

Putnam County Board Meeting
February 6, 2025 5:00 PM
1400 E Spring St.
Cookeville, TN 38506

- I. Meeting Called to Order
- II. Approval of Agenda
- III. Announcements
 - A. Upperman High School Boys Bowling Team competed in the state tournament after winning the district championship and Kalli Patton from the girls bowling team finished top 10 in the individual state competition.
 - B. Director's Personnel Report
- IV. Approval of Minutes
 - A. Minutes of the Regular January Board Meeting - January 2, 2025, @ 5:00 PM
- V. Public Comment
- VI. Approval of Consent Agenda
 - A. Payments/Purchases
 1. Approval to purchase 48 Chromebooks from Danmark Technologies of Rogersville, AL for Upperman Middle School in the amount of \$14,688.00 to be paid from 141-71100-599-2011-110.
 2. Approval of a payment to Civil Engineering and Surveying, LLC in the amount of \$4,000.00 for civil engineering for the softball and soccer fields at ATMS to be paid from 141-72620-799, Other Capital Outlays (General Purpose School Fund).
 3. Purchase of (12) Viewsonic Touch Screen Boards in the amount of \$23,640.00 IFP-EW-7550-E1 (wall mounted) from Quote 3810 and IFP-7550-e2 (with cart) from Quote 3809 v2 from account number 142-72210-790-101 for the following schools:
 - Algood Elementary School (7) wall mounted Viewsonic boards \$13,125.00
 - Prescott South Elementary School (2) wall mounted Viewsonic boards \$3,750.00
 - Burks Elementary School (3) Viewsonic boards with cart \$6,765.00
 4. Purchase of (126) Asus Chromebooks and Chrome OS Management, item #CR1104CGA-YZ84 for Putnam County Schools and Danmark Technologies in the amount of \$38,556.00 per quote #3811, contract TIPS 240101 to be paid from 142-71100-722-101 for the following schools:
 - CHANCE (8) Chromebooks/licensure \$2,448.00
 - Burks Elementary School (32) Chromebooks/licensure \$9,792.00
 - Sycamore Elementary School (11) Chromebooks/licensure
 - Prescott South Elementary School (7) Chromebooks/licensure
 - Prescott South Middle School (10) Chromebooks/licensure \$3,060.00
 - Upperman Middle School (19) Chromebooks/licensure \$5,814.00

- Avery Trace Middle School (26) Chromebooks/licensure \$7,956.00
 - Algood Middle School (13) Chromebooks/licensure \$3,978.00
- B. Bids/Quotes/Sealed Bids/RFPs
1. Permission to bid for a restroom/concession building for Avery Trace Middle School using the architectural design from our new Park View Elementary School project.
- C. Budget Amendments/Line Item Transfers
1. General Purpose School Budget Amendments - Fund 141
 - a. CTE - Move monies to pay for additional WBL travel, CTE banquet supplies and materials and supervisor PD travel expenses
 - b. Student Services/Family Resources - Transferring funds from one line to another line to accommodate requests of families in need not covered under the homeless grants.
 - c. CTE/ISM - To move monies to pay for expenses to complete purchase of College and Career Ready Lab and Career Discovery Lab for Algood Middle School. To move monies to pay for Retirement, Dental and TCRSS benefits for ISM funded employees.
 - d. Finance - To budget for a \$700.00 incentive payment from TISA Outcome funding.
- D. Approval of Out-of-County and Overnight Trip Reports
- E. Approval of Grant Report
- F. Other
1. Approval to distribute the funds received in the FY25 TISA Outcome payment as a \$700.00 incentive payment to all Full-Time employees and \$350.00 to all Half-Time employees who are actively employed as of January 5, 2025.
 2. Approval to enter into a contract with Maffett Loftis Engineering, Cookeville, TN for the design of the electrical service for the softball field at Avery Trace Middle School in the amount of \$7,900.00 to be paid for from 141-72620-399.
 3. Approval of the PreK naming committee members as recommended by Allison Painter.
 4. Approval of the agreement between Putnam County Board of Education and Dialogue Speech Therapy, Cookeville, Tennessee 38501 for the 2024-2025 school year for student speech testing, evaluations, provide speech-language services to be paid from 141-71200-312.
 5. Approval of the contract between Roland Digital Media, Inc. and Putnam County Board of Education for digital gold package for Adult Education in the amount of \$450.00 per month to be paid from Adult Education funds effective February 1, 2025, to May 31, 2025.
 6. 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 Algood Elementary School, Sandi Everett. The stipend will begin February 2025 and will go through June 2025.
 7. Approval for the yearly TDOE School Climate Package and Survey. The survey is attached. Delivery will be both in person and via ParentSquare.

8. Approval of the yearly MOU for the TDOE School Climate Survey.
9. Approval of the acceptance of an anonymous donation of \$30,000.00 to Burks Elementary. This money will be used to purchase 14 Viewsonic 75" panels for teacher and classroom use in grades K-3.
10. Approval of the Student teacher Partnership Agreement between Bethel University and the Putnam County School System effective 1/1/25 - 12/30/25 with an option to request renewal for three additional years.
11. Approval of the Student Teacher Partnership Agreement between the Western Governors University and the Putnam County School System effective 1/6/25 - 12/31/25 with the option to request a renewal or three additional years.
12. Approval for the process of outside mental health background checks.
13. Approval to renew the annual license purchase for year 3 of 3 for student and staff licenses of Google Workspace Plus for Education edition, from CDW/Amplified IT for Education, Chicago, IL, from the Sourcewell Contract #081419-CDW-Tech Catalog, in the amount of \$47,672.00 to be paid from 141-71100-722-01607.
14. Approval to renew the PowerSchool Enrollment Express annual subscription via attached quote # Q-950930-1 from PowerSchool Group, LLC in the amount of \$21,171.50 to be paid from: 141-72110-399.
15. Approval to renew Adobe software licensing annual subscription from Central Technologies, Inc., Knoxville, TN, in the amount not to exceed \$17,500.00, to be paid from multiple system-wide funding accounts.
16. Approval for a \$20.00 monthly stipend for personal cell phone usage, per policy, 3.3001, use of Cellular Phones, for the following School Nutrition Employee:

Shirley Barbosa - Field Manager

The stipend will begin in January 2025 and go through June of 2025, to be paid from 141 E 73100 199.

17. Approval to enter into a contract with Lakeland Electric for the auditorium lighting replacements, upgrades and improvements at Cookeville High School in the amount of \$592,200.00 base bid, with alternate 1 at \$78,400.00 for a Total Contract Amount of \$670,600.00 to be paid for from 141-72620-399.

VII. Policy

- A. Consider a new policy for Use of Personal Communication Devices and Electronic Devices (6.312) on first reading only.

VIII. Discussion/Presentation

A. Building Projects

1. Park View School Update
2. Avery Trace Middle School Softball Field Project
 - a. Avery Trace Middle School Softball Field Action Items
 1. Approval to pay King Construction Group, Inc. in the amount of \$111,514.80 and First Horizon Bank (retainage) in the amount of

\$5,869.20 for pay application #4 related to the Avery Trace Middle School Softball Field project to be paid from the Putnam County Bond Issue.

2. Approval of pay application #5 to release the full amount of King Construction Group's retainage in the amount of \$69,035.25 related to the Avery Trace Middle School Athletic Field project.
3. Existing Park View Elementary School Update
4. Update from Energy Systems Group regarding the old Park View School Renovation
 - a. Energy Systems Group - Existing Park View School Renovation Project Action Items
 1. Approval to pay Energy Systems Group in the amount of \$49,254.19 and First National Bank of Tennessee (retainage) in the amount of \$2,592.32 for pay application #2 related to the Parkview Elementary School renovation project to be paid from the Putnam County Bond Issue.

IX. Adjournment



Personnel Report For January 2025

NEW HIRES							
LAST NAME	FIRST NAME	LOCATION	ASSIGNMENT	EFFECTIVE DATE	FUNDED	HOURS	REPLACING
Allen	Makenzie	SES	Teacher Assistant	1/6/25	141-E-71100-163-000-00000-070	7	Annalee Stafford
Summers	Jorja	NES	SAC Activity Instructor	11/20/24	146-E-73300-189-000-01800-000	5.8	n/a
Phillips	Kaley	Leaps	Leaps	1/6/25	141-E-73300-189-000-02003-000	3	n/a
Chaston	Mercedes	PSMS	PT STEM Teacher	1/6/25	141-E-71100-116-000-00000-100	3.5	David Wilcox
Staves	Robert	Maintenance	Maintenance Technician IV	12/30/24	141-E-72620-167-000-00000-000	8	Mark Dyer
Woolbright	Lee Anna	CES	SPED PreK Assistant	1/6/25	141-E-71200-163-000-00000-035	7	new classroom
Nash	Caden	AES	SAC Activity Instructor	12/30/24	146-E-73300-189-000-01800-000	5.8	n/a
Acevedo	Jasmine	NES	SPED PreK Assistant	1/7/25	141-E-71200-163-000-00000-057	7	Hannah Jared
Coop	Cherie	PSES	Grade 3 Teacher	1/6/25	141-E-71100-116-000-00000-095	7.5	Samantha Clark
Cyr	Katelynn	Leaps	Leaps	1/6/25	141-E-73300-189-000-02003-000	3	n/a
Haynes	Sarah	CES	SAC Activity Instructor	1/8/25	146-E-73300-189-000-01800-000	5.8	n/a
Ford	May	Food Services	FT CW School Nutrition Sub	1/24/25	143-E-73100-165-000-00037	6	n/a
Brown	Kaleigh	Chance	Chance Educational Assistant	1/17/25	142-E-71100-163-121-00000-000	5	n/a
Gentry	Charlie	Transportation	Bus Attendant	1/15/25	141-E-72710-189-000-00000-000	5	n/a
Cates	Monica	CsES	SPED Resource Teacher	1/13/25	141-E-71200-116-000-00000-015	7.5	Cassandra Lane
Randolph	Madison	PVS	PreK Assistant	1/23/25	141-E-73400-163-000-02005-060	7.5	Leda Soto
REHIRES							
LAST NAME	FIRST NAME	LOCATION	ASSIGNMENT	EFFECTIVE DATE	FUNDED	HOURS	REPLACING
TRANSFERS							
LAST NAME	FIRST NAME	FROM POSITION	TO POSITION	HOURS	EFFECTIVE DATE	FUNDING CODE	REPLACING
Williams	Alexi	SAC Activity Instructor	Grade 7 math Teacher	7.50	1/6/25	141-E-71100-116-000-00000-008	Kaitlin Eastin
Tozer	Tabatha	School Nutrition Employee @ NES	SW Food Services ON CALL Sub	4.00	1/6/25	143-E-73100-165-000-00037	n/a
Jared	Hannah	SPED PreK Asst @ NES	SPED PreK Asst @ CES	7.00	1/6/25	141-E-71200-163-000-00000-035	new classroom
Richards	Amber	School Nutrition Employee @ CHS	ECC @ BPS	5.80	12/27/24	146-E-73300-189-000-01801-000	Betty Robinson
Strickland	Nancy	Sub	DW Educational All Corp Tutor	2.00	12/9/24	141-E-71100-116-000-00000-000	n/a
Baltz	Elizabeth	SAC Activity Instructor	Leaps	3.00	1/6/25	141-E-73300-189-000-02003-000	n/a
Houghtaling	Barbara	5.75hrs School Nutrition @ PVS	5.5hrs School Nutrition Employee @ NES	5.50	1/7/25	143-E-73100-165-000-00057	Tabatha Tozer
Binkley	Elizabeth	DW Elem All Corp Tutor	SPED PreK Teacher @ CES	7.50	1/13/25	141-E-71200-116-000-00000-035	new classroom
Wolf	Carolyn	SPED PreK Asst @ JWES	SPED Interpreter A @ JWES	7.00	1/27/25	141-E-71200-163-000-00000-050	Doris Webb
Bergeman	Rachel	SAC Activity Instructor	ECC @ BPS	5.80	1/13/25	146-E-73300-189-000-01801-000	n/a
Everett	Sandi	Cook @ AES	Café Manager @ AES	8.00	1/23/25	143-E-73100-165-000-00005	Elizabeth Miller
Miller	Elizabeth	Café Manager @ AES	Field Manager for Food Services	8.00	1/23/25	141-E-73100-162-000-00000-000	Ashley Ballard
Carey	Jill	Sub	PT SW ESL Teacher	3.50	1/6/25	141-E-71100-116-000-00000-000	growth position
Smith	Donnetta	Grade 8 Science Teacher @ UMS	Grade 5 Science Teacher @ UMS	7.50	7/22/24	141-E-71100-116-000-00000-110	n/a
Campbell	Jaida	PT SPED SW Related Services Assistant	Sub	7.00	1/6/25	142-E-72220-189-896-00000-000	n/a
Gentry	Heather	ECC	Bus Driver	5.00	1/15/25	141-E-72710-146-000-00000-000	n/a

