid from 142-76100-707-933 (ESSER 3.0).
- VIII.A.2.a.(2.) – Approval of a payment to Upland Design Group, Inc. – Crossville, Tennessee in the amount of \$2,275.16 to be paid from 142-76100-707-933 for architectural services for the Upperman High School Expansion Project (School Federal Program Fund – ESSER 3.0).

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

Ms. **CRAVENS** stated the Board would address Agenda Item VIII.A.2.a.(3.), Roof Replacement for Upperman High School Expansion; and recognized John Magura, Maintenance Supervisor.

Mr. **Magura** stated the following regarding Agenda Item VIII.A.2.a.(3.), UHS Expansion Roof Replacement:

- Roofers doing a good job
- Ahead of schedule
- Slowed down some due to rain and temperature; needs to be above 40 degrees for them to start tearing off the old roof
- Working on a great deal of soffit and gutter work until weather and temperatures improve.

**ACTION:** [(VIII.A.2.a.(3.))] Dr. **FRY** made a motion to approve to pay AAR of North Carolina, Inc. in the amount of \$52,730.65 and First National Bank (retainage) in the amount of \$2,775.30 for pay application #8 related to the Upperman High School Addition Project to be paid from 142-76100-707-933 (ESSER 3.0), as submitted. Mr. **McHENRY** seconded the motion. Motion carried.

Ms. **CRAVENS** stated the Board would address Agenda Item VIII.A.3.a.(1.) and VIII.A.3.a.(2.), Current Park View Elementary School Action Items.

**ACTION:** [(VIII.A.3.a.(1.) – VIII.A.3.a.(2.))] Ms. **RAMSEY** made a motion to approve the following current Park View Elementary School Actions Items, as submitted:

- VIII.A.3.a.(1.) – Approval to pay Southern Roofing of TN – Nashville, Tennessee in the amount of \$34,239.90 and First National Bank (retainage) in the amount of \$1,802.10 for pay application #3 related to the existing Park View Elementary School Roof Replacement project to be paid from the 142-76100-707-933 (ESSER 3.0).
- VII.A.3.a.(2.) – Approval of a payment to Richard C. Rinks and Associates – Cookeville, Tennessee in the amount of \$4,771.23 to be paid from 142-76100-707-933 for design services for the Park View Elementary School Roof Project (School Federal Program Fund – ESSER 3.0).

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

Ms. **CRAVENS** stated the Board would address Agenda Item IX., Adjournment.

**ACTION:** (IX.) Mr. **McHENRY** made a motion to adjourn. Dr. **FRY** seconded the motion. Motion carried.

The Board adjourned at 5:25 PM.

02-01-24  
Date

  
Kim Cravens  
Chair

  
Corby King  
Director of School





# Putnam County Board of Education Agenda Request

Name of Person Making Request: Sheri Roberson

Department: Special Education

Phone Number of Person Making Request: 931-525-4708

Backup Included

Backup to follow

Approval to purchase from Teaching Strategies, LLC Bethesda, Maryland, for The Creative Curriculum Cloud (intervention online program for PreK students with disabilities) in the amount of \$11,400.00 to be paid from 141-71200-429-02152 as submitted.

Sheri Roberson 1/5/24  
Sheri Roberson, Special Education Supervisor Date

CK  
Corby King, Director of Schools Date

**received**  
01/09/24

141-71200-429-02152

**TEACHING STRATEGIES, LLC ("TS")**  
 4500 EAST-WEST HIGHWAY, SUITE 300  
 BETHESDA, MARYLAND 20814  
 301-634-0818

**Subscriber Name:** Putnam County School District  
**Subscriber Number:** 02A159696  
**Contact Name:** Sheri Roberson  
**Contact Email:** robersons2@pcsstn.com  
**Contact Title:** Director of Special Education

**Prepared by:** Kenneatha Williams  
 kenne.w@teachingstrategies.com  
 (240) 283-5658 10152  
**Expiration Date:** 01-12-2024  
**Subscription Term:** 12/01/2023 - 11/30/2024

**SUMMARY**

PRODUCT	SALES PRICE	QTY	TOTAL PRICE
40ccdigital Creative Curriculum® Cloud	\$950.00	12	\$11,400.00
		Subtotal:	\$11,400.00
		Shipping:	\$0.00
		Tax:	\$0.00
		Total:	\$11,400.00

**BILL TO**

Billing Client: Putnam County School District  
 Billing Street:  
 Billing City:  
 Billing State:  
 Billing Postal Code:  
 Billing Country:

**Select a Payment Method and follow the payment instructions.**
**Payment Type:**

Orders will not be processed until a payment method is confirmed. Acceptable payment methods include:

1. Receipt of a valid purchase order;
2. Completed credit card transaction;
3. Receipt of wire transfer; or
4. Receipt of check.

You will receive a follow-up email with instructions on how to submit your payment based on the payment type selected.

**Subscription Services Products**

This Order is entered into by and between Subscriber identified above and TS. This Order incorporates the Subscription Services Terms and Conditions at <https://teachingstrategies.com/agreement-and-policies/> (together with this Order, the "Agreement"). The Agreement sets forth the terms pursuant to which TS will provide access to Subscription Services. Subscriber must sign and deliver a copy of this Order to receive access to the Subscription



**Board Agenda Request  
For 2024 Meeting**

Date 1/08/2024

Department Teaching and Learning

Person Submitting Dr. Bubba Winningham

Account Number (if appropriate) 141 E 71100 599 000 02011 037

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

- Consider approval to purchase 70 Chromebooks from Bluum USA INC, Phoenix, AZ for Cookeville High School in the amount of \$23,293.00 to be paid from 141 E 71100 599 000 02011 037.

**received**

01-08-24

A handwritten signature in blue ink, appearing to be "S. M." or similar, written over the date stamp.

<b>REQ DATE</b>
<b>01/05/2024</b>

**PUTNAM CO BOARD OF EDUCATION**

1400 EAST SPRING ST  
 COOKEVILLE, TN 38506

<b>REQUISITION NUMBER</b>
<b>0000052259</b>

VENDOR KEY : BLUUM US000  
 SHIP DATE : 01/05/2024  
 FISCAL YEAR : 2023-2024  
 ENTERED BY : COOK JUL000  
 ORIGINAL REQ # : 0000052259

PRINTED 01/08/2024

**VENDOR:**  
 BLUUM USA, INC.  
 4675 E COTTON CENTER BLVD STE 155  
 PHOENIX, AZ 85040

**SHIP TO:**  
 PUTNAM CO BOARD OF ED-CENTRAL RECEIVIN  
 240 RAIDER DRIVE  
 Cookeville, TN 38501

ATTN: JULIE COOK SPARKS

QUANTITY	UNIT	DESCRIPTION OF ITEMS OR MATERIALS	UNIT PRICE	AMOUNT
1		Barlow 268 A146 and Perez 270 A147 rooms - 35 EACH		
70		CR1100CKA-YZ142 ASUS CHROMEBOOK CR1	299.76000	20,983.20
70		CROSSWDISEDUNEW GOOGLE CHROME OS MANAGEMENT CONSOLE LICENSE	33.00000	2,310.00
<b>ACCOUNT SUMMARY (FOR INTERNAL USE)</b>				
		<b>ACCOUNT NUMBER</b>	<b>ACCOUNT AMOUNT</b>	
		141 E 71100 599 000 02011 037	23,293.20	
			<b>PAGE TOTAL</b>	<b>23,293.20</b>
			<b>TOTAL</b>	<b>23,293.20</b>

This is a Requisition and not an official Purchase Order.  
 The District is not financially responsible for the  
 unauthorized purchases made with a Requisition.



# Quote

## #280800

Bluum USA, Inc. (f.k.a. Troxell Communications Inc.)  
 4675 E. Cotton Center Blvd  
 Suite 155  
 Phoenix AZ 85040  
 www.bluum.com

07/05/2023

**Bill To**  
 Putnam Co School District  
 1400 E Spring St  
 Cookeville TN 38506

**Ship To**  
 PUTNAM COUNTY CENTRAL RECEIVING  
 240 RAIDER DRIVE  
 COOKEVILLE TN 38501

Memo:

Expires	Sales Rep	Contract	Terms
10/31/2023	807 Dan Boshers	NCPA01-150	Net 30

Qty	Item	MFG	Price	Ext Price
1	<b>CR1100CKA-YZ142</b> <i>Contract Reference: NCPA01-150</i> Asus Chromebook CR1 CR1100CKA-YZ142 11.6" Rugged Chromebook - HD - 1366 x 768 - Intel Celeron N5100 Quad-core (4 Core) 1.10 GHz - 4 GB Total RAM - 32 GB Flash Memory - Dark Gray	ASUS	\$299.76	\$299.76
1	<b>CROSSWDISEDUNEW</b> <i>Contract Reference: NCPA01-150</i> Google Chrome OS Management Console License, Education	Google	\$33.00	\$33.00

<b>Subtotal</b>	\$332.76
<b>Tax Total</b>	\$0.00
<b>Shipping Cost</b>	\$0.00
<b>Total</b>	\$332.76

This document is subject to the terms and conditions found here: [www.bluum.com/terms-conditions](http://www.bluum.com/terms-conditions)  
 If accepting this quote via purchase order please reference this quote number on your PO. If purchasing via credit card a 2.5% surcharge fee will apply. For questions please contact your Bluum Account Representative.  
 Please inspect product upon delivery. All claims for defective merchandise or errors in shipping must be made within five days after receipt of goods.  
 Clients using their own carriers will be responsible for filing their own freight claims if product is damaged in transit.  
 Returns require an authorization number and must be made within 30 days.  
 Custom orders and "Consumables", such as projector lamps, may not be returned.  
 Returns are subject to restocking fees with the exception of out of box failures and replacements under warranty.  
 Restocking fees varying depending on the product line, expect a minimum charge of 25%.



**A 1.7.2 CHS Technology**

CHS Administration and Tech Support personnel will coordinate with the Technology Department and Supervisor in securing funding for the lease or purchase of Chromebooks for 1:1 use for our students to support high-quality instructional materials.

<b>Person Responsible</b>	<b>Estimated Completion</b>	<b>Funding Sources</b>
Marlen Weaver and Lance Kennedy	May 24, 2024	

**A 1.7.3 CHS Smart Technology**

CHS will continue to provide 21st Century teaching and learning resources to faculty. Smartboards, projectors, Smart Display devices (i.e. ViewSonic), and other devices will be purchased as needed to facilitate instruction and increase learning opportunities for students. Training on the technology will be provided on an as needed basis. Grade level, high-quality appropriate educational materials are provided in social studies and also in regards to science equipment (ESSER Funded).

<b>Person Responsible</b>	<b>Estimated Completion</b>	<b>Funding Sources</b>
Lance Kennedy, Marlen Weaver, Karen Trentham, Julie Cook	May 24, 2024	



Putnam County Board of Education Agenda Requests  
(See attached calendar for deadlines)

Date \_\_\_\_\_ 2/1/2024

Department Finance

Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of pay application #12 to release full retainage to Automated Controls, Inc. in the amount of \$30,503.00 plus any accrued interest being held by Truxton Trust.

received  
01/11/24 CK

**APPLICATION AND CERTIFICATE FOR PAYMENT**

**AIA DOCUMENT G702**

**4642-22028**

TO (OWNER): Putnam County Schools  
 1400 East Spring Street, Cookeville, TN 38  
 FROM (CONTRACTOR): Automated Controls, Inc.  
 659 Thompson Lane  
 Nashville, TN 37204

PROJECT: Cookeville High School Controls  
 Retrofit  
 VIA (ARCHITECT):  
 ARCHITECT'S  
 PROJECT NO:  
 CONTRACT DATE: 1/13/2022

Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

12  
 8/15/2023

**CONTRACTOR'S APPLICATION FOR PAYMENT**

CHANGE ORDER SUMMARY		
Change Orders approved in previous months by Owner	ADDITIONS	DEDUCTIONS
TOTAL	\$0.00	\$0.00
Approved this Month		
Number	Date Approved	
TOTALS	\$0.00	\$0.00
Net change by Change Orders	\$0.00	

The undersigned Contractor certified that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

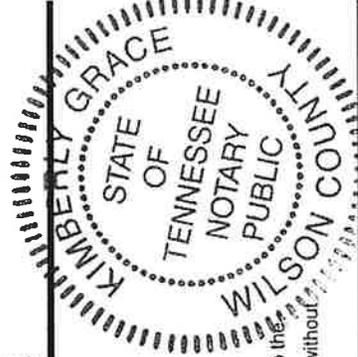
CONTRACTOR: Nicole Rainey Date: 8.17.23

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the date comprising the above application, the Architect certified to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

1. ORIGINAL CONTRACT SUM \$ 610,060.00
2. Net change by Change Orders \$ 0.00
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 610,060.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 610,060.00
5. RETAINAGE:
  - a. 0 % of Completed Work (Column D + E on G703) \$ 0.00
  - b. 0 % of Stored Material (Column F on G703) \$ 0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total) \$ 0.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 579,557.00
8. CURRENT PAYMENT DUE \$ 30,503.00
9. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 6) \$ 0.00

State of: TN County of: Davidson  
 Subscribed and sworn to before me this 17 day of August, 2023.  
 Notary Public: Kimberly Grace  
 My Commission expires: 08/19/2025



AMOUNT CERTIFIED  
 (Attach explanation if amount certified differs from the amount applied for.)  
 ARCHITECT:  
 By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

**CONTINUATION SHEET -- AIA DOCUMENT G703**

Cookeville High School Controls Retrofit - 4642-22028

AIA Doc #G702 Application and Certificate for Payment containing Contractor's signed certification attached.

A Item No. CSI Code	B Description of Work	C Schedule of Value	D Work Completed		F Material Stored	G Total Completed & Stored	H % Complete	I Balance to Finish	J Retainage
			Prev. Application	This Period					
1	Submittals/Engineering/Software	39,859.00	39,859.00	0.00	0.00	39,859.00	100.00%	0.00	0.00
2	Hardware/Sensors/Relays	297,980.00	297,980.00	0.00	0.00	297,980.00	100.00%	0.00	0.00
3	Valves/Dampers/Operators	66,090.00	66,090.00	0.00	0.00	66,090.00	100.00%	0.00	0.00
4	Rough-in Wire & Conduit	107,460.00	107,460.00	0.00	0.00	107,460.00	100.00%	0.00	0.00
5	Start-up/Project Close-Out	83,671.00	83,671.00	0.00	0.00	83,671.00	100.00%	0.00	0.00
6	Contingency Fund	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	0.00
<b>TOTALS</b>		<b>\$ 610,060.00</b>	<b>\$ 610,060.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 610,060.00</b>	<b>100.00%</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>



**PCSS Board Agenda Request**

Date: February 1, 2024

Department Federal Programs

Person Submitting Bridgett Carwile *MC*

Account Number (if appropriate) 142

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of:

☆ Title I (101) Amendment

☆ ESSER 3 (933) Budget Amendment

☆ Purchase of thirty-five (35) **Chromebook's** from **Bluum** for **UMS** in the amount of \$10,946.95 per quote to be paid from 142-71100-722-101.

**received**  
01-18-24 *MC*



## PCSS Board Agenda Request

Date: January 25, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to purchase backflow preventers for Cookeville High School from Winnsupply, Cookeville, TN in the amount of \$12,228.75 to be paid from 141-72620-499

**received**  
01-29-24  
JK



250 S JEFFERSON AVE  
 COOKEVILLE, TN 38501-3453

PHONE (931) 528-6441  
 FAX (999) 999-9999

Job Name
3" and 6" back flows

Quote No.	Date	Page
0003278	1/26/24	1
Expiration Date		1/13/24
Revised Date		1/26/24
Bid Due Date		12/14/23

Quoted To Customer
PUTNAM COUNTY BOARD OF EDUCAT 1400 E SPRING ST COOKEVILLE, TN 38506-4313
Phone (931) 526-9777 Fax (931) 526-9777

Quoted By
B-Bob Williams rawilliams@winsupplyinc.com (931) 528-6441

Customer	Payment Terms	Quoted To	Salesperson	FOB
035440	NET 10TH PROX	B-Bob Williams	ROY WILLIAMS II	S

Line	Qty.	Description	Unit Price	UOM	Extended Price
1.0	1	WIL375FSC BACKFLOW PREVENTER *00198018105	2393.7500	EA	2393.75
2.0	2	WILKINS 375 6" *00198023097	4917.5000	EA	9835.00
3.0	<del>1</del>	<del>WILKINS FSC 3 STRAINER FOR BAG *00198023588</del>	<del>292.0000</del>	<del>EA</del>	<del>292.00</del>
4.0	<del>2</del>	<del>WILKINS FSC 6 STRAINER *00198023501</del>	<del>916.2100</del>	<del>EA</del>	<del>1832.42</del>

Tax Area Id	Net Sales	12,228.75
431410140	Freight	.00
	Tax	.00
	Quotation Total	12,228.75



FEL-COOKEVILLE #1965  
 1191 S. JEFFERSON AVE.  
 COOKEVILLE, TN 38506-1965

Phone: 931-520-3867  
 Fax: 931-520-3879

Deliver To:
From: 0
Comments:

12:38:02 DEC 13 2023

Page 1 of 1

FERGUSON ENTERPRISES LLC #20

Price Quotation  
 Phone: 931-520-3867  
 Fax: 931-520-3879

**Bid No:** B317010  
**Bid Date:** 12/13/23  
**Quoted By:** EZR

**Cust Phone:** 931-526-9777  
**Terms:** NET 10TH PROX

**Customer:** PUTNAM COUNTY GOVERNMENT  
 1400 EAST SPRING ST  
 ATTN:ACCOUNTS PAYABLE/JENN  
 BOARD OF EDUCATION ONLY  
 COOKEVILLE, TN 38506

**Ship To:** PUTNAM COUNTY GOVERNMENT  
 1400 EAST SPRING ST  
 ATTN:ACCOUNTS PAYABLE/JENN  
 BOARD OF EDUCATION ONLY  
 COOKEVILLE, TN 38506

**Cust PO#:**

**Job Name:** BACKFLOWS

Item	Description	Quantity	Net Price	UM	Total
	6" NRS W/ WYE STRN				
W375AFSCU	LF 6 MOD 375A W/ MOD FSC FLG COAT S =====	2	5764.426	EA	11528.85
	3" NRS W/O WYE STRN				
W375AM	LF 3 RPP BFP =====	1	2822.868	EA	2822.87
	PLUS FREIGHT				
			<b>Net Total:</b>		\$14351.72
			<b>Tax:</b>		\$0.00
			<b>Freight:</b>		\$320.00
			<b>Total:</b>		\$14671.72

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTRACTOR CUSTOMERS: IF YOU HAVE DBE/MBE/WBE/VBE/SDVBE/SBE GOOD FAITH EFFORTS DIVERSITY GOALS/ REQUIREMENTS ON A FEDERAL, STATE, LOCAL GOVERNMENT, PRIVATE SECTOR PROJECT, PLEASE CONTACT YOUR BRANCH SALES REPRESENTATIVE IMMEDIATELY PRIOR TO RECEIVING A QUOTE/ORDER.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>  
 Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with "NP" in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.  
 Buyer shall accept delivery of products within 60 days of Seller receiving the products at Seller's warehouse. If Buyer causes or requests a delay in delivery of the products, Buyer may be subject to storage fees and additional costs caused by such delay. Seller reserves the right to requote the products and reschedule the delivery date, subject to manufacturer's lead times and price increases, if Buyer is unable to accept delivery within 60 days.

**HOW ARE WE DOING? WE WANT YOUR FEEDBACK!**

Scan the QR code or use the link below to complete a survey about your bids:

<https://survey.medallia.com/?bidsorder&fc=1965&on=51522>





Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Special Education

DATE: February 2024

Item #	Fund #	Account #	Account Description	Current Approved Amount	Decrease	Increase	Requested Approval Amount
1	141	71200-116-02152	Teachers	64,680.00	31,000.00		33,680.00
2	141	71200-195-02152	Certified Subs	-		2,000.00	2,000.00
3	141	71200-198-02152	Non-Certified Subs	-		4,000.00	4,000.00
4	141	71200-207-02152	Medical Insurance	58,860.00	7,000.00		51,860.00
5	141	71200-429-02152	Supplies and materials	42,430.00		28,000.00	70,430.00
6	141	71200-725-02152	Equipment	33,693.00		2,000.00	35,693.00
7	141	72220-524-02152	Staff Development	-		2,000.00	2,000.00
							-
							-
							-
				199,663.00	38,000.00	38,000.00	199,663.00

Explanation: To reallocate funds for the Special Education PreK Grant to better serve SWD's ages 3-5 years.

Requested by:   
*Sheri Roberson Supervisor*

Recommended for Approval: \_\_\_\_\_  
*Assistant Director*

Reviewed by:   
*Finance Director*

  
*Official / Department Head*

Action by Fiscal Review Committee: Recommended for Approval No Recommendation Date: \_\_\_\_\_

Action by County Commission: Approved Not Approved Date: \_\_\_\_\_



**EXHIBIT**  
*VIC. 1 b.*  
*02-01-24*

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Career & Technical Education - ISM

Date: January 3, 2024

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	141	141 E 71300 429 000 02518 055	Instructional Supplies and Materials	\$35,000.00		\$235.52	\$34,764.48
2	141	141 E 76100 706 000 02518 055	Building Construction	\$100,000.00		\$4,964.16	\$95,035.84
3	141	141 E 76100 399 000 02518 055	Other Contracted Services	\$83,770.00	\$5,199.68		\$88,969.68
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
			Totals:	\$218,770.00	\$5,199.68	\$5,199.68	\$218,770.00

Explanation: To move monies to pay for water and gas lines to be installed at MHS greenhouse.

Requested by: *[Signature]* 1/3/24  
 Supervisor

Recommended for Approval: *[Signature]*  
 Official / Department Head

Reviewed by: *[Signature]*  
 Chief Financial Officer

Action by Fiscal Review Committee: Recommended for Approval      No Recommendation      Date: \_\_\_\_\_

Action by County Commission: Approved      Not Approved      Date: \_\_\_\_\_

**received**  
01-22-24  
*[Signature]*

**EXHIBIT**  
*VIC. 1c.*  
*02-01-24*

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: VITAL SCHOOL

DATE: 1-Feb-24

Item #	Account #	Account Description	Current Approved Amount		Requested Approval Amount	
					Increase	Decrease
		<u>Revenue</u>			<u>Increase</u>	<u>Decrease</u>
1	141 R 48610 000 000 01606 000	DONATIONS	-		5,000.00	
		<u>Total Revenue</u>	-		5,000.00	5,000.00
		<u>Expenditures</u>			<u>Decrease</u>	<u>Increase</u>
2	141 E 71100 499 000 01606 000	OTHER SUPPLIES AND MATERIALS	-			5,000.00
		<u>Total Expenditures</u>	-		5,000.00	5,000.00
		<u>Total Revenue less Total Expenditures</u>	-		5,000.00	5,000.00

Explanation: Budget for Battelle Education STEM classroom Grant received

Requested by: \_\_\_\_\_  
*Supervisor*

Recommended for Approval: \_\_\_\_\_  
*Official / Department Head*

Reviewed by: *Alan Perkins*  
*Chief Financial Officer*

Action by Fiscal Review Committee: Recommended for Approval

No Recommendation

Date: \_\_\_\_\_

Action by County Commission: Approval

Non-Approval

Date: \_\_\_\_\_

received

01-22-24

81

Department: Finance \_\_\_\_\_

DATE: \_\_\_\_\_

**EXHIBIT**

*VIC 1d*

*02-01-24*

tabbles

	<u>Account #</u>	<u>Account Description</u>	<u>Current Approved Amount</u>	<u>Increase</u>	<u>Decrease</u>	<u>Approval Amount</u>
	<b>Revenue</b>			<u>Increase</u>	<u>Decrease</u>	
1	141 R 46510 000 000 00000 000	Tennessee Investment in Student Achievement	74,535,778.03	959,410.00		75,495,188.03
		<b>Total Amendment Revenue</b>	74,535,778.03			75,495,188.03
	<b>Expenditures</b>			<u>Decrease</u>	<u>Increase</u>	
2	141 E 71100 185 000 02526 000	Education Incentive Pay	-		381,900.00	381,900.00
3	141 E 71100 201 000 02526 000	Social Security	-		23,680.00	23,680.00
4	141 E 71100 204 000 02526 000	Retirement	-		30,710.00	30,710.00
5	141 E 71100 212 000 02526 000	Medicare	-		5,540.00	5,540.00
6	141 E 71150 185 000 02526 000	Education Incentive Pay	-		6,000.00	6,000.00
7	141 E 71150 201 000 02526 000	Social Security	-		370.00	370.00
8	141 E 71150 204 000 02526 000	Retirement	-		490.00	490.00
9	141 E 71150 212 000 02526 000	Medicare	-		90.00	90.00
10	141 E 71200 185 000 02526 000	Education Incentive Pay	-		136,600.00	136,600.00
11	141 E 71200 201 000 02526 000	Social Security	-		8,470.00	8,470.00
12	141 E 71200 204 000 02526 000	Retirement	-		10,370.00	10,370.00
13	141 E 71200 212 000 02526 000	Medicare	-		1,980.00	1,980.00
14	141 E 71300 185 000 02526 000	Education Incentive Pay	-		21,800.00	21,800.00
15	141 E 71300 201 000 02526 000	Social Security	-		1,350.00	1,350.00
16	141 E 71300 204 000 02526 000	Retirement	-		1,780.00	1,780.00
17	141 E 71300 212 000 02526 000	Medicare	-		320.00	320.00
18	141 E 71600 185 000 02526 000	Education Incentive Pay	-		3,700.00	3,700.00
19	141 E 71600 201 000 02526 000	Social Security	-		230.00	230.00
20	141 E 71600 204 000 02526 000	Retirement	-		290.00	290.00
21	141 E 71600 212 000 02526 000	Medicare	-		50.00	50.00
22	141 E 72110 185 000 02526 000	Education Incentive Pay	-		1,300.00	1,300.00
23	141 E 72110 201 000 02526 000	Social Security	-		80.00	80.00
24	141 E 72110 204 000 02526 000	Retirement	-		90.00	90.00
25	141 E 72110 212 000 02526 000	Medicare	-		20.00	20.00
26	141 E 72120 185 000 02526 000	Education Incentive Pay	-		13,200.00	13,200.00

**received**  
*01-23-24*

Department: Finance

DATE: 1-Feb-24

<u>Account #</u>		<u>Account Description</u>	<u>Current Approved Amount</u>	<u>Decrease</u>	<u>Increase</u>	<u>Requested Approval Amount</u>
<u>Expenditures</u>						
27	141 E 72120 201 000 02526 000	Social Security	-		820.00	820.00
28	141 E 72120 204 000 02526 000	Retirement	-		950.00	950.00
29	141 E 72120 212 000 02526 000	Medicare	-		190.00	190.00
30	141 E 72130 185 000 02526 000	Education Incentive Pay	-		20,600.00	20,600.00
31	141 E 72130 201 000 02526 000	Social Security	-		1,280.00	1,280.00
32	141 E 72130 204 000 02526 000	Retirement	-		1,680.00	1,680.00
33	141 E 72130 212 000 02526 000	Medicare	-		300.00	300.00
34	141 E 72210 185 000 02526 000	Education Incentive Pay	-		29,600.00	29,600.00
35	141 E 72210 201 000 02526 000	Social Security	-		1,830.00	1,830.00
36	141 E 72210 204 000 02526 000	Retirement	-		2,350.00	2,350.00
37	141 E 72210 212 000 02526 000	Medicare	-		430.00	430.00
38	141 E 72215 185 000 02526 000	Education Incentive Pay	-		1,500.00	1,500.00
39	141 E 72215 201 000 02526 000	Social Security	-		90.00	90.00
40	141 E 72215 204 000 02526 000	Retirement	-		120.00	120.00
41	141 E 72215 212 000 02526 000	Medicare	-		20.00	20.00
42	141 E 72220 185 000 02526 000	Education Incentive Pay	-		12,800.00	12,800.00
43	141 E 72220 201 000 02526 000	Social Security	-		790.00	790.00
44	141 E 72220 204 000 02526 000	Retirement	-		990.00	990.00
45	141 E 72220 212 000 02526 000	Medicare	-		190.00	190.00
46	141 E 72230 185 000 02526 000	Education Incentive Pay	-		500.00	500.00
47	141 E 72230 201 000 02526 000	Social Security	-		30.00	30.00
48	141 E 72230 204 000 02526 000	Retirement	-		40.00	40.00
49	141 E 72230 212 000 02526 000	Medicare	-		10.00	10.00
50	141 E 72250 185 000 02526 000	Education Incentive Pay	-		6,000.00	6,000.00
51	141 E 72250 201 000 02526 000	Social Security	-		370.00	370.00
52	141 E 72250 204 000 02526 000	Retirement	-		450.00	450.00
53	141 E 72250 212 000 02526 000	Medicare	-		90.00	90.00
54	141 E 72260 185 000 02526 000	Education Incentive Pay	-		1,000.00	1,000.00
55	141 E 72260 201 000 02526 000	Social Security	-		60.00	60.00
56	141 E 72260 204 000 02526 000	Retirement	-		80.00	80.00
57	141 E 72260 212 000 02526 000	Medicare	-		10.00	10.00
58	141 E 72310 185 000 02526 000	Education Incentive Pay	-		500.00	500.00
59	141 E 72310 201 000 02526 000	Social Security	-		30.00	30.00
60	141 E 72310 204 000 02526 000	Retirement	-		40.00	40.00
61	141 E 72310 212 000 02526 000	Medicare	-		10.00	10.00
62	141 E 72320 185 000 02526 000	Education Incentive Pay	-		500.00	500.00

Department: Finance

DATE: 1-Feb-24

<u>Account #</u>		<u>Account Description</u>	<u>Current Approved Amount</u>	<u>Decrease</u>	<u>Increase</u>	<u>Requested Approval Amount</u>
<b>Expenditures</b>						
63	141 E 72320 201 000 02526 000	Social Security	-		30.00	30.00
64	141 E 72320 204 000 02526 000	Retirement	-		40.00	40.00
65	141 E 72320 212 000 02526 000	Medicare	-		10.00	10.00
66	141 E 72410 185 000 02526 000	Education Incentive Pay	-		50,900.00	50,900.00
67	141 E 72410 201 000 02526 000	Social Security	-		3,150.00	3,150.00
68	141 E 72410 204 000 02526 000	Retirement	-		3,880.00	3,880.00
69	141 E 72410 212 000 02526 000	Medicare	-		740.00	740.00
70	141 E 72510 185 000 02526 000	Education Incentive Pay	-		5,500.00	5,500.00
71	141 E 72510 201 000 02526 000	Social Security	-		340.00	340.00
72	141 E 72510 204 000 02526 000	Retirement	-		390.00	390.00
73	141 E 72510 212 000 02526 000	Medicare	-		80.00	80.00
74	141 E 72520 185 000 02526 000	Education Incentive Pay	-		1,500.00	1,500.00
75	141 E 72520 201 000 02526 000	Social Security	-		90.00	90.00
76	141 E 72520 204 000 02526 000	Retirement	-		110.00	110.00
77	141 E 72520 212 000 02526 000	Medicare	-		20.00	20.00
78	141 E 72620 185 000 02526 000	Education Incentive Pay	-		11,500.00	11,500.00
79	141 E 72620 201 000 02526 000	Social Security	-		710.00	710.00
80	141 E 72620 204 000 02526 000	Retirement	-		820.00	820.00
81	141 E 72620 212 000 02526 000	Medicare	-		170.00	170.00
82	141 E 72710 185 000 02526 000	Education Incentive Pay	-		48,000.00	48,000.00
83	141 E 72710 201 000 02526 000	Social Security	-		2,980.00	2,980.00
84	141 E 72710 204 000 02526 000	Retirement	-		3,430.00	3,430.00
85	141 E 72710 212 000 02526 000	Medicare	-		700.00	700.00
86	141 E 73100 185 000 02526 000	Education Incentive Pay	-		53,800.00	53,800.00
87	141 E 73100 201 000 02526 000	Social Security	-		3,330.00	3,330.00
88	141 E 73100 204 000 02526 000	Retirement	-		3,850.00	3,850.00
89	141 E 73100 212 000 02526 000	Medicare	-		780.00	780.00
90	141 E 73300 185 000 02526 000	Education Incentive Pay	-		5,500.00	5,500.00
91	141 E 73300 201 000 02526 000	Social Security	-		330.00	330.00
92	141 E 73300 204 000 02526 000	Retirement	-		390.00	390.00
93	141 E 73300 212 000 02526 000	Medicare	-		80.00	80.00
94	141 E 73400 185 000 02526 000	Education Incentive Pay	-		17,000.00	17,000.00
95	141 E 73400 201 000 02526 000	Social Security	-		1,050.00	1,050.00
96	141 E 73400 204 000 02526 000	Retirement	-		1,300.00	1,300.00
97	141 E 73400 212 000 02526 000	Medicare	-		250.00	250.00

Department: Finance

DATE: 1-Feb-24

<u>Account #</u>	<u>Account Description</u>	<u>Current Approved Amount</u>	<u>Requested Approval Amount</u>
	<b>Total Amendment Expenditures</b>	-	959,410.00
	<b>Total Amendment Revenue less Expenditures</b>	<b>74,535,778.03</b>	<b>74,535,778.03</b>

Explanation: To budget for \$500 per employee incentive payments from TISA Outcome funding.

Requested by: \_\_\_\_\_ Recommended for Approval: \_\_\_\_\_

\_\_\_\_\_  
Official / Department Head

Reviewed by: Mark McHenry

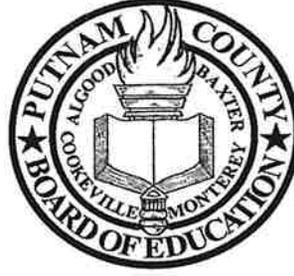
**Action by Fiscal Review Committee:** Recommended for Approval No Recommendation

\_\_\_\_\_  
Date:

**Action by County Commission:** Approval Non-Approval

\_\_\_\_\_  
Date:

**EXHIBIT**  
 rabbleg  
VIC. 2 a.  
02-01-24



Putnam County **Budget Amendment** / Line Item Transfer Authorization Form

Department: **Federal Programs**

Date: February 1, 2024

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	142	71100-198	101 Non-Certified Substitutes	21,693.00		255.00	21,438.00
2	142	71100-429	101 Instructional Supplies	23,793.00		5,553.00	18,240.00
3	142	71100-722	101 Instructional Equipment	249,788.00	580.00		250,368.00
4	142	73320-524	101 Professional Development	45,032.00		3,465.00	41,567.00
5	142	72210-790	101 Other Equipment	162,247.00	8,693.00		170,940.00
					9,273.00	9,273.00	

Explanation: This Title I (101) amendment is required in order to utilize funds more appropriately according to program needs.

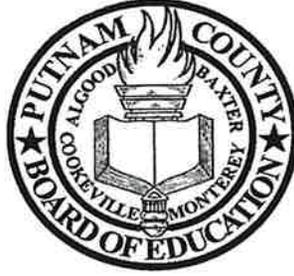
Requested by: *Bridget Carroll* Supervisor Recommended for Approval: *[Signature]* Official / Department Head  
 Reviewed by: *Mon Meyer* Chief Financial Officer

Action by Fiscal Review Committee: Recommended for Approval No Recommendation Date: \_\_\_\_\_

Action by County Commission: Approved Not Approved Date: \_\_\_\_\_

**received**  
01-22-24  
*[Signature]*

**EXHIBIT**  
*VIC. 2.b.*  
*02-01-24*



Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: **Federal Programs**

Date: Feb. 1, 2024

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	142	72250-307	933 Communication	-	2,050.00		2,050.00
2	142	72250-790	933 Equipment	-	75,712.00		75,712.00
3	142	76100-707	933 Building Improvements	5,645,000.00		77,762.00	5,567,238.00
					77,762.00	77,762.00	

Explanation: This ESSER 3.0 (933) Amendment is required in order to utilize funds more appropriately according to program needs.

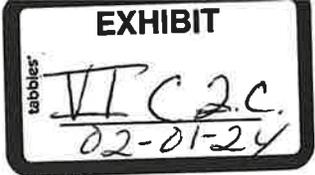
Requested by: *Bridget Canale* Supervisor Recommended for Approval: *[Signature]* Official / Department Head

Reviewed by: *[Signature]* Chief Financial Officer

Action by Fiscal Review Committee: Recommended for Approval No Recommendation Date: \_\_\_\_\_

Action by County Commission: Approved Not Approved Date: \_\_\_\_\_

**received**  
*01-22-24*  
*[Signature]*



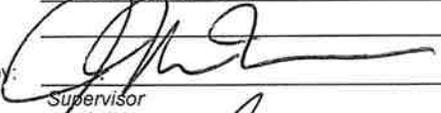
Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Career & Technical Education - Carl Perkins Basic 803

Date: Jan 18, 2024

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	142	142-71300-730-803	Instructional Equipment	\$87,000.00		\$10,000.00	\$77,000.00
2	142	142-71300-429-803	Instructional Supplies & Materials	\$45,671.97	\$6,000.00		\$51,671.97
3	142	142-72130-355C-803	Travel (CTSO)	\$33,000.00	\$4,000.00		\$37,000.00
4							\$0.00
5							\$0.00
6							\$0.00
7							\$0.00
8							\$0.00
9							\$0.00
10							\$0.00
11							\$0.00
12							\$0.00
13							\$0.00
14							\$0.00
15							\$0.00
16							\$0.00
17							\$0.00
18							\$0.00
19							\$0.00
20							\$0.00
21							\$0.00
22							\$0.00
23							\$0.00
24							\$0.00
25							\$0.00
26							\$0.00
27							\$0.00
<b>TOTALS:</b>				<b>\$165,671.97</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$165,671.97</b>

Explanation: To move monies to pay for Adobe Creative Cloud annual school licenses and Spring 2024 CTSO state and national competition travel expenses.

Requested by:  1/12/24  
Supervisor

Recommended for Approval:   
Official / Department Head

Reviewed by:  1/18/24  
Chief Financial Officer

Action by Fiscal Review Committee: **None Required**

Action by County Commission: **None Required**





Out of State/ Overnight BOARD APPROVAL Month: February, 2024

Date Submitted	Destination/City	School	Sponsors/ Chaperones	Subject/ Grade/ Group	Date(s) of Event	No. of Students	Event Name
01/18/24	Top Villa Hotel 2513 Shanti Drive, Kissimmee, FL	CHS	Nicki Goins 931-239-5170	Athletics / 9th-12th / Cheer	February 8-12, 2024	26	National Cheer Competition
01/18/24	Hoover Metropolitan Complex Hoover, AL	UHS	Jeff Reidel Dalton Dronebarger Cade Painter Ross Fanning	Athletics / 9th - 12th / Baseball	February 28-30, 2024	16	Buccaneer Classic Baseball Tournament
01/18/24	2305 Hotel Plaza Blvd, Lake Buena Vista, FL	PSMS	Jordan Underwood, Justin Campbell & All parents on team attending	Athletics / 5th - 8th / Cheer	February 8-12, 2024	18	National Cheer Competition
01/18/24	Pop Century Resort 1050 Century Dr, Lake Buena Vista, FL 32830	UHS	Jan Anderson Nick Davis Stephanie Davis Brent Anderson Karen Ledbetter Valerie Nash	Athletics / 9th - 12th / Cheer	February 7-13, 2024	13	National Cheer Competition
01/31/24	Bassmaster High School Clarks Hill, GA	UHS	Jason Huddleston-931-261-8436- Each parent is responsible for taking their child and providing lodging	Athletics / 9th - 12th / Fishing	February 2-3, 2024	6	Fishing Tournament

Corby King, Director of Schools

Date

received  
01-31-24  
CK

# CHS Cheer Competition

Thursday, February 8 2024

Depart from CHS at 8 am. CHS will be traveling on a charter bus to 2513 Shanti Drive, Kissimmee, FL. We should arrive at the house around 6/7 pm. CHS Cheer will remain in the house for the rest of the night.

Friday, February 9, 2024

CHS cheer will go to Disney to compete in the National Cheerleading Competition. Time of competition, TBA. Cheerleaders will watch others in their division compete. Later after competition, we will all go get dinner and return to the house.

Saturday, February 10, 2024

Cheerleaders will spend the day enjoying Disney parks. We will travel to each park together.

Sunday, February 11, 2024

If we place and move on to the next event, Cheer will compete again on Sunday, following awards that night. If not, we will use this time to watch other competitors to look for improvements for next year. If we have time, we will attend more time at the park.

Monday, February 12, 2024

Depart from the house around 8/9 am and return to CHS around 6/7 pm  
Charter bus will stay with us the whole time for travel.

**Room 1**

**Ally Miller  
Lila Boyd**

**Room 2**

**Hannah Tonietti  
Grace Rathunode**

**Room 3**

**Scarlett Sutton  
Brylee Pauley**

**Room 4**

**Calleigh Asher  
Charlye Stevens  
Betty Bunker**

**Room 5**

**Gianna Dibenedetto  
Tessa Wheeler**

**Room 6**

**Alibeth Maberry  
Madi Petralia**

**Room 7**

**Lilly Ragland  
Haley Walkner**

**Room 8**

**Josey Henry  
Dylandie Frogge**

**Room 8**

**Chloe Roberts  
Emery Hastings**

**Room 9**

**Morgan Curtis  
Kaylin York**

**Room 10**

Jaycee Wilson  
Grace McCloud  
Ella Foutch

**Room 11**

Madison Huddleson  
Abby Johnson

**Room 12**

Ms. Goins

# UHS Baseball Tournament

# UPPERMAN BEES BASEBALL TRIP

## Buccaneer Classic - Hoover, AL by Wells Fargo & Perfect Game

**Games**

- Thur. Mar.28 Cullman, AL 7:00 Hoover Met Complex 3*
- Fri. Mar.29 Bob Jones, AL 2:00 Hoover Met Complex 2*
- Fri. Mar.29 Prattville, AL 4:30 Hoover Met Complex 3*
- Sat. Mar.30 Hoover, AL 2:00 Hoover HS*

Players 16  
 Coaches 6  
 Bus Driver ?  
 Rooms Needed 10

**Places**

La Quinta Inn & Suites by Wyndham Birmingham Hoover	120 Riverchase Pkwy E, Birmingham, AL 35244	Phone 12054180603
Hyatt Regency Birmingham - The Wynfrey Hotel	1000 Galleria Cir, Birmingham, AL 35244	12057051234
Fairfield Inn & Suites by Marriott Birmingham Bessemer	4980 Academy Ct, Bessemer, AL 35022	12052771700
Comfort Suites Pelham Hoover I-65	2235 Pelham Pkwy, Pelham, AL 35124	12056232911

**Needs -**

- Bus Parking
- Continental breakfast
- Mall

**Activities -**

Sr.	Shanks, Caden	Room 1
Sr.	Curtis, Wyatt	Room 2
Jr.	Kilpatrick, Bobby-Ray	Room 5
Jr.	Llano, Julian	Room 5
Jr.	Fallon, Justin	Room 5
Jr.	Wilson, Alec	Room 6
Jr.	Huddleston, Evan	Room 1
Jr.	Allison, Rookie	Room 6
Jr.	Holroyd, Karsen	Room 2
So.	Green, Braden	Room 3
So.	Shupe, Carson	Room 3
So.	Smithers, C.J.	Room 4
So.	Bush, Collier	Room 1
Fr.	Gentry, Noah	Room 4
Fr.	Holroyd, Kaden	Room 4
Fr.	Wirsing, Chris	Room 2
Head Coach	Shanks, Wes	Room 8
Asst. Coach	Dronebarger, Dalton	Room 7
Asst. Coach	Riedel, Jeff	Room 8
Asst. Coach	Painter, Cade	Room 7
Statistician	Goolsby, Jeff 'Petey'	Room 9
Athletic Director	Ross Fanning	Room 10
Bus Driver	?	?

# PSMS Cheer Tournament

Room 1:

Faith Simono, Shawn Simono, Joel Simono, Jason Longoria

Room 2:

Angel and Layla Williams

Room 3:

Karli Page, Jessica Page, William Page

Room 4:

Jennifer Neill and McKenzie Neill

Room 5:

Abbi Davis, Stephanie Davis, Olivia Abbatemarco, Jaime Abbatemarco

Room 6:

Adele, Elsay, and Adam Noonkester

Room 7:

Marielle Bounds and Paulina Bounds

Room 8:

Monie Pruitt & Emma Kate Pruitt

Room 9:

Allison Pahl and Lisa Pahl

Room 10:

Elizabeth, Justin, and Amber Campbell

Room 11:

Alley Shannon, Jessica Shannon, Beckham Shannon, Ben Shannon

Room 12:

Jeff Puckett and Victoria Puckett

Room 13:

Brenda wilborn, Brittany Thompson, Alexis thompson,

Room 14:

Jordan Underwood

Room 15:

Alyssa Carver, Bree Wheeler

Room 16:

Alex Shanks and Camrin Shanks

Room 17:

Angie Mckernan, Dakota Mckernan

# UHS Cheer Tournament

## Nationals Itinerary 2024

Hotel: Pop Century Resort

Thursday Feb. 8: Check in  
Park Day

Practice 8:20 PM at ESPN Wide World of Sports Gym

Friday Feb. 9:  
8:30 AM Practice  
Team Photo Magic Kingdom for Team Pic and fun as a team  
Curfew 10PM- Must be in rooms and ready for bed

Saturday Feb. 10  
Competition Day 1  
Be ready to leave by 11:30 AM  
Move to Buses as a team by 12 (Only team is allowed to ride bus)  
Parents must meet us at the Wide World of Sports  
Team will enter together at team entrance different from parents

Team Photo time 1:36  
Check in time 1:46  
Warm up Floor E  
Report time 2:06  
Comp Time 2:21  
These times are subject to change  
After we compete we will watch our performance together, gather our items then meet together outside the comp place and walk to the baseball field to listen for awards  
Food is over there as well as drinks  
Parents can wait for us outside the competition arena to come out and walk with us to the baseball field  
All cheer needs to sit as a team in the baseball field and parents are welcome to sit behind or in front of us as a family

Sunday Feb. 11  
Practice 8:30 AM  
Park Day after  
9 PM curfew- in rooms ready for bed

Monday:  
Competition Day 2  
Semi Finals And Finals!!!!  
Competition could Start as early as 9AM- Will know more info closer to time.

Tuesday Feb. 13-  
Check out and Travel Home

Rooming List Nationals 2024

Room 1: Coaches/Chaperones

Coach Davis  
Ella Davis  
Bryson Davis  
Nick Davis

Room 2:

Lauren Craighead  
Lola Henderson  
Audi Letner  
Emma Williams

Room 3:

Brooklyn Nash  
Darya Ledbetter  
Ella Anderson

Room 4:

Tembreanna Mahan  
Michaela Potter  
Addison Young

Room 5:

Megan Phillips  
Maddi Ellis  
Adrianna Hayes

PUTNAM COUNTY BOARD OF EDUCATION  
DISCRETIONARY GRANT REPORT  
FEBRUARY 2024

EXHIBIT  
VI E.  
02-01-24

Board Action	GRANT TITLE	GRANT AMOUNT REQUESTING	LEA MATCH	GRANT AMOUNT ACCEPTANCE	PREVIOUS GRANTS ONGOING	New, Ongoing, Renewal	LOCATION	APPROVAL TO APPLY	APPROVAL TO ACCEPT	APPROVAL FOR ONGOING	COMMENTS
PERMISSION TO APPLY	FY25 NITA M. LOWERY 21ST CENTURY COMMUNITY LEARNING CENTERS GRANT	\$ 1,036,250.00				NEW	SYSTEMWIDE	2/1/2024			BRENDA HUGHETT APPLYING
TOTALS	Jul-23	\$ 4,490.00		\$ -							
	Aug-23	\$ 8,991.00		\$ 1,455,491.40	\$ 26,524.96						
	Sep-23	\$ 691,922.72		\$ 7,930.00							
	Oct-23	\$ 429,950.00		\$ 12,178.00	\$ 5,107,780.00						
	Nov-23	\$ 9,500.00		\$ 334,119.35							
	Dec-23	\$ 91,400.00		\$ 440.00							
	Jan-24	\$ -		\$ 14,100.00							
	Feb-24	\$ 1,036,250.00		\$ -							
	Mar-24										
	Apr-24										
	May-24										
	Jun-24										
	Jul-24										
	TOTAL	\$ 2,272,503.72	\$ -	\$ 1,824,258.75	\$ 5,134,304.96						GRANT REPORT PREPARED BY SHARON BYERS

received  
01-22-24  
CK



Reid, Sharon <reids2@pcsstn.com>

## February Grant Report

2 messages

**Byers, Sharon** <sbyers@pcsstn.com>  
To: Sharon Reid <reids2@pcsstn.com>

Mon, Jan 22, 2024 at 1:23 PM

Sharon,  
I would like to revise the February grant report if that is possible, if not I can wait for next month. Brenda Hughett just sent this in.  
Thanks,

### Sharon Byers

*Accounts Payable / Finance Department*  
Putnam County Board of Education  
1400 E. Spring Street Cookeville, Tn. 38501  
[sbyers@pcsstn.com](mailto:sbyers@pcsstn.com)  
*931-526-9777 Ext.1424*

It is difficult to say what is impossible, for the dream of yesterday is the hope of today and the reality of tomorrow.  
**Robert H. Goddard**

 **GRANT REPORT FEBRUARY 2024.pdf**  
133K

**Reid, Sharon** <reids2@pcsstn.com>  
To: "Byers, Sharon" <sbyers@pcsstn.com>

Mon, Jan 22, 2024 at 1:58 PM

Will replace with this one.  
[Quoted text hidden]

**Sharon Reid**  
Ex. Admin. Asst.  
Putnam County Schools  
931-525-4701  
[reids2@pcsstn.com](mailto:reids2@pcsstn.com)



PCSS Board Agenda Request

Date: January 8, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into a contract with Bleachers and Seats, Nashville, TN for the replacement of bleacher seats on the home side of Algood Middle School's gym for a lump sum of \$38,297.69 to be paid for from 141-72620-399 *from the cooperative purchasing agreement with Sourcewell Contract # 091719-HSC.1* *in the amount*

received  
01-09-24 CR



2515 Eugenia Ave, Suite 101  
 Nashville, TN 37211  
 +1 6154198246  
 www.bleachersandseats.com



# Estimate

**ADDRESS**

Putnam County Schools (TN)  
 240 Raider Dr  
 Cookeville, TN 38501

**SHIP TO**

Allgood Middle School  
 540 Dry Valley Rd  
 Cookeville, TN 38506

**ESTIMATE #** TN514185

**DATE** 01/26/2024

**JOB NAME**

SW Algood ReSeat -2 REV

ACTIVITY	QTY	RATE	AMOUNT	SKU
<u>Sourcewell Contract # 091719-HSC</u>				
Putnam County Schools Cookeville, Tennessee Account # 30193				
Service & Maintenance Parts Package V - Contract Price \$12,633.93 Discounted 40% to \$7,580.36 further discounted to \$6326.12	4	6,326.127	25,304.51	
46 - 10" Courtside Starter Seats - 983 Black 496 - 10" Courtside Intermediate Seat 983 Black 584 - Seat Bracket With Hardware				
Inspection, Service, Maintenance & Removal, Removal Dumpster and Disposal Fees, Per Dumpster Contract Price \$3,032.14, Discounted 40.0% to \$765	1	765.00	765.00	
Dumpster Rental				
Service & Maintenance Parts Package II - Contract Price \$5,053.57 Discounted 40.0% to \$3,032.14, further discounted to \$2328.15	1	2,328.15	2,328.15	
Shipping				
Service & Maintenance Parts Package IV - Contract Price \$10,107.14 Discounted 40% to \$6,064.29, further discounted to \$4950	2	4,950.00	9,900.00	
Labor to remove obsolete seats on Home Side bleacher and install new Infinity seats				

Should this estimate result in a PO please include the following information on your PO:

ACTIVITY

QTY

RATE

AMOUNT

SKU

"Putnam County Schools - Sourcewell Member ID# 30193"  
"This purchase order is issued pursuant to Sourcewell Contract  
#091719-HSC"

-----  
This estimate is valid for 30 days.

SUBTOTAL

38,297.66

TAX

0.00

TOTAL

**\$38,297.66**

Accepted By

Accepted Date

2515 Eugenia Ave, Suite 101  
Nashville, TN 37211  
+1 6154198246  
www.bleachersandseats.com



# Estimate

## ADDRESS

Putnam County Schools (TN)  
240 Raider Dr  
Cookeville, TN 38501

## SHIP TO

Allgood Middle School  
540 Dry Valley Rd  
Cookeville, TN 38506

ESTIMATE # TN512987

DATE 01/04/2024

## JOB NAME

Allgood ReSeat -2 REV

ACTIVITY	QTY	RATE	AMOUNT	SKU
10" Courtside Starter Seats - 983 Black	46	47.25	2,173.50	
10" Courtside Intermediate Seat 983 Black	496	40.23	19,954.08	
Seat Bracket With Hardware	584	5.44	3,176.96	
Dumpster Rental	1	765.00	765.00	
Shipping	1	2,328.15	2,328.15	
Labor to remove obsolete seats on Home Side bleacher and install new Infinity seats	1	9,900.00	9,900.00	

This estimate is valid for 30 days.

SUBTOTAL 38,297.69  
TAX 0.00  
TOTAL **\$38,297.69**

Accepted By

Accepted Date





**CONTRACT BID PROPOSAL**  
 Steve Ward & Associates, Inc.  
 7330 Cockrill Bend Boulevard  
 Nashville, Tennessee 37209  
 P: 615-350-7310  
 SWAinc.com

**Project:** Algood K-8 School  
**Location:** Algood, TN  
**Bid Date:** December 19, 2023  
**Revision Date:**  
**1<sup>st</sup> Delivery Date:** March, 2024  
**Completion Date:** March, Year

SWA 00  
 Revision #: 01  
 Mobilizations: 01  
 Phases: 01

**Our Proposal is Based on old ITSC plans.**  
 > 00000 Bleacher Seat Module Replacement

**We Have Seen Through Addendum XX.**

**Project Pricing:**

**Total Base Bid Price Delivered and Installed. \$39,371.00**  
**ADD for removal of existing seat modules and dumpster for Group A only. \$9,675.00**

**Inclusions:**

**New Infinity 10" deep seat modules for Group "A" only of bleachers based on the old Irwin Telescopic bleacher drawings.**

**Parts included in Bid for Group A.**

Details		
Qty	Part#	Description
1	JBSP	Seat Spacer 8"
1	JBSP	Seat Spacer 4"
48	JBSP	10" Beginner Infinity Seat Modules Standard color Special Bracket
450	JBSP	10" Intermediate Infinity Seat Modules standard color Special Bracket
600	H6AFG10ES	* HHCS 3/8-16 GR5 ZINC 1IN
600	H7QB00GG0	* FLAT WASHER 3/8 USS ZINC
600	H31TG00GS	* (QO) SRTD LOCK NUT 3/8-16 CASE HARD ZINC

- 1) Submittal lead time: Approx.60-90 days after Letter of Intent, Contract Amount, Billing/Shipping Address, and Delivery Schedule provided to SWA.
- 2) Pricing is based on material & fuel surcharges at time of bid. Increases in surcharges will be added as they occur.
- 3) Fabrication lead time: Approx. 12 weeks after final approvals, field dimensions, and all final information returned to SWA.
- 4) Prior to scope being released to production, if the project schedule shifts more than 90 days from the estimated delivery date noted on this proposal, escalation and storage costs will apply. Once scope has been released for production, if the project schedule shifts from what was communicated at the time product was released, storage costs or double handling costs may apply.
- 5) One production, one delivery, with one mobilization for 1<sup>st</sup> QTR 2024.
- 6) Work performed M-F during normal business hours.

**Exclusions:**

- 1) Cost escalation.
- 2) Mockups.
- 3) Final connections and power source, including, but not limited to plumbing and electrical connections.
- 4) Owner Direct Purchase participation.
- 5) Insurance (when job is under OCIP/CCIP) – call to discuss if insurance is needed.
- 6) Certified payroll / Prevailing wage.
- 7) NAUF / FSC / LEED Requirements.
- 8) All building permits. Assumed to be by contractor or owner.
- 9) Any non-standard insurance such as pollution insurance, etc.
- 10) All in-wall blocking & on wall blocking, in-wall support brackets and in-wall support structures.
- 11) Demolition and removal of existing seat modules or bleachers (See add above for removal and disposal).
- 12) Offsite storage and double handling of materials.
- 13) Multiple mobilizations.
- 14) Payment and performance bond. If required, add \$9.00 per \$1,000.