received
1-23-25 MT

<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>
DECREASE IN HOURS							
<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>
Johnson	Vanessa	5 days per week Consulting Teacher	4 Days per week consulting teacher	7.50	2/1/25	142-E-72220-189-906-00000-000	n/a
NON-RENEWALS							
<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>LOCATION</u>	<u>POSITION</u>	<u>HOURS</u>	<u>EFFECTIVE DATE</u>		
OTHER							
<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>LOCATION</u>	<u>POSITION</u>	<u>HOURS</u>	<u>EFFECTIVE DATE</u>		
Eaton	Chelsea	UMS	will be on a maternity leave starting 1/06/25 through 3/14/25. Will return after Spring Break	7.5	1/6/25		
Martin	Andrea	CHS	Gate Worker 12/06 wages \$57.75	7	12/6/24		
Breeding	Brooke	CHS	SSO Booster Stipend Wages \$1052.54	7.5	12/2/24		
Wrasman	William	CHS	SSO Booster Stipend Wages \$219.28	7.5	12/2/24		
Gentry	William	CHS	October Band Wages \$271.91	7.5	12/2/24		
Duncan	Kristen	UMS	will receive teacher pay for any PPL and/or unpaid days that Ms. Chelsea Eaton uses during her maternity leave that Ms. Duncan covers	7.5	1/21/25		
Cavender	Timothy	CES	Received Master's Degree = \$2,600	7.5	12/13/24		
Brock	Seawillow	AMS	on 120 contract to cover a vacant SPED CDC Teacher position. Will cover until position has been filled.	7.5	1/6/25		
Briggs	Tessa	Leaps	she will no longer be assisting the Leaps program. She has been moved over as a substitute teacher.	3	12/19/24		
Painter	Allison	Central Office	EDS = \$2619.04	7.5	1/6/25		
Chowning	Kimberly	Central Office	Sick Bank Awarded 20 Sick Days form the Sick Bank, per Trustees	7.5	1/7/25		
Hennigan	Taylor	CHS	SSO Booster Stipend Wages \$1710.38	7.5	1/1/25		
Chambers	Emily	CHS	IB Coordinator Stipend Wages \$3100	7.5	1/1/25		
Bryant	Tonya	CHS	Media Stipend Wages \$1500	7	1/1/25		
Kefauver	Jon	CHS	Security Stipend Wages \$3000	7.5	1/1/25		
Mahan	Allison	CHS	Department Chair Stipend Wages \$250	7.5	1/1/25		
Johnson	Danielle	CHS	Department Chair Stipend Wages \$500	7.5	1/1/25		
White	Mitchell	CHS	Department Chair Stipend Wages \$500	7.5	1/1/25		

Leimer	Sherry	CHS	Department Chair Stipend Wages \$250	7.5	1/1/25
Miesch	Brian	CHS	Department Chair Stipend Wages \$500	7.5	1/1/25
Philpot	Nickey	CHS	Department Chair Stipend Wages \$500	7.5	1/1/25
Smith	Julie	CHS	Department Chair Stipend Wages \$500	7.5	1/1/25
Forgey	Chelsey	CHS	Department Chair Stipend Wages \$250	7.5	1/1/25
Whitaker	Marcus	CHS	Received Master's Degree = \$2,600	7.5	9/9/24
Pack	Kimberly	CHS	Department Chair Stipend Wages \$500	7.5	1/1/25
Bayless	Joshua	CHS	Department Chair Stipend Wages \$250	7.5	1/1/25
Newberry	Pamela	Central Office	33 Annual Days & 1.0805 Comp Hours paid out/Retirement	8	1/8/25
Melton	Landon	CHS	Department Chair Stipend Wages \$250	7.5	1/1/25
Simmons	Stephen	PSMS	wages for hrs worked with the Archery Team \$704.00	7.5	1/6/25
Stevens	Wesley	PSMS	wages for hrs worked with the Archery Team \$1012.00	7.5	1/6/25
Allen	Laura	PSMS	wages for hrs worked with the Archery Team \$44.00	7.5	1/6/25
Abbisso	Aleece	PSMS	wages for hrs worked with the Archery Team \$858.00	7.5	1/6/25
Tylka	Mark	PSMS	wages for hrs worked with the Archery Team \$616.00	7.5	1/6/25
Rector	Patricia	PVS	will receive teacher pay for any PPL and/or unpaid days that Ms.Ashley Clemons uses during her maternity leave that Ms. Rector covers	7.5	1/21/25
Cooper	Socorro	CHS	Gate worker wages 01/04/25 \$57.75	7	1/1/25
Williams	Joseph	CHS	November Band pay wages \$297.26	7	1/1/25
Parker	Keith	UMS	was on a LOA, he will be returnint on 1/21/25	7.5	1/21/25
Jones	Steve	AMS	will receive teacher pay for any PPL and/or unpaid days that Paris Rabidoux uses during his paternity leave that Mr. Jones covers	7.5	1/6/25
Williams	Joseph	CHS	December Band Pay Wages \$74.32	7	1/1/25
Warner	Sarah	AES	will receive teacher pay for any PPL and/or unpaid days that Ms. Chelsea Bussard uses during her maternity leave that Ms. Warner covers	7.5	1/23/25

SPREADSHEETS:



MINUTES
Putnam County Board of Education
Cookeville, Tennessee
January 2, 2025

The Putnam County Board of Education met in the office of the Putnam County Education Building - Cookeville, Tennessee on Thursday, January 2, 2025. Mr. **McHENRY** convened the meeting at 5:00 PM.

PRESENT.....	6	ABSENT.....	0
Lynn McHenry, Chair			
Dr. Dawn Fry, Vice-Chair			
Kim Cravens			
David McCormick			
Jill Ramsey			
Kerry Ledbetter			

Mr. **McHENRY** stated the Board would address Agenda Item III., Approval of the Agenda.

ACTION: (II.) Mrs. **CRAVENS** made a motion to approve the agenda, as recommended by Director Corby R. King, Director of Schools, and as submitted. Mr. **McCORMICK** seconded the motion. Motion carried.

Mr. **McHENRY** stated the Board would address Agenda Item III., Announcements, and recognized Corby King, Director of Schools.

Mr. **King** made the following announcements:

- Six students at Cookeville High School scored a perfect 36 on the ACT. The students' names were as followed:
 - Trace Anderson
 - Jonathan Hill
 - Peter Goodman
 - Brayden Gallagher
 - Samuel Canfield
 - Katherine Smith

- Director's Personnel Report

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

ACTION: (VI.A.) Mr. **McCORMICK** made a motion to approve the Minutes of the Regular November Board Meeting – December 5, 2024, @ 5:00 PM, as submitted. Dr. **FRY** seconded the motion. Motion carried.

Mr. **McHENRY** stated the Board would address approval of the Consent Agenda, and asked if anyone had an item they would like removed for discussion.

ACTION: (VI.A.1. – VI.F.8.) Mr. **LEDBETTER** made a motion to approve the following Consent Agenda, as recommended and submitted by Corby R. King, Director of Schools:

VI. Approval of Consent Agenda

A. Payments/Purchases

1. Approval of the purchase of one College and Career Ready Lab for Algood Middle School from vendor Paxton/Patterson LLC, Alsip, IL, in the amount of \$131,995.66 to be paid by Innovative School Models grant funds. Paxton/Patterson is a Buy Board vendor #849, contract #653-21.
2. Approval to pay the \$5,000.00 option to the City of Cookeville for the 92.54 acres of land off of Highway 111 known as the Trinity Property. Note: the option is \$5,000.00 per year for 6 years; this payment is year 3 of 6. The purchase price of the property for Putnam County, if executed, would be \$2,783,418.00 plus accrued interest.

B. Bids/Quotes/Sealed Bids/RFPs

1. Permission to bid with the Upper Cumberland USDA Foods Processing Group for SY2025-2026 with the ability to request renewal for four additional years.

C. Budget Amendments/Line Item Transfers

1. General Purpose School Budget Amendments - Fund 141
 - a. Special Education - To adjust budget to allocation awarded to PCS for highcost SWD's
 - b. Future Ready - Amend budget to better align with expenditures
 - c. Human Resources - To budget for Employee Picnic Grant received from UTrust

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

E. Approval of Grant Report

F. Other

1. Permission to begin the naming process of the Pre-K center in the old Park View School in accordance with Board Policy 3.210, and to name Allison Painter as Committee Chair.
2. Approval of the contract submitted by Richard C Rinks and Associates for the design of bid documents to replace the roof at the former Frontier building in the amount of \$10,000.00 to be paid for from 141-72620-599.