**CONTRACT BID PROPOSAL**  
 Steve Ward & Associates, Inc.  
 7330 Cockrill Bend Boulevard  
 Nashville, Tennessee 37209  
 P: 615-350-7310  
 SWAinc.com

**Project:** Algood K-8 School  
**Location:** Algood, TN  
**Bid Date:** December 19, 2023  
**Revision Date:**  
**1<sup>st</sup> Delivery Date:** March, 2024  
**Completion Date:** March, Year

SWA 00  
 Revision #: 01  
 Mobilizations: 01  
 Phases: 01

**Terms of Proposal:**

- 1) Price is subject to acceptance within 30 days of the date of this proposal.
- 2) Due to the unprecedented volatility of material prices at this time, Steve Ward & Associates is unable to guarantee the price of certain materials which are contained in this proposal for construction. Steve Ward & Associates requests to discuss the approach for handling excessive escalation before going to contract in order to find a mutually agreeable method for handling excessive escalation that can be added to the subcontract. It also may be required to substitute some materials in order to meet delivery requirements. In that event, SWA assumes Contractor will work with them in good faith to help facilitate those substitutions.
- 3) Price is based on the schedule above. SWA will coordinate a specific schedule with you, but, as a starting point, SWA has established an initial schedule for this job based on information provided to us. SWA requests to discuss schedule in a scope review meeting to ensure that the plan for the project meets your needs.
- 4) Price is based on being able to deliver and unload material directly adjacent to the building.
- 5) To allow for the fluid nature of the construction industry, we have included a delivery grace period of 90 days before or after the date of the first substantial casework/millwork delivery in the contract schedule. Schedule shifts of more than 90 days in either direction will trigger a charge of 2.5% of the total subcontract value.
- 6) We plan to meet your delivery schedule. To do so, we need to reserve manufacturing capacity well in advance. Scope changes or delivery date changes inside of 120 days prior to delivery, therefore, could cause significant cost and/or schedule impacts based on available capacity at the time.
- 7) To meet the quality standards in the construction documents and to install the products in a continuous and expeditious manner, we need your help to ensure that the jobsite conditions, as spelled out in the specifications, are in place at the time of delivery.
- 8) To keep the warranty intact should jobsite conditions not be ready at the time of delivery, we have an option to store the materials at the factory for a cost.
- 9) Should delivery be requested prior to jobsite conditions being ready, any associated double handling costs are not included in this proposal.
- 10) This proposal is subject to the seller's conditions of sale to the extent set forth herein.
- 11) Due to the unprecedented situation happening around the world with the COVID-19 virus and the potential for follow-on impacts arising from reactions to the outbreak, it is uncertain as to the impact this event will have on manufacturing and supply lead times, shipping, as well as vendor and contractor services and construction activities moving forward. Accordingly, please understand that our quotation today is conditioned upon an acknowledgement and your agreement that, in the event the COVID-19 virus directly or indirectly delays or impacts our ability to perform, including our ability to obtain requisite materials, equipment, or furnish sufficient labor or supervision, Steve Ward & Associates shall not be deemed in default and the parties shall agree to negotiate a modification of the contract scope, schedule or method of performance to appropriately address the impacts of such event. We will notify you promptly in the event of such impact and provide our best estimate as to the impact and will continue to update you as the circumstances evolve. Additionally, if awarded this project, Steve Ward & Associates will require an amendment to any and all contract terms & conditions with the following statement: Neither Party shall be liable or in breach of its obligations under this Agreement to the extent performance of such obligations is delayed or prevented, directly or indirectly, by causes beyond its reasonable control and without its fault or negligence, including acts of God, fire, terrorism, war (declared or undeclared), severe weather conditions, earthquakes, epidemics or pandemics (including but not limited to COVID-19), material shortages, insurrection, acts or omissions of contractor's suppliers or agents, any act or omission by any governmental authority, national epidemics or pandemics (including but not limited to COVID - 19), strikes, labor disputes, acts or threats of vandalism or terrorism (including disruption of technology resources), transportation shortages, or vendor's failure to perform (each, an "Excusable Delay"). The delivery or performance date shall be extended for a period equal to the time lost by reason of such delay, including time to overcome the effect of the delay. The Party experiencing Excusable Delay shall use reasonable efforts to continue performance whenever such causes are removed. However, in the event an Excusable Delay continues for a period two (2) contiguous months or more, then either party may, upon 30-days written notice to the other terminate the affected part of this Agreement for convenience.

**Thank you for the opportunity to submit this proposal. We hope that you find it to be your best value.**

**Chad Breece      615-318-5607      Chad@swainc.com**



Reid, Sharon <reids2@pcsstn.com>

---

**Feb. 1st agenda item**

1 message

---

**Reid, Sharon** <reids2@pcsstn.com>  
To: John Magura <maguraj@pcsstn.com>

Thu, Jan 25, 2024 at 2:22 PM

John,

Your Feb. 1st agenda item to enter into contract with Bleachers and Seats - Nashville, TN for AMS gym, Mr. King wants to know if this was a Cooperative purchase or a bid and if so could you please write up the item with that information in it. Thanks

--  
Sharon Reid  
Ex. Admin. Asst.  
Putnam County Schools  
931-525-4701  
reids2@pcsstn.com





**PCSS Board Agenda Request**

Date: January 9, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into a contract with Carwile Mechanical Contractors, Cookeville, TN for the replacement of the mechanical unit as specified in the attached proposal for the football fieldhouse at Upperman High School in the amount of \$12,423.00 to be paid from 141-72620-399

**received**  
01-09-24 *[Signature]*



433 East 15th Street  
Cookeville, TN 38501  
931/526-6151  
Fax: 931/528-9283

**DATE: December 11, 2023**

**TO: Putnam County Schools**

**ATTN: Tony Simmons**

**RE: Baxter High School Field House Duct Heater**

**SCOPE OF WORK:**

**Replace existing Gas Duct Heater with Options below.**

**OPTION 1**

**GIXC by Trane 4000 MBH 460/60/3 2 stage gas Duct Heater. Warranty: 1 year parts and labor.**

**Price: \$12,423.00**

**EVALUATIONS AND NOTES:**

- **Discard and dispose of the existing duct heater**
- **Install new duct heater in existing location with necessary modifications.**
- **Modify necessary ductwork.**
- **Connect back to existing ductwork, vent, electrical, gas supply.**
- **We will locate new thermostat in weight room area as discussed.**
- **We will perform a factory start and check of system after installation is completed.**

**NOTE: Due to fluctuation in prices this quote is valid for 10 days.**

**NOTE: Leadtime for arrival of equipment is approximately 8 weeks.**



**QUOTE**  
**Number 2599**

COOKEVILLE HEATING & COOLING SERVICES, LLC.  
347 EAST STEVENS STREET  
COOKEVILLE, TN 38501  
(931) 528-5514

To:  
PUTNAM CO BOARD OF EDUCATION  
1400 E SPRING ST  
COOKEVILLE, TN 38501

UPPERMAN HIGH SCHOOL  
6950 NASHVILLE HWY  
BAXTER, TN 38544

QUOTE DATE	FOR	PAGE
12/4/2023	Repalce Duct Heater	1

Thank you for the opportunity to provide this proposal for the below referenced project. This proposal includes all necessary equipment, materials and labor required for the following scope of work:

- Replace existing duct heater with a new Reznor 400k BTU duct heater
- Remove and dispose of old equipment
- Install new equipment in existing mounting location
- Modify duct work as need to make new connections
- Reconnect to existing electrical and flue pipe
- Start up and test system operations

**TOTAL AMOUNT     \$16,800.00**

**WE SINCERELY APPRECIATE YOUR BUSINESS!**

Should you have questions with regards to this proposal, please direct them to Logan Selby, (931) 319-5825. Upon acceptance of this proposal, please sign and email back to lselby@chccompanies.com.

Signature of Approval: \_\_\_\_\_ Date: 02-01-24

Name/Title (Please Print): Kim Cravens, Board Chair

Any additional repairs will be billed on a time and material basis.  
This proposal is valid for 10 day

ALL LABOR ON REPAIR WORK WILL BE WARRANTIED FOR A PERIOD OF 90 DAYS UNLESS OTIHERWISE STATED. ALL PARTS WILL BE WARRANTIED PER MANUFACTURE'S WARRANTY. IT IS FUTURE UNDERSTOOD THAT IN THE EVENT IT IS NECESSARY FOR THE SELLER TO EMPLOY AN ATTORNEY TO ENFORCE THE SELLER'S RIGHTS IN ANY PARTICULAR IN CONNECTION WITH THE TERMS OF THIS AGREEMENT, THEN IN SUCH EVENT THE PURCHASER WILL BE RESPONDISBLE FOR ALL EXPENSES INCLUDING BUT NOT LIMITED TO ATTORNEY'S FEES NECESSARY TO ENFORCE THIS AGREEMENT.

## UHS Football Field House Heating Unit

1 message

tony.simmons <tony.simmons@pcsstn.com>  
To: "Magura, John" <maguraj@pcsstn.com>

Thu, Jan 4, 2024 at 9:11 AM

John ..... The UHS Football Field House main heating unit in currently not operational. The heat exchanger has failed and is not repairable, and no longer has a replacement parts available for this 20 year old +/- piece of equipment. This is the main source of heat for this building and needs replaced urgently. There are two other small heat sources for this facility that will in my opinion maintain the building temperature just high enough to keep water sources from freezing in normal winter weather. But they are not capable of maintaining the building at a reasonable or comfortable level. Nor would I trust the water sources would be safe from freezing if temperatures went to low extremes like they did in December 2022. I initiated quotes from three local contractors. Two responded with bids. I placed those bids on your desk . Please advise on how to proceed..... thanks Tony Simmons

Sent from my Verizon, Samsung Galaxy smartphone

Tony,

Verify the quote from Carwile and let them know it will be on the February 1<sup>st</sup> Board agenda for approval.

John  
1.8.24

JOHN

RICHARD FROM CARWILE SAID QUOTE WOULD BE GOOD THROUGH NEXT BOARD MEETING. 1<sup>st</sup> WEEK OF FEB. 2024.

Tony  
1-9-24



# Putnam County Board of Education Agenda Request

Name of Person Making Request: Judy Schinbeckler

Department: Educator Support

Phone Number of Person Making Request: 931-526-9777 ext 1446

Account Funding Code (if appropriate)

Backup included

Backup to follow

Consider approval of the following for the February 1, 2024 BOE meeting:

a renewal (Year #3) of the Student Teaching/Internship Affiliation Agreement between Western Kentucky University and the Putnam County School System effective July 1st, 2024 through June 30th, 2025 leaving an option to renew for one additional year.

*Judy Schinbeckler*  
\_\_\_\_\_  
Signature of Person Making Request

*1-10-24*  
\_\_\_\_\_  
Date

*[Signature]*  
\_\_\_\_\_  
Signature of Director of Schools

\_\_\_\_\_  
Date

**received**  
**01-10-24**  
*[Signature]*



# Putnam County Board of Education Agenda Request

BOE approved  
S Reed

Name of Person Making Request: Dr. Sharon Griggs

Department: Teaching and Learning

Phone Number of Person Making Request: (931)526-9777 ext. 1425

Account Funding Code (if appropriate)

Backup included

Backup to follow

Consider approval of the following for the May 6, 2021 BOE meeting:

- Student Teaching Affiliation Agreement between Western Kentucky University and the Putnam County School System effective the 2021-2022 school year.

*Sharon Griggs*

4/13/21

Signature of Person Making Request

Date

*[Signature]*

04-13-21

Signature of Director Schools

Date

6/14/21

Scanned and sent  
to WKU 6/14/21. Sg



## Partnership Agreement with Tennessee School District Request for Recognition of Out-of-State and Online EPP

Beginning September 1, out-of-state and online Educator Preparation Providers (EPPs) that place candidates in Tennessee school districts for the required clinical practice component of an educator preparation program must have formal partnership agreements with the school districts hosting their candidates. This includes placement of candidates who are employed as teachers-of-record while completing preparation programs through the job embedded clinical practice option.

Out-of-state and online EPPs that would like to partner with a Tennessee school district must submit a partnership agreement to the Tennessee Department of Education in order to receive partnership recognition. The information completed in Sections 1-5 below may serve as sufficient evidence of a formal partnership agreement. The completed information should be mailed to:

Tennessee Department of Education  
Office of Educator Licensing and Preparation, c/o Martin Nash  
710 James Robertson Parkway, 12th Floor, Andrew Johnson Tower  
Nashville, TN 37243

If you have any questions, contact Martin Nash at [Martin.Nash@tn.gov](mailto:Martin.Nash@tn.gov) or 615-714-3165.

<b>Section 1. Out-of-State or Online EPP Information</b>	
EPP: <del>College of Health and Human Services</del> <del>entity of Western Kentucky University</del> <small>(Note: The speech-language pathology program is not approved for teacher certification in Kentucky.)</small>	EPP Mailing Address: 1906 <del>College Heights Boulevard</del> , #11030 Bowling Green, KY <del>42101</del>
EPP Contact Person: Name Heidi <del>Royse</del> Title Office <del>Associate</del>	EPP Contact Person: Telephone 270-745-3473 Email heidi.royse@wku.edu
State in which EPP approval is current:	
Website of state agency for approval verification:	
EPP Head Administrator: Name Dr. <del>Danita Kelley</del> Title Associate <del>Dean, College of Health and Human Services</del>	

<b>Section 2. Tennessee School District Information</b>	
School District Name: Putnam <del>County Schools</del>	School District Mailing Address: 1400 <del>East Spring Street</del> Cookeville, TN <del>38506</del>
School District Contact Person: Name Dr. <del>Sharon Griggs</del> Title 5-8 <del>Curriculum Supervisor, PCSS</del>	School District Contact Person: Telephone 931-526-9777 Email griggss1@pcsstn.com

**Section 3. Authorized EPP and Tennessee School District Signatures and Partnership Duration**

**We have reviewed and will support the implementation of the partnership agreement:**

Danita S. Kelley      04/02/2021  
EPP Signature                      Date

Danita S. Kelley  
Print or Type Name

Lynn McHenry      05-06-21  
TN School/District Signature      Date

Lynn McHenry, BOE Chair  
Print or Type Name

**Agreement Begins:** 07/01/2021  
Date

**Agreement Ends:** 06/30/2026  
Date

**Section 4. Required Partnership Components**

**A. Describe the roles and responsibilities of the EPP faculty/staff and Tennessee school district personnel, including clinical mentors/cooperating teachers and supervisors as well as the selection criteria for clinical mentors/cooperating teachers.**

EPP Faculty/Staff:      See  Attached

Tennessee School District Personnel:      See  Attached

**B. Describe expectations regarding the delivery of candidate support and evaluation.**

See  Attached

**Section 5. All Tennessee Endorsements Available through the Partnership Agreement**

Home State Endorsement with Grade Range		Tennessee Endorsement with Grade Range	
1		1	
2		2	
3		3	
4		4	
5		5	
6		6	
7		7	
8		8	
9		9	
10		10	

**Section 6. Additional Partnership Agreement Items (optional)**

Additional partnership agreement items may accompany the above information as appendices. List each appendix item that supports the partnership agreement.

#### EPP Section 4 A&B:

To meet ASHA's Standards for the Certificate of Clinical Competence in Speech-Language Pathology (CCC-SLP), student clinicians must be supervised by an individual who 1) holds ASHA certification in the appropriate profession, 2) has completed a minimum of 12 months (or the part-time equivalent) after earning the CCC-SLP, and 3) has completed a minimum of 2 hours of professional development in the area of clinical instruction/supervision (see Standard VII-B).

According to Standard V-E of both the 2014 and 2020 SLP Certification Standards, the amount of direct supervision must be commensurate with the student's knowledge, skills, and experience; must not be less than 25% of the student's total contact with each client/patient; and must take place periodically throughout the practicum. Supervision must be sufficient to ensure the welfare of the individuals receiving services.

The SLP supervisor of record for the case(S) would be expected to sign all treatment documentation, in accordance with the facility's policies. The supervisor will need to be on site with the student and accessible by the student at any time during the externship. Externship Supervisors will use our web-based database, CALIPSO, to register, evaluate, and approve hours and competencies for students. Supervisors will receive supervisor instructions on how to utilize CALIPSO by the university and will receive ongoing support throughout the externship when needed by the externship coordinator.

*Dr. Sharon Inggo* 4/13/21  
Supervisor Date



Dear Supervisors,

We are writing to make you aware of some new professional development requirements by ASHA that will go into effect as of January 1, 2021 for both audiologists and speech-language pathologists. According to ASHA, all individuals who hold the CCC-A or CCC-SLP credentials will be required to have at least **one** hour of continuing education each 3-year interval period in the area of **ethics**. Additionally, any individual who serves as a clinical supervisor for students or clinical fellows will be required to obtain **two** hours of professional development in the area of **supervision/clinical instruction** one time only (this is a "one and done" requirement) **prior to providing supervision**.

In order to help our supervisors prepare for these changes, we wanted to make you aware of some free and low cost CEU's available to you right now.

#### Ethics Courses:

- Navigating Ethical Predicaments in Your Work with Diverse Students (Free)  
<https://bilinguistics.com/catalog/speech-pathology-ceus/free-ethics-course-for-speech-language-pathologists/>
- Course # 9901, The Ethical code: An Overview With a Focus on Navigating Social Media and Collaborative Services Free and worth 2 hours: <https://www.superduperinc.com/CEU/courses/>
- Speechpathology.com is offering one free course with the promo code 1FREECOURSE at registration for new members only. You can access this code here:  
<https://www.speechpathology.com/free-ceu-course>
  - **[8616: Mentoring, Professionalism and Ethics in Practicum Students and Colleagues](#)**  
**Presenter:** Angela Sterling-Orth, MS, CCC-SLP; Kay Hagedorn, MS, CCC-SLP  
**Course:** #8616  
**Level: Intermediate, 1.5 hours**
  - **[8459: 20Q: Ethical Issues Associated with the Supervisory Process](#)**  
**Presenter:** Wren Newman, SLP.D, CCC-SLP  
**Course:** #8459  
**Level: Intermediate, 0.5 hours**
  - **[Supervision of Supervisees in an Ethical Manner](#)**  
**Presenter:** Wren Newman, SLP.D, CCC-SLP  
**Course:** #8561  
**Level: Intermediate, 1 Hour**

#### Supervision Courses:

- Speechpathology.com is offering one free course with the promo code 1FREECOURSE at registration. Some of their supervision courses include:

- **The Mighty Mentor: Activating your supervisor superpowers!**  
**Presenter:** Jennifer Kerr, MS, CCC-SLP,  
**Course:** #8690  
**Level:** Intermediate, 1.5 Hour
- **The Art of Debriefing: Key Elements in CSD Simulation Education**  
**Presenter:** Carol Szymanski, PhD, CCC-SLP, CHSE  
**Course:** #8704  
**Level:** Intermediate, 1.5 Hour
- **Speech-Language Pathology Student Anxiety, Expectations, and Needs During Clinical Practicum**  
**Presenters:** Laura Plexico, PhD, CCC-SLP, Allison M. Plumb, PhD, CCC-SLP, Daniel E. Phillips, EdD, CCC-SLP  
**Course:** #8526  
**Level:** Intermediate, 1 Hour
- **Supervision of Simulation Modalities in CSD Programs**  
**Presenter:** Clint Johnson, MA, CCC-SLP, CHSE  
**Course:** #8491  
**Level:** Intermediate, 1.5 Hours
- **Simucase: A Comprehensive Guide to Faculty and Clinical Instructor Training**  
**Presenter:** Clint Johnson, MA, CCC-SLP, CHSE  
**Course:** #8311  
**Level:** Intermediate, 1.5 Hours
- **Supervision and Critical Thinking: From Novice to Expert**  
**Presenter:** Shelley Victor, Ed.D, CCC-SLP  
**Course:** #8147  
**Level:** Introductory, 1 Hour
- **Clinical Supervision for Speech-Language Pathologists (SLPs) and Audiologists: \$29 for 2 hours of CE**
  - <https://www.pdresources.org/course/index/3/1374/Clinical-Supervision-for-Speech-Language-Pathologists-and-Audiologists>
  - receive 20% off now by going here: <https://blog.pdresources.org/save-10-now/>
- **Elements of Effective Supervision and Mentoring: \$25 for 2 hours of CE**
  - <https://www.homeconnection.com/course/elements-of-effective-supervision-and-mentoring/state/kentucky/discipline/slp/?wpv-states=kentucky&wpv-discipline=slp>
  - Use Promo Code CATALOG10 to save 10%

We greatly appreciate you providing supervision to our students and hope that this helps you prepare for the upcoming changes in certification standards. Please make sure you retain a copy of your certificate of completion for all courses. Our University will require a copy of your certificate prior to placing students in the future.

Sincerely,  
April Hardison



# Putnam County Board of Education Agenda Request

Name of Person Making Request: Angie Knight

Department: Human Resources

Phone Number of Person Making Request: 931.526.9777.1435

Account Funding Code (if appropriate)

Backup included

Backup to follow

The Collaborative Conferencing Committee is requesting approval of the Memorandum of Understanding for July 1, 2024 – June 30, 2026 school years.

Respectfully submitted,

*Angie Knight*  
Angie Knight  
11/29/2023

*Angie Knight* \_\_\_\_\_ *11-29-2023*  
Signature of Person Making Request Date

*[Signature]* \_\_\_\_\_  
Signature of Director of Schools Date



**Putnam County Board of Education**

**Memorandum of Understanding**

**July 1, 2024 - June 30, 2026 School Years**

**An Agreement Developed Through Collaborative Conferencing**

**By:**

**Putnam County School System**

**Professional Educators of Tennessee**

**Putnam County Education Association**

Introduction

Collaborative Conferencing Procedure

Problems, Interests, and Actions

Continued Interests

I. Professional Educational Organization Rights

II. MOU Complaint Procedure

A. Definitions

B. Procedures

C. Filing of Materials

D. General

III. Salary and Benefits

A. Method of Payment

IV. Health Insurance Premiums

A. Selection of Carrier

B. Premiums

C. Duration

D. Changes

E. Dental Reimbursement Plan

F. Workman's Compensation

G. Death of a Teacher

V. Basic Employment Conditions

1. School Calendar

A. The School Calendar

B. Changes in the School Calendar

2. Teaching Hours and Load

A. School day

B. Meetings

C. Duty-Free Lunch

D. Teacher Checkout

3. Safety, Health, and Sanitation

A. General

VI. Leave of Absence

VII. Illness

VIII. Extended Leave of Absence

IX. Complaints

X. Personnel Files

A. Contents

B. Access to Files

XI. Final Provisions

XII. Memorandum Of Understanding

A. Publication

B. New Hire Orientation

Concluding Statement

## Introduction

The duly authorized representatives of the professional employees of the Putnam County School District and the seven (7) authorized representatives of the Putnam County Board of Education, three (3) representatives of the Putnam County Education Association, three (3) representatives of the Putnam County Professional Educators of Tennessee, and one (1) unaffiliated certified Putnam County teacher (hereinafter “the parties”) have engaged in the process of collaborative conferencing pursuant to the Professional Educators Collaborative Conferencing Act of 2011, TCA § 49-5-601 et seq.

This memorandum of understanding is entered into pursuant to TCA § 45-5-609. The parties engaged in an interest-based collaborative problem-solving process that included the application of reflective practice and consensus building in agreement upon ground rules; the identification of various problems to be conferenced upon; identification and discussion of each party’s respective interests; and the selection of possible actions to address the problems in line with the parties’ interests. The following is a summary of the results of this process.

## Collaborative Conferencing Procedure

This MOU was developed with the Interest-Based Collaborative Problem Solving (IBCBS) and the Reflective Practice (RP) model, which involved a collaborative dialogue in which we listed problems, identified problem-related interests of individuals and constituents, and created action steps to address the problems. At various stages, we employed a consensus model to finalize decisions.

## Problems, Interests, and Actions

### Continued Interests

Description: The Collaborative Conferencing Committee (CCC) met beginning on August 28, 2023, through November 27, 2023. Members were in agreement that the following interest items should be continued.

**Interests:** It is in the interests of all parties to continue these items.

## I. Professional Educational Organization Rights

All professional organizations will have equal access to facilities, equipment, and communication to disseminate information to members.

## II. MOU Complaint Procedure

### A. Definitions

1. A "complaint" is defined as a claim by:

a. A teacher covered by the terms of the agreement, that there has been a violation, misinterpretation, or misapplication of the terms and specific provision of the Memorandum of Understanding;

b. The teacher feels there has been a violation, misinterpretation, or misapplication involving the rights of that teacher.

2. The term "complainant" is defined as a teacher making such a claim, which may complain about any part of the MOU (that specifically pertains to the association, or petitioner of whose claim is specifically addressed in an article under the terms of this agreement.).

3. The term "days" shall mean any day, Monday through Friday, on which students attend school during the normal school year. After the last day of the normal school year, a "day" shall be Monday through Friday, excluding holidays and breaks.

4. The term "immediately involved supervisor" shall mean the lowest level supervisor with the authority to resolve the problem.

### B. Procedures

The parties hereto acknowledge that it is usually more desirable for a teacher and his/her immediately involved supervisor to resolve problems through free and informal communication. Within ten (10) days of the time the complainant may hold an informal conference with the immediately involved supervisor. If, however, the informal process fails to satisfy the teacher, the complaint may be filed within five (5) days of the conference or at the end of the initial ten (10) days if a conference is not held following the procedure set forth below:

#### Step 1:

The complainant will present the complaint in writing to the immediately involved supervisor.

The immediately involved supervisor shall arrange for a meeting to take place within eight (8) days after receipt of the complaint. Within five (5) days of the meeting, the complainant shall be provided with the supervisor's written response including the reasons for the decision.

Step 2: If the complaint is not resolved at Step 1, then the complainant may refer the complaint to the Director or his/her designee within six (6) days after receipt of the Step 1 answer.

#### Step 3

If the complaint is not resolved in Step 1, then the complainant may refer the issue or problem to the Director or his/her designee within six (6) days after receipt of the Step 1 answer. The complainant shall arrange to meet with the Director or his/her designee within five (5) days of the appeal for a meeting. An association representative, if requested by the complainant, may be present for the meeting, but may not participate. Each party shall have the right to include in its presentation such witnesses as they desire. Within eight (8) days complainant shall be provided with the Director's response including the reasons for the decision.

#### Step 4

If the complaint is not resolved at Step 2, the complainant may, within ten (10) days of receipt of the Director's written response, request a review by the Board of Education at the next regularly scheduled Board meeting. The request shall be made in writing through the office of the Director of Schools. The Board shall review the case; shall hold a hearing with the teacher, if requested by the complainant; and shall render a decision in writing within ten (10) days of the review.

Copies of the decision of the Board of Education shall be sent to the aggrieved teacher and, to the Director of schools.

#### C. Filing of Materials

All documents, communications, and records dealing with the processing of a complaint shall be filed separately from the personnel files of the participants. Complaint documents shall be confidential.

#### D. General

1. The Board and the teacher shall cooperate in the investigation of any complaint.
2. A complaint may be withdrawn at any time by the complainant without establishing precedent.
3. If the complainant fails to appeal a complaint at any level within the specified time limits, that complaint shall be deemed withdrawn.
4. Failure at any step of the procedure to communicate the decision on a complaint within the specified time limits shall permit the complainant to proceed to the next step.
5. Time limits prescribed in this procedure may be extended by mutual consent.
6. Processing complaints will be done at times that do not interfere with the teacher's assigned duties.
7. No reprisals shall be invoked against any teacher for processing a complaint or participating in a complaint procedure.

### III. Salary and Benefits

#### A. Method of Payment

1. Pay Period

Each teacher assigned to a particular school shall be paid in twelve (12) equal installments on the 20th of each month, August through June. All payments shall be issued by means of direct deposit with pay information available online. The 11<sup>th</sup> (July) installment shall be paid on the last day of the regular school year.

## 2. Final Pay

Each teacher will receive final payment on June 20th.

## IV. Health Insurance Premiums

### A. Selection of Carrier

The health insurance available to professional teachers shall be the State of Tennessee Teacher Group Insurance Plan known as the Local Education Plan.

### B. Premiums

With a combination of state and local funds, the Board agrees to pay 80% of the annual cost of individual coverage and of the annual cost of family coverage. This applies to the Blue Cross Blue Shield Standard Plan and Cigna Local Plus Standard or lower-cost plan options. Those who choose a plan other than the Blue Cross Blue Shield Standard Plan or the Cigna Local Plus Standard plan will assume the extra cost. On the Blue Cross Blue Shield Plan or the Cigna Local Plus Standard option, a teacher will pay 20% of the annual cost.

### C. Duration

The insurance year is January 1-December 31. Changes employees make to their health insurance coverage during the enrollment period shall go into effect on January 1.

### D. Changes

Should changes occur to the SGIP (carriers, plans, tiers, or premium costs), the conferencing team shall return to the conferencing table to discuss the impact said changes may have on employee and district health insurance costs. Should changes be needed regarding the language in the MOU concerning insurance, the team shall have the power to propose an amendment to the MOU. The amendment shall go into effect once approved by the Board at its next regularly scheduled board meeting and shall continue in effect until the normal expiration of this MOU.

### E. Dental Reimbursement Plan

The Board shall offer each teacher a dental plan that pays 100% on diagnostic and preventive services and 80% on restorative services with a \$25 deductible. The Board will pay 100% of the base plan for the teacher. The teacher will have the option to exercise

available buy-up options for self, spouse, and dependents at additional cost to be paid by the teacher. A basic plan will cap at \$1500 per person per benefit period.

#### F. Workman's Compensation

The Board shall provide workman's compensation coverage for each teacher. Absence due to injury incurred in the course of the teacher's employment shall not be charged against the teacher's sick leave days or personal days. The Board shall pay to such teacher the difference between his/her salary and benefits received under workmen's compensation for the duration of such absence, and all fringe benefits shall continue in effect.

#### G. Death of a Teacher

In the unfortunate event of the death of a teacher, per state guidelines, said teacher's family will continue to receive medical insurance for six months after the death of an employee at no cost to the employee's family if they are enrolled in such a plan. In addition, the state will send Cobra papers to the covered family members with the option to purchase after the six-month period has expired.

Upon death, the Human Resource Office will issue to the executor of the estate a checklist of possible benefits in which the employee was enrolled, including contact information for each identified benefit. This checklist will be available when the final payroll check for the deceased employee is collected.

### V. Basic Employment Conditions

#### 1. School Calendar

##### *A. The School Calendar*

The school calendar shall be determined by the Director of Schools and approved by the Board of Education prior to April of each school year. The Director shall give consideration to the Calendar Committee's recommendations to the formulation of the school calendar. The Calendar Committee shall submit their recommendations to the Director of Schools prior to January 1<sup>st</sup>. Each teacher may have access to the school calendar via PCSS website.

##### *B. Changes in the School Calendar*

The Collaborative Conferencing Committee will appoint five (5) members including two teacher members of the Collaborative Conferencing Committee or designee, one (1) principal, one (1) school-level support staff member, and one (1) additional classroom school teacher and members as appointed by Director of Schools.

## 2. Teaching Hours and Load

### *A. School day*

The in-school workday shall consist of not more than seven and one-half (7 ½) hours. Arrival and departure times shall be as follows:

1. Classroom Teacher: fifteen (15) minutes before the opening of the pupil's school day and fifteen minutes after the close of the pupil's school day.
2. System-Wide Teacher: as established by building principals and/or supervisors.

### *B. Meetings*

The principal may schedule necessary meetings and activities directly related to school improvement or instruction (faculty meetings, departmental meetings, committee meetings, parent conferences, extra help for students, etc.); however, the principal will strive to keep these activities to a minimum and shall exclude any items that are not directly related to school improvement or instruction. The notice for any meetings shall be given to teachers involved at least five (5) days prior to meetings, except in an emergency. An agenda shall accompany the notice if teacher-involved decisions are to be made. Teachers shall have the opportunity to suggest items for the agenda.

### *C. Duty-Free Lunch*

The Board will provide duty-free lunch for all teachers according to the TCA 49-1-302 Amended Chapter 464, Public Acts of 1985. Duty-free lunch periods shall be scheduled during student contact hours of the regular school day.

### *D. Teacher Checkout*

Should a teacher find it necessary to leave campus during a regular school day, he/she shall follow a checkout procedure established by the building principal.

## 3. Safety, Health, and Sanitation

### *A. General*

The Board agrees to maintain safe and sanitary conditions in accordance with federal, state, and local laws and regulations in all work areas. Teachers are to be afforded basic rights to a safe and healthy working environment. The principal shall be the first level of responsibility and the level for teacher reports of problems involving the safety and health of teachers, students, and guests. If the principal does not resolve the condition, the Employee Safety Handbook guidelines shall be followed. The Employee Safety Handbook shall be placed on Putnam County School System's website.

## 1. Facilities

Each school shall maintain the following safety, health, and sanitary provisions:

- a. Teachers shall have available for their exclusive use a serviceable desk, a chair, and a locking file cabinet.
- b. Teachers shall not be required to perform tasks that endanger their health, safety, or well-being. Teachers perceiving hazardous conditions in the workplace shall follow the guidelines for reporting, as outlined in the Employee Safety Handbook.

## 2. Telephone

Access to telephone in no instance shall a teacher be left at school in charge of students without access to a telephone.

## 3. Safety Policies

A safety policy shall be established for each school. Teachers shall be trained on the content of the safety policy before they supervise children. A written copy of the policy will be available.

## 4. Use of Reasonable Force

Employees should start with a verbal request to stop the behavior and call another teacher for help and as a witness. SPED students should have de-escalation methods in place. When a certified teacher is assaulted while on school property, or on any lawful discharge of his/her assigned duties under the direction of the Board, he/she may quell a disturbance which is threatening physical injury to oneself or others with the reasonable use of force necessary to repel or diminish said disturbance. In such instances when a teacher so identified uses physical force in self-defense, the teacher shall, without delay, inform the principal, immediate superior, or any person in an administrative position and shall submit to the principal a complete written report of the incident not later than twenty-four (24) hours after the incident occurred. The principal shall report the incident to the Director of Schools or his/her designee as soon as feasible.

## 5. Assault and/or Battery on a Teacher

When a certified teacher is assaulted while on school property or on any lawful discharge of his/her assigned duties under the direction of the Board, the police authorities may be called to handle the situation at the request of the teacher. This does not prohibit a teacher from retaining his/her attorney at his/her own personal expense.

Assault is defined as any act, criminal or tortious that threatens physical harm to a person, whether or not actual harm is done. Battery is defined as the crime or tort of unconsented physical contact with another person, even where the contact is not violent but merely menacing and offensive.

a. Reimbursement

The Board shall reimburse teachers for the cost of any physical or mental treatment associated with such assault and/or battery, clothing, or other personal property damaged or destroyed while the teacher was acting in the discharge of his/her duties provided they see the authorized physicians by the worker's compensation carrier and no other medical or mental treatment will be reimbursed by the Board. If the injury is covered by workers' compensation, the Board is responsible for the difference between the workers' compensation payments and the salary that would normally be paid to the teacher.

b. Reports

In the event of an assault upon a teacher, the building-level administrator shall be responsible for assistance in filing reports, and all necessary documentation immediately following said assault and/or battery.

6. Interruptions

Principals shall limit classroom interruption by visitors. All visitors to the schools must register in the school administrative office before entering other school/campus areas. Individuals wishing to confer with teachers must set up a mutually agreed upon conference time with the teacher. Visitors wishing to observe in a classroom must establish an observation time with the teacher and building administrator.

7. Teacher Materials and Facilities

From Local monies, the Board will fund no less than \$10.00 per pupil (K-12) for instructional materials and supplies, subject to the approval of the budget.

8. Professional Learning

A. The Teaching and Learning Administrative team will annually determine professional learning requirements by:

- a. Examining the school system's needs based on academic and/or non-academic data
- b. Exploring research-based training to address system-wide needs
- c. Working to develop the district-wide in-service education program for Putnam County Schools.

B. Exceptions

In-service shall not be scheduled on any board-identified holiday.

VI. Leave of Absence

Personal and/or Professional Leave

Personal leave may be granted for personal reasons at the discretion of the teacher, except as indicated below.

Except for emergency reasons, personal leave may not be taken during in-service training days. Except for emergency reasons, personal leave days may not be taken during the first or last week of school. Personal leave may not be taken to be gainfully employed. Professional leave days shall be used for the purpose of (1) visitations to view other instructional techniques or programs, and (2) attending educational conferences, workshops, or seminars.

A teacher shall be allowed personal and professional leave earned at a rate of one (1) day for each half (1/2) year employed, which shall accumulate from year to year.

A teacher may take not more than two (2) days of personal or professional leave prior to having earned it, but it shall be charged against his/her year's allowance. Any personal leave remaining unused at the end of a year shall be credited to sick leave days.

Teachers may convert existing accumulated sick days into additional personal days based on the following years of service to the Putnam County Board of Education:

15-20 years	=	1 additional day
21-25 years	=	2 additional days
26 years +	=	3 additional days

A certified employee utilizing five or fewer sick days in the previous school year, having also exhausted their personal leave, and having an extenuating circumstance may also petition the HR Director, Director of Schools, or designee to convert sick days from the current school year into additional personal days, up to a maximum of three converted days for a maximum of five personal days per year.

The Board may approve additional time for professional leave, as they deem advisable.

If at the termination of service, any teacher who has been absent for more days than his/her accumulated or earned leave shall have deducted from his/her final salary warrant an amount sufficient to cover the excess days used.

## VII. Illness

Sick leave shall be defined as follows: Illness of a teacher caused by sickness due to natural causes or accident, leave because of quarantine, illness or death of a member of the immediate family of the teacher including husband, wife, parents, grandparents, children, grandchildren, brother, sister, mother or father-in-law, son or daughter-in-law, brother or sister-in-law, or other family members with the approval of the Director of Schools or designee.

The time allowed for sick leave for any teacher shall be one (1) day for each month employed. Sick leave shall be cumulative for all earned days not used. When first employed in the system, a teacher shall be allowed an initial allotment of up to 10 days of sick leave, but not exceeding the number possible to earn during the school year in which first employed. If a teacher used part or all of this initial allotment, these days shall be charged to sick leave later accumulated by the same teacher. At the termination of the employment of any teacher, all unused sick leave accumulated by the said teacher shall be terminated. However, a local board of education shall grant to any teacher upon his/her employment or reemployment the accumulated sick leave which the teacher lost by previous termination of employment in a Tennessee school system or any other agency, department, or institution of Tennessee or any state college or university; except that if the teacher is terminated for cause as defined in TCA 49-5-601, he/she shall not be granted, upon further employment, the sick leave days lost; and except that a teacher breaks a contract with the Board without a justifiable reason and without giving at least thirty (30) days advance notice shall be granted his/her accumulated, unused leave only if the Board permits resignation in good standing under the terms of TCA 49-5-508. This grant of previously accumulated, unused sick leave days shall be made only upon application of the teacher, only upon written verification notarized by the Director and Chairman of the Board, and only if the teacher is again employed not later than two (2) school years following the termination which resulted in the loss of his/her unused, accumulated sick leave.

The Board shall keep a record of the accumulated sick leave for each eligible teacher in its employment and shall provide a verified copy to the teacher or other boards of education for purposes of implementing this section. The Board may require that a physician's certificate be furnished by the teacher in all cases deemed proper by the Board. In case of doubt, the board shall have final authority as to who is entitled to leave under this section and the time for which the leave may be allowed.

A teacher in need of sick leave shall be allowed to use unearned sick leave up to the number of days that such teacher may accumulate during the remainder of the school year in which he/she is employed.

Such advance use of sick leave shall be charged to sick leave accumulated in the same school year. Upon termination of the employment of such teacher before such days are earned or at the end of the school year, there shall be deducted from the final salary of such

teacher an amount based on his/her daily rate of pay sufficient to cover the excess sick leave days used by him/her and if such final salary is insufficient for this purpose, the teacher shall be liable for reimbursement of any amount in excess of his/her final salary.

If, at the termination of services, any teacher has been absent for more days than accumulated or earned leave, there shall be deducted from the final salary warrant of such teacher an amount sufficient to cover the excess days used.

Each teacher shall have access to accumulated sick leave data.

#### VIII. Extended Leave of Absence

Any person holding a position that requires a teacher's certificate shall be granted leave for military service, legislative services, maternity, adoption, or recuperation of health, and may be granted leave for educational improvements-without forfeiture of accumulated leave credits, tenure status, or other fringe benefits. An extended leave of absence will not be considered for other gainful employment. All leaves shall be requested in writing at least thirty (30) days in advance on forms adopted by the local Board. Each request for leave will be acted upon by the Board at the next regular Board meeting with such action to become a part of the official minutes. Each applicant shall be notified in writing of the action of the Board, and the beginning and ending dates of the leave granted. All leaves, except military leave, shall be from a date certain to date certain; however, any leave may be extended to a later specified date upon written request from the teacher. The procedure for extending a leave and the conditions under which a leave may be extended are the same as those used when originally requesting and granting the leave. Military leave shall be granted for whatever period may be required.

Positions vacated for less than twelve (12) months by teachers on leave shall be filled with interim teachers for such time as the teacher is on leave. Upon the return of said teacher within twelve (12) months, the interim teacher shall relinquish the position and the teacher shall be placed in the same or comparable position upon return from leave. Any teacher on leave shall, at least thirty (30) days prior to the date of return, notify the Director in writing if said teacher does not intend to return to the position from which leave was taken. Failure to render such notice may be considered a breach of contract. Failure to render such notice shall be considered abandonment of position.

#### IX. Complaints

Any complaint(s) made by a parent, student, or other person to a member of the administration against a teacher shall be properly investigated. All complaints must be registered within thirty (30) school days of the incident(s) giving rise to the complaint(s). Exceptions to this time limit may be granted by the supervisor or the complaint manager charged with investigating the complaint(s).

The administration shall notify the teacher of the complaint(s) within five (5) days unless otherwise instructed by a law enforcement agency or state agency.

The supervisor or complaint manager shall first attempt to resolve the matter informally. If unsuccessful, a formal complaint resolution process will be initiated.

All affected parties will be expected to actively participate in seeking a satisfactory resolution to the complaint(s). Written copies of the final resolution shall be forwarded to all parties.

Complaints determined to be valid will result in corrective action as appropriate based on the facts surrounding the incident(s). Complaints determined to be without merit will be dismissed and no record of the matter will be maintained in the teacher file(s).

## X. Personnel Files

### A. Contents

1. The Board shall not establish any separate personnel file, that is not available for the teacher's inspection.
2. Complaint(s), answers to complaints, and materials directly related to complaint(s) shall not be maintained in personnel files, and shall not be forwarded to any prospective employer of the complainant, nor shall such documents be revealed or the complaint(s) be alluded to in any communication between the administration and said prospective employer.
3. No unsigned or anonymous materials shall be maintained in a teacher's file.

### B. Access to Files

1. Any individual who examines a teacher's personnel file shall be required to sign and date a log placed in the front of the personnel file. The log shall be available for examination by the teacher or the teacher's professional organization representative if so authorized by the professional teacher.
2. The principal or immediate supervisor shall grant any teacher access, during regular business hours, to his/her personnel file. The principal or supervisor shall give any teacher upon request, and upon payment of reasonable compensation, a copy of specified documents in his/her personnel file. A teacher shall be entitled to have a representative of the professional organization accompany him/her during such review.
3. In the event that an administrator removes any material from a teacher's file, a dated notation stating what has been removed and the reason for such removal shall be placed in the file.

4. Negative or derogatory material in a teacher's personnel records may be destroyed at the discretion of the director of schools or his/her designee in the file. The teacher may request removal of negative or derogatory material after a three (3) year period.

5. A teacher shall be provided a copy of any negative or derogatory material before it is placed in his/her personnel file. Upon request by the teacher, a response may be attached to the material.

6. Any disciplinary material will remain permanently in the personnel file.

Personnel files will be maintained per the table below

**PERSONNEL FILE CONTENTS & LOCATION**

File Name	Contents	Location
Payroll/Personnel File (SSN and Banking Information not subject to public inspection)	Personnel change forms, direct deposit forms, correspondence related to open records act requests and other inquiries	Finance & Payroll
Application File (SSN not subject to public inspection)	Transcripts/Application/Letters of Reference/Letter of hire/termination/renewal letters	Human Resources Department
Worker's Compensation File	Claim information retained in a separate file by injury date	Human Resources Department
FMLA Files (not subject to public inspection)	FMLA request, FMLA approval, Medical Certification, Medical Release	Human Resources Department
New Hire Physical Examinations (not subject to public inspection)	These are maintained separately in alphabetical order.	Human Resources Department
Complaints (Title VI and IX)	When a claim is alleged, a separate investigative file is started under the employee's name that the claim is filed against.	Human Resources Department
Major Medical, Dental, Vision, Life Insurance	Employee Acceptance or Refusal of Insurance and any changes to employee enrollment	Human Resources Department
Employee Reimbursement Files (other)	Travel Claims and other reimbursement expenses by fiscal year	Finance and Payroll Department
Teacher Evaluations and Observations	Teacher performance records (State Framework for Evaluation and Professional Growth)	School Principal's Office

School Level Teacher File	Resume/Applications, commendations, awards, certificates, citations (including system level), reprimands, other complaints	School Principal's Office
---------------------------	--	---------------------------

XI. Final Provisions

Savings

If any article or part of this agreement is held to be invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any article or part should be restrained by such tribunal, the remainder of the agreement shall not be affected thereby and the parties shall enter into collaboration for the purpose of arriving at a mutually satisfactory replacement for such article or part.

Statutory Savings

Nothing contained herein shall be construed to deny or restrict the Board or any teacher of such rights held under the Tennessee School laws or other applicable laws or regulations. The rights granted The Board of Education and teachers herein shall be deemed to be in addition to those provided elsewhere. Board Policy supersedes anything in this agreement that would be in conflict with board policy.

XII. Memorandum Of Understanding

A. Publication

The Memorandum of Understanding will be posted on the official Putnam County School System's website.

B. New Hire Orientation

A session will be scheduled at the beginning of each school year during new teacher orientation for the Director of Human Resources or designee to brief new teachers on the memorandum of understanding.

Concluding Statement

After careful reflection and collaboration, we have reached a consensus on actions to be taken to address the identified interests brought forward by all parties involved. Upon Putnam County School Board approval, this collaborative conferencing team looks forward to the implementation of these stated actions for the duration of three years.

Submitted By Collaborative Conferencing Committee:

PCBE:



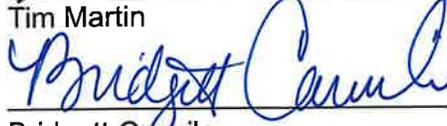
Sharon Anderson



Angie Knight



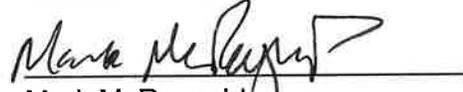
Tim Martin



Bridgett Carwile



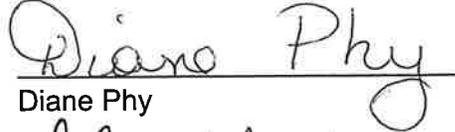
Russell Darley



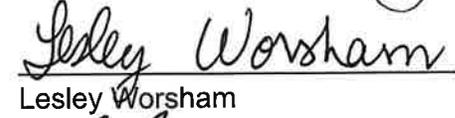
Mark McReynolds



PCEA:



Diane Phy



Lesley Worsham

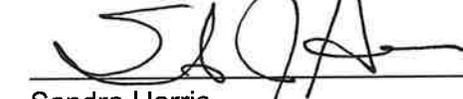


Aaron Casey

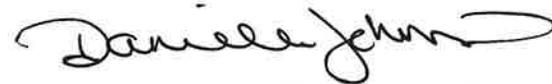
PCPET:



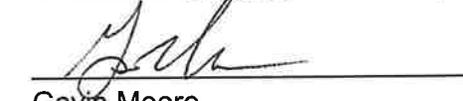
Dee Bean



Sandra Harris



Unaffiliated Certified Personnel:



Gavin Moore

This Memorandum of Understanding (MOU) is entered into this 27th day of November 2023 by the Putnam County Board of Education (referred to as "the Board") and the representatives of the professional employees of the Putnam County Board of Education selected pursuant to the terms of TCA 49-5-605.



DEPARTMENT OF EDUCATION  
PUTNAM COUNTY  
SCHOOL NUTRITION PROGRAM

3860 Phifer Mountain Road  
COOKEVILLE, TN 38506  
PHONE: (931) 528-1847  
FAX: (931) 520-2022

Putnam County Board of Education  
Agenda Request

Name of Person Making Request: Jennifer Mitchell

Department: School Nutrition

Phone Number of Person Making Request: 931-528-1847 x1214

Account Funding Code (if appropriate)  
**143 E 73100 199**

\_\_\_\_\_ Backup included

\_\_\_\_\_ Backup to follow

Requesting approval for a \$20.00 monthly stipend for personal cell phone usage, per policy, 3.3001, use of cellular phones, for the new School Nutrition Cafeteria manager at Burks Elementary, Crystal Reeves.

This stipend will begin Dec 2023 and will go through June 2024.

Jennifer Mitchell 1/8/24  
Signature of Person Making Request Date

[Signature]  
Signature of Director of Schools Date





Date: January 18, 2024

To: Sharon Reid

From: Lynda Huddleston

RE: Roland Contract for Board Approval

Please add the following item to the BOE Agenda for the February 2024 board meeting:

Approval of the four contracts between Roland Digital Media, Inc. and Putnam County Board of Education for digital gold package for Adult Education at a cost of \$895 per month <sup>in the amount</sup> to be paid from Adult Education funds effective February 1, 2024-March 31, 2024. <sup>-Cookeville, TN</sup>

**received**  
01-18-24  
SHR



(t) 931-528-8100  
 (f) 931-854-9505  
 2300 W. Jackson St.  
 Cookeville, TN 38501  
 info@rolandadvertising.com

Agreement Start Date:  
 02 / 01 / 2024

**ADVERTISING AGREEMENT**

This agreement made this the 18th day of January, 2024, by and between Roland Digital Media, Inc., hereinafter referred to as "Company", and Kim Cravens of Upper Cumberland Adult Education/Putnam Co. Schools, hereinafter referred to as "Advertiser".

**AGREEMENT**

Company agrees to erect, paint/print, and maintain One(1) billboard advertisement(s), face size 10'6" x 24' on the location(s) below set out, or as near as possible thereto, for the term of Two(2) month(s) from the agreement start date as listed in the top right corner of this agreement at a rental rate listed below for each advertisement in service. The advertisement shall be painted/printed/displayed in the design furnished by the Advertiser. Monthly rental payments shall be due and payable in advance on the first day of each month for the term of the agreement. Company will provide initial paint/print and copy changes as priced below. If special artwork or embellishments are required, an additional charge for initial painting/printing or copy changes may be required. Advertiser shall furnish artwork design within (15) fifteen days after signing agreement or within (3) three business days of the start date agreed to by both parties. In the event that Advertiser does not furnish said artwork design within the time provided then the term of this agreement and billing shall begin even if billboard artwork is not posted. If necessary Company shall have up to twenty-four days a year, normally two days per month, for advertisements to be out of service for repairs and maintenance to tri-vision signs and light fixtures or digital units. Company has right to reject any advertising copy or photographs for any reason at company's sole discretion. All artwork/creative/designs/ads created by Company are owned by Company and remain so indefinitely unless Company releases such with a written and signed agreement stating otherwise.

**DELINQUENCIES:**

Any payment that is received more than (15) fifteen days beyond the due date shall incur a (5%) percent per month late charge. If two or more consecutive payments shall become past due and delinquent, Company shall have the right, at its option, to cancel this agreement, and the Advertiser agrees to pay immediately to Company a lump sum amount equal to all amounts due and which otherwise would become due through the term of this agreement, which sum is agreed by both parties to be the actual liquidated damages of Company. Advertiser agrees to pay all collection expenses, including attorney's fees and court costs, incurred by Company for the collection of any amounts becoming past due hereunder and/or awarded by any court. Advertiser also agrees to pay interest at the maximum lawful rate on all amounts outstanding until paid in full. In addition company may continue this agreement on a month to month basis until all amounts due are paid in full. Payments returned for insufficient funds will be assessed a \$50 fee, or maximum allowed by law, for each attempt to process the payment. Returned checks or declined bank cards will result in a penalty of \$50 per occurrence. Additional 3% convenience fee will be added for credit card payments.

**CUSTOMER DISSATISFACTION:**

In the event Advertiser is dissatisfied with the service and maintenance of said billboard advertising, then it shall become the duty of the Advertiser to notify Company in writing of the dissatisfaction in the manner that the billboard advertising is serviced and maintained, and should the Advertiser fail to notify Company in writing of dissatisfaction, then this shall become a bar to any defense that Advertiser may interpose in suit for collection of rents by Company.

**UNCONTROLLABLE ACTS:**

Company shall not be responsible for any failure or delay in performance of its undertaking hereunder when due to fire, governmental restriction or any other act or thing beyond Company's control. In the event of damage to or destruction of sign, Company shall have the right, at its option, either to repair or rebuild the same, extending the term of this agreement for such period of time as the sign may be unavailable for use by Advertiser, or may terminate this agreement, in which event, Advertiser shall not be obligated to make any further rental payments hereunder.

**COMPLETED AGREEMENT:**

It is mutually agreed between the parties that this is the complete agreement between them and that said agreement cannot be altered unless by mutual consent of all parties to this agreement and placed in writing signed by both parties, and any agreement heretofore made is superseded by this agreement. It is agreed and understood by the parties that this contract shall be construed as though made and performed in the State of Tennessee, and they further agree that jurisdiction and venue for any enforcement of or violation of this contract shall lie with the courts of Putnam County, Tennessee.

Company shall have the right to assign all or part of its interest in this agreement. Advertiser shall have the right to sublease under this agreement with written approval of Company. However Advertiser and any one personally liable shall remain liable for the rents as agreed herein. It is understood that this advertisement and billboard shall remain the exclusive property of the Company and that the Advertiser may not enter onto, subcontract work to be done, or remove Company property.

<p><b>Description:</b>          One Face Each at Location(s) Listed Below:  <b>Digital Platinum Package: Jefferson Avenue</b>  <b>(Side of El Tap Building) Digital Billboard /</b>  <b>Facing South Unit ID: 111031-R1 Cookeville TN</b></p>	<p>Per Month Rental: \$ <u>895.00</u>          Artwork/Design: \$ <u>Included</u>          Initial Production Cost: \$ <u>Included</u>          Copy Changes \$ <u>Reasonably Unlimited</u></p>	<p><b>Illumination:</b>  <input type="checkbox"/> Dusk to 12:00 a.m. \$ _____  <input checked="" type="checkbox"/> Other: <u>24 Hrs</u> \$ <u>Included</u>  <input type="checkbox"/> Non Illuminated</p>
---	---	--

THE UNDERSIGNED REPRESENTATIVE OF ADVERTISER HEREBY WARRANTS TO COMPANY THAT HE/SHE IS AUTHORIZED TO EXECUTE THIS AGREEMENT ON BEHALF OF ADVERTISER, FURTHER, THE ADVERTISER'S SIGNATURE ON THE LINE MARKED "INDIVIDUALLY" SHALL CAUSE THE ADVERTISER ALSO TO BE PERSONALLY LIABLE FOR ANY AMOUNTS OWED HEREUNDER. AGREEMENT NOT VALID UNTIL APPROVED BY OFFICER OF ROLAND ADVERTISING. BY SIGNING BELOW, ADVERTISER AGREES TO TERMS & CONDITIONS LISTED AT WWW.ROLANDDIGITALMEDIA.COM/TERMS

By: Putnam County BOE- Kim Cravens, BOE Chair Sales Agent: Mark Draughon Digitally signed by Mark Draughon  
 Advertiser Name (Corp., LLC., Partnership, etc.) Date: 2024.01.18 13:12:26 -06'00'

**X** \_\_\_\_\_ Approved by Company: \_\_\_\_\_  
 Authorized Signature and Title / Individually

1400 East Spring St. Cookeville, TN 38506  
 Billing Address

Phone: 931-537-2516 Cell: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: breeden11@pcsstn.com



(t) 931-528-8100  
 (f) 931-854-9505  
 2300 W. Jackson St.  
 Cookeville, TN 38501  
 info@rolandadvertising.com

Agreement Start Date:  
 02 / 01 / 2024

**ADVERTISING AGREEMENT**

This agreement made this the 18th day of January, 2024, by and between Roland Digital Media, Inc., hereinafter referred to as "Company", and Kim Cravens of Upper Cumberland Adult Education/Putnam Co. Schools, hereinafter referred to as "Advertiser".

**AGREEMENT**

Company agrees to erect, paint/print, and maintain One(1) billboard advertisement(s), face size 10'6" x 24' on the location(s) below set out, or as near as possible thereto, for the term of Two(2) month(s) from the agreement start date as listed in the top right corner of this agreement at a rental rate listed below for each advertisement in service. The advertisement shall be painted/printed/displayed in the design furnished by the Advertiser. Monthly rental payments shall be due and payable in advance on the first day of each month for the term of the agreement. Company will provide initial paint/print and copy changes as priced below. If special artwork or embellishments are required, an additional charge for initial painting/printing or copy changes may be required. Advertiser shall furnish artwork design within (15) fifteen days after signing agreement or within (3) three business days of the start date agreed to by both parties. In the event that Advertiser does not furnish said artwork design within the time provided then the term of this agreement and billing shall begin even if billboard artwork is not posted. If necessary Company shall have up to twenty-four days a year, normally two days per month, for advertisements to be out of service for repairs and maintenance to tri-vision signs and light fixtures or digital units. Company has right to reject any advertising copy or photographs for any reason at company's sole discretion. All artwork/creative/designs/ads created by Company are owned by Company and remain so indefinitely unless Company releases such with a written and signed agreement stating otherwise.

**DELINQUENCIES:**

Any payment that is received more than (15) fifteen days beyond the due date shall incur a (5%) percent per month late charge. If two or more consecutive payments shall become past due and delinquent, Company shall have the right, at its option, to cancel this agreement, and the Advertiser agrees to pay immediately to Company a lump sum amount equal to all amounts due and which otherwise would become due through the term of this agreement, which sum is agreed by both parties to be the actual liquidated damages of Company. Advertiser agrees to pay all collection expenses, including attorney's fees and court costs, incurred by Company for the collection of any amounts becoming past due hereunder and/or awarded by any court. Advertiser also agrees to pay interest at the maximum lawful rate on all amounts outstanding until paid in full. In addition company may continue this agreement on a month to month basis until all amounts due are paid in full. Payments returned for insufficient funds will be assessed a \$50 fee, or maximum allowed by law, for each attempt to process the payment. Returned checks or declined bank cards will result in a penalty of \$50 per occurrence. Additional 3% convenience fee will be added for credit card payments.

**CUSTOMER DISSATISFACTION:**

In the event Advertiser is dissatisfied with the service and maintenance of said billboard advertising, then it shall become the duty of the Advertiser to notify Company in writing of the dissatisfaction in the manner that the billboard advertising is serviced and maintained, and should the Advertiser fail to notify Company in writing of dissatisfaction, then this shall become a bar to any defense that Advertiser may interpose in suit for collection of rents by Company.

**UNCONTROLLABLE ACTS:**

Company shall not be responsible for any failure or delay in performance of its undertaking hereunder when due to fire, governmental restriction or any other act or thing beyond Company's control. In the event of damage to or destruction of sign, Company shall have the right, at its option, either to repair or rebuild the same, extending the term of this agreement for such period of time as the sign may be unavailable for use by Advertiser, or may terminate this agreement, in which event, Advertiser shall not be obligated to make any further rental payments hereunder.

**COMPLETED AGREEMENT:**

It is mutually agreed between the parties that this is the complete agreement between them and that said agreement cannot be altered unless by mutual consent of all parties to this agreement and placed in writing signed by both parties, and any agreement heretofore made is superseded by this agreement. It is agreed and understood by the parties that this contract shall be construed as though made and performed in the State of Tennessee, and they further agree that jurisdiction and venue for any enforcement of or violation of this contract shall lie with the courts of Putnam County, Tennessee.

Company shall have the right to assign all or part of its interest in this agreement. Advertiser shall have the right to sublease under this agreement with written approval of Company. However Advertiser and any one personally liable shall remain liable for the rents as agreed herein. It is understood that this advertisement and billboard shall remain the exclusive property of the Company and that the Advertiser may not enter onto, subcontract work to be done, or remove Company property.