3. Acceptance of a 2007 Ford box truck (VIN number 1FDXE45S17DB24083) as a donation of the Putnam County School System for the use of the PEP Foundation.
4. Approval of the surety bond for Corby King in the amount of \$100,000.00 for the term beginning January 22, 2025 and ending on January 22, 2026.
5. Approval of the yearly MOU for the TDOE School Climate Survey with the attached survey. The survey will be delivered both in person and via ParentSquare.
6. Approval to renew GetHelp/IT asset management bundled package subscription from Frontline Education, per attached Quote# Q-196313 based on the OMNIA (NCPA) - Contract #01-102, in the amount of \$15,000.00 to be paid from: 141-71100-722-01607.
7. Approval to enter into a contract with Lauren Metts for architectural services for the CHS Softball Hitting Facility.
8. Approval of the renewal of the Services Agreement between the Putnam County Board of Education and the Tennessee School Boards Association (TSBA).

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

Mr. **McHENRY** stated the Board would address Agenda Item VIII.A., Building Projects; and recognized John Magura, Maintenance Supervisor.

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

Mr. **Magura** stated the following regarding the Avery Trace Middle School Softball Field Project:

- The project is substantially complete, but they are meeting with an engineer and architect.

ACTION: [VIII.A.1.a.(1.)] Mr. **McCORMICK** made a motion to approve the following Avery Trace Middle School Softball Field Action Items, as submitted and recommended:

- Approval of Change Order #2 to the ATMS Athletic Fields contract with King Construction Group, Inc. to decrease the contract in the amount of \$3,500.00.

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

Mr. **McHENRY** stated the Board would address Agenda item VIII.A.4.a.(1.), Current Park View Elementary School Action Item and recognized Bobby Cox – Energy Systems Group.

Mr. Bobby **Cox** from ESG provided an update on the old Parkview School building stating:

- The building was ready for renovation. The contractors were waiting for local codes to approve and then demolition would begin.

ACTION: [VIII.A.1.a.(1.)] Mrs. **RAMSEY** made a motion to approve the following Current Park View Elementary School Action Items, as submitted and recommended:

- To enter into a Retainage Agreement with First National Bank and Energy Systems Group to establish an interest-bearing account at a financial institution to house the retainage funds related to the Parkview Elementary School renovation project per State of Tennessee requirements.
- Payment to Energy Systems Group in the amount of \$2,006,370.15 and First National Bank (retainage) in the amount of \$105,598.43 for pay application #1 related to the Parkview Elementary School renovation project to be paid from the Putnam County Bond Issue.

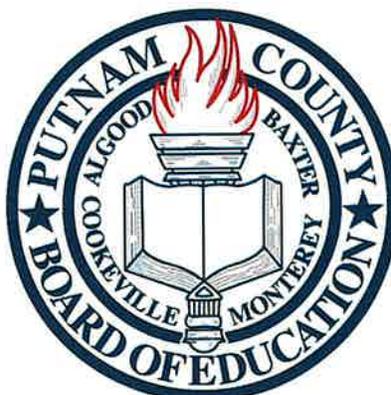
ACTION: (IX.) Dr. **FRY** made a motion to adjourn. Mrs. **CRAVENS** seconded the motion. Motion carried.

The Board adjourned at 5:14 PM.

2/6/25
Date


Lynn McHenry
Chair


Corby King
Director of Schools



Board Agenda Request

Date 1/23/25

Department Teaching & Learning

Person Submitting Dr. Chris Winningham

Account Number (if appropriate) 141-71100-599-2011-110

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

- Consider approval to purchase 48 Chromebooks from Danmark Technologies of Rogersville, AL for Upperman Middle School in the amount of \$14,688.00 to be paid from 141-71100-599-2011-110.

received
01-23-25 MT

REQ DATE
01/16/2025

PUTNAM CO BOARD OF EDUCATION

1400 EAST SPRING ST
 COOKEVILLE, TN 38506

REQUISITION NUMBER
0000057958

VENDOR KEY : DANMARK 000
 SHIP DATE : 01/08/2025
 FISCAL YEAR : 2024-2025
 ENTERED BY : ETHERJES000
 ORIGINAL REQ # : 0000057958

PRINTED 01/23/2025

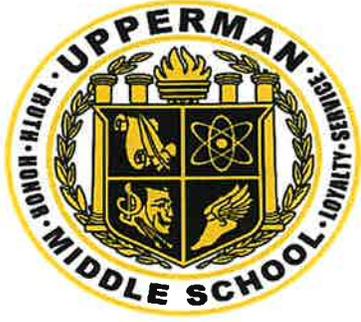
VENDOR:
 DANMARK TECHNOLOGIES
 200 JAMES MACKEY DRIVE
 ROGERSVILLE, AL 35652

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

ATTN: JESSICA ETHEREDGE / SIF

QUANTITY	UNIT	DESCRIPTION OF ITEMS OR MATERIALS	UNIT PRICE	AMOUNT
48		ASUS Chromebooks with Google License Library RmBarcode#C1007 These will be assigned to the library to start and Ms. Swafford will fill in shortages as needed.	306.00000	14,688.00
ACCOUNT SUMMARY (FOR INTERNAL USE)				
		ACCOUNT NUMBER	ACCOUNT AMOUNT	
		141 E 71100 599 000 02011 110	14,688.00	
			PAGE TOTAL	14,688.00
			TOTAL	14,688.00

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



Upperman Middle Scho

6700 Nashville Hwy. Baxter, Tennessee 38544

Phone (931) 858-6601 Fax (931) 858-6637

Jessica Etheredge, Principal

Lacy Loggins, Assistant Principal

Dustin Williams, Assistant Principal

SIF Fund Purchase Justification

Upperman Middle School would like to use SIF funds to pay for 48 Chromebooks to be placed in classrooms for student use.

This ties into our school improvement plan under Goal 1, Academic Success for All. This is where all students will use the Chromebooks to access class curriculum materials.



Danmark Technologies
Servicing
CO, TN, FL, AL .
United States

Quote #	3894
Date	2025/01/23
Expires	2025/02/28
Contact	Danielle Louque

Prepared for Putnam County Schools
Angie Smith
240 Raider Drive
Cookeville, TN 38501
United States

9315202100
asmith4@pcsstn.com

ASUS CHROMEBOOK - PUTNAM COUNTY

One-Time Fees

Item	Qty	Price	Total
CR1104CGA-YZ84 ASUS 11.6IN INTEL N100 8G 64GB CRM	1	\$273.00	\$273.00
GOG-CROSSWDISEDU-NEW GOOGLE CHROME OS MANAGEMENT CONSOLE EDUCATION LICENSE - PERPETUAL	1	\$33.00	\$33.00
Please contact us if you have any questions.			Total One-Time
			\$306.00 USD

Cost Breakdown

Category	One-Time Fees
Hardware / Hardware	\$306.00
Total	\$306.00 USD



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

Date _____ 2/6/25
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 Civil Engineering and Surveying, LLC in the amount of \$4,000 for civil engineering for the softball and soccer fields at ATMS to be paid from 141-72620-799, Other Capital Outlays (General Purpose School Fund).

received
01-24-25 MT CK



INVOICE

214 East Stevens Street, Cookeville, TN 38501
 Phone 931-528-5266

Bill To:
Putnam County Schools 1400 East Spring Street Cookeville, Tennessee 38506

Invoice #: 581
Invoice Date: 1/7/2025
Due Date: 1/7/2025
Project:
P.O. Number:

Description	Amount	
Civil Engineering balance of \$4000 of \$14,000 design fee for Avery Trace Athletic Fields Original \$10,000 billing was dated 6-18-24 <div style="text-align: center; color: red; font-style: italic;"> PLEASE Pay THIS INVOICE JOHN 1-21-25 </div>	4,000.00	
<i>Thank you for your business!!</i>	Total	\$4,000.00
	Payments/Credits	\$0.00
	Balance Due	\$4,000.00

EXHIBIT
tabbies
VIA3 & VIA4
02-06-25



**PCSS Board Agenda Request
For 2024 Meeting**

Date: February 6, 2024

Department Federal Programs

Person Submitting Bridgett Carwile *BC*

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) amendments

VIA3

- **Purchase of (12) Viewsonic Touch Screen Boards** in the amount of **\$23,640.00**
- IFP-EW-7550-E1 (wall mounted) from **Quote 3810** and IFP-7550-e2 (with cart) from **Quote 3809 v2** from account number 142-72210-790-101 for the following school(s):
 - Allgood Elementary School (7) wall mounted Viewsonic boards \$13,125.00
 - Prescott South Elementary School (2) wall mounted Viewsonic boards \$3,750.00
 - Burks Elementary School (3) Viewsonic boards with cart \$6,765.00

VIA4

- **Purchase of (126) Asus Chromebooks and Chrome OS Management, item #CR1104CGA-YZ84 for Putnam County Schools from Danmark Technologies** in the amount of **\$38,556.00** per **quote #3811**, contract TIPS 240101 to be paid from 142-71100-722-101 for the following schools:
 - CHANCE (8) Chromebooks/licensure \$2,448.00
 - Burks Elementary School (32) Chromebooks/licensure \$9,792.00

received
1-30-25 MT *CM*

- Sycamore Elementary School (11) Chromebooks/licensure \$3,366.00
- Prescott South Elementary School (7) Chromebooks/licensure \$2,142.00
- Prescott South Middle School (10) Chromebooks/licensure \$3,060.00
- Upperman Middle School (19) Chromebooks/licensure \$5,814.00
- Avery Trace Middle School (26) Chromebooks/licensure \$7,956.00
- Algood Middle School (13) Chromebooks/licensure \$3,978.00

Danmark Technologies
 Servicing
 CO, TN, FL, AL .
 United States

Quote # 3810
 Date 2025/01/02
 Expires 2025/02/01
 Contact edusales at Danmark

Prepared for Putnam County Schools
 Angie Smith
 240 Raider Drive
 Cookeville, TN 38501
 United States

 9315202100
 asmith4@pcsstn.com

ACCEPT QUOTE

Putnam Co Viewsonic 75" wall mount

One-Time Fees

Item	Qty	Price	Total
Viewsonic 75" Interactive Flat Panel IFP-7550-E1	1	\$1,874.99	\$1,874.99
Viewsonic 4th, 5th, 6th, and 7th year warranty IFP-EW-75-07	1	\$0.01	\$0.01

Please contact us if you have any questions.

Total One-Time \$1,875.00 USD

ACCEPT QUOTE

Cost Breakdown

Category	One-Time Fees
Hardware	\$1,875.00
Total	\$1,875.00 USD

Contract: TIPS Contract 240101 (Technology Solutions, Products, and Services)

Sales tax is not included on quotes but will be calculated and added to invoices

Danmark Technologies
 Servicing
 CO, TN, FL, AL .
 United States

Quote # 3809 v2
Date 2025/01/02
Expires 2025/02/01
Contact edusales at Danmark

Prepared for Putnam County Schools
 Angie Smith
 240 Raider Drive
 Cookeville, TN 38501
 United States

9315202100
 asmith4@pcsstn.com

ACCEPT QUOTE

Putnam Co Viewsonic 75" E2 quote

One-Time Fees

Item	Qty	Price	Total
Viewsonic 75" interactive flat panel IFP-7550-e2 IFP, Wifi module, and cart included in this E2 Bundle	1	\$2,254.99	\$2,254.99
Viewsonic 4th adn 5th year warranty IFP-EW-75-07 70-79" Interactive panel warranty for 4th, 5th, 6th, and 7th year	1	\$0.01	\$0.01

Please contact us if you have any questions.

Total One-Time **\$2,255.00 USD**

ACCEPT QUOTE

Cost Breakdown

Category	One-Time Fees
Hardware	\$2,254.99
Storage / Extended Warranty	\$0.01
Total	\$2,255.00 USD

Contract: TIPS Contract 240101 (Technology Solutions, Products, and Services)

Sales tax is not included on quotes but will be calculated and added to invoices

Danmark Technologies
 Servicing
 CO, TN, FL, AL .
 United States

Quote # 3811
 Date 2025/01/02
 Expires 2025/02/01
 Contact edusales at Danmark

Prepared for Putnam County Schools
 Angie Smith
 240 Raider Drive
 Cookeville, TN 38501
 United States

 9315202100
 asmith4@pcsstn.com

ACCEPT QUOTE

Putnam Co ASUS quote

One-Time Fees

Item	Qty	Price	Total
ASUS chromebook CR1104CGA-YZ84	1	\$273.00	\$273.00
Google License CROSSWDISEDUNEW	1	\$33.00	\$33.00

Please contact us if you have any questions.

Total One-Time \$306.00 USD

ACCEPT QUOTE

Cost Breakdown

Category	One-Time Fees
Hardware	\$273.00
Accessories / Accessories	\$33.00
Total	\$306.00 USD

Contract: TIPS Contract 240101 (Technology Solutions, Products, and Services)

Sales tax is not included on quotes but will be calculated and added to invoices

EXHIBIT
tabbies
VIA3 & VIA4
02-06-25



**PCSS Board Agenda Request
For 2024 Meeting**

Date: February 6, 2024

Department Federal Programs

Person Submitting Bridgett Carwile *BC*

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) amendments

VIA3

- **Purchase of (12) Viewsonic Touch Screen Boards** in the amount of **\$23,640.00**
- IFP-EW-7550-E1 (wall mounted) from **Quote 3810** and IFP-7550-e2 (with cart) from **Quote 3809 v2** from account number 142-72210-790-101 for the following school(s):
 - Allgood Elementary School (7) wall mounted Viewsonic boards \$13,125.00
 - Prescott South Elementary School (2) wall mounted Viewsonic boards \$3,750.00
 - Burks Elementary School (3) Viewsonic boards with cart \$6,765.00

VIA4

- **Purchase of (126) Asus Chromebooks and Chrome OS Management, item #CR1104CGA-YZ84 for Putnam County Schools from Danmark Technologies** in the amount of **\$38,556.00** per **quote #3811**, contract TIPS 240101 to be paid from 142-71100-722-101 for the following schools:
 - CHANCE (8) Chromebooks/licensure \$2,448.00
 - Burks Elementary School (32) Chromebooks/licensure \$9,792.00

received
1-30-25 MT *CM*

- Sycamore Elementary School (11) Chromebooks/licensure \$3,366.00
- Prescott South Elementary School (7) Chromebooks/licensure \$2,142.00
- Prescott South Middle School (10) Chromebooks/licensure \$3,060.00
- Upperman Middle School (19) Chromebooks/licensure \$5,814.00
- Avery Trace Middle School (26) Chromebooks/licensure \$7,956.00
- Algood Middle School (13) Chromebooks/licensure \$3,978.00

Danmark Technologies
 Servicing
 CO, TN, FL, AL .
 United States

Quote # 3810
 Date 2025/01/02
 Expires 2025/02/01
 Contact edusales at Danmark

Prepared for Putnam County Schools
 Angie Smith
 240 Raider Drive
 Cookeville, TN 38501
 United States

 9315202100
 asmith4@pcsstn.com

ACCEPT QUOTE

Putnam Co Viewsonic 75" wall mount

One-Time Fees

Item	Qty	Price	Total
Viewsonic 75" Interactive Flat Panel IFP-7550-E1	1	\$1,874.99	\$1,874.99
Viewsonic 4th, 5th, 6th, and 7th year warranty IFP-EW-75-07	1	\$0.01	\$0.01

Please contact us if you have any questions.

Total One-Time \$1,875.00 USD

ACCEPT QUOTE

Cost Breakdown

Category	One-Time Fees
Hardware	\$1,875.00
Total	\$1,875.00 USD

Contract: TIPS Contract 240101 (Technology Solutions, Products, and Services)

Sales tax is not included on quotes but will be calculated and added to invoices

Danmark Technologies
 Servicing
 CO, TN, FL, AL .
 United States

Quote # 3809 v2
Date 2025/01/02
Expires 2025/02/01
Contact edusales at Danmark

Prepared for Putnam County Schools
 Angie Smith
 240 Raider Drive
 Cookeville, TN 38501
 United States

9315202100
 asmith4@pcsstn.com

ACCEPT QUOTE

Putnam Co Viewsonic 75" E2 quote

One-Time Fees

Item	Qty	Price	Total
Viewsonic 75" interactive flat panel IFP-7550-e2 IFP, Wifi module, and cart included in this E2 Bundle	1	\$2,254.99	\$2,254.99
Viewsonic 4th adn 5th year warranty IFP-EW-75-07 70-79" Interactive panel warranty for 4th, 5th, 6th, and 7th year	1	\$0.01	\$0.01

Please contact us if you have any questions.

Total One-Time \$2,255.00 USD

ACCEPT QUOTE

Cost Breakdown

Category	One-Time Fees
Hardware	\$2,254.99
Storage / Extended Warranty	\$0.01
Total	\$2,255.00 USD

Contract: TIPS Contract 240101 (Technology Solutions, Products, and Services)

Sales tax is not included on quotes but will be calculated and added to invoices

Danmark Technologies
 Servicing
 CO, TN, FL, AL .
 United States

Quote # 3811
 Date 2025/01/02
 Expires 2025/02/01
 Contact edusales at Danmark

Prepared for Putnam County Schools
 Angie Smith
 240 Raider Drive
 Cookeville, TN 38501
 United States

 9315202100
 asmith4@pcsstn.com

ACCEPT QUOTE

Putnam Co ASUS quote

One-Time Fees

Item	Qty	Price	Total
ASUS chromebook CR1104CGA-YZ84	1	\$273.00	\$273.00
Google License CROSSWDISEDUNEW	1	\$33.00	\$33.00

Please contact us if you have any questions.

Total One-Time \$306.00 USD

ACCEPT QUOTE

Cost Breakdown

Category	One-Time Fees
Hardware	\$273.00
Accessories / Accessories	\$33.00
Total	\$306.00 USD

Contract: TIPS Contract 240101 (Technology Solutions, Products, and Services)

Sales tax is not included on quotes but will be calculated and added to invoices



PCSS Board Agenda Request

Date: January 27, 2025

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 permission to bid a restroom/concession building for Avery Trace Middle School using the architectural design from our new Park View Elementary School project

received
1-28-25 MT *CM*

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Career & Technical Education - ISM

12/9/2024
Date



Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	141	141 E 71300 730 000 02518 008	Vocational Instruction Equipment	\$222,794.67		\$12,550.00	\$210,244.67
2	141	141 E 71300 429C 000 02518 008	Vocational Instructional Supplies and Materials (Consumables)	\$0.00	\$2,000.00		\$2,000.00
3	141	141 E 71300 471 000 02518 008	Software	\$0.00	\$4,550.00		\$4,550.00
4	141	141 E 76100 399 000 02518 008	Other Contracted Services	\$0.00	\$6,000.00		\$6,000.00
5	141	141 E 71300 207 000 02518 037	Medical Insurance	\$29,269.48		\$300.00	\$28,969.48
6	141	141 E 71300 208 000 02518 037	Dental	\$274.43	\$300.00		\$574.43
7	141	141 E 71300 189 000 02518 090	Other Salaries Wages	\$40,500.00		\$8,000.00	\$32,500.00
8	141	141 E 71300 204 000 02518 090	State Retirement	\$3,945.80	\$8,000.00		\$11,945.80
9	141	141 E 71300 116 000 02518 110	Certified Teachers	\$152,692.53		\$2,300.00	\$150,392.53
10	141	141 E 71300 204 000 02518 110	State Retirement	\$2,141.76	\$2,000.00		\$4,141.76
11	141	141 E 71300 217 000 02518 110	TCRSS	\$0.00	\$300.00		\$300.00
Totals:				\$451,618.67	\$23,150.00	\$23,150.00	\$451,618.67

Explanation: To move monies to pay for expenses to complete purchase of College and Career Ready Lab and Career Discovery Lab for Allgood Middle School. To move monies to pay for Retirement, Dental and TCRSS benefits for ISM funded employees.

Requested by: [Signature] Supervisor 1/8/25 Recommended for Approval: [Signature] Official / Department Head

Reviewed by: Chief Financial Officer Action by Fiscal Review Committee: Recommended for Approval Date: _____
 Action by County Commission: Approved Not Approved Date: _____



Department: Finance Department

DATE:



Item # Account # Account Description Current Approved Amount Increase Decrease Approval Amount