<p><b>Description:</b>          One Face Each at Location(s) Listed Below:  <b>Digital Platinum Package: Digital Billboard – Bockman Way / Unit ID: 120001-R26 Sparta TN</b></p>	<p>Per Month Rental: \$ <u>895.00</u>          Artwork/Design: \$ <u>Included</u>          Initial Production Cost: \$ <u>Included</u>          Copy Changes \$ <u>Reasonably Unlimited</u></p>	<p><b>Illumination:</b>  <input type="checkbox"/> Dusk to 12:00 a.m. \$ _____  <input checked="" type="checkbox"/> Other: <u>24 Hrs</u> \$ <u>Included</u>  <input type="checkbox"/> Non Illuminated</p>
--	---	--

THE UNDERSIGNED REPRESENTATIVE OF ADVERTISER HEREBY WARRANTS TO COMPANY THAT HE/SHE IS AUTHORIZED TO EXECUTE THIS AGREEMENT ON BEHALF OF ADVERTISER, FURTHER, THE ADVERTISER'S SIGNATURE ON THE LINE MARKED "INDIVIDUALLY" SHALL CAUSE THE ADVERTISER ALSO TO BE PERSONALLY LIABLE FOR ANY AMOUNTS OWED HEREUNDER. AGREEMENT NOT VALID UNTIL APPROVED BY OFFICER OF ROLAND ADVERTISING. BY SIGNING BELOW, ADVERTISER AGREES TO TERMS & CONDITIONS LISTED AT WWW.ROLANDDIGITALMEDIA.COM/TERMS

By: Putnam County BOE- Kim Cravens, BOE Chair  
 Advertiser Name (Corp., LLC., Partnership, etc.)

Sales Agent: Mark Draughon Digitally signed by Mark Draughon  
 Date: 2024.01.18 13:16:06 -06'00'

**X** \_\_\_\_\_  
 Authorized Signature and Title / Individually  
 1400 East Spring St. Cookeville, TN 38506  
 Billing Address

Approved by Company: \_\_\_\_\_

Phone: 931-537-2516 Cell: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: breeden11@pcsstn.com



(t) 931-528-8100  
 (f) 931-854-9505  
 2300 W. Jackson St.  
 Cookeville, TN 38501  
 info@rolandadvertising.com

Agreement Start Date:  
 02 / 01 / 2024

**ADVERTISING AGREEMENT**

This agreement made this the 18th day of January, 2024, by and between Roland Digital Media, Inc., hereinafter referred to as "Company", and Kim Cravens of Upper Cumberland Adult Education/Putnam Co. Schools, hereinafter referred to as "Advertiser".

**AGREEMENT**

Company agrees to erect, paint/print, and maintain One(1) billboard advertisement(s), face size 10'6" x 24' on the location(s) below set out, or as near as possible thereto, for the term of Two(2) month(s) from the agreement start date as listed in the top right corner of this agreement at a rental rate listed below for each advertisement in service. The advertisement shall be painted/printed/displayed in the design furnished by the Advertiser. Monthly rental payments shall be due and payable in advance on the first day of each month for the term of the agreement. Company will provide initial paint/print and copy changes as priced below. If special artwork or embellishments are required, an additional charge for initial painting/printing or copy changes may be required. Advertiser shall furnish artwork design within (15) fifteen days after signing agreement or within (3) three business days of the start date agreed to by both parties. In the event that Advertiser does not furnish said artwork design within the time provided then the term of this agreement and billing shall begin even if billboard artwork is not posted. If necessary Company shall have up to twenty-four days a year, normally two days per month, for advertisements to be out of service for repairs and maintenance to tri-vision signs and light fixtures or digital units. Company has right to reject any advertising copy or photographs for any reason at company's sole discretion. All artwork/creative/designs/ads created by Company are owned by Company and remain so indefinitely unless Company releases such with a written and signed agreement stating otherwise.

**DELINQUENCIES:**

Any payment that is received more than (15) fifteen days beyond the due date shall incur a (5%) percent per month late charge. If two or more consecutive payments shall become past due and delinquent, Company shall have the right, at its option, to cancel this agreement, and the Advertiser agrees to pay immediately to Company a lump sum amount equal to all amounts due and which otherwise would become due through the term of this agreement, which sum is agreed by both parties to be the actual liquidated damages of Company. Advertiser agrees to pay all collection expenses, including attorney's fees and court costs, incurred by Company for the collection of any amounts becoming past due hereunder and/or awarded by any court. Advertiser also agrees to pay interest at the maximum lawful rate on all amounts outstanding until paid in full. In addition company may continue this agreement on a month to month basis until all amounts due are paid in full. Payments returned for insufficient funds will be assessed a \$50 fee, or maximum allowed by law, for each attempt to process the payment. Returned checks or declined bank cards will result in a penalty of \$50 per occurrence. Additional 3% convenience fee will be added for credit card payments.

**CUSTOMER DISSATISFACTION:**

In the event Advertiser is dissatisfied with the service and maintenance of said billboard advertising, then it shall become the duty of the Advertiser to notify Company in writing of the dissatisfaction in the manner that the billboard advertising is serviced and maintained, and should the Advertiser fail to notify Company in writing of dissatisfaction, then this shall become a bar to any defense that Advertiser may interpose in suit for collection of rents by Company.

**UNCONTROLLABLE ACTS:**

Company shall not be responsible for any failure or delay in performance of its undertaking hereunder when due to fire, governmental restriction or any other act or thing beyond Company's control. In the event of damage to or destruction of sign, Company shall have the right, at its option, either to repair or rebuild the same, extending the term of this agreement for such period of time as the sign may be unavailable for use by Advertiser, or may terminate this agreement, in which event, Advertiser shall not be obligated to make any further rental payments hereunder.

**COMPLETED AGREEMENT:**

It is mutually agreed between the parties that this is the complete agreement between them and that said agreement cannot be altered unless by mutual consent of all parties to this agreement and placed in writing signed by both parties, and any agreement heretofore made is superseded by this agreement. It is agreed and understood by the parties that this contract shall be construed as though made and performed in the State of Tennessee, and they further agree that jurisdiction and venue for any enforcement of or violation of this contract shall lie with the courts of Putnam County, Tennessee.

Company shall have the right to assign all or part of its interest in this agreement. Advertiser shall have the right to sublease under this agreement with written approval of Company. However Advertiser and any one personally liable shall remain liable for the rents as agreed herein. It is understood that this advertisement and billboard shall remain the exclusive property of the Company and that the Advertiser may not enter onto, subcontract work to be done, or remove Company property.

<p><b>Description:</b>          One Face Each at Location(s) Listed Below:  <b>Digital Platinum Package: Highway 111 (Karen's Parking Lot) Digital Billboard / Facing South (R23) / Unit ID: 131004-R23 Cookeville TN</b></p>	<p>Per Month Rental: \$ <u>895.00</u>          Artwork/Design: \$ <u>Included</u>          Initial Production Cost: \$ <u>Included</u>          Copy Changes \$ <u>Reasonably Unlimited</u></p>	<p><b>Illumination:</b>  <input type="checkbox"/> Dusk to 12:00 a.m. \$ _____  <input checked="" type="checkbox"/> Other: <u>24 Hrs</u> \$ <u>Included</u>  <input type="checkbox"/> Non Illuminated</p>
---	---	--

THE UNDERSIGNED REPRESENTATIVE OF ADVERTISER HEREBY WARRANTS TO COMPANY THAT HE/SHE IS AUTHORIZED TO EXECUTE THIS AGREEMENT ON BEHALF OF ADVERTISER, FURTHER, THE ADVERTISER'S SIGNATURE ON THE LINE MARKED "INDIVIDUALLY" SHALL CAUSE THE ADVERTISER ALSO TO BE PERSONALLY LIABLE FOR ANY AMOUNTS OWED HEREUNDER. AGREEMENT NOT VALID UNTIL APPROVED BY OFFICER OF ROLAND ADVERTISING. BY SIGNING BELOW, ADVERTISER AGREES TO TERMS & CONDITIONS LISTED AT WWW.ROLANDDIGITALMEDIA.COM/TERMS

By: Putnam County BOE- Kim Cravens, BOE Chair Sales Agent: Mark Draughon Digitally signed by Mark Draughon Date: 2024.01.18 13:13:38 -06'00'

**X** \_\_\_\_\_  
 Advertiser Name (Corp., LLC., Partnership, etc.)  
 \_\_\_\_\_  
 Authorized Signature and Title / Individually  
 1400 East Spring St. Cookeville, TN 38506  
 \_\_\_\_\_  
 Billing Address

Approved by Company: \_\_\_\_\_

Phone: 931-537-2516 Cell: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: breeden11@pcsstn.com



(t) 931-528-8100  
 (f) 931-854-9505  
 2300 W. Jackson St.  
 Cookeville, TN 38501  
 info@rolandadvertising.com

Agreement Start Date:  
 02 / 01 / 2024

**ADVERTISING AGREEMENT**

This agreement made this the 18th day of January, 2024, by and between Roland Digital Media, Inc., hereinafter referred to as "Company", and Kim Cravens of Upper Cumberland Adult Education/Putnam Co. Schools, hereinafter referred to as "Advertiser".

**AGREEMENT**

Company agrees to erect, paint/print, and maintain One(1) billboard advertisement(s), face size 10'6" x 24' on the location(s) below set out, or as near as possible thereto, for the term of Two(2) month(s) from the agreement start date as listed in the top right corner of this agreement at a rental rate listed below for each advertisement in service. The advertisement shall be painted/printed/displayed in the design furnished by the Advertiser. Monthly rental payments shall be due and payable in advance on the first day of each month for the term of the agreement. Company will provide initial paint/print and copy changes as priced below. If special artwork or embellishments are required, an additional charge for initial painting/printing or copy changes may be required. Advertiser shall furnish artwork design within (15) fifteen days after signing agreement or within (3) three business days of the start date agreed to by both parties. In the event that Advertiser does not furnish said artwork design within the time provided then the term of this agreement and billing shall begin even if billboard artwork is not posted. If necessary Company shall have up to twenty-four days a year, normally two days per month, for advertisements to be out of service for repairs and maintenance to tri-vision signs and light fixtures or digital units. Company has right to reject any advertising copy or photographs for any reason at company's sole discretion. All artwork/creative/designs/ads created by Company are owned by Company and remain so indefinitely unless Company releases such with a written and signed agreement stating otherwise.

**DELINQUENCIES:**

Any payment that is received more than (15) fifteen days beyond the due date shall incur a (5%) percent per month late charge. If two or more consecutive payments shall become past due and delinquent, Company shall have the right, at its option, to cancel this agreement, and the Advertiser agrees to pay immediately to Company a lump sum amount equal to all amounts due and which otherwise would become due through the term of this agreement, which sum is agreed by both parties to be the actual liquidated damages of Company. Advertiser agrees to pay all collection expenses, including attorney's fees and court costs, incurred by Company for the collection of any amounts becoming past due hereunder and/or awarded by any court. Advertiser also agrees to pay interest at the maximum lawful rate on all amounts outstanding until paid in full. In addition company may continue this agreement on a month to month basis until all amounts due are paid in full. Payments returned for insufficient funds will be assessed a \$50 fee, or maximum allowed by law, for each attempt to process the payment. Returned checks or declined bank cards will result in a penalty of \$50 per occurrence. Additional 3% convenience fee will be added for credit card payments.

**CUSTOMER DISSATISFACTION:**

In the event Advertiser is dissatisfied with the service and maintenance of said billboard advertising, then it shall become the duty of the Advertiser to notify Company in writing of the dissatisfaction in the manner that the billboard advertising is serviced and maintained, and should the Advertiser fail to notify Company in writing of dissatisfaction, then this shall become a bar to any defense that Advertiser may interpose in suit for collection of rents by Company.

**UNCONTROLLABLE ACTS:**

Company shall not be responsible for any failure or delay in performance of its undertaking hereunder when due to fire, governmental restriction or any other act or thing beyond Company's control. In the event of damage to or destruction of sign, Company shall have the right, at its option, either to repair or rebuild the same, extending the term of this agreement for such period of time as the sign may be unavailable for use by Advertiser, or may terminate this agreement, in which event, Advertiser shall not be obligated to make any further rental payments hereunder.

**COMPLETED AGREEMENT:**

It is mutually agreed between the parties that this is the complete agreement between them and that said agreement cannot be altered unless by mutual consent of all parties to this agreement and placed in writing signed by both parties, and any agreement heretofore made is superseded by this agreement. It is agreed and understood by the parties that this contract shall be construed as though made and performed in the State of Tennessee, and they further agree that jurisdiction and venue for any enforcement of or violation of this contract shall lie with the courts of Putnam County, Tennessee.

Company shall have the right to assign all or part of its interest in this agreement. Advertiser shall have the right to sublease under this agreement with written approval of Company. However Advertiser and any one personally liable shall remain liable for the rents as agreed herein. It is understood that this advertisement and billboard shall remain the exclusive property of the Company and that the Advertiser may not enter onto, subcontract work to be done, or remove Company property.

<p><b>Description:</b>          One Face Each at Location(s) Listed Below:  <b>Digital Platinum Package:Corner of Hwy. 70 (Nashville Hwy) and Hwy. 56 (Gainesboro Hwy) Facing West / Unit ID: 113002-R25 Baxter TN</b></p>	<p>Per Month Rental: \$ <u>895.00</u>          Artwork/Design: \$ <u>Included</u>          Initial Production Cost: \$ <u>Included</u>          Copy Changes \$ <u>Reasonably Unlimited</u></p>	<p><b>Illumination:</b></p> <p><input type="checkbox"/> Dusk to 12:00 a.m. \$ _____</p> <p><input checked="" type="checkbox"/> Other: <u>24 Hrs</u> \$ <u>Included</u></p> <p><input type="checkbox"/> Non Illuminated</p>
--	---	--

THE UNDERSIGNED REPRESENTATIVE OF ADVERTISER HEREBY WARRANTS TO COMPANY THAT HE/SHE IS AUTHORIZED TO EXECUTE THIS AGREEMENT ON BEHALF OF ADVERTISER, FURTHER, THE ADVERTISER'S SIGNATURE ON THE LINE MARKED "INDIVIDUALLY" SHALL CAUSE THE ADVERTISER ALSO TO BE PERSONALLY LIABLE FOR ANY AMOUNTS OWED HEREUNDER. AGREEMENT NOT VALID UNTIL APPROVED BY OFFICER OF ROLAND ADVERTISING. BY SIGNING BELOW, ADVERTISER AGREES TO TERMS & CONDITIONS LISTED AT WWW.ROLANDDIGITALMEDIA.COM/TERMS

By: Putnam County BOE- Kim Cravens, BOE Chair Sales Agent: Mark Draughon Digitally signed by Mark Draughon Date: 2024.01.18 13:14:48 -06'00'

**X** Advertiser Name (Corp., LLC., Partnership, etc.)

Approved by Company: \_\_\_\_\_

Authorized Signature and Title / Individually

1400 East Spring St. Cookeville, TN 38506

Billing Address

Phone: 931-537-2516 Cell: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: breeden11@pcsstrn.com

Internal Use Only:  TYC  MIN  LUN  OTH |  NC  RWL  RET  ECA



Reid, Sharon <reids2@pcsstn.com>

---

## Agenda Item for Feb. 2024 Board Meeting

1 message

---

Breeden, Lynda <breedenl1@pcsstn.com>  
To: Sharon Reid <reids2@pcsstn.com>

Thu, Jan 18, 2024 at 1:32 PM

Sharon,

I have attached an item for the February 2024 Board Agenda. Please let me know if you have any questions. Five documents are attached.

Thanks so much!  
Lynda

--  
Lynda Huddleston  
Upper Cumberland Adult Education Coordinator  
Putnam County Schools  
**Office location:**  
**620 South Jefferson Avenue Suite 202**  
**(Co-located with American Job Center)**  
**Cookeville, TN 38501**  
931-520-6020  
FAX 931-537-2516

---

### 5 attachments

-  **Roland Board Approval Feb. 2024.docx**  
13K
-  **Putnam County BOE (2\_1\_24 Cookeville).pdf**  
162K
-  **Putnam County BOE (2-1-24 Sparta).pdf**  
161K
-  **Putnam County BOE (2-1-24 Rickman).pdf**  
162K
-  **Putnam County BOE (2-1-24 Baxter).pdf**  
162K



Memorandum of Understanding

Upper Cumberland USDA Foods Processing  
Joint Bid Agreement

Purpose

The School Nutrition Programs at Bledsoe, Clay, DeKalb, Jackson, Macon, Overton, Putnam, Smith, Trousdale and White County Schools, and Lebanon Special School District have entered into joint bid. This is advantageous to involved districts because of similar interests in procuring products, and helps secure better pricing due to volume and proximity.

Mutual Benefit and Interests

As addressed in all bids, each school is separate in the management of the bid (including payment, crediting, conflict resolution, and updating of product information) and other action taken on the bid, including termination if necessary.

In all districts, the School Nutrition Supervisor speaks for the district in their decision-making. They may or may not share interest on a particular product or product category. That assumption is not to be made by the awarded vendor, and each district is treated as individual decision makers.

Responsibility and Management of Bid

Before bids are sent out to potential bidders, the districts decide on common interests and product specifications, as well as contractual and bid specifications. Since the bid is advertised as a joint bid, the districts work together to award the same bidder. Districts will have representation at the bid opening. If an agreement cannot be made on the shared bid award, the districts will rebid separately.

Once the districts award a bid together, if termination is necessary after the start of the bid period, each district may select the proper action to take in terminating a vendor, and appointing an action during the bid period. However, upon conclusion of the annual bid period a new bid must be written and awarded to meet the need of each district, whether as a joint bid, or separate bids.

The Joint Bidding Agreement is effective until either district wishes to adjust language, procedures, or participation in such agreement.

x Dianne Campbell  
Bledsoe County School Nutrition Supervisor

x Teia Arms  
Clay County School Nutrition Supervisor

x Emily Estes  
DeKalb County School Nutrition Supervisor

x Kim Selbe  
Jackson County School Nutrition Supervisor

x Ima Munnale  
Macon County School Nutrition Supervisor

x Dulcie Taylor  
Overton County School Nutrition Supervisor

x Jennifer Mitchell  
Putnam County School Nutrition Supervisor

x Stephanie Dyer  
Smith County School Nutrition Supervisor

x Kathryn Schul  
Trousdale County School Nutrition Supervisor

x Donna B. Savage  
White County School Nutrition Supervisor

x Angie Ballou  
Lebanon Special School Nutrition Supervisor



**Frantz Law Group**  
A Professional Law Corporation

## Social Media Litigation

### *Client Contact Information*

**Public Entity Name:** \_\_\_\_\_

**Public Entity Address:** \_\_\_\_\_

#### **Preferred Contact Information:**

Primary Contact Name: \_\_\_\_\_

Role: \_\_\_\_\_

Preferred email address: \_\_\_\_\_

Preferred phone number: \_\_\_\_\_

Secondary Contact Name: \_\_\_\_\_

Role: \_\_\_\_\_

Preferred email address: \_\_\_\_\_

Preferred phone number: \_\_\_\_\_

**received**  
01-04-24  
*[Signature]*

**ATTORNEY-CLIENT CONTINGENCY FEE CONTRACT**

Social Media Litigation

This ATTORNEY-CLIENT CONTINGENCY FEE CONTRACT ("Agreement") is entered into by and between \_\_\_\_\_ ("Client" or "District") and Frantz Law Group, APLC ("Attorneys" or "We") and encompasses the following provisions:

1. **CONDITIONS.** This Agreement will not take effect, and Attorneys will have no obligation to provide legal services, until Client returns a signed copy of this Agreement.
  
2. **AUTHORIZED REPRESENTATIVES**
  - A. **CLIENT REPRESENTATIVES.** Client designates \_\_\_\_\_, or his/her designee, as the authorized representatives to direct Attorneys and to be the primary individuals to communicate with Attorneys regarding the subject matter of Attorneys' representation of Client under this Agreement. The designation is intended to establish a clear line of authority and to minimize potential uncertainty but not to preclude communication between Attorneys and other representatives of Client.
  
  - B. **ATTORNEY REPRESENTATIVES.** James Frantz, William Shinoff, Jade Koller and Regina Bagdasarian of Frantz Law Group, APLC will be primarily responsible for the work, either performing it himself/herself or delegating it to others as may be appropriate. This is not intended to limit Attorneys' option of delegating work to others as Attorneys deem appropriate.
  
3. **SCOPE AND DUTIES.** Client hires Attorneys to provide legal services in connection with pursuing claims for damages arising from District's students' use of social media. The litigation will involve, among other steps, the preparation and filing of the District's action, i.e., the lawsuit ("Action"). Attorneys shall provide those legal services reasonably required to represent Client and shall take reasonable steps to keep Client informed of progress and to respond to Client's inquiries. Client shall be truthful with Attorneys, cooperate with Attorneys, and keep Attorneys informed of developments.
  
4. **LEGAL SERVICES SPECIFICALLY EXCLUDED.** Unless otherwise agreed in writing by Client and Attorneys, Attorneys will not provide legal services with respect to (a) defending any legal proceeding or claim against the Client commenced by any person unless such proceeding or claim is filed against the Client in the Action, (b) proceedings before any federal or state administrative or governmental agency, department, or board, or (c) any other matter not expressly covered by this Agreement. With Client's permission, however, Attorneys may elect to appear at administrative proceedings to protect Client's rights. If Client wishes to retain Attorneys to provide any legal services not provided under this Agreement for additional compensation, a separate written agreement between Attorneys and Client will be required.

5. FEES. Client will pay attorneys' fees of:

Twenty five percent (25%) of any monetary settlement or recovery that Attorneys obtain for Client. Client is not responsible for paying Attorneys any money other than what has been recovered from Defendants.

Fees shall be calculated on the basis of any settlement or recovery prior to the deduction of any expense or cost, that is, the "Gross Recovery." Contingency fee rates are not set by law but have been negotiated. If no recovery is made, no fees will be charged.

The term "Gross Recovery" shall include, without limitation, the then present value of any monetary payments agreed or ordered to be made by the adverse parties or their insurance carriers, whether by settlement, arbitration award, court judgment (after all appeals exhausted), or otherwise. Any statutory Attorneys' fee paid by Defendants shall be included in calculating the Gross Recovery.

- A. "Gross Recovery," if by settlement, also includes (1) the then-present value of any monetary payments to be made to the District; and (2) any Attorneys' fees and costs recovered by the District as part of any cause of action that provides a basis for such an award. "Recovery" may come from any source, including, but not limited to, the parties adverse to the District and/or their insurance carriers and/or any third party, whether or not a party to formal litigation. The contingent fee is calculated by multiplying the recovery by the fee percentage. This calculation is performed on the gross recovery amount before the deduction of expenses as discussed above.

Gross Recovery, except in the case of a settlement, does not contemplate nor include any amount or value for injunctive relief or for the value of an abatement remedy which may be obtained in a final arbitration award or court judgment. It is possible that payment to the Client by the adverse parties or their insurance carrier(s) or any third-party may be deferred, as in the case of an annuity, a structured settlement, or periodic payments. The contingent fee is calculated, as described above, by multiplying the Gross Recovery by the fee percentage. The reimbursement of costs will be paid out of the initial payments, and the Attorneys' fees will be paid on a pro-rata basis as settlements are paid.

- B. Reasonable Fee if Contingent Fee is Unenforceable or if Attorney is Discharged Before Any Recovery. In the event that the contingent fee portion of this Agreement is determined to be unenforceable for any reason, Attorneys are prevented from representing Client on a contingent fee basis, or Client discharges Attorneys before a recovery is obtained, Client agrees to pay the reasonable value of the services rendered. If the parties are unable to agree on the reasonable value of services rendered, Attorneys and Client agree that the fee will be determined via the procedures set forth in paragraph 9 below. In any event, the fee determined by arbitration shall not exceed twenty five percent (25%) of the Gross Recovery as defined in paragraph 5.

C. No General Fund Payments. Notwithstanding any other provision in this Agreement, in no event will the Client be required to pay legal fees out of any fund other than the monies recovered from defendants in this litigation. Under no circumstances shall District general funds be obligated to satisfy the contingent Attorneys' fees.

6. COSTS AND EXPENSES. In addition to paying legal fees, Client shall reimburse Attorneys for all "costs/expenses", which includes but is not limited to the following: process servers' fee, common benefit fees, fees fixed by law or assessed by courts or other agencies, court reporters' fees, long distance telephone calls, messenger and other delivery fees, parking, investigation expenses, consultants' fees, expert witness fees, and other similar items, incurred by Attorneys. Other costs and expenses include case management computer services, document management services, case administration/accounting fees and costs, and other similar items. ATTORNEYS may find it necessary to obtain the services of legal, clerical, and/or other personnel who are not ATTORNEYS regular employees but outside independent contractors (e.g. JND, Archer, KCC). The costs/expenses incurred that Attorneys advance will be owed in addition to Attorneys' fees, and Client will reimburse those costs/expenses after Attorneys' fees have been deducted from any award/recovery. **If there is no award/recovery, Client will not be required to reimburse Attorneys for costs and fees. In the event a recovery is insufficient to reimburse Attorneys for all costs/expenses after the Attorney's fee has been deducted, Client will not be required to reimburse Attorneys for the shortfall.**

SHARED EXPENSES: Client understands that Attorneys may incur certain costs/expenses that jointly benefit multiple clients, including, for example, expenses for travel, experts, and copying. Client agrees that Attorneys shall divide such expenses equally, or pro rata, among such clients, and deduct Client's portion of those expenses from Client's share of any recovery. The division of expenses shall apply regardless of when Client retained Attorney such that costs/expenses incurred prior to Client joining the lawsuit will still be divided and a portion allocated to Client.

FEDERAL MDL AND STATE COORDINATION COMMON BENEFIT FEES AND COMMON BENEFIT COSTS:

Various Attorneys, including Frantz Law Group, frequently serve on plaintiffs' steering or executive committees in Multi-District Litigations (MDLs) and/or in California state court coordinated proceedings (JCCP's) or other state court proceedings, and perform work which benefits the various law firms as well as clients of other law firms involved in the same or related litigation. As a result, the court(s) where the cases are pending may order that Attorneys are to receive compensation for Attorneys' time and effort which has benefitted all claimants. This compensation is known as "Common Benefit Fees," and they are paid by the law firms directly and not from the clients' recovery. If Attorneys are awarded such fees, they will be credited against the contingency fee to be

paid by each Client on an equal basis.

In contrast to Common Benefit Fees, “Common Benefit Costs” are litigation costs to which all Clients contribute a limited portion of their recovery to reimburse expenses incurred to prosecute the lawsuits collectively.

7. LIEN. In the event any third-party attempts to lien any anticipated award/recovery or proceeds already recovered, Client hereby grants, and agrees, TO THE EXTENT PERMITTED BY APPLICABLE LAW, that Attorneys hold, a first priority and superior lien in the amount of the Attorneys’ fees (or reasonable value of services) and costs that Attorneys are entitled to, and that such lien applies to any and all proceeds recovered or to be recovered. More generally, Attorneys shall have a lien against any anticipated recovery and/or actual recovery for Attorneys’ fees (or reasonable value of services) and costs

8. DISCHARGE AND WITHDRAWAL.

A. Client may discharge Attorneys at any time. After receiving notice of discharge, Attorneys shall stop services on the date and to the extent specified by the notice of discharge, and deliver to Client or Client’s designee all evidence, files, and attorney work product for the Action. This includes any computerized indices, programs and document retrieval systems created or used for the Action.

B. Attorneys may withdraw with Client’s consent or for good cause. Good cause includes Client’s breach of this Agreement, Client’s refusal to cooperate with Attorneys, or any other fact or circumstance that would render Attorneys continuing representation unlawful or unethical. Attorneys may also discharge Client if Client at any time is dishonest with Attorneys or fails to provide relevant information to Attorneys.

9. ARBITRATION OF DISPUTES: ATTORNEY and CLIENT agree that should any dispute arise between them, it must be mediated first, before any claims are filed. Specifically, any and all disputes, controversies or claims arising out of, or related to this Agreement and/or Attorneys’ representation of Client, including, but not limited to, claims of malpractice (collectively referred to herein as “Dispute” or “Disputes”), shall be submitted to mediation at the offices of Judicate West, San Diego, or Signature Resolution, in Los Angeles, California before a retired judge or other mediator affiliated with the selected organization, agreed to between the parties, and, if the parties cannot agree, before a retired judge selected by the organization who is hosting the mediation. No petition for arbitration can be filed until after this agreed-upon mediation has occurred, and any petition for arbitration (or litigation) filed prior to conclusion of this mediation shall be subject to dismissal, pursuant to this Agreement. Client and Attorneys will each pay one-half of the actual cost of the mediation, but each party will be

responsible for his or her own attorneys' fees and preparation costs. The parties agree that any Dispute, whether submitted to mediation or not, will not be litigated in court. Rather, any Dispute, which is specifically defined above to include claims of malpractice, fee disputes, among others, will be submitted to mandatory binding arbitration before Judicate West or Signature Resolution. By signing this Agreement, Client and Attorneys agree to arbitration and waive the right to a court or jury trial and the right to appeal. Any Disputes shall be heard in San Diego or Los Angeles, applying California law. Client is not waiving rights to arbitration for fee disputes before the San Diego County Bar Association.

10. **AUTHORITY OF ATTORNEY.** Attorneys may, with prior Client approval, associate co-counsel if the Attorneys believe it advisable for the proper handling of Client's claim, and Client expressly authorizes Attorneys to divide any Attorneys' fees that may eventually be earned with associated co-counsel.
  
11. **DISCLAIMER OF GUARANTEE.** Nothing in this Contract and nothing in Attorneys' statements to Client will be construed as a promise or guarantee about the outcome of Client's matter. Attorneys make no such promises or guarantees. Attorneys' comments about the outcome of Client's matter are expressions of Attorneys' professional opinion.

**MULTIPLE REPRESENTATIONS:** Client understands that Attorneys do or will likely represent many other individuals/entities/school districts with claims that are similar or the same as Client's. Attorneys' representation of multiple Clients at the same time may create certain actual or potential conflicts of interest in that the interests and objectives of one or more Clients may become inconsistent with the interests and objectives of other Clients. Attorneys are governed by specific rules of legal ethics regarding conflicts of interest that might arise from Attorneys simultaneous representation of multiple clients against the same or similar Defendants. Attorneys are required to advise Clients of any actual or potential conflicts of interest and obtain their informed written consent to Attorneys' representation of multiple Clients at the same time. It is difficult to foresee all possible circumstances in which Clients' interests might conflict. Nonetheless, by way of example only, one or more Clients might wish to settle the case under certain terms while others disagree, and such disagreement makes it difficult or impossible to settle the case. By signing this Agreement, Client acknowledges that it has been advised of the potential conflicts of interest which may be or are associated with Attorneys' representation of Client and other and that The District Clients, and that, nevertheless Client consents to such simultaneous representation. Attorneys strongly advise Client to seek independent legal advice before signing this Agreement.

**WAIVER OF DISQUALIFICATION:** Under certain circumstances, including among others, when there is an irreconcilable conflict of interest among various Clients, Attorneys must, or it is prudent to, terminate the representation of one or more Clients. Should this occur for any reason, Client agrees that it will not seek to disqualify Attorneys from continuing to represent other Clients and/or from seeking new Clients about the same subject matter of the Action. Attorneys strongly advise Client to seek independent legal advice before signing this Agreement.

12. AGGREGATE SETTLEMENTS: Often times in cases where Attorneys represent multiple clients in similar litigation, the opposing parties or Defendants attempt to settle or otherwise resolve the cases in a group or groups, by making a single settlement offer to settle a number of cases or all cases simultaneously. There exists a potential conflict of interest whenever a lawyer represents multiple clients in a settlement of this type because it necessitates choices concerning the allocation of limited settlement amounts among the multiple clients. However, if all clients consent, a group settlement can be accomplished and a single offer can be fairly distributed among the clients by assigning settlement amounts based upon the relative strengths and weaknesses of each case, the severity and extent of injuries/losses, and individual case evaluations. In the event of a group or aggregate settlement proposal, Attorneys may implement a settlement program, overseen by a referee or special master, who may be appointed by a court, designed to ensure consistency and fairness for all claimants, and which will assign various settlement values and amounts to each client's case depending upon the facts and circumstances of each individual case. Client authorizes Attorneys to enter into and engage in group settlement discussions which may include Client's individual claim. Nonetheless, Client retains the right to approve, and Attorneys are required to obtain Client's approval of, any settlement of Client's case.

13. EFFECTIVE DATE AND TERM. This Agreement will take effect upon execution by Client and Attorneys.

14. COUNTERPARTS. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, and all of which, taken together, shall constitute one and the same instrument. Facsimile or pdf versions of this Agreement shall have the same force and effect as signature of the original.

The above is approved and agreed upon by all parties.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Frantz Law Group, APLC

Dated: \_\_\_\_\_

\_\_\_\_\_  
District Representative



**PCSS Board Agenda Request**

Date: January 22, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into a contract with SturdiSteel, Waco, TX for angle frame bleacher addition to visitor side of football field at Upperman High School in the amount of \$59,650.00 to be paid from 141-72620-399 with pricing reflective of TIPS Buying Group (TIPS #200812).

**received**  
01-22-24  
[Signature]





DATE: 1/22/24  
TO: Joe Magura-Putnam County Schools  
FOR: Upperman High School-Bleacher Quote  
WE ARE TRANSMITTING (1) PAGE TO YOU, INCLUDING THIS PAGE> IF YOU DO NOT RECEIVE ALL OF THE PAGES,  
PLEASE CALL 1-800-433-3116

1 QTY. 10 ROW X 36'-0" BCE-2CL (40" ELEV) ANGLE FRAME BLEACHER ADDITION TO EXISTING VISITOR BLEACHER  
(10 ROW X 69'-0")  
PRICING IS REFLECTIVE OF THIS BUYING GROUP OUR TIPS# IS 200812

MATERIALS AND LABOR.....\$59,650.00

**Bleacher Include:**

1. Aluminum (2x10) anodized seat boards
2. Double Mill finish aluminum footboards at each row.....CLOSED DECK SYSTEM
3. Clear anodized aluminum risers at each row
4. Galvanized steel angle frame understructure
5. Two (2) line roll system w/5/8" chain link fence
6. Aisle 48" wide w/ mild rolls in each bleacher
7. 8" rise w/24" tread
8. Bleacher requires flat and level surface to sit on (by others)
9. Addition to be on left end when facing bleacher/price includes relocation of existing stairs

**SturdiSteel Notes:**

1. SturdiSteel Excludes: Any site preparatory work, concrete work, fence or rails not attached to the bleachers or fences below the bleachers, any city or state sales tax, permits, bonds or fees. Plan approval time any testing fees, Any time not listed as included
2. Mill Finish footboards are quoted. Mill finish footboards are the most economical option but can oxidize be discolored or stained prior to installation. This does not damage the structural integrity of the footboards. The oxidation is a natural occurrence and will be white brown or black in color. The stains will fade over time, however most customers are unaware of the possibility of mill finish footboards staining.
3. Any work on existing bleacher other than taking fencing down
4. Use tax 9.75% is included in price that is the tax we are charged for materials coming into the state of Tennessee

**FOR BARTER, TN THIS QUOTE IS GOOD FOR 30 DAYS  
THIS SCOPE SHEET IS TO BECOME A PART OF ANY PURCHASE ORDER OR CONTRACT FOR THIS PROJECT**

GARY WILSON  
SALES

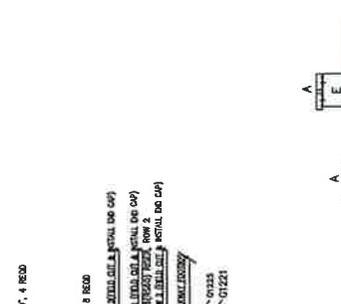
\* NOTE : THIS WILL ADD APPROXIMATELY 200 SEATS.



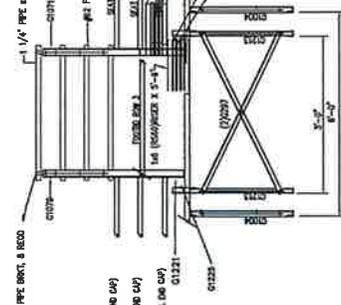
NO	DATE	DESCRIPTION	REVISIONS
1	07-13-01	REVISED FOR 40" ELEVATED STAND	
2	07-13-01	REVISED FOR 40" ELEVATED STAND	
3	07-13-01	REVISED FOR 40" ELEVATED STAND	
4	07-13-01	REVISED FOR 40" ELEVATED STAND	
5	07-13-01	REVISED FOR 40" ELEVATED STAND	

**StumpWorld**  
 A DIVISION OF SCHLITZ INDUSTRIES, INC.  
 P.O. BOX 2858 WADSWORTH, TEXAS 75702 800-433-3116

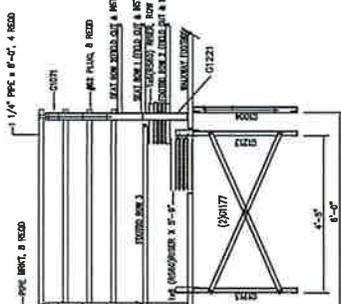
PROJECT: 40" ELEVATED C.D. STAND  
 VARIOUS STANDS  
 LOCATION: BAYTEX, TX  
 CUSTOMER:  
 DATE: 07/13/01  
 DRAWN BY: CRP  
 JOB NUMBER: 602-42428  
 SHEET NUMBER: MC3



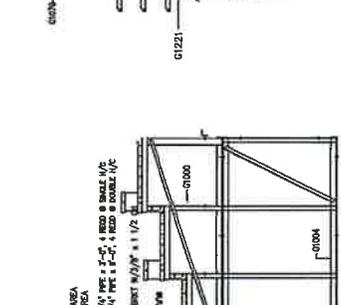
SECTION "A"  
 H/C AREA BOX FRAME INSTALLATION  
 DOUBLE H/C SPACE  
 SCALE: NTS



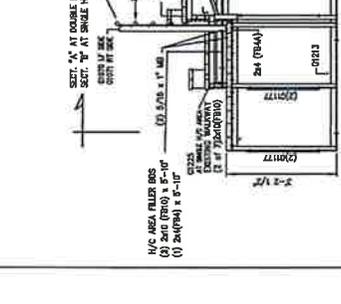
SECTION "B"  
 H/C AREA BOX FRAME INSTALLATION  
 SINGLE H/C SPACE  
 SCALE: NTS



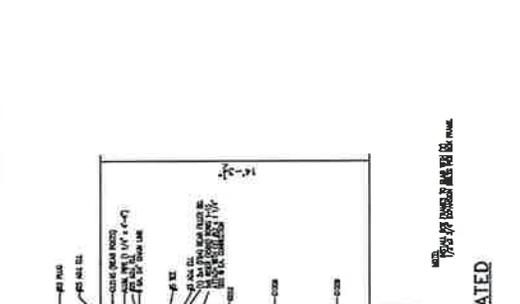
SECTION "A"  
 H/C AREA BOX FRAME INSTALLATION  
 DOUBLE H/C SPACE  
 SCALE: NTS



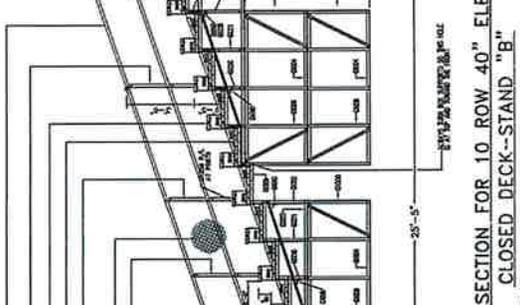
SECTION "B"  
 H/C AREA BOX FRAME INSTALLATION  
 SINGLE H/C SPACE  
 SCALE: NTS



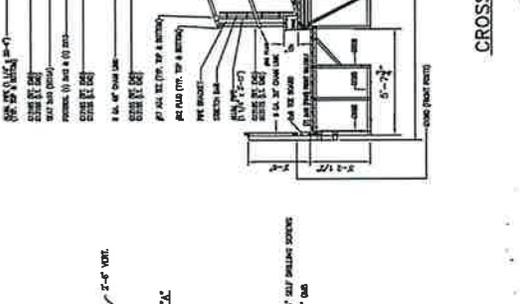
H/C AREA BOX FRAME INSTALLATION  
 SCALE: NTS



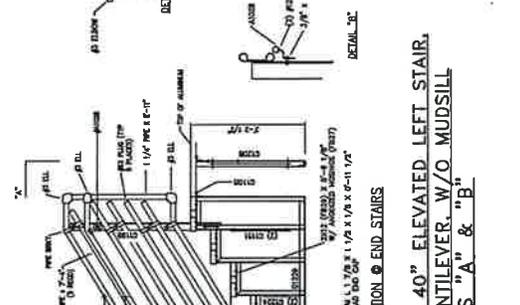
CROSS SECTION FOR 10 ROW 40" ELEVATED  
 CLOSED DECK--STAND "B"  
 SCALE: NTS



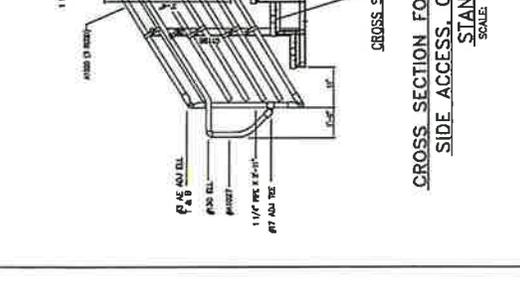
CROSS SECTION FOR 40" ELEVATED LEFT STAIR  
 SIDE ACCESS. CANTILEVER, W/O MUDSILL  
 STANDS "A" & "B"  
 SCALE: NTS



CROSS SECTION @ END STAIRS  
 SCALE: NTS



CROSS SECTION @ END STAIRS  
 SCALE: NTS



CROSS SECTION @ END STAIRS  
 SCALE: NTS

PLANK ARRANGEMENT





# Putnam County Board of Education Agenda Request

Name of Person Making Request: Candice Waites

Department: Finance

Phone Number of Person Making Request: (931) 526-9777

Account Funding Code (if appropriate)

\_\_\_\_\_ Backup included

\_\_\_\_\_ Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of the requirement to process employee travel reimbursements via Automated Clearing House effective immediately.

Candice Waites  
Signature of Person Making Request

1-23-2024  
Date

[Signature]  
Signature of Director of Schools

\_\_\_\_\_  
Date





Putnam County Board of Education Agenda Requests  
(See attached calendar for deadlines)

Date \_\_\_\_\_ 2/1/2024  
Department Finance  
Person Submitting Mark McReynolds  
Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

~~Consider~~ <sup>action taken</sup> approval to rescind the ~~motion~~ <sup>Board Agenda Item</sup> at the January 4<sup>th</sup>, 2024 meeting, ~~item number~~ VI.A.10, to purchase a 2024 GMC Sierra 2500HD Crew Cab truck in the amount of \$50,700 from Alan Jay Automotive and ~~consider~~ approval of the purchase of a 2024 Chevy Silverado Crew Cab truck listed on the State of Tennessee procurement list <sup>(in the</sup> amount of \$45,362.20) from Wilson County Motors to be used by the maintenance department <sup>to be paid from</sup> from account number 141-72620-717.

received  
01-23-24  
[Signature]



## Wilson County Motors

Danielle Rodriguez | 615-444-9642 | [danielle@wilsoncountyauto.com](mailto:danielle@wilsoncountyauto.com)

# 2024 2500 4x4 Crew SWC 209

Vehicle: [Fleet] 2024 Chevrolet Silverado 2500HD (CK20743) 4WD Crew Cab 159" Work Truck





## Wilson County Motors

Danielle Rodriguez | 615-444-9642 | [danielle@wilsoncountyauto.com](mailto:danielle@wilsoncountyauto.com)

## Wilson County Motors

### Prepared By:

Danielle Rodriguez  
Wilson County Motors  
615-444-9642  
[danielle@wilsoncountyauto.com](mailto:danielle@wilsoncountyauto.com)

---

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.  
Data Version: 21531. Data Updated: Jan 21, 2024 6:39:00 PM PST.

---



# Wilson County Motors

Danielle Rodriguez | 615-444-9642 | danielle@wilsoncountyauto.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 2500HD (CK20743) 4WD Crew Cab 159" Work Truck (✓ Complete)

## Price Summary

### PRICE SUMMARY

	VQ2	MSRP
Base Price	\$46,441.20	\$50,700.00
Total Options	(\$3,074.00)	\$760.00
Vehicle Subtotal	\$43,367.20	\$51,460.00
Destination Charge	\$1,995.00	\$1,995.00
<b>Grand Total</b>	<b>\$45,362.20</b>	<b>\$53,455.00</b>

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 21531. Data Updated: Jan 21, 2024 6:39:00 PM PST.



# Wilson County Motors

Danielle Rodriguez | 615-444-9642 | danielle@wilsoncountyauto.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 2500HD (CK20743) 4WD Crew Cab 159" Work Truck (✓ Complete)

## Weight Ratings

### WEIGHT RATINGS

Front Gross Axle Weight Rating:	N/A
Rear Gross Axle Weight Rating:	N/A
Gross Vehicle Weight Rating:	10450.00 lbs

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 21531. Data Updated: Jan 21, 2024 6:39:00 PM PST.



# Wilson County Motors

Danielle Rodriguez | 615-444-9642 | [danielle@wilsoncountyauto.com](mailto:danielle@wilsoncountyauto.com)

Vehicle: [Fleet] 2024 Chevrolet Silverado 2500HD (CK20743) 4WD Crew Cab 159" Work Truck (✓ Complete)

## Technical Specifications

---

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 21531. Data Updated: Jan 21, 2024 6:39:00 PM PST.



# Wilson County Motors

Danielle Rodriguez | 615-444-9642 | danielle@wilsoncountyauto.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 2500HD (CK20743) 4WD Crew Cab 159" Work Truck (✓ Complete)

## Selected Model and Options

### MODEL

CODE	MODEL	VQ2	MSRP
CK20743	2024 Chevrolet Silverado 2500HD 4WD Crew Cab 159" Work Truck	\$46,441.20	\$50,700.00

### COLORS

CODE	DESCRIPTION
GAZ	Summit White

### EMISSIONS

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	VQ2	MSRP
FE9	Emissions, Federal requirements	0.00 lbs	0.00 lbs	\$0.00	\$0.00

### ENGINE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	VQ2	MSRP
L8T	Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline, (401 hp [299 kW] @ 5200 rpm, 464 lb-ft of torque [629 N-m] @ 4000 rpm) (STD)	0.00 lbs	0.00 lbs	\$0.00	\$0.00

### TRANSMISSION

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	VQ2	MSRP
MKM	Transmission, Allison 10-Speed automatic (STD) (Standard with (L8T) 6.6L V8 gas engine.)	0.00 lbs	0.00 lbs	\$0.00	\$0.00

### GVWR

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	VQ2	MSRP
JGD	GVWR, 10,450 lbs. (4740 kg) (STD) (Included and only available with CK20743 model and (L8T) 6.6L V8 gas engine with 17" wheels or CC20753 model and (L8T) 6.6L V8 gas engine with 18" or 20" wheels.)	0.00 lbs	0.00 lbs	\$0.00	\$0.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 21531. Data Updated: Jan 21, 2024 6:39:00 PM PST.



# Wilson County Motors

Danielle Rodriguez | 615-444-9642 | danielle@wilsoncountyauto.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 2500HD (CK20743) 4WD Crew Cab 159" Work Truck (Complete) (✓)

## AXLE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	VQ2	MSRP
GT4	Rear axle, 3.73 ratio (Requires (L8T) 6.6L V8 gas engine. Not available with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)	0.00 lbs	0.00 lbs	\$0.00	\$0.00

## PREFERRED EQUIPMENT GROUP

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	VQ2	MSRP
1WT	Work Truck Preferred Equipment Group includes standard equipment	0.00 lbs	0.00 lbs	\$0.00	\$0.00

## WHEELS

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	VQ2	MSRP
PYN	Wheels, 17" (43.2 cm) painted steel, Silver (STD)	0.00 lbs	0.00 lbs	\$0.00	\$0.00

## TIRES

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	VQ2	MSRP
QHQ	Tires, LT245/75R17E all-season, blackwall (STD)	0.00 lbs	0.00 lbs	\$0.00	\$0.00

## SPARE TIRE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	VQ2	MSRP
ZHQ	Tire, spare LT245/75R17E all-season, blackwall (STD) (Included and only available with (QHQ) LT245/75R17E all-season, blackwall tires with (E63) Durabed, pickup bed. Available to order when (ZW9) pickup bed delete and (QHQ) LT245/75R17E all-season, blackwall tires are ordered.)	0.00 lbs	0.00 lbs	Inc.	Inc.

## PAINT

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	VQ2	MSRP
GAZ	Summit White	0.00 lbs	0.00 lbs	\$0.00	\$0.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 21531. Data Updated: Jan 21, 2024 6:39:00 PM PST.



# Wilson County Motors

Danielle Rodriguez | 615-444-9642 | danielle@wilsoncountyauto.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 2500HD (CK20743) 4WD Crew Cab 159" Work Truck ( Complete )

### SEAT TYPE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	VQ2	MSRP
AZ3	Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD)	0.00 lbs	0.00 lbs	\$0.00	\$0.00

### SEAT TRIM

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	VQ2	MSRP
H2G	Jet Black, Vinyl seat trim	0.00 lbs	0.00 lbs	\$0.00	\$0.00

### RADIO

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	VQ2	MSRP
IOR	Audio system, Chevrolet Infotainment 3 system 7" diagonal HD color touchscreen, AM/FM stereo, Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Wireless Apple CarPlay and Wireless Android Auto compatibility (STD)	0.00 lbs	0.00 lbs	\$0.00	\$0.00

### ADDITIONAL EQUIPMENT - MECHANICAL

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	VQ2	MSRP
NZZ	Skid Plates protect the oil pan, front axle and transfer case (Included with (Z71) Z71 Off-Road Package or (VYU) Snow Plow Prep/Camper Package.)	0.00 lbs	0.00 lbs	\$132.00	\$150.00

### CUSTOM EQUIPMENT

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	VQ2	MSRP
Adjust	Adjustment	0.00 lbs	0.00 lbs	(\$1,016.00)	\$0.00
Fed Tire	Federal Tire Fee	0.00 lbs	0.00 lbs	\$10.00	\$10.00
Gov Assist	Government Assistance	0.00 lbs	0.00 lbs	(\$2,800.00)	\$0.00
Service	Fee	0.00 lbs	0.00 lbs	\$600.00	\$600.00
<b>Options Total</b>		<b>0.00 lbs</b>	<b>0.00 lbs</b>	<b>(\$3,074.00)</b>	<b>\$760.00</b>

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 21531. Data Updated: Jan 21, 2024 6:39:00 PM PST.



# Wilson County Motors

Danielle Rodriguez | 615-444-9642 | danielle@wilsoncountyauto.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 2500HD (CK20743) 4WD Crew Cab 159" Work Truck ( Complete )

## Standard Equipment

### Package

Trailer Package includes trailer hitch, 7-pin connector and (CTT) Hitch Guidance (Deleted when (ZW9) pickup bed delete is ordered.)

### Mechanical

Durabed, pickup bed

Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline, (401 hp [299 kW] @ 5200 rpm, 464 lb-ft of torque [629 N-m] @ 4000 rpm) (STD)

Transmission, Allison 10-Speed automatic (STD) (Standard with (L8T) 6.6L V8 gas engine.)

Rear axle, 3.73 ratio (Requires (L8T) 6.6L V8 gas engine. Not available with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)

GVWR, 10,450 lbs. (4740 kg) (STD) (Included and only available with CK20743 model and (L8T) 6.6L V8 gas engine with 17" wheels or CC20753 model and (L8T) 6.6L V8 gas engine with 18" or 20" wheels.)

Push Button Start

Air filter, heavy-duty

Air filtration monitoring

Transfer case, two-speed electronic shift with push button controls (Requires 4WD models.)

Auto-locking rear differential

Four wheel drive

Cooling, external engine oil cooler

Cooling, auxiliary external transmission oil cooler

Battery, heavy-duty 720 cold-cranking amps/80 Amp-hr maintenance-free with rundown protection and retained accessory power (Included and only available with (L8T) 6.6L V8 gas engine.)

Alternator, 170 amps (Requires (L8T) 6.6L V8 gas engine.)

Frame, fully-boxed, hydroformed front section and a fully-boxed stamped rear section

Recovery hooks, front, frame-mounted, Black

Suspension Package

Steering, Recirculating Ball with smart flow power steering system

Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors

Brake lining wear indicator

Capless Fuel Fill (Requires (L8T) 6.6L V8 gas engine. Not available with (ZW9) pickup bed delete.)

Exhaust, single, side

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 21531. Data Updated: Jan 21, 2024 6:39:00 PM PST.



# Wilson County Motors

Danielle Rodriguez | 615-444-9642 | danielle@wilsoncountyauto.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 2500HD (CK20743) 4WD Crew Cab 159" Work Truck ( Complete )

## Exterior

Wheels, 17" (43.2 cm) painted steel, Silver (STD)

Tires, LT245/75R17E all-season, blackwall (STD)

Tire, spare LT245/75R17E all-season, blackwall (STD) (Included and only available with (QHJ) LT245/75R17E all-season, blackwall tires with (E63) Durabed, pickup bed. Available to order when (ZW9) pickup bed delete and (QHJ) LT245/75R17E all-season, blackwall tires are ordered.)

Tire carrier lock keyed cylinder lock that utilizes same key as ignition and door (Deleted with (ZW9) pickup bed delete.)

Bumpers, front, Black

Bumpers, rear, Black

CornerStep, rear bumper

BedStep, Black integrated on forward portion of bed on driver and passenger side (Deleted when (ZW9) pickup bed delete is ordered.)

Moldings, beltline, Black

Cargo tie downs (12), fixed rated at 500 lbs per corner (Deleted with (ZW9) pickup bed delete.)

Headlamps, halogen reflector with halogen Daytime Running Lamps

IntelliBeam, automatic high beam on/off

Taillamps with incandescent tail, stop and reverse lights

Lamps, cargo area, cab mounted integrated with center high mount stop lamp, with switch in bank on left side of steering wheel

Mirrors, outside high-visibility vertical trailering lower convex mirrors, manual-folding/extending (extends 3.31" [84.25mm]), molded in Black (Not included on Regular Cab models.)

Mirror caps, Black

Glass, solar absorbing, tinted

Tailgate, standard (Deleted with (ZW9) pickup bed delete.)

Tailgate and bed rail protection cap, top

Tailgate, locking, utilizes same key as ignition and door (Upgraded to (QT5) EZ Lift power lock and release tailgate when (PCV) WT Convenience Package or (ZLQ) WT Fleet Convenience Package is ordered. Not available with (ZW9) pickup bed delete.)

Tailgate, gate function manual, no EZ Lift (Deleted with (ZW9) pickup bed delete.)

Door handles, Black grained

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 21531. Data Updated: Jan 21, 2024 6:39:00 PM PST.



# Wilson County Motors

Danielle Rodriguez | 615-444-9642 | danielle@wilsoncountyauto.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 2500HD (CK20743) 4WD Crew Cab 159" Work Truck ( Complete )

## Entertainment

Audio system, Chevrolet Infotainment 3 system 7" diagonal HD color touchscreen, AM/FM stereo, Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Wireless Apple CarPlay and Wireless Android Auto compatibility (STD)

Audio system feature, 6-speaker system (Requires Crew Cab or Double Cab model.)

Wireless phone projection for Apple CarPlay and Android Auto

Bluetooth for phone connectivity to vehicle infotainment system

Wi-Fi Hotspot capable (Terms and limitations apply. See onstar.com or dealer for details.)

## Interior

Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD)

Vinyl seat trim

Seat adjuster, driver 4-way manual

Seat adjuster, passenger 4-way manual

Seat, rear 60/40 folding bench (folds up), 3-passenger (includes child seat top tether anchor) (Requires Crew Cab or Double Cab model.)

Floor covering, rubberized-vinyl (Not available with LPO floor liners.)

Steering wheel, urethane

Instrument cluster 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure

Driver Information Center, 3.5" diagonal monochromatic display

Exterior Temperature Display located in radio display

Compass located in instrument cluster

Rear Seat Reminder (Requires Crew Cab or Double Cab model.)

Window, power front, drivers express up/down

Window, power front, passenger express down

Windows, power rear, express down (Not available with Regular Cab models.)

Door locks, power

Remote Keyless Entry with 2 transmitters

USB Ports, 2, Charge/Data ports located on instrument panel

Power outlet, front auxiliary, 12-volt

Air conditioning, single-zone

Air vents, rear, heating/cooling (Not available on Regular Cab models.)

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 21531. Data Updated: Jan 21, 2024 6:39:00 PM PST.



# Wilson County Motors

Danielle Rodriguez | 615-444-9642 | danielle@wilsoncountyauto.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 2500HD (CK20743) 4WD Crew Cab 159" Work Truck (✓ Complete)

## Interior

Mirror, inside rearview, manual tilt

Assist handles front A-pillar mounted for driver and passenger, rear B-pillar mounted

Chevrolet Connected Access capable (Subject to terms. See onstar.com or dealer for details.)

## Safety-Mechanical

Automatic Emergency Braking

Front Pedestrian Braking

StabiliTrak stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist

## Safety-Exterior

Daytime Running Lamps with automatic exterior lamp control

## Safety-Interior

Airbags, Dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)

OnStar and Chevrolet connected services capable (Terms and limitations apply. See onstar.com or dealer for details.)

HD Rear Vision Camera (Deleted when (ZW9) pickup bed delete is ordered.)

Hitch Guidance dynamic single line to aid in trailer alignment for hitching (Deleted with (ZW9) pickup bed delete.)

Lane Departure Warning

Following Distance Indicator

Forward Collision Alert

Seat Belt Adjustable Guide Loops, front row only (Included and only available on Crew Cab and Double Cab models.)

Buckle to Drive prevents vehicle from being shifted out of Park until driver seat belt is fastened; times out after 20 seconds and encourages seat belt use, can be turned on and off in Settings menu

Rear Seat Belt Indicator (Requires Crew Cab or Double Cab model.)

Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver

Tire Pressure Monitoring System

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 21531. Data Updated: Jan 21, 2024 6:39:00 PM PST.



# Wilson County Motors

Danielle Rodriguez | 615-444-9642 | danielle@wilsoncountyauto.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 2500HD (CK20743) 4WD Crew Cab 159" Work Truck (✓ Complete)

## Safety-Interior

3 Years of Remote Access. The Remote Access Plan gives you simplified remote control of your properly equipped vehicle and unlocks a variety of great features in your myChevrolet mobile app. See dealer for details. (Remote Access Plan does not include emergency or security services. See onstar.com for details and limitations. Available on select Apple and Android devices. Service availability, features and functionality vary by vehicle, device, and the plan you are enrolled in. Terms apply. Device data connection required.)