Item #	Account #	Account Description	Current	Approved Amount	Increase	Decrease	Approval Amount
		Revenue					
1	141 R 46510 000 000 02526 000	TENNESSEE INVESTMENT IN STUDENT ACHIEVEMENT	-		1,330,800.00		1,330,800.00
		Total Amendment Revenue	-				1,330,800.00
		Expenditures					
2	141 E 71100 185 000 02526 000	INCENTIVE PAY	-			532,000.00	532,000.00
3	141 E 71100 201 000 02526 000	SOCIAL SECURITY	-			30,640.00	30,640.00
4	141 E 71100 204 000 02526 000	STATE RETIREMENT	-			38,620.00	38,620.00
5	141 E 71100 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-			7,200.00	7,200.00
6	141 E 71100 217 000 02526 000	RET HYBRID STABILIZATION	-			2,170.00	2,170.00
7	141 E 71150 185 000 02526 000	INCENTIVE PAY	-			7,700.00	7,700.00
8	141 E 71150 201 000 02526 000	SOCIAL SECURITY	-			440.00	440.00
9	141 E 71150 204 000 02526 000	STATE RETIREMENT	-			560.00	560.00
10	141 E 71150 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-			100.00	100.00
11	141 E 71150 217 000 02526 000	RET HYBRID STABILIZATION	-			50.00	50.00
12	141 E 71200 185 000 02526 000	INCENTIVE PAY	-			191,650.00	191,650.00
13	141 E 71200 201 000 02526 000	SOCIAL SECURITY	-			10,920.00	10,920.00
14	141 E 71200 204 000 02526 000	STATE RETIREMENT	-			13,900.00	13,900.00
15	141 E 71200 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-			2,560.00	2,560.00
16	141 E 71200 217 000 02526 000	RET HYBRID STABILIZATION	-			510.00	510.00
17	141 E 71300 185 000 02526 000	INCENTIVE PAY	-			30,300.00	30,300.00
18	141 E 71300 201 000 02526 000	SOCIAL SECURITY	-			1,740.00	1,740.00
19	141 E 71300 204 000 02526 000	STATE RETIREMENT	-			2,260.00	2,260.00
20	141 E 71300 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-			410.00	410.00
21	141 E 71300 217 000 02526 000	RET HYBRID STABILIZATION	-			180.00	180.00
22	141 E 71600 185 000 02526 000	INCENTIVE PAY	-			4,300.00	4,300.00
23	141 E 71600 201 000 02526 000	SOCIAL SECURITY	-			250.00	250.00
24	141 E 71600 204 000 02526 000	STATE RETIREMENT	-			310.00	310.00
25	141 E 71600 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-			100.00	100.00
26	141 E 71600 217 000 02526 000	RET HYBRID STABILIZATION	-			50.00	50.00
27	141 E 72110 185 000 02526 000	INCENTIVE PAY	-			1,800.00	1,800.00
28	141 E 72110 201 000 02526 000	SOCIAL SECURITY	-			100.00	100.00
29	141 E 72110 204 000 02526 000	STATE RETIREMENT	-			120.00	120.00
30	141 E 72110 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-			50.00	50.00

Received
1-28-25 AMT

[Signature]

Department: Finance Department

DATE:

6-Feb-25

Item #	Account #	Account Description	Current Approved Amount	Requested Approval Amount
31	141 E 72120 185 000 02526 000	INCENTIVE PAY	-	18,900.00
32	141 E 72120 201 000 02526 000	SOCIAL SECURITY	-	1,070.00
33	141 E 72120 204 000 02526 000	STATE RETIREMENT	-	1,410.00
34	141 E 72120 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	250.00
35	141 E 72120 217 000 02526 000	RET HYBRID STABILIZATION	-	100.00
36	141 E 72130 185 000 02526 000	INCENTIVE PAY	-	26,700.00
37	141 E 72130 201 000 02526 000	SOCIAL SECURITY	-	1,550.00
38	141 E 72130 204 000 02526 000	STATE RETIREMENT	-	1,960.00
39	141 E 72130 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	360.00
40	141 E 72130 217 000 02526 000	RET HYBRID STABILIZATION	-	130.00
41	141 E 72210 185 000 02526 000	INCENTIVE PAY	-	39,300.00
42	141 E 72210 201 000 02526 000	SOCIAL SECURITY	-	2,300.00
43	141 E 72210 204 000 02526 000	STATE RETIREMENT	-	2,770.00
44	141 E 72210 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	540.00
45	141 E 72210 217 000 02526 000	RET HYBRID STABILIZATION	-	50.00
46	141 E 72215 185 000 02526 000	INCENTIVE PAY	-	2,100.00
47	141 E 72215 201 000 02526 000	SOCIAL SECURITY	-	130.00
48	141 E 72215 204 000 02526 000	STATE RETIREMENT	-	150.00
49	141 E 72215 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	50.00
50	141 E 72215 217 000 02526 000	RET HYBRID STABILIZATION	-	10.00
51	141 E 72220 185 000 02526 000	INCENTIVE PAY	-	17,500.00
52	141 E 72220 201 000 02526 000	SOCIAL SECURITY	-	1,010.00
53	141 E 72220 204 000 02526 000	STATE RETIREMENT	-	1,250.00
54	141 E 72220 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	240.00
55	141 E 72220 217 000 02526 000	RET HYBRID STABILIZATION	-	50.00
56	141 E 72230 185 000 02526 000	INCENTIVE PAY	-	700.00
57	141 E 72230 201 000 02526 000	SOCIAL SECURITY	-	50.00
58	141 E 72230 204 000 02526 000	STATE RETIREMENT	-	50.00
59	141 E 72230 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	10.00
60	141 E 72250 185 000 02526 000	INCENTIVE PAY	-	8,100.00
61	141 E 72250 201 000 02526 000	SOCIAL SECURITY	-	460.00
62	141 E 72250 204 000 02526 000	STATE RETIREMENT	-	570.00
63	141 E 72250 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	100.00
64	141 E 72260 185 000 02526 000	INCENTIVE PAY	-	1,300.00
65	141 E 72260 201 000 02526 000	SOCIAL SECURITY	-	100.00
66	141 E 72260 204 000 02526 000	STATE RETIREMENT	-	100.00
67	141 E 72260 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	50.00

Department: Finance Department

DATE: 6-Feb-25

Item #	Account #	Account Description	Current Approved Amount	Requested Approval Amount
68	141 E 72310 185 000 02526 000	INCENTIVE PAY	-	700.00
69	141 E 72310 201 000 02526 000	SOCIAL SECURITY	-	50.00
70	141 E 72310 204 000 02526 000	STATE RETIREMENT	-	50.00
71	141 E 72310 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	10.00
72	141 E 72320 185 000 02526 000	INCENTIVE PAY	-	700.00
73	141 E 72320 201 000 02526 000	SOCIAL SECURITY	-	50.00
74	141 E 72320 204 000 02526 000	STATE RETIREMENT	-	50.00
75	141 E 72320 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	10.00
76	141 E 72410 185 000 02526 000	INCENTIVE PAY	-	71,800.00
77	141 E 72410 201 000 02526 000	SOCIAL SECURITY	-	4,140.00
78	141 E 72410 204 000 02526 000	STATE RETIREMENT	-	5,060.00
79	141 E 72410 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	970.00
80	141 E 72410 217 000 02526 000	RET HYBRID STABILIZATION	-	50.00
81	141 E 72510 185 000 02526 000	INCENTIVE PAY	-	7,700.00
82	141 E 72510 201 000 02526 000	SOCIAL SECURITY	-	430.00
83	141 E 72510 204 000 02526 000	STATE RETIREMENT	-	550.00
84	141 E 72510 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	100.00
85	141 E 72520 185 000 02526 000	INCENTIVE PAY	-	2,100.00
86	141 E 72520 201 000 02526 000	SOCIAL SECURITY	-	120.00
87	141 E 72520 204 000 02526 000	STATE RETIREMENT	-	150.00
88	141 E 72520 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	50.00
89	141 E 72620 185 000 02526 000	INCENTIVE PAY	-	16,100.00
90	141 E 72620 201 000 02526 000	SOCIAL SECURITY	-	950.00
91	141 E 72620 204 000 02526 000	STATE RETIREMENT	-	1,150.00
92	141 E 72620 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	220.00
93	141 E 72710 185 000 02526 000	INCENTIVE PAY	-	69,700.00
94	141 E 72710 201 000 02526 000	SOCIAL SECURITY	-	4,060.00
95	141 E 72710 204 000 02526 000	STATE RETIREMENT	-	4,880.00
96	141 E 72710 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	960.00
97	141 E 73100 185 000 02526 000	INCENTIVE PAY	-	71,100.00
98	141 E 73100 201 000 02526 000	SOCIAL SECURITY	-	4,310.00
99	141 E 73100 204 000 02526 000	STATE RETIREMENT	-	3,780.00
100	141 E 73100 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	1,010.00
101	141 E 73300 185 000 02526 000	INCENTIVE PAY	-	15,600.00
102	141 E 73300 201 000 02526 000	SOCIAL SECURITY	-	950.00
103	141 E 73300 204 000 02526 000	STATE RETIREMENT	-	440.00
104	141 E 73300 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	220.00

Department: Finance Department

DATE: 6-Feb-25

Item #	Account #	Account Description	Current Approved Amount	Requested Approval Amount
105	141 E 73400 185 000 02526 000	INCENTIVE PAY	-	24,500.00
106	141 E 73400 201 000 02526 000	SOCIAL SECURITY	-	1,410.00
107	141 E 73400 204 000 02526 000	STATE RETIREMENT	-	1,780.00
108	141 E 73400 212 000 02526 000	EMPLOYER MEDICARE LIABILITY	-	330.00
109	141 E 73400 217 000 02526 000	RET HYBRID STABILIZATION	-	50.00
		Total Amendment Expenditures	-	1,330,800.00
		Total Amendment Revenue less Expenditures	-	-

Explanation: To budget for a \$700 incentive payment from TISA Outcome funding.

Requested by: _____ Recommended for Approval: _____ Official / Department Head _____
 Supervisor _____

Reviewed by: *Michael Reynolds*
 Chief Financial Officer

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

Action by County Commission: Approval Non-Approval Date: _____

EXHIBIT

tabbles
VID
02-06-25

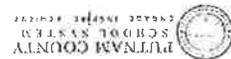
Out of State/ Overnight BOARD APPROVAL Month: February, 2025

Date Submitted	Destination/City	School	Sponsors/ Chaperones	Subject/ Grade/ Group	Date(s) of Event	No. of Students	Event Name
1/23/25	Orlando, FL -Hotel Not yet released	CHS	Virginia Gantkowski 931-644-3106 / Judy Henry 731-676-6505 / John Gantkowski	CTE / 9th-12th / DECA	April 25-30, 2025	4	DECA International Career Develop Conference National Competition
							
				Corby King, Director of Schools			
							1/23/25 Date

received
1-23-25
MAY

CHS

CTE DECA International Field Trip



DECA Registration - Cookeville High School

reply@decaregistration.com <reply@decaregistration.com>
Reply-To: zach.buchanan@tn.gov
To: Virginia.gantkowski@pcsstn.com

2025 Tennessee DECA State Career Development Conference

CHAPTER INFORMATION		Cookeville High School Virginia Gantkowski 1 Cavalier Dr Cookeville, TN 38501-4889 Phone: 9316443106 Email: Virginia.gantkowski@pcsstn.com	
REMIT TO		Tennessee DECA (Attn: Zach Buchanan) 710 James Robertson Parkway Andrew Johnson Tower, 9th Floor Nashville, Tennessee 37243	

Invoice #	25129214	P.O./Check #	C	School #	129	Date	12/13/2024	Chapter ID	144H-3053
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Quantity	Description	Each	Total
2	Advisor	\$85.00	\$170.00
21	Student	\$85.00	\$1,785.00
1	School-Site Testing Proctor	\$0.00	\$0.00
1	Chaperone	\$85.00	\$85.00
	HOTEL	\$5,076.03	\$5,076.03
	SUB TOTAL		\$7,116.03
	TOTAL		\$7,116.03

Your payment is due by Friday, February 14, 2025.

Changes (additions, deletions, or modifications) cannot be made to this registration after 5:00 p.m. CT on Friday, December 13, 2024.

PLEASE DON'T FORGET TO INCLUDE A PRINTED COPY OF THIS INVOICE WITH YOUR CHECK!