## Processing-Other

Trailer Information Label provides max trailer ratings for tongue weight, conventional, gooseneck and 5th wheel trailering (Not available with (ZW9) pickup bed delete.)

## WARRANTY

Basic Years: 3  
Basic Miles/km: 36,000  
Drivetrain Years: 5  
Drivetrain Miles/km: 60,000  
Drivetrain Note: 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles  
Corrosion Years (Rust-Through): 6  
Corrosion Years: 3  
Corrosion Miles/km (Rust-Through): 100,000  
Corrosion Miles/km: 36,000  
Roadside Assistance Years: 5  
Roadside Assistance Miles/km: 60,000  
Roadside Assistance Note: 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles  
Maintenance Note: First Visit: 12 Months/12,000 Miles

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 21531. Data Updated: Jan 21, 2024 6:39:00 PM PST.



## Wilson County Motors

Danielle Rodriguez | 615-444-9642 | danielle@wilsoncountyauto.com

Vehicle: [Fleet] 2024 Chevrolet Silverado 2500HD (CK20743) 4WD Crew Cab 159" Work Truck (✓ Complete)



**Note:Photo may not represent exact vehicle or selected equipment.**

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 21531. Data Updated: Jan 21, 2024 6:39:00 PM PST.



**Putnam County Board of Education Agenda Requests**  
**(See attached calendar for deadlines)**

Date \_\_\_\_\_ 2/1/2024  
Department Finance  
Person Submitting Mark McReynolds  
Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to distribute the funds received in the FY24 TISA Outcome payment as a \$500 incentive payment to all Full Time employees and \$250 to all Half Time employees who are actively employed as of February 1<sup>st</sup>, 2024.

**received**  
01-24-24  
JR

PUTNAM COUNTY SCHOOL SYSTEM  
BOARD AGENDA REQUEST

EXHIBIT  
VI F.13  
02-01-24

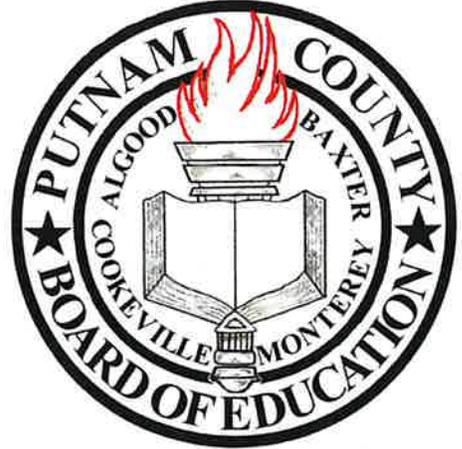
Date: January 25, 2024

Department: Technology

Person Submitting: Johnny Sloan

Account Number (if appropriate) note below

\_\_\_\_\_



Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Request approval to renew Adobe software licensing annual subscription from Central Technologies, Inc., Knoxville, TN, Quote # 020055, in the amount of \$15,852.00 to be paid from multiple system-wide funding accounts.

NOTES:

\_\_\_\_\_

received  
01-29-24  
SK



We have prepared a quote for you

**Adobe Renewal Due Feb 28**

Quote # 020055  
Version 1

Prepared for:

**Putnam County School System**

Angie Smith  
asmith4@pcsstn.com

## Products

Description	Price	Qty	Ext. Price
1689467 <b>Adobe InDesign CC VIP Team Named 12 Months Team Subscription Renewal Level 3</b>	\$139.00	3	\$417.00
1686946 <b>Adobe Creative Cloud All Apps VIP Team Named 12 Months Team Subscription Renewal Level 3</b>	\$315.00	49	\$15,435.00
<b>Subtotal:</b>			<b>\$15,852.00</b>

## Adobe Renewal Due Feb 28

**Prepared by:**

**Knoxville HQ**  
Mark Smith  
615-445-9057  
mark@centralinc.com

**Prepared for:**

**Putnam County School System**  
1400 East Spring Street  
Cookeville, TN 38506  
Angie Smith  
(931) 526-9777  
asmith4@pcsstn.com

**Quote Information:**

**Quote #: 020055**  
Version: 1  
Delivery Date: 01/10/2024  
Expiration Date: 02/07/2024

### Quote Summary

Description	Amount
Products	\$15,852.00
<b>Total: \$15,852.00</b>	

### Knoxville HQ

Signature: \_\_\_\_\_  
Name: Mark Smith  
Title: Strategic Account Manager  
Date: 01/10/2024

### Putnam County School System

Signature: \_\_\_\_\_  
Name: Angie Smith  
Date: \_\_\_\_\_

PUTNAM COUNTY SCHOOL SYSTEM  
BOARD AGENDA REQUEST

EXHIBIT  
tabbles  
VII F. 14.  
02-01-24

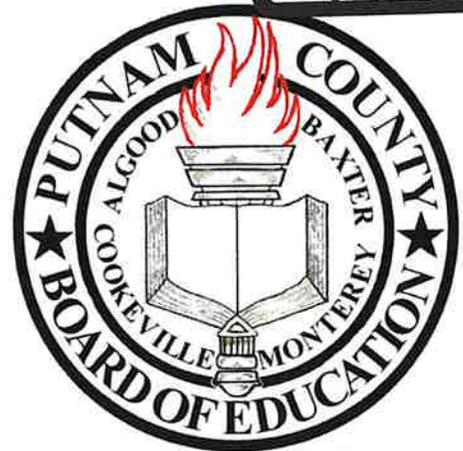
Date: January 25, 2024

Department: Technology

Person Submitting: Johnny Sloan

Account Number (if appropriate) note below

141-72310-599-000-00000-000



Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Request approval to renew the PowerSchool Enrollment Express annual subscription ~~via attached~~ <sup>per</sup> quote # 844145-2 from PowerSchool Group, LLC in the amount of \$19,840.72 to be paid from: 141-72310-599-000-00000-000.

NOTES:

**received**  
01-29-24  
CK

**Sales Quote - This is Not An Invoice**

Prepared By: Lauren Franklin  
 Customer Name: Putnam County School District  
 Contract Term: 12 Months  
 Start Date: 5-MAR-2024  
 End Date: 4-MAR-2025  
 Billing Frequency: Annually

Customer Contact: Johnny Sloan  
 Title: Technology Supervisor  
 Address: 1400 E Spring St  
 City: Cookeville  
 State/Province: Tennessee  
 Zip Code: 38506  
 Phone #: (931) 520-2100

Product Description	Quantity	Unit	Unit Price	Extended Price
<b>Initial Term 5-MAR-2024 - 4-MAR-2025</b>				
<b>License and Subscription Fees</b>				

PowerSchool Enrollment Express		12,098.00	Students	USD 19,840.72
--------------------------------	--	-----------	----------	---------------

License and Subscription Totals: **USD 19,840.72**

**Quote Total**

<b>Initial Term</b>	<b>5-MAR-2024 - 4-MAR-2025</b>
<b>Amount To Be Invoiced</b>	<b>USD 19,840.72</b>

Fees charged in subsequent periods after the duration of this quote will be subject to an annual uplift. On-Going PowerSchool Subscription/Maintenance and Support Fees are invoiced at the then current rates and enrollment per existing terms of the executed agreement between the parties. Any applicable state sales tax has not been added to this quote. Subscription Start and expiration Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote.

All invoices shall be paid before or on the due date set forth on invoice. All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for administrative purposes only and do not impact the terms or conditions reflected in this quote and the applicable agreement. Any credit provided by PowerSchool is nonrefundable and must be used within 12 months of issuance. Unused credits will be expired after 12 months.

This renewal quote will continue to be subject to and incorporate the terms and conditions of the main services agreement executed between PowerSchool and Customer that is in effect at the time of this quote, or if no such agreement is in effect, then the terms and conditions found at [https://www.powerschool.com/MSA\\_Feb2022/](https://www.powerschool.com/MSA_Feb2022/), as may be amended.

By either (i) executing this quote or (ii) accessing the services described herein, Customer agrees that the subscription for such services will continue for succeeding subscription periods on the same terms and conditions as set forth herein (subject to a standard annual price uplift) unless Customer provides PowerSchool with a written notice of its intent not to renew at least sixty (60) days prior to the end of the current subscription period.



# Putnam County Board of Education

Monitoring: Click here to enter text.	Descriptor Term: <b>Staff Gifts and Solicitations</b>	Descriptor Code: <b>5.605</b>	Issued Date: <b>02/01/24</b>
		Rescinds: <b>5.605</b>	Issued: <b>06/06/13</b>

1    **GIFTS**

2    Employees of the Board shall not accept gifts from students unless the gifts are of token value only.

3    Individual employees of the Board will refrain from giving gifts to staff members who exercise  
 4    administrative or supervisory jurisdiction over them, either directly or indirectly. The collection of  
 5    money for group gifts is discouraged except in special circumstances such as bereavement, serious  
 6    illness, or for mementos at retirement.

7    Employees are prohibited from accepting things of material value from individuals, companies or  
 8    organizations doing business with the school system. Exceptions to this policy are the acceptance of  
 9    minor items which are generally distributed to all by the companies through public relations programs.

10   **SOLICITATIONS**

11   Employees will not be made responsible for the collection of any money or the distribution of any fund  
 12   drive literature within the schools unless such activity has the director of schools' written approval.

13   *Solicitation at work can be disruptive to employee productivity, create uncomfortable or even*  
 14   *harassing situations for employees, and could pose a security threat when visitors are allowed to*  
 15   *solicit on company premises.*

16   *Therefore, PCSS prohibits selling, soliciting and distribution and posting of materials on or at company*  
 17   *property by any employee or nonemployee, except as permitted by this policy.*

18   *The sole exceptions to this policy are charitable and community activities supported by PCSS*  
 19   *management and school-sponsored programs or educational programs supporting PCSS.*

20

Legal References

Cross References

*Recommended by Angie Knight*  
*1-12-24*

**received**  
*01-12-24*



Putnam County Board of Education Agenda Requests  
(See attached calendar for deadlines)

Date \_\_\_\_\_ 2/1/2024

Department \_\_\_\_\_ Finance

Person Submitting \_\_\_\_\_ Mark McReynolds

Account Number (if appropriate) \_\_\_\_\_

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay American Constructors, Inc. in the amount of \$2,090,762.90 and Pinnacle Bank (retainage) in the amount of \$99,633.23 for pay application #17 related to the Parkview School project to be paid from the Putnam County Bond Issue.

**received**  
01-22-24  
*[Signature]*

# APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

**OWNER:** Putnam County School Board  
 Attn: Kim Cravens, Board Chairman  
 kim.cravens@pcsstn.com  
 1400 East Spring Street  
 Cookeville, TN 38506

**PROJECT:** Park View Elementary  
 Attn: Mark McReynolds, Finance Director  
 mmcreynolds@pcsstn.com

**APPLICATION NO:** 750-17

**Distribution to:**  
 OWNER  
 ARCHITECT  
 CONTRACTOR

**CONTRACTOR:**  
 American Constructors, Inc.  
 P. O. Box 947  
 Brentwood, Tennessee 37024

**ARCHITECT:** Kim Allen Chamberlin  
 Upland Design Group, Inc.  
 362 Industrial Blvd  
 Crossville, TN 38555

**PERIOD TO:**

December 20, 2023  
 January 29, 2024  
 MPM

**PROJECT NO:**

**CONTRACT DATE:**

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM .....	45,521,772.00
2. Net change by Change Orders .....	0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2) .....	45,521,772.00
4. TOTAL COMPLETED & STORED TO DATE .....	33,350,492.95
(Column G on G703)	
5. RETAINAGE:	
a. Retainage Added this Month	99,633.23
Retainage Previous Balance	1,392,714.57
b. % of Stored Material	
(Column F on G703)	
Total Retainage (Lines 5a + 5b or	
Total in Column I of G703) .....	1,492,347.80
6. TOTAL EARNED LESS RETAINAGE .....	31,858,145.15
7. LESS PREVIOUS CERTIFICATES FOR	
PAYMENT .....	29,767,382.25 **
8. CURRENT PAYMENT DUE .....	2,090,762.90
9. BALANCE TO FINISH, INCLUDING RETAINAGE .....	13,663,626.85
(Line 3 less Line 6)	

\*\* Unpaid Balance 0.00

CHANGE ORDER SUMMARY	DEDUCTIONS
Total changes approved in previous months by Owner	0.00
Total approved this Month	0.00
TOTALS	0.00
NET CHANGES by Change Order	0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

**CONTRACTOR:** AMERICAN CONSTRUCTORS, INC.

By:   
 Matthew T. McCall, CFO  
 State of: Tennessee  
 County of: Davidson  
 Subscribed and sworn to before me this 18th day of January, 2024  
 Notary Public:  
 My Commission expires: March 3, 2026

Date: January 18, 2024

Margie A. Eblen

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**\$2,090,762.90**

AMOUNT CERTIFIED .....

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

**ARCHITECT:**  President Date: 1/30/24

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

**Application for Payment, Continued**

Project Park View Elementary School, Cookeville, TN

Application No. 17  
Date: 01/18/24

Description of Work	C		D		E		F	G		H	I
	Scheduled Value		Previous Applications	Work Completed This Period	Stored Material	Total Completed To Date		%	Balance to Finish		
02.35 Cap Grouting Allowance	1,150,750.00		1,150,750.00	-	-	-	-	1,150,750.00	100.00%	-	57,537.50
03.00 Cast In Place Concrete	2,359,381.00		2,359,381.00	-	-	-	-	2,359,381.00	100.00%	-	117,969.05
03.30 Hollow Core Concrete Planks	424,000.00		424,000.00	-	-	-	-	424,000.00	100.00%	-	21,200.00
04.00 Masonry	6,242,868.00		5,832,529.84	191,652.00	-	-	-	6,024,181.84	96.50%	218,686.16	301,209.09
05.00 Steel and Metals	3,346,013.00		3,341,012.20	-	-	-	-	3,341,012.20	99.85%	5,000.80	167,050.61
06.05 Rough Carpentry / Blocking	174,396.00		171,251.60	670.80	-	-	-	171,922.40	98.58%	2,473.60	8,596.12
07.00 Caulk / Waterproof / Dampproof	402,954.00		-	170,255.00	-	-	-	170,255.00	42.25%	232,699.00	8,512.75
07.04 ACM Panels	145,000.00		-	-	-	-	-	-	0.00%	145,000.00	-
07.08 Horizontal Wall Panels	250,400.00		-	-	-	-	-	-	0.00%	250,400.00	-
07.20 Roofing	1,473,000.00		1,336,124.00	-	-	-	-	1,336,124.00	90.71%	136,876.00	66,806.20
08.00 Overhead Doors	84,287.00		-	-	-	-	-	-	0.00%	84,287.00	-
08.10 Glass and Glazing	1,552,377.00		695,687.63	394,860.00	-	-	-	1,090,547.63	70.25%	461,829.37	54,527.38
08.15 Doors / Frames / Hardware	761,222.00		110,738.54	-	-	-	-	110,738.54	14.55%	650,483.46	5,536.93
09.00 LG Framing & Gypsum Board	947,205.00		691,283.40	49,825.00	-	-	-	741,108.40	78.24%	206,096.60	37,055.42
09.20 Resilient Flooring	347,000.00		-	-	-	-	-	-	0.00%	347,000.00	-
09.25 Resinous Flooring	132,560.00		-	-	-	-	-	-	0.00%	132,560.00	-
09.30 Wood Flooring	164,854.00		-	-	-	-	-	-	0.00%	164,854.00	-
09.40 Acoustical Ceilings	331,000.00		150,374.25	7,890.00	-	-	-	158,264.25	47.81%	172,735.75	7,913.21
09.45 Acoustical Panels	97,000.00		-	-	-	-	-	-	0.00%	97,000.00	-
09.90 Painting	346,526.00		56,165.00	28,760.00	-	-	-	84,925.00	24.51%	261,601.00	4,246.25
10.00 Accordion Partitions	18,952.00		-	-	-	-	-	-	0.00%	18,952.00	-
10.10 Lockers	83,176.00		-	-	-	-	-	-	0.00%	83,176.00	-
10.20 Display Boards	53,400.00		-	-	-	-	-	-	0.00%	53,400.00	-
10.30 Signage	55,150.00		-	-	-	-	-	-	0.00%	55,150.00	-
10.40 Toilet Partitions	90,910.00		-	-	-	-	-	-	0.00%	90,910.00	-
10.50 Toilet Accessories	32,400.00		-	-	-	-	-	-	0.00%	32,400.00	-
10.60 Fire Protection Specialties	4,850.00		-	-	-	-	-	-	0.00%	4,850.00	-
10.70 Flagpole	4,900.00		-	-	-	-	-	-	0.00%	4,900.00	-
10.80 Display Cases	31,100.00		-	-	-	-	-	-	0.00%	31,100.00	-
11.00 Food Service	1,149,713.00		-	-	-	-	-	-	0.00%	1,149,713.00	-
11.11 Building Athletic Equipment	153,588.00		-	-	-	-	-	-	0.00%	153,588.00	-
12.00 Casework	600,785.00		66,863.00	186,872.00	-	-	-	253,735.00	42.23%	347,050.00	12,686.75

**Application for Payment, Continued**

Project Park View Elementary School, Cookeville, TN Application No. 17  
 Date: 01/18/24

Application No. 17  
 Date: 01/18/24

Description of Work	C Scheduled Value	D Work Completed		E This Period	F Stored Material	G		H Balance to Finish	I Retainage
		Previous Applications	Total Completed To Date			%			
12.10 Telescoping Bleachers	235,000.00	-	-	-	-	-	0.00%	235,000.00	-
12.30 Window Coverings	53,515.00	-	-	-	-	-	0.00%	53,515.00	-
14.00 Elevators	95,890.00	-	-	-	-	-	0.00%	95,890.00	-
21.00 Fire Protection	595,285.00	325,680.00	88,900.00	47,745.00	-	414,580.00	69.64%	180,705.00	20,729.00
22.00 Plumbing	1,558,015.00	1,108,795.00	47,745.00	297,396.01	-	1,156,540.00	74.23%	401,475.00	57,827.00
23.00 Mechanical / HVAC	4,161,432.00	3,329,433.94	-	-	-	3,626,829.95	87.15%	534,602.05	181,341.50
23.10 Test and Balance	47,370.00	-	-	-	-	-	0.00%	47,370.00	-
26.00 Electrical	4,232,000.00	2,293,646.14	704,892.85	10,546.00	-	2,998,538.99	70.85%	1,233,461.01	149,926.95
27.00 Low Voltage Systems	342,848.00	-	-	-	-	-	0.00%	342,848.00	-
31.00 Earthwork	3,389,279.00	3,158,745.73	10,546.00	-	-	3,169,291.73	94.06%	199,987.27	158,464.59
32.00 Exterior Improvements	1,512,932.00	92,690.00	-	-	-	92,690.00	6.13%	1,420,242.00	4,634.50
33.00 Utilities	866,777.00	854,399.00	-	-	-	854,399.00	98.57%	12,378.00	42,719.95
96.00 Contingency Allowances	750,000.00	117,141.06	-	-	-	117,141.06	15.62%	632,858.94	5,857.05
97.00 General Conditions	2,304,285.00	1,543,049.50	102,813.00	10,718.47	-	1,645,862.50	71.43%	658,422.50	-
97.60 Taxes and Insurance	634,620.00	564,345.13	84,200.00	-	-	575,063.60	90.62%	59,556.40	-
99.99 Fee	1,750,807.00	1,198,410.86	84,200.00	-	-	1,282,610.86	73.26%	468,196.14	-
	<b>45,521,772.00</b>	<b>30,972,496.82</b>	<b>2,377,996.13</b>			<b>33,350,492.95</b>	<b>73.26%</b>	<b>12,171,279.05</b>	<b>1,492,347.80</b>



Putnam County Board of Education Agenda Requests  
(See attached calendar for deadlines)

Date \_\_\_\_\_ 2/1/2024  
Department Finance  
Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Upland Design Group, Inc. – Crossville, Tennessee in the amount of \$21,850.45 for architectural services for the Park View School project, to be paid from 141-76100-304-02504.

received  
01-22-24 *[Signature]*

**Upland Design Group Inc**

PO Box 1026  
 Crossville, TN 38557

**INVOICE**

Invoice Number: 1921 Inv. 27  
 Invoice Date: Jan 30, 2024  
 Page: 1

Voice: 931-484-7541  
 Fax: 931-484-2351

<b>Bill To:</b>
Putnam County School System 1400 East Spring St. Cookeville, TN 38506

<b>Ship to:</b>
Putnam County School System 1400 East Spring St. Cookeville, TN 38506

Customer ID	Customer PO	Payment Terms	
1921	New Putnam Co.	Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Elem. School		2/29/24

Quantity	Item	Description	Unit Price	Amount
		Const. Cost - \$45,521,772.00 x 5% (A/E Fee)= \$2,276,088.60 x 92.65% (thru 73.26% CA)= \$2,108,796.09 - less previously billed \$2,086,945.64= \$21,850.45		21,850.45
Subtotal				21,850.45
Sales Tax				
Total Invoice Amount				21,850.45
Payment/Credit Applied				
<b>TOTAL</b>				<b>21,850.45</b>

Check/Credit Memo No:



Putnam County Board of Education Agenda Requests  
(See attached calendar for deadlines)

Date \_\_\_\_\_ 2/1/2024

Department Finance

Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of a payment to GEOService, LLC in the amount of \$29,502.50 for construction monitoring services for the new Parkview School through December 31, 2023 to be paid from 141 76100 399 000 02504 000.

received  
01-24-24  
[Signature]



PLEASE REMIT TO LOCKBOX  
 GEOServices, LLC  
 P.O. Box 735407  
 Chicago, IL 60673-5407

Putnam County Board of Education  
 1400 East Spring Street  
 Cookeville, TN

January 12, 2024  
 Project No: A22112.00465.000  
 Invoice No: 0001902212

Payment Terms, Net: 60

A22112.00465.000 Parkview Elementary School  
 Construction Monitoring Services

**Professional Services from December 04, 2023 to December 31, 2023**

Personnel

**Professional Personnel & Services**

	Hrs/Qty	Rate	Amount	
Principal Engineer	5.00	180.00	900.00	
Engineering Technician	265.50	65.00	17,257.50	
Staff Professional	10.00	95.00	950.00	
Metals Technician	16.00	80.00	1,280.00	
<b>Total Labor</b>				<b>20,387.50</b>

Laboratory

**Unit Billing**

Concrete Cylinder Cure & Compression Tes

10/29/2023	5.0 Cylinders @ 20.00	100.00
11/5/2023	5.0 Cylinders @ 20.00	100.00
11/19/2023	5.0 Cylinders @ 20.00	100.00
12/3/2023	5.0 Cylinders @ 20.00	100.00
12/10/2023	5.0 Cylinders @ 20.00	100.00

Grout/Mortar Compression Test

10/29/2023	16.0 Tests @ 30.00	480.00
11/5/2023	12.0 Tests @ 30.00	360.00
11/12/2023	20.0 Tests @ 30.00	600.00
11/19/2023	8.0 Tests @ 30.00	240.00
12/3/2023	12.0 Tests @ 30.00	360.00
12/10/2023	4.0 Tests @ 30.00	120.00

<b>Total Units</b>	<b>1.0 times</b>	<b>2,660.00</b>	<b>2,660.00</b>
--------------------	------------------	-----------------	-----------------

Other

**Professional Personnel & Services**

	Hrs/Qty	Rate	Amount	
Staff Professional	1.00	95.00	95.00	
<b>Total Labor</b>				<b>95.00</b>

**Unit Billing**

Report Review 12/3/2023	53.0 Reports @ 20.00	1,060.00	
Trip Charge 12/3/2023	53.0 Trips @ 100.00	5,300.00	
<b>Total Units</b>	<b>1.0 times</b>	<b>6,360.00</b>	<b>6,360.00</b>
	<b>Total this Invoice</b>		<b>29,502.50</b>



Putnam County Board of Education Agenda Requests  
(See attached calendar for deadlines)

Date \_\_\_\_\_ 2/04/2024

Department \_\_\_\_\_ Finance

Person Submitting \_\_\_\_\_ Mark McReynolds

Account Number (if appropriate) \_\_\_\_\_

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to purchase furniture for the new Parkview Elementary school in the amount of \$827,762.67 from Ernie Morris Enterprises, Inc. from account 141-76100-711.  
Note: This purchase is through the TIPS cooperative purchasing network, contract 230301

received  
01-26-24 *ML*



Putnam County Board of Education Agenda Requests  
(See attached calendar for deadlines)

Date \_\_\_\_\_ 2/1/2024

Department \_\_\_\_\_ Finance

Person Submitting \_\_\_\_\_ Mark McReynolds

Account Number (if appropriate) \_\_\_\_\_

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay King Construction Group, Inc. in the amount of \$56,659.14 and First Horizon Bank (retainage) in the amount of \$2,982.06 for pay application #15 related to the Upperman High School Addition project to be paid from the 142 76100 707 933 (ESSER 3.0).

received  
01-22-24  
SK

**TO OWNER/CLIENT:**

Putnam County (TN) Schools  
1400 East Spring St.  
Cookeville, Tennessee 38506

**PROJECT:**

Upperman High School Addition  
6950 Nashville Hwy.  
Baxter, Tennessee 38544

APPLICATION NO: 15

INVOICE NO: 15

PERIOD: 12/22/23 - 01/18/24

PROJECT NO: C011-22

CONTRACT DATE: 9/1/2022

**FROM CONTRACTOR:**

King Construction Group, Inc.  
3307 Burgess Falls rd  
Cookeville, Tennessee 38506

**VIA ARCHITECT/ENGINEER:**

Kim Chamberlin (Upland Design Group, Inc.)  
362 Industrial Blvd  
Cookeville, Tennessee 38555

**CONTRACT FOR:**

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

- 1. Original Contract Sum \$4,739,900.00
- 2. Net change by change orders \$0.00
- 3. Contract Sum to date (Line 1 ± 2) \$4,739,900.00
- 4. Total completed and stored to date (Column G on detail sheet) \$4,395,252.25
- 5. Retainage:
  - a. 5.00% of completed work \$218,287.66
  - b. 5.00% of stored material \$1,475.00
- 6. Total retainage (Line 5a + 5b or total in column I of detail sheet) \$219,762.66
- 7. Total earned less retainage (Line 4 less Line 5 Total) \$4,175,489.59
- 8. Less previous certificates for payment (Line 6 from prior certificate) \$4,118,830.45
- 9. Current payment due: \$56,659.14
- Balance to finish, including retainage (Line 3 less Line 6) \$564,410.41

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:		\$0.00	\$0.00
Total approved this month:		\$0.00	\$0.00
Totals:		\$0.00	\$0.00
Net change by change orders:		\$0.00	

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: King Construction Group, Inc.

By: B

Date: 1-18-24

State of: Tennessee

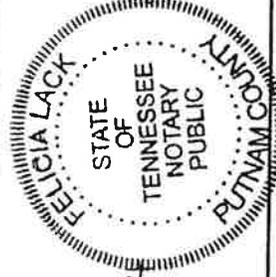
County of: Putnam

Subscribed and sworn to before

me this 18<sup>th</sup> day of January 2024

Notary Public:

My commission expires September 25, 2024



**ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$56,659.14

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

ARCHITECT/ENGINEER: UDG Inc

By: K. All Child, Pres. Date: 1/30/24

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.  
Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 15  
APPLICATION DATE: 1/18/2024  
PERIOD: 12/22/23 - 01/18/24

Contract Lines

ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H BALANCE TO FINISH (C - G)	I RETAINAGE
				D FROM PREVIOUS APPLICATION (D + E)	E THIS PERIOD					
1		General Conditions	\$268,043.00	\$246,599.56	\$2,680.43	\$0.00	\$249,279.99	\$18,763.01	\$12,464.00	
2		Permits & Startup Costs	\$96,755.00	\$96,755.00	\$0.00	\$0.00	\$96,755.00	\$0.00	\$4,837.75	
3		Mobilization	\$34,135.00	\$34,135.00	\$0.00	\$0.00	\$34,135.00	\$0.00	\$1,706.75	
4		Allowance: Contingency	\$175,000.00	\$123,444.00	\$0.00	\$0.00	\$123,444.00	\$51,556.00	\$6,172.20	
5		Allowance: Unsuitable Soils	\$105,000.00	\$105,000.00	\$0.00	\$0.00	\$105,000.00	\$0.00	\$5,250.00	
6		Stework	\$78,053.00	\$65,564.52	\$0.00	\$0.00	\$65,564.52	\$12,488.48	\$3,278.23	
7		Site Utilities & Storm Drainage	\$194,964.00	\$194,964.00	\$0.00	\$0.00	\$194,964.00	\$0.00	\$9,748.20	
8		Asphalt Paving	\$87,300.00	\$61,110.00	\$0.00	\$0.00	\$61,110.00	\$26,190.00	\$3,055.50	
9		Concrete: Foundations	\$121,672.00	\$121,672.00	\$0.00	\$0.00	\$121,672.00	\$0.00	\$6,083.60	
10		Concrete: Interior	\$141,803.00	\$141,803.00	\$0.00	\$0.00	\$141,803.00	\$0.00	\$7,090.15	
11		Concrete: Exterior	\$23,800.00	\$10,944.00	\$0.00	\$0.00	\$10,944.00	\$17,856.00	\$547.20	
12		Rebar Material Only	\$72,995.00	\$72,995.00	\$0.00	\$0.00	\$72,995.00	\$0.00	\$3,649.75	
13		Masonry	\$915,618.00	\$825,962.04	\$114,497.08	\$29,500.00	\$769,959.12	\$146,658.88	\$38,497.96	
14		Structural Steel	\$481,036.00	\$481,036.00	\$0.00	\$0.00	\$481,036.00	\$0.00	\$24,051.80	
15		Light Gauge Metal Framing	\$93,184.00	\$93,274.80	\$1,963.68	\$0.00	\$95,238.48	\$2,945.52	\$4,761.92	
16		Rough Carpentry	\$20,031.00	\$20,031.00	\$0.00	\$0.00	\$20,031.00	\$0.00	\$1,001.56	
17		Dampproofing	\$15,286.00	\$16,286.00	\$0.00	\$0.00	\$16,286.00	\$0.00	\$814.30	
18		Insulation	\$5,226.00	\$5,226.00	\$0.00	\$0.00	\$6,226.00	\$0.00	\$311.30	
19		Roofing	\$425,066.00	\$383,459.40	\$0.00	\$0.00	\$383,459.40	\$42,606.60	\$19,172.98	
20		Joint Sealants	\$15,500.00	\$10,075.00	\$0.00	\$0.00	\$10,075.00	\$5,425.00	\$503.75	
21		Doors, Frames & Hardware	\$104,465.00	\$104,465.00	\$0.00	\$0.00	\$104,465.00	\$0.00	\$5,223.26	
22		Storefront & Glazing	\$82,000.00	\$82,000.00	\$0.00	\$0.00	\$82,000.00	\$0.00	\$4,100.00	
23		Sheetrock	\$20,500.00	\$20,500.00	\$0.00	\$0.00	\$20,500.00	\$0.00	\$1,025.00	
24		Flooring	\$62,610.00	\$62,610.00	\$0.00	\$0.00	\$62,610.00	\$0.00	\$3,130.50	
25		Acoustical Ceilings	\$88,000.00	\$88,000.00	\$0.00	\$0.00	\$88,000.00	\$0.00	\$4,400.00	
26		Painting	\$40,351.00	\$40,351.00	\$0.00	\$0.00	\$40,351.00	\$0.00	\$2,017.55	
27		Display Surfaces, Signage, FE's	\$15,099.00	\$15,099.00	\$0.00	\$0.00	\$15,099.00	\$0.00	\$754.95	
28		Operable Partition	\$21,618.00	\$4,972.14	\$0.00	\$0.00	\$4,972.14	\$16,645.86	\$248.61	
29		Casework	\$17,540.00	\$17,540.00	\$0.00	\$0.00	\$17,540.00	\$0.00	\$877.00	
30		Mechanical: Rough-In	\$230,265.00	\$230,265.00	\$0.00	\$0.00	\$230,265.00	\$0.00	\$11,513.26	
31		Mechanical: Trim-Out	\$25,585.00	\$25,585.00	\$0.00	\$0.00	\$25,585.00	\$0.00	\$1,279.25	
32		Fire Sprinkler	\$62,000.00	\$62,000.00	\$0.00	\$0.00	\$62,000.00	\$0.00	\$3,100.00	
33		Electrical: Rough-In	\$409,780.00	\$409,780.00	\$0.00	\$0.00	\$409,780.00	\$0.00	\$20,489.00	
34		Electrical: Trim-Out	\$175,620.00	\$172,107.60	\$0.00	\$0.00	\$172,107.60	\$3,512.40	\$6,605.36	

A	B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
		\$4,739,900.00	\$4,246,611.06	\$119,141.19	\$29,500.00	\$4,395,252.25	92.73%	\$344,647.75	\$219,762.66
		TOTALS:							

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
		\$4,739,900.00	\$4,246,611.06	\$119,141.19	\$29,500.00	\$4,395,252.25	92.73%	\$344,647.75	\$219,762.66
		GRAND TOTALS:							



**Putnam County Board of Education Agenda Requests**  
**(See attached calendar for deadlines)**

Date \_\_\_\_\_ 2/1/2024

Department \_\_\_\_\_ Finance

Person Submitting \_\_\_\_\_ Mark McReynolds

Account Number (if appropriate) \_\_\_\_\_

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of a payment to Upland Design Group, Inc. – Crossville, Tennessee in the amount of \$616.18 to be paid from 142-76100-707-933 for architectural services for the Upperman High School Expansion project (School Federal Program Fund-ESSER 3.0).

**received**  
01-22-24  
SM CM

**Upland Design Group Inc**

PO Box 1026  
 Crossville, TN 38557

**INVOICE**

Invoice Number: 2195 Inv. 13  
 Invoice Date: Jan 30, 2024  
 Page: 1

Voice: 931-484-7541  
 Fax: 931-484-2351

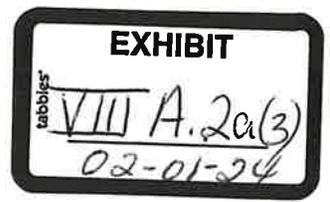
<b>Bill To:</b>
Putnam County School System 1400 East Spring St. Cookeville, TN 38506

<b>Ship to:</b>
Putnam County School System 1400 East Spring St. Cookeville, TN 38506

Customer ID	Customer PO	Payment Terms	
2195	Upperman HS	Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Expansion		2/29/24

Quantity	Item	Description	Unit Price	Amount
		Const. Cost \$4,739,900.00 x 5% (A/E Fee) = \$236,995.00 x 98.55% complete = \$233,558.57 - less previously billed \$232,942.39= \$616.18		616.18
Subtotal				616.18
Sales Tax				
Total Invoice Amount				616.18
Payment/Credit Applied				
<b>TOTAL</b>				<b>616.18</b>

Check/Credit Memo No:



## PCSS Board Agenda Request

Date: January 9, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval of Change Order #1 with AAR of North Carolina, Kernersville, NC for a "decrease" in contract sum of \$152,385.00 on the Upperman High School re-roof project. The final contract sum will be reduced to \$3,651,700.00.

**received**  
01-09-24  
SM CR

## Change Order

**PROJECT: (Name and address)**  
 Roof Replacement  
 Upperman High School  
 Baxter, Tennessee

**CONTRACT INFORMATION:**  
 Contract For: General Construction

**CHANGE ORDER INFORMATION:**  
 Change Order Number: 001

Date: December 2, 2022

Date: January 2, 2024

**OWNER: (Name and address)**  
 Putnam County Board of Education  
 1400 East Spring Street  
 Cookeville, Tennessee 38506

**ARCHITECT: (Name and address)**  
 Richard C. Rinks & Associates, Inc.  
 30 North Jefferson Avenue  
 Cookeville, Tennessee 38501

**CONTRACTOR: (Name and address)**  
 AAR of North Carolina  
 655 Peddycord Road  
 Kernersville, North Carolina 27284

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Omit Allowance for unforeseen conditions/material escalation	- \$ 160,000.00
Material escalation relief	+ \$ 6,015.00
Rework metal coping and relocate scupper and conductor head	+ \$ 1,600.00

Add sixty (60) calendar days due to material delays and inclement weather

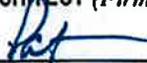
**TOTAL CHANGE ORDER** - \$ 152,385.00

The original Contract Sum was	\$ 3,804,085.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 3,804,085.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 152,385.00
The new Contract Sum including this Change Order will be	\$ 3,651,700.00

The Contract Time will be increased by Sixty (60) days.  
 The new date of Substantial Completion will be October 31, 2023

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Richard C. Rinks & Associates, Inc.  
 ARCHITECT (Firm name)  
  
 SIGNATURE  
 Patrick Rinks, Principal  
 PRINTED NAME AND TITLE  
 1-2-24  
 DATE

AAR of North Carolina  
 CONTRACTOR (Firm name)  
  
 SIGNATURE  
 Brad Kurth, Sr. Vice President  
 PRINTED NAME AND TITLE  
 1/4/24  
 DATE

Putnam County Board of Education  
 OWNER (Firm name)  
 \_\_\_\_\_  
 SIGNATURE  
 \_\_\_\_\_  
 PRINTED NAME AND TITLE  
 \_\_\_\_\_  
 DATE

# RCR&A

## RICHARD C. RINKS & ASSOCIATES, INC.

Engineering and Architectural Services

Building Enclosure Consultants

ASCE - NSPE - TSPE - IIBEC - EDI

30 North Jefferson Avenue - P.O. Box 691 - Cookeville, Tennessee 38503-0691

Telephone 931-528-5543    Patrick@Rinks-Consulting.com    Facsimile 931-528-5544

January 9, 2024

Mr. John Magura  
Facilities Maintenance Supervisor  
Putnam County Schools  
240 Raider Drive  
Cookeville, Tennessee 38506  
maguraj@pcsstn.com

Re:    Roof Replacement – Upperman High School  
       Baxter, Tennessee

Dear Mr. Magura:

The following is a summary of the items included in Change Order 1.

When the Project was bid in November 2022, the roofing industry was still experiencing price fluctuations with Manufacturers not honoring their prices from the Bid Date until the materials were shipped. In an attempt to be fair to the Owner and Contractor, we started included an Allowance in our Projects for material escalation.

Therefore, the Contract required AAR of North Carolina (AAR) to include a \$160,000.00 Allowance in the Base Bid for unforeseen conditions and material escalation. They provided Quote Sheets used to prepare their Bid.

The EPDM materials were delivered in March 2023. AAR provided a summary of their cost escalation along with the Invoices and is asking \$6,015.00 for EPDM material escalation. We reviewed this information and agree with the numbers.

In addition, the Addition being built by King Construction required a scupper, conductor head and downspout to be relocated and a wider metal coping where the Addition connects to the existing building. This resulted in an increase of \$1,600.00.



**Putnam County Board of Education Agenda Requests**  
**(See attached calendar for deadlines)**

Date \_\_\_\_\_ 2/1/2024

Department Finance

Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay AAR of North Carolina, Inc. in the amount of \$137,690.44 and First National Bank (retainage) in the amount of \$7,246.86 for pay application #9 related to the Upperman High School Addition project to be paid from the 142 76100 707 933 (ESSER 3.0).

**received**  
01-18-24

# RCR&A

## RICHARD C. RINKS & ASSOCIATES, INC.

Engineering and Architectural Services

Building Enclosure Consultants

ASCE - NSPE - TSPE - IIBEC - EDI

30 North Jefferson Avenue - P.O. Box 691 - Cookeville, Tennessee 38503-0691

Telephone 931-528-5543 Rinks-Consulting.com Facsimile 931-528-5544

January 18, 2024

Mr. John Magura  
Facilities Maintenance Supervisor  
Putnam County Schools  
240 Raider Drive  
Cookeville, Tennessee 38506  
maguraj@pcsstn.com

Re: Roof Replacement  
Upperman High School  
Baxter, Tennessee

Dear Mr. Magura:

Attached for further processing is an electronic copy of Pay Request No. 9 in the amount of \$144,937.30 from AAR of North Carolina, Inc. (AAR) for the above captioned project. I have signed and dated the Pay Request recommending payment.

Please pay AAR \$137,690.44 and deposit \$7,246.86 into the retainage escrow account.

Should you have any questions concerning this project, please contact me.

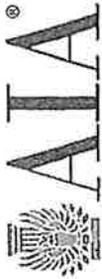
Sincerely yours,

*Patrick Rinks*

Patrick Rinks, PE

c: AAR of North Carolina, Inc.

via email



# AIA Document G702 - 1992

## Application and Certificate for Payment

**TO OWNER:** Putman City Board of Education  
1400 E Spring St  
Cookeville, TN 38506

**PROJECT:** 222301 Upperman High School  
6950 Nashville Hwy  
Baxter, TN

**APPLICATION NO:** 009  
**PERIOD TO:** January 31, 2024

**FROM:** AAR of North Carolina, Inc  
CONTRACTOR: 655 Peddycord Rd  
Kernersville, NC 27284

**VIA ARCHITECT:** Richard C. Rinks & Associates Inc.  
30 North Jefferson Ave.  
Cookeville, TN 38501

**CONTRACT FOR:** General Construction  
**CONTRACT DATE:** December 02, 2022  
**PROJECT NOS:** / /

**Distribution to:**  
OWNER:  ARCHITECT:   
CONTRACTOR:  FIELD:   
OTHER:

### CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703<sup>®</sup>, Continuation Sheet, is attached.

- 1. ORIGINAL CONTRACT SUM ..... \$3,804,985.00
- 2. NET CHANGE BY CHANGE ORDERS ..... -\$152,385.00
- 3. CONTRACT SUM TO DATE (Line 1 ± 2) ..... \$3,651,700.00
- 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) ..... \$3,641,700.00
- 5. RETAINAGE:
  - a. 5.00 % of Completed Work (Column D + E on G703) ..... \$182,085.00
  - b. 0 % of Stored Material (Column F on G703) ..... \$0.00
- Total Retainage (Lines 5a + 5b or Total in Column I of G703) ..... \$182,085.00
- 6. TOTAL EARNED LESS RETAINAGE ..... \$3,459,615.00 (Line 4 Less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT ..... \$3,321,924.56 (Line 6 from prior Certificate)
- 8. CURRENT PAYMENT DUE ..... \$137,690.44
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) ..... \$192,085.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

**CONTRACTOR:** Mandi Searles  
**By:** [Signature]  
State of: North Carolina  
County of: Forsyth

Subscribed and sworn to before me this 11th day of January 2024.  
Notary Public: Rhonda Sigmon  
My Commission expires: September 02, 2028

### ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED** ..... \$137,690.44  
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

**ARCHITECT:** [Signature]  
**By:** [Signature] **Date:** 1-18-24

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$152,385.00
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$152,385.00</b>
<b>NET CHANGES by Change Order</b>		<b>-\$152,385.00</b>

AIA Document G702 - 1992. Copyright © 1953, 1963, 1971, 1978, 1983 and 1992. All rights reserved. "The American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are trademarks of The American Institute of Architects. This document was produced at 07:44:51 ET on 01/18/2024 under Order No. 4104242831 which expires on 06/02/2024, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents' Terms of Service. To report copyright violations, e-mail docinfo@aiaccontracts.com. (389ADA51)

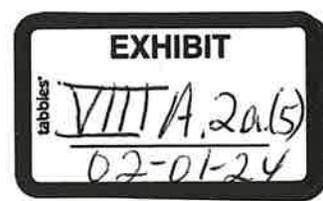
## Continuation Sheet

AIA Document G702<sup>®</sup>, Application and Certification for Payment, or G732<sup>™</sup>, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.  
Use Column I on Contracts where variable retainage for line items may apply.

009  
January 11, 2024  
January 31, 2024  
ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD						
	Steep Slope	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00
1.001	Membrane & Accessories	1,016,104.00	1,016,104.00	0.00	0.00	0.00	1,016,104.00	100.00%	0.00	0.00
1.002	Insulation	344,521.00	344,521.00	0.00	0.00	0.00	344,521.00	100.00%	0.00	0.00
1.003	Lumber	10,801.00	10,801.00	0.00	0.00	0.00	10,801.00	100.00%	0.00	0.00
1.004	Dump	16,950.00	16,950.00	0.00	0.00	0.00	16,950.00	100.00%	0.00	0.00
1.005	Equipment Rental	44,280.00	42,066.00	2,214.00	0.00	0.00	44,280.00	100.00%	0.00	0.00
1.006	Roofing Labor	269,386.00	255,916.70	13,469.30	0.00	0.00	269,386.00	100.00%	0.00	0.00
1.007	Sheet Metal Material	67,067.00	67,067.00	0.00	0.00	0.00	67,067.00	100.00%	0.00	0.00
1.008	Sheet Metal Shop Labor	25,933.00	25,933.00	0.00	0.00	0.00	25,933.00	100.00%	0.00	0.00
1.009	Sheet Metal Field Labor	40,803.00	36,722.70	4,080.30	0.00	0.00	40,803.00	100.00%	0.00	0.00
1.010	Ice Guards	21,040.00	0.00	21,040.00	0.00	0.00	21,040.00	100.00%	0.00	0.00
1.011	Bond	32,165.00	32,165.00	0.00	0.00	0.00	32,165.00	100.00%	0.00	0.00
1.012	Travel Pay	115,004.00	103,503.60	11,500.40	0.00	0.00	115,004.00	100.00%	0.00	0.00
1.013	Warranty	15,034.00	0.00	10,034.00	0.00	0.00	10,034.00	66.74%	5,000.00	0.00
1.014	Mobilization	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	100.00%	0.00	0.00
1.015	Contingency	80,000.00	0.00	80,000.00	0.00	0.00	80,000.00	100.00%	0.00	0.00
	Low Slope	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
2.001	Membrane & Accessories	511,927.00	511,927.00	0.00	0.00	0.00	511,927.00	100.00%	0.00	0.00
2.002	Insulation	203,855.00	203,855.00	0.00	0.00	0.00	203,855.00	100.00%	0.00	0.00
2.003	Lumber	12,167.00	12,167.00	0.00	0.00	0.00	12,167.00	100.00%	0.00	0.00
2.004	Dump	25,075.00	25,075.00	0.00	0.00	0.00	25,075.00	100.00%	0.00	0.00
2.005	Equipment Rental	26,140.00	24,833.00	1,307.00	0.00	0.00	26,140.00	100.00%	0.00	0.00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)						
2.006	Roofing Labor	221,308.00	199,177.20	22,130.80	0.00	221,308.00	0.00	0.00	
2.007	Sheet Metal Material	65,246.00	65,246.00	0.00	0.00	65,246.00	0.00	0.00	
2.008	Sheet Metal Shop Labor	23,451.00	23,451.00	0.00	0.00	23,451.00	0.00	0.00	
2.009	Sheet Metal Field Labor	38,705.00	34,834.50	3,870.50	0.00	38,705.00	0.00	0.00	
2.010	Bond	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00	0.00	
2.011	Masonry Subcontractor	259,781.00	259,781.00	0.00	0.00	259,781.00	0.00	0.00	
2.012	Plumbing/Gas Subcontractor	52,432.00	52,432.00	0.00	0.00	52,432.00	0.00	0.00	
2.013	Travel Pay	80,260.00	72,234.00	8,026.00	0.00	80,260.00	0.00	0.00	
2.014	Warranty	44,650.00	0.00	39,650.00	0.00	39,650.00	5,000.00	0.00	
2.015	Mobilization	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00	0.00	
2.016	Contingency	80,000.00	0.00	80,000.00	0.00	80,000.00	0.00	0.00	
3.001	Change Order #1	-152,385.00	0.00	-152,385.00	0.00	-152,385.00	0.00	0.00	
	<b>GRAND TOTAL</b>	<b>\$3,651,700.00</b>	<b>\$3,496,762.70</b>	<b>\$144,937.30</b>	<b>\$0.00</b>	<b>\$3,641,700.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	



Putnam County Board of Education Agenda Requests  
(See attached calendar for deadlines)

Date \_\_\_\_\_ 2/1/2024  
Department Finance  
Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Richard C. Rinks & Associates, Inc. – Cookeville, Tennessee in the amount of \$8,840.85 for design services for the Upperman High School Roof project, to be paid from 142-76100-707-933 (ESSER 3.0).

**received**  
01-18-24  
*[Signature]*

# RCR&A

## RICHARD C. RINKS & ASSOCIATES, INC.

Engineering and Architectural Services

Building Enclosure Consultants

ASCE - NSPE - TSPE - IIBEC - EDI

30 North Jefferson Avenue - P.O. Box 691 - Cookeville, Tennessee 38503-0691

Telephone 931-528-5543 Rinks-Consulting.com Facsimile 931-528-5544

January 18, 2024

Mr. John Magura  
Facilities Maintenance Supervisor  
Putnam County Schools  
240 Raider Drive  
Cookeville, Tennessee 38506  
maguraj@pcsstn.com

2956 Roof Replacement  
Upperman High School  
Baxter, Tennessee

---

### INVOICE

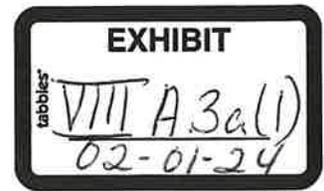
---

Final Contract Amount less \$6,015 (Material Escalation)	\$ 3,645,685.00
Design Fee (6% of Contract Amount)	\$ 218,741.10
Amount of Fee Earned to Date	
99 Percent	\$ 216,553.69
Less Previous Payments	\$ 207,712.84

---

AMOUNT DUE \$ 8,840.85

THANK YOU!



## PCSS Board Agenda Request

Date: January 9, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval of Change Order #1 with Southern Roofing Company, Nashville, Tennessee, which will use \$8,350.00 of the \$60,000.00 "Allowance" (which is in the contract amount) for repairs to unforeseen damage to the soffit area on the Park View Elementary School re-roof project.

**received**  
01-09-24  
*JMR*

# **AIA** Document G701™ – 2017

## Change Order

<b>PROJECT:</b> Roof Replacement - Park View Elementary School Cookeville, TN	<b>CONTRACT INFORMATION:</b> Contract For: Roof Replacement Date: 08/04/2023	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 1 Date: 01/5/2024
<b>OWNER:</b> Putnam County Board of Education 1400 East Spring St Cookeville, TN 38506	<b>ARCHITECT:</b> Richard C. Rinks & Associates	<b>CONTRACTOR:</b> Southern Roofing Company of TN

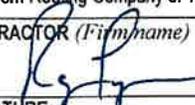
The Contract is changed as follows:  
 (Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Remove and dispose of existing 90 linear feet of vented soffit and install new 24-gauge dark bronze vented soffit and soffit trim.

The original (Contract Sum) (Guaranteed Maximum Price) was	\$ 1,650,409.00
The net change by previously authorized Change Orders	\$ 0.00
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$ 1,650,409.00
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$ 8,350.00
The new (Contract Sum) (Guaranteed Maximum Price), including this Change Order, will be	\$ 1,658,759.00
The Contract Time will be (increased) (decreased) (unchanged) by	( 3 ) days.
The new date of Substantial Completion will be	

*NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.*

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

ARCHITECT (Firm name)	Southern Roofing Company of Tennessee CONTRACTOR (Firm name)	OWNER (Firm name)
SIGNATURE	 SIGNATURE	SIGNATURE
PRINTED NAME AND TITLE	Ray Ferguson VP of Operations PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
DATE	01/09/2024	DATE

**CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.**



Putnam County Board of Education Agenda Requests  
(See attached calendar for deadlines)

Date \_\_\_\_\_ 2/1/2024

Department Finance

Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Southern Roofing of TN in the amount of \$68,748.70 and First National Bank (retainage) in the amount of \$3,618.35 for pay application #4 related to the existing Park View Elementary School Roof Replacement project to be paid from the 142 76100 707 933 (ESSER 3.0).

received  
01-18-24  
CK

# RCR&A

## RICHARD C. RINKS & ASSOCIATES, INC.

Engineering and Architectural Services

Building Enclosure Consultants

ASCE - NSPE - TSPE - IIBEC - EDI

30 North Jefferson Avenue - P.O. Box 691 - Cookeville, Tennessee 38503-0691  
Telephone 931-528-5543 Rinks-Consulting.com Facsimile 931-528-5544

January 18, 2024

Mr. John Magura  
Facilities Maintenance Supervisor  
Putnam County Schools  
240 Raider Drive  
Cookeville, Tennessee 38506  
maguraj@pcsstn.com

Re: Roof Replacement  
Park View Elementary School  
Cookeville, Tennessee

Dear Mr. Magura:

Attached for further processing is an electronic copy of Pay Request No. 4 in the amount of \$72,367.05 from Southern Roofing Company of TN (Southern) for the above captioned project. I have signed and dated the Pay Request recommending payment.

Please pay Southern \$68,748.70 and deposit \$3,618.35 into the retainage escrow account.

Should you have any questions concerning this project, please contact me.

Sincerely yours,

*Patrick Rinks*

Patrick Rinks, PE

c: Southern Roofing of TN via email

**APPLICATION AND CERTIFICATE FOR PAYMENT**

AIA Document G703

PAGE ONE OF 2 PAGES

**TO OWNER:**

Putnam County Board of Education  
 1400 East Spring Street  
 Cookeville, TN 38506  
**FROM CONTRACTOR:**  
 Southern Roofing Company  
 2929 Kraft Drive  
 Nashville, TN 37204

**PROJECT:**

Roof Replacement of Park View Elementary School  
 545 Scott Ave.  
 Cookeville, TN 38501  
**VIA ARCHITECT:**  
 Richard C. Rinks & Assoc., Inc.  
 30 N. Jackson Ave.  
 Cookeville, TN 38501

**Distribution to:**

**APPLICATION #:** #4  
**PERIOD TO:** 01/31/24  
**PROJECT NOS:** 23-013  
**CONTRACT DATE:** 10/31/23

Owner	
Const. Mgr	
Architect	
Contractor	
Consultant	X

**CONTRACT FOR:** Roof Replacement of Park View Elementary School

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due.

- 1. ORIGINAL CONTRACT SUM----- \$ 1,650,409.00
- 2. Net change by Change Orders----- \$
- 3. CONTRACT SUM TO DATE (Line 1 +/- 2) \$ 1,650,409.00
- 4. TOTAL COMPLETED & STORED TO DATE-  
 (Column G on Continuation Sheet) \$ 1,006,282.35
- 5. RETAINAGE:
  - a. 5.0% of Completed Work  
 (Columns D+E on Continuation Sheet) \$ 50,314.12
  - b. 10.0% of Stored Material  
 (Column F on Continuation Sheet)  
 Total Retainage (Line 5a + 5b or  
 Total in Column 1 of Continuation Sheet)----- \$ 955,968.23
- 6. TOTAL EARNED LESS RETAINAGE----- \$ 50,314.12  
 (Line 4 less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT  
 (Line 6 from prior Certificate)----- \$ 887,219.53
- 8. CURRENT PAYMENT DUE----- \$ 68,748.70  
 (Line 3 less Line 6)
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE  
 (Line 3 less Line 6) \$ 694,440.77

**CONTRACTOR:**

By: Paul A. Stigamier, President Date: 10/18/24

State of: TN  
 County of: Davidson

Subscribed and sworn to before me this 18th day of January

Notary Public: Claduan Jackson  
 My Commission expires: 03-06-2024



**CERTIFICATE FOR PAYMENT**

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED** ----- \$ 68,748.70  
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

**ARCHITECT:**

By: [Signature] Date: 1-18-24

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
<b>TOTALS</b>		
<b>NET CHANGES by Change Order</b>		

**CONTINUATION SHEET**

AIA Document G702

Page 2 of 2 Pages

ATTACHMENT TO PAY APPLICATION

APPLICATION NUMBER: #4

PROJECT:

APPLICATION DATE: 01/31/24

Roof Replacement of Park View Elementary School

PERIOD TO: 31-Jan-24

545 Scott Ave.

ARCHITECT'S PROJECT NO: 23-013

Cookeville, TN 38501

A Item No.	B Description of Work	C Scheduled Value		D Work Completed		E Completed This Period	F Materials Presently Stored (Not In D or E)	G Total Completed And Stored To Date (D + E + F)		H Balance To Finish (C - G)	I Retainage
		Scheduled Value		From Previous Application (D + E)				% (G/C)	Total Completed And Stored To Date (D + E + F)		
1	Mobilization	25,982.00	25,982.00	25,982.00	25,982.00			25,982.00	100%		1,299.10
2	Bonds & Insurance	22,640.00	22,640.00	22,640.00	22,640.00			22,640.00	100%		1,132.00
3	EPDM Roof Materials	599,896.00	599,896.00	599,896.00	599,896.00			599,896.00	100%		29,994.80
4	EPDM Labor	251,497.00	251,497.00	50,299.00	50,299.00			50,299.00	20%	201,198.00	2,514.95
5	Shingle Roof Materials	80,414.00	80,414.00	80,414.00	80,414.00			80,414.00	100%		4,020.70
6	Shingle Labor	119,790.00	119,790.00	107,811.00	107,811.00			107,811.00	90%	11,979.00	5,390.55
7	Metal Panel Materials	17,670.00	17,670.00							17,670.00	
8	Metal Panel Labor	3,548.00	3,548.00							3,548.00	
9	Soffit Materials	23,822.00	23,822.00							23,822.00	
10	Soffit Labor	11,827.00	11,827.00	3,548.10	3,548.10			3,548.10	30%	8,278.90	177.41
11	Plumbing Materials	52,000.00	52,000.00							52,000.00	
12	Plumbing Labor	104,000.00	104,000.00							104,000.00	
13	Abatement Labor	66,000.00	66,000.00							66,000.00	
14	Roof Ladders	9,495.00	9,495.00							9,495.00	
15	Sheet Metal Materials	108,313.00	108,313.00	43,325.20	43,325.20	64,987.80		108,313.00	100%		5,415.65
16	Sheet Metal Labor	49,195.00	49,195.00			7,379.25		7,379.25	15%	41,815.75	368.96
17	Allowance	60,000.00	60,000.00							60,000.00	
18	Warranty	6,320.00	6,320.00							6,320.00	
19	Close-Out	38,000.00	38,000.00							38,000.00	
20											
21											
22											
23											
24											
25											
26											
27											
28											
SUBTOTALS PAGE 2		1,650,409.00	1,650,409.00	933,915.30	933,915.30	72,367.05		1,006,282.35	61%	644,126.65	50,314.12