All payments must be received by Tennessee DECA no later than February 14, 2025.

PLEASE DON'T FORGET TO INCLUDE A PRINTED COPY OF THIS INVOICE WITH YOUR CHECK!

INDIVIDUALS		ID/Name	Event(s) / Items	TShirt Size	No Show
		129022 Craig, Kaitlyn (School-Site Testing)			
		129025 Gomez, Mike (Chaprone)			
		129016 Bennett, Greyson (Student)	LeadAcad : #ExperienceTheDifference Leadership Academy(Team #1)		
		129016 Colwell, Jadence (Student)	PSE : Professional Selling Event		
		129017 Dement, Kaylee (Student)	HTOR : Hospitality and Tourism Operations Research(Team #1)		
		129002 Hensley, Savannah (Student)	EBG : Business Growth Plan(Team #1)		
		129009 Hernandez, Nohemi (Student)	EIP : Innovation Plan(Team #1)		
		129024 Kennedy, Lane (Student)	HTOR : Hospitality and Tourism Operations Research(Team #1)		
		129003 Marsh, Sean (Student)	EBG : Business Growth Plan(Team #1)		
		129023 Mateo Ignacio, William (Student)	HTOR : Hospitality and Tourism Operations Research(Team #1)		
		129013 Mayo, Maddux (Student)	LeadAcad : #ExperienceTheDifference Leadership Academy(Team #1)		
		129018 Morales, Eden (Student)	ESB : Start-Up Business Plan(Team #1)		
		129007 Ours, Granville (Student)	PFN : Principles of Finance		
		129004 Parks, Haley (Student)	EBG : Business Growth Plan(Team #1, Team Captain)		
		129019 Patel, Jas (Student)	LeadAcad : #ExperienceTheDifference Leadership Academy(Team #1)		
		129020 Patel, Moksh (Student)	LeadAcad : #ExperienceTheDifference Leadership Academy(Team #1, Team Captain)		
		129011 Patel, Tej (Student)	LeadAcad : #ExperienceTheDifference Leadership Academy(Team #1)		
		129021 Rawdon, Kyndal (Student)	EIP : Innovation Plan(Team #1, Team Captain)		
		129005 Rawdon, Rylie (Student)	MTDM : Marketing Management Team Decision Making(Team #1)		
		129014 Rivers, Jacob (Student)	SEM : Sports and Entertainment Marketing Series		
		129015 Shah, Nihar (Student)	LeadAcad : #ExperienceTheDifference Leadership Academy(Team #1)		
		129008 Warren, Sofia (Student)	ESB : Start-Up Business Plan(Team #1, Team Captain)		
		129006 Zheng, Chloe (Student)	MTDM : Marketing Management Team Decision Making(Team #1, Team Captain)		
		129001 Gantkowski, Virginia (Advisor)			
		129012 Henry, Judy (Advisor)			

Housing Invoice

Invoice #H25129214

CHAPTER INFORMATION	REMIT TO
Cookeville High School Virginia Gantkowski 1 Cavalier Dr Cookeville, TN 38501-4889 Email: Virginia.gantkowski@pcssn.com 9316443106	Tennessee DECA (Attn: Zach Buchanan) 710 James Robertson Parkway Andrew Johnson Tower, 9th Floor Nashville, Tennessee 37243

Hotel Name: State Assigned Conference Hotel

Chapter Arriving 2/25/2025 12:00 AM Departing 2/28/2025 12:00 AM

* NCS = No Gender Selected

#	(1-Person)	Room	Gender	Name	Participant Type	Dates	Nights	02/25	02/26	02/27	Total	No Show
#1	(1-Person)	F	Advisor	Judy Henry	Advisor	(02/25 - 02/28)	3	\$188.00	\$188.00	\$188.00	\$564.00	
#2	(1-Person)	F	Advisor	Virginia Gantkowski	Advisor	(02/25 - 02/28)	3	\$188.00	\$188.00	\$188.00	\$564.00	
#3	(1-Person)	M	Chaprone	Mike Gomez	Chaprone	(02/25 - 02/28)	3	\$188.00	\$188.00	\$188.00	\$564.00	
#4	(4-Person)	M	Student	Maddux Mayo	Student	(02/25 - 02/28)	3	\$47.00	\$47.00	\$47.00	\$141.00	
		M	Student	Jas Patel	Student	(02/25 - 02/28)	3	\$47.00	\$47.00	\$47.00	\$141.00	
		M	Student	Greyson Bennett	Student	(02/25 - 02/28)	3	\$47.00	\$47.00	\$47.00	\$141.00	
		M	Student	Granville Ours	Student	(02/25 - 02/28)	3	\$47.00	\$47.00	\$47.00	\$141.00	
#5	(4-Person)	M	Student	Tej Patel	Student	(02/25 - 02/28)	3	\$47.00	\$47.00	\$47.00	\$141.00	
		M	Student	Jacob Rivers	Student	(02/25 - 02/28)	3	\$47.00	\$47.00	\$47.00	\$141.00	
		M	Student	Nihar Shah	Student	(02/25 - 02/28)	3	\$47.00	\$47.00	\$47.00	\$141.00	
		M	Student	Moksh Patel	Student	(02/25 - 02/28)	3	\$47.00	\$47.00	\$47.00	\$141.00	
#6	(4-Person)	F	Student	Lane Kennedy	Student	(02/25 - 02/28)	3	\$47.00	\$47.00	\$47.00	\$141.00	
		M	Student	William Mateo Ignacio	Student	(02/25 - 02/28)	3	\$47.00	\$47.00	\$47.00	\$141.00	
		M	Student	Eden Morales	Student	(02/25 - 02/28)	3	\$47.00	\$47.00	\$47.00	\$141.00	
		M	Student	Sean Marsh	Student	(02/25 - 02/28)	3	\$47.00	\$47.00	\$47.00	\$141.00	
#7	(4-Person)	F	Student	Nohemi Hernandez	Student	(02/25 - 02/28)	3	\$47.00	\$47.00	\$47.00	\$141.00	
		F	Student	Chloe Zheng	Student	(02/25 - 02/28)	3	\$47.00	\$47.00	\$47.00	\$141.00	
		F	Student	Rylie Rawdon	Student	(02/25 - 02/28)	3	\$47.00	\$47.00	\$47.00	\$141.00	
		F	Student	Kyndal Rawdon	Student	(02/25 - 02/28)	3	\$47.00	\$47.00	\$47.00	\$141.00	

HOTEL CHARGES	
Room Charge	\$5,076.03
Housing Total	\$5,076.03

#8 (3-Person)	F	Sofia Warren	Student	(02/25 - 02/28)	3	\$62.67	\$62.67	\$62.67	\$188.01
	F	Savannah Hensley	Student	(02/25 - 02/28)	3	\$62.67	\$62.67	\$62.67	\$188.01
	F	Haley Parks	Student	(02/25 - 02/28)	3	\$62.67	\$62.67	\$62.67	\$188.01
#9 (2-Person)	F	Kaylee Dement	Student	(02/25 - 02/28)	3	\$94.00	\$94.00	\$94.00	\$282.00
	F	Jadence Colwell	Student	(02/25 - 02/28)	3	\$94.00	\$94.00	\$94.00	\$282.00

EXHIBIT

tabbles

VID
07-06-25

Out of State/ Overnight BOARD APPROVAL Month: February, 2025

Date Submitted	Destination/City	School	Sponsors/ Chaperones	Subject/ Grade/ Group	Date(s) of Event	No. of Students	Event Name
1/14/25	Disney All Star Movie Resort 1901 W Buena Vista Dr., Lake Buena Vista, FL 32830	UHS	Stephanie Davis 931-260-3437 /Jan Anderson / Brent Anderson / Karen Ledbetter / Nick Davis / Amy Ayers	Athletics / 9th-12th / Cheerleaders	February 6-11, 2025	16	UCA Cheer National Competition



Corby King, Director of Schools

1/16/25

Date

received
1/16/25 4:47

Room One
Coach Stephanie Davis
EllaAnn Davis
Bryson Davis
Nick Davis

Room 2
Addison Young
Bristol Ford
McKenzie McQuiston
Michaela Potter

Room 3
Addison Caine
Audrina Letner
Dakota Frye
Jolie Hebert

Room 4
Harper Cummings
Harper Oaks
Megan Phillips
Maddison Ellis

Room 5
Brooklyn Nash
Darya Ledbetter
Ella Anderson
Lauren Craighead

EXHIBIT

tabbles

VII
02-06-25

Out of State/ Overnight BOARD APPROVAL Month: February, 2025

Date Submitted	Destination/City	School	Sponsors/ Chaperones	Subject/ Grade/ Group	Date(s) of Event	No. of Students	Event Name
1/8/25	ESPN Wide World Sports Complex 700 S. Victory Way Orlando, FL 34747	CHS	Niki Goins 931-239-5170 / Alyssa Wheeler 931-316-3578	Athletics / 9th-12th / Cheerleaders	February 6-10, 2025	24	Cheer National Competition



Corby King, Director of Schools

1-8-25

Date

received
1-9-25
M.F.

Rooms for Cookeville High School National Competition- Orlando, FL

Room 1- Nicki Goins

Room 2- Alyssa Wheeler

Room 3- Abby Johnson, Alibeth Maberry, Madison Petralia, Alanah Craig

Room 4- Allison Miller, Betty Buckner, Charlye Stevens, Lilla Boyd

Room 5- Ella Foutch, Lilly Ragland, Lilly Winningham, Bella Pearl Organ

Room 6- Brylee Pauley, Grace McCloud, Jaycee Kate Wilson, Scarlett Sutton

Room 7- Karli Page, Callahan Owsley, Elaina Hamilton, Olivia Abbatemarco

Room 8- Chloe Roberts, Emery Hastings, Haley Walkner, Brookelyn Berry \

PUTNAM COUNTY BOARD OF EDUCATION
 DISCRETIONARY GRANT REPORT
 FEBRUARY 2025

tabbles
EXHIBIT
 VII
 02-06-25

Grant Action	Grant Title	GRANT AMOUNT REQUESTING	LEA Match	Total Grant Amount	New, Ongoing, Renewal	Location	Approval to Apply	Approval to Accept	Comments
	TOTALS	\$ 25,400.00							NO GRANTS TO REPORT FOR THE MONTH OF FEBRUARY
	JULY	\$ 5,000.00							
	AUGUST	\$ 6,237,231.15		\$ 513,500.00					
	SEPTEMBER	\$ 545,350.00		\$ 1,100.00					
	OCTOBER	\$ 66,200.00		\$ 29,200.00					
	NOVEMBER	\$ 54,100.00		\$ 21,000.00					
	DECEMBER	\$ 6,450.00							
	JANUARY								
	FEBRUARY								
	MARCH								
	APRIL								
	MAY								
	JUNE								
	TOTAL	\$ 6,939,731.15		\$ 564,800.00					
GRANT REPORT PREPARED BY SHARON BYERS									

Received
 1-23-25
 Mr

Mr



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

Date _____ 2/6/2025

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 FY25 TISA Outcome payment as a \$700 incentive payment to all Full Time employees and \$350 to all Half Time employees who are actively employed as of January 6th, 2025.

received
1-27-25 MT 



PCSS Board Agenda Request

Date: January 23, 2025

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 Maffett Loftis Engineering, Cookeville, TN for the design of the electrical service for the softball field at Avery Trace Middle School in the amount of \$7,900.00 to be paid for from 141-7260-399

72620





Maffett Loftis Engineering, LLC
1 South Jefferson Ave., Suite 101
Cookeville, TN 38501
Tel: (931) 526-5143, Fax (931) 526-5153
www.maffett-loftis.com

Date: January 22, 2025

To: John Magura
Putnam County (TN) Board of Education
1400 E. Spring St
Cookeville, TN 38506
Hereafter called "Client"

From: Maffett Loftis Engineering, LLC
Hereafter called "Engineer"

Re: Engineering services for a new outdoor electrical service at Avery Trace Middle School sports field.
Hereafter called "Project".

Dear John,

Thank you for the opportunity to provide the following proposal for the Project. The following represents the Engineer's understanding of the Project:

- 1) Design a new electrical service to power two loads as defined below:
 - a. New sports lighting for the softball field.
 - b. New bathhouse and concessions building.
- 2) The service shall be field coordinated with the Client and Cookeville Electric Department.
- 3) Grounding and bonding systems will be defined.
- 4) Performance specifications shall be provided on plans.
- 5) Applicable Building Codes:
 - a. 2017 National Electrical Code (NEC)

Engineer's proposed services include:

- 1) Stamped plans suitable for:
 - a. Local plans review
 - b. Client and owner review
 - c. Biddable plans with detailed work scope and equipment specifications
- 2) Assistance with bid questions regarding electrical design
- 3) Contractor submittal review and approval
- 4) Construction observations as required

Not Included in this proposal, but can be added as Additional Services if needed or desired with associated fees negotiated at that time:

- 1) Design of the sports lighting and bathhouse / concessions building.
- 2) Construction observations other than those associated with the engineering services described.
- 3) Trade coordination other than design trades
- 4) Full size plots

Responsibilities of the Client prior to Engineer beginning engineering efforts:

- 1) Read, agree to, sign, and return this proposal to the Engineer.
- 2) If available, CAD drawings of the site.
- 3) Provide electrical information about the sports lighting system (Engineer already has this info) and special equipment loads that would be included in the concessions building.

Deliverables:

Proposed engineering services are estimated to be presented in the following deliverables. Engineering stamped plans shall be presented in electronic PDF format to scaled to fit 24" x 36" sheets. Electrical designs are estimated to be presented in the following plans:

- 1) Multiple details, legends, and equipment schedule plans.
- 2) Two power plans.
- 3) One riser and panel schedule plan.

Engineering Phases:

- 1) Preliminary Phase:
 - a. Site visit to coordinate with the Client and Cookeville Electric Department for the new service.
 - b. Preliminary Project drawings showing general locations of equipment and utilities.
 - c. Online or in-person meeting to review Preliminary Phase drawings.
- 2) Construction Document Phase (CDP):
 - a. Develop details, schedules, equipment specifications, etc.
 - b. The Engineer shall complete all engineering and provide sealed construction documents to the Client for bidding.
 - c. Online or in-person meeting to review CDP drawings.
- 3) Construction Administration Phase (CAP):
 - a. Available to answer bid questions.
 - b. Available to answer construction questions and respond to RFI's.
 - c. Equipment submittal review.
 - d. One site visit for substantial completion punch

Billing shall be monthly based on efforts expended for the previous month and/or phase completion.

The proposal is valid for thirty days.

Engineer reserves the right to advertise their involvement with this project. Advertisement may be in the form of project information and/or photographs posted on the Engineer's website or other similar media.

The Client and Engineer (hereafter Parties) shall indemnify and hold each other, their employees, agents, and representatives harmless from all liability, cost, expenses, including attorney's fees, from and against any and all claims, judgments, loss or damage on account of injuries, disease, or death to any person, or damage to property arising directly or indirectly out of or in connection with the negligent, acts, errors or omissions, or the failure to comply with the professional standard of care by the Parties.

Engineer's liability including indemnification, however caused, is limited to the amount of Engineers fees received from the Client.

If there is anything in this proposal that does not adequately represent the Project or the Engineer's services, please let it be known and adjustments can be made. If the Client agrees with this proposal and wishes for the Engineer to proceed with the work scope, please email a signed copy of the proposal to the Engineer.

We appreciate the opportunity and are looking forward to working with you.

Gary D. Loftis, PE
Maffett Loftis Engineering, LLC

See next sheet for fees and signatures.

Engineering Fees and Signature Sheet

Hourly rates, listed below, for in-office work shall apply to requested efforts beyond the scope outlined in this proposal:

Principal Engineer: \$225.00	Designer: \$110.00
Project Manager: \$195.00	Drafting: \$ 95.00
Engineer: \$150.00	Clerical: \$ 75.00

If the Client requests specific engineering tasks beyond the outlined scope in this proposal, the Engineer shall provide a fixed fee proposal for additional services.

Engineering fee structure for services outlined in this proposal:

- 1) Preliminary Phase ----- \$ 1,900.00
- 2) Construction Document Phase ----- \$ 4,400.00
- 3) Construction Administration Phase ----- \$ 1,600.00

Note: All three phases above are considered one complete project. The Client shall not eliminate any of the phases from this proposal.

Authorization / Approval

Each Party (Client and Engineer) warrants and represents to the other that it has full right and authority to enter this Agreement, and that the person signing this Agreement on behalf of such Party is duly authorized by all necessary company documents or operating agreements (as applicable) to do so.

In Witness Whereof and by signing below, the Client and Engineer hereby agrees and accepts the terms and scope herein.

Maffett Loftis Engineering, LLC (Engineer) By: _____ Print Name: _____ Title: _____ Date: _____	Putnam County (TN) Board of Education (Client) By: _____ Print Name: _____ Title: _____ Date: _____
--	--



Putnam County School System

1400 E. Spring Street
Cookeville, TN 38506-4313
Ph: (931) 526-9777 | Fax: (931) 528-6942
www.pcsstn.com



Corby King
Director of Schools

ENGAGE INSPIRE ACHIEVE

Putnam County Board of Education Agenda Request

Name of Person Making Request: Tim Martin

Date: January 23, 2025

RE: PreK Naming Committee

Backup included

Backup to follow

Agenda Item for February 6, 2025 board meeting.

Statement to be Included:

Approval of the names listed for the PreK naming committee which have accepted the nomination as follows:

- Cindy Putnam
- Lisa Uhrik
- Cigi England
- Tyler Asher
- Buddy Pearson
- Jennifer Peek
- Kristie Jones
- Ivonne Ruiz
- Dr. Harry Ingle
- Kathryn Molina
- Dr. Diana Wood
- Tonia Wheeler
- Allison Painter
- Hannah Davis
- Dee Prince



Director of Schools

1-23-25

Date

received
1-23-25 MT



Putnam County School System

1400 E. Spring Street
Cookeville, TN 38506-4313
Ph: (931) 526-9777 | Fax: (931) 528-6942
www.pcsstn.com

Corby King
Director of Schools

ENGAGE  INSPIRE ACHIEVE

Putnam County Board of Education Agenda Request

Name of Person Making Request: Tim Martin

Date: January 29, 2025

RE: Pre-K Center Naming Committee

Account Funding Code (if appropriate)

Backup included

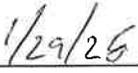
Backup to follow

Agenda Item for February 6, 2025, Board meeting.

Consider approval of the naming committee members as recommended by Allison Painter.



Supervisor



Date

Director of Schools

Date

Pre-K Naming Committee Recommendation.

School Employees:

- Buddy Pearson
- Jennifer Peek
- Kristie Jones
- Cindy Putman
- Diana Wood
- Tonia Wheeler
- Allison Painter

Community Members:

- Cigi England
- Lisa Uhrik
- Tyler Asher
- Dee Prince
- Hannah Davis
- Kathryn Molina
- Ivonne Ruiz
- Harry Ingle



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 of the agreement between Putnam County Board of Education and Dialogue Speech Therapy, Cookeville, Tennessee 38501 for the 2024-25 school year for student speech testing, evaluations, provide speech-language services to be paid from 141- 71200-312.

Sheri Roberson, Special Education Supervisor

1/22/25

Date

Corby King, Director of Schools

1/22/25

Date

received
1-22-25 MAT

Dialogue Speech Therapy Services
418 E. Broad St. Suite 1D Cookeville, TN 38501
(931) 265-7227
sjohnson@dialoguespeechtherapy.com
Fax # (844) 906-2464

School Contract with PCSS

Dialogue Speech Therapy and the Putnam County School System ("School") (each a "Party" and both the "Parties") mutually agree as follows:

1. A licensed speech-language pathologist associated with Dialogue Speech Therapy Services, will provide Speech-Language Services to the School beginning 2/7/2025 and continuing until 2/7/2026, for a total of 1 day/week (the "Term") and a total of 7 billable hours ("Billable Hours").
2. "Speech-Language Services" are:
 - 2.1 assessing, diagnosing, and treating communication disorders.
 - 2.2 Any, all or some of the following:
 - 2.2.1. Screening of speech-language disorders.
 - 2.2.2. Diagnosis of speech-language disorders.
 - 2.2.3. Treatment of speech-language disorders.
 - 2.2.4. Preparation of materials necessary for such treatment.
 - 2.2.5. Record keeping and documentation.
 - 2.2.6. Report writing.
 - 2.2.7. Writing speech-language IEP goals and objectives as necessary.
 - 2.2.8. Consultation with school officials and families.
 - 2.2.9. Attendance at IEP and other meetings as necessary.
 - 2.2.10. Supervision of speech-language assistants/teachers.
3. Compensation
 - 3.1. Company shall be compensated \$70/hour for all Speech-Language Services provided in 1 monthly payment due on the 20th day of each month.
 - 3.2. All amounts payable under this Agreement shall be paid directly to Dialogue Speech Therapy Services.
 - 3.3. In the event that additional or less hours are actually completed, Company shall adjust the final monthly payment to reflect the actual number of hours worked multiplied by an hourly rate of \$70/hour and such product become due and payable within ten (10) days of invoice to School.

4. Company Responsibilities

4.1. Company shall provide Speech-Language Services to a standard of quality typical of professionals in the speech-language industry.

4.2. Company shall perform its duties and responsibilities under this Agreement with commercially reasonable best efforts.

4.3. Company shall carry professional liability insurance with a minimum policy limit of \$1,000,000.

5. School Responsibilities

5.1. School will use commercially reasonable efforts to assist Company in providing Speech-Language Services.

5.2. School will provide a clean, quiet and private evaluation space as well as any materials or support services required by Company.

6. General Terms

6.1. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which taken together shall constitute one signed agreement between the Parties. Signatures may be transmitted by facsimile or a scanned copy and shall be deemed original.

6.2 This Agreement, including all schedules and exhibits that are incorporated herein by reference, contains the entire agreement of the Parties regarding the subject matter described herein, and all other promises, representations, understandings, arrangements, and prior agreements related thereto are merged herein and superseded hereby. The provisions of this Agreement may not be amended, except by an agreement in writing signed by authorized representatives of both Parties.

6.3 Company is an independent contractor of School and not an employee, agent, partners, representative or broker of School.

6.4 Each Party shall at all times comply with all applicable laws and government rules, regulations, and guidelines pertaining to its business, products or services, employment obligations, and the subject matter of this Agreement. This Agreement shall be governed by and construed under the laws of the State of TN, without giving effect to its choice of law rules.

If services vary from the contracted number of hours in paragraph one above, due to illness, professional meetings, inclement weather, school closing, or additional hours approved by the Director of Special Education, appropriate adjustment will be reflected in the final month's billing.

Authorized Signature for the School / District


Sara Johnson / Dialogue Speech Therapy

Date


Date



Date: January 16, 2025

To: Malaysia Talbert

From: Lynda Huddleston

RE: Roland Contract for Board Approval

Please add the following item to the BOE Agenda for the February 2025 board meeting:

Approval of the contract between Roland Digital Media, Inc. and Putnam County Board of Education for digital gold package for Adult Education in the amount of \$450 per month ~~at~~ to be paid from Adult Education funds effective February 1, 2025-May 31, 2025.

received
1-17-25 MT *CH*



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

Agreement Start Date:
 2 / 01 / 2025

ADVERTISING AGREEMENT

This agreement made this the 8th day of January, 2025, by and between Roland Digital Media, Inc., hereinafter referred to as "Company", and Lynn McHenry of Upper Cumberland Adult Education, 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 Four(4) 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.

Description:	Per Month Rental: \$ <u>450.00</u>	Illumination:
One Face Each at Location(s) Listed Below:	Artwork/Design: \$ <u>Included</u>	<input type="checkbox"/> Dusk to 12:00 a.m. \$ _____
Digital Gold Package: Hwy. 56 (S. Congress Blvd) (Quick N' Easy Parking Lot) Digital Billboard / Facing Northeast Unit ID: 220001-R22 Smithville, TN	Initial Production Cost: \$ <u>Included</u>	<input checked="" type="checkbox"/> Other: <u>24 Hrs</u> \$ <u>Included</u>
	Copy Changes \$ <u>Reasonably Unlimited</u>	<input type="checkbox"/> Non Illuminated

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: Upper Cumberland Adult Education
 Advertiser Name (Corp., LLC., Partnership, etc.)
 X
 Authorized Signature and Title / Individually
1400 East Spring St. Cookeville, TN 38506
 Billing Address

Mark Draughon Digitally signed by Mark Draughon
 Date: 2025.01.09 14:37:03 -06'00'
 Sales Agent: _____
 Approved by Company: _____

Phone: 931-537-2516 Cell: _____ Fax: _____ Email: breedent1@pcsstn.com

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



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 Algood Elementary School, Sandi Everett.

This stipend will begin February 2025 and will go through June 2025.

Jennifer Mitchell 1/15/25
Signature of Person Making Request Date

[Signature] 1/16/25
Signature of Director of Schools Date





PCSS Board Agenda Request

Date 2/6/25

Department Student Services

Person Submitting Dr. Trey Upchurch

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

*Package
1/15/25*

Yearly MOU for the TDOE School Climate Survey. The survey is attached. Delivery will be both in person and via Parentsquare.

School climate improvement efforts involve comprehensive change in community norms, personal interactions, and institutional procedures, rather than reliance on any single intervention or dimension of behavior or performance. Research and practice have consistently demonstrated an association between positive school climate and improved student learning, teacher retention and school performance.

received
1/15/25 MF *CU*



Tennessee School Climate Measurement Package 2024-25

Contents

Special Notice.....	2
Sample Active Consent Forms and Guidance	3
Sample Active Consent Checklist	5
Elementary School Student Survey.....	7
Middle School Student Survey.....	12
High School Student Survey	20
Parent Survey	29
Teacher Survey.....	35

Special Notice

Local education agencies (LEAs) who volunteer to utilize the Tennessee School Climate Measurement System at no cost must agree to administer an online version of school climate surveys as instructed by the Tennessee Department of Education (TDOE). The survey administration window is January 20, 2025- February 28, 2025, for students, parents, and school staff.

The LEA shall inform parents of the school climate survey administration at least two weeks before the survey administration window opens. LEAs must obtain written, informed consent from all parents of students in accordance with local school board policy.

Survey Types:

Survey Type	Grade Level	# Questions	Average Time to complete
High School Survey	9-12	91	20 minutes
Middle School Survey	5-8	85	20 minutes
Elementary School Survey	3-8	51	15 minutes
Teacher Survey	K-12	108	20 minutes
Parent Survey	K-12	47	15 minutes

To set up online Tennessee School Climate Surveys for your school or district, please contact Shannon.Railling@tn.gov. **A Memorandum of Understanding signed by the Directors of Schools or Designees/Authorized Signatory of the LEAs is required.** The template Memorandum of Understanding is included in this package.

Sample Active Consent Forms and Guidance

TENNESSEE SCHOOL CLIMATE SURVEY TEACHER GUIDELINES FOR OBTAINING ACTIVE PARENT CONSENT

Dear Teacher/Survey Administrator:

(Insert LEA's name here) is participating in the Tennessee School Climate Survey. The survey is sponsored by the Tennessee Department of Education (TDOE) as part of a larger initiative to enhance school support for students, increase school safety, and provide a positive learning environment. Thank you for your assistance in administering the survey. Monitoring student perceptions of their school environment and documenting needs and improvements in that environment are an important part of ensuring that school climate is improving. The hope is that this survey will become a valuable tool for improving the climate in Tennessee schools.

Obtaining Parent Permission

You play a very important role in the survey. Your support and encouragement are necessary to ensure a high rate of participation among your students. Please follow the instructions below to help us prepare for survey administration in your class.

1. Distribute the parental permission forms to students in your class as soon as possible, preferably two weeks prior to the survey date. Read to the class "Instructions to Be Read in Distributing Permission Forms." Please feel free to add your own words of encouragement and support for the survey. Encourage students to return the forms in the next class period.
2. Give a verbal reminder and/or another parental permission form to students who have not returned the signed form within three days.
3. Track, record, and retain returned signed permission forms. Parent permission forms should remain with the school and be kept on file until the school year ends.
4. On the day of the survey, please plan an alternate activity for those students who do not have parental permission to take the survey.

Instructions to be Read in Distributing Permission Forms

"Our school is taking part in the Tennessee School Climate Survey. This survey is sponsored by the Tennessee Department of Education. This survey will tell us how you feel about your school. Taking part in the survey is very important because your answers will help us learn what makes school a good place to be, and how we can make it better. Each of you will receive a permission form to take home for a parent or guardian to sign. Please give the form to them when you go home. Please bring this form back within three days.

IF YOU DO NOT HAVE A SIGNED PERMISSION FORM, YOU MAY NOT TAKE THE SURVEY."

TENNESSEE SCHOOL CLIMATE SURVEY

PARENT CONSENT FORM (Active)

Dear Parent/Guardian,

(Insert School Name Here) is conducting a survey about school climate and learning in school. The survey will help us create safe and supportive school environments that promote academic success. In prior years, schools have used this information to drive positive changes for student and staff culture. **We are asking permission for your child to complete the survey.** The survey includes questions about student relationships with teachers, school principals, and other students; school safety, bullying, and substance use; and school rules and the school environment. However, note that there is a delay between the administration of the survey and the analysis of data, so the TN School Climate Survey should not be viewed as a means of communicating health or safety risks.

The survey is voluntary. Students who take the survey may skip any question they do not want to answer or may stop taking the survey at any time. Your child's teacher will be there to help answer questions. This survey is designed to be anonymous, and your child will be asked **not** to provide their name or any identifying information. Any personnel who have access to the TN School Climate Survey data are required to maintain the confidentiality of these data.

This survey is sponsored by the Tennessee Department of Education (TDOE). Around the time of the survey window (and afterwards), you will be able to view all surveys on TDOE's [School Climate webpage](#).

The survey will be administered to students online between January 20, 2025– February 28, 2025. The survey will take about 15-20 minutes to complete.

Please mark below whether you would like your child to participate in the survey, sign the form and return it to the school within three days. You may contact your child's teacher or principal with any questions about the survey. You may also contact Shannon Railling with TDOE at Shannon.Railling@tn.gov. Thank you.

Child's Name: _____ Grade: _____

I have read this form and understand what the survey covers.

PLEASE CHECK ONE OF THE BOXES BELOW AND SIGN

- YES**, my child **may** take part in this survey.
- NO**, my child **may not** take part in this survey.

Parent/Guardian Signature

Date

Sample Active Consent Checklist

**TENNESSEE SCHOOL CLIMATE SURVEY
ACTIVE PARENT CONSENT CHECKLIST**

School Name:
Date of Survey Administration:
Teacher:
Grade(s):
Class: Period:

	Total Number of Students Enrolled in Class Minus Ineligible* Students	Number of Non Participating Eligible Students (Code as A - Absent; ISS - In School Suspension; SR - Student Refusal; or NFR - No Form Returned)				Number of Parent Refusals (PR)	Number of Completed Surveys
		A	ISS	SR	NFR		
Total							

*Students who are not currently enrolled in school due to transfers, out-of-school suspensions, or expulsions, and students who have already taken the survey in another class period are not eligible to participate.

Please Print Student Name or Identifier	Gender (M/F)	Grade	Date Reminder Sent	Check if Permission Form was Returned "No"	Check if Permission Form was Returned "Yes"	If Student Did NOT Participate Record Eligibility Code	If Eligibility Code is: A, ISS, SR or NFR Student <u>IS</u> Eligible for Make-Up
1.							
2.							
3.							
4.							
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15.							
16.							
17.							
18.							
19.							
20.							

(OVER →)

Please Print Student Name or Identifier	Gender (M/F)	Grade	Date Reminder Sent	Check if Permission Form was Returned "No"	Check if Permission Form was Returned "Yes"	If Student Did NOT Participate Record Eligibility Code	If Eligibility Code is: A, ISS, SR or NFR Student <u>IS</u> Eligible for Make-Up
21.							
22.							
23.							
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48.							
49.							
50.							

Elementary School Student Survey

This survey will tell us how you feel about your school. Your answers will help us learn what makes school a good place to be, and how we can make it better. No one will be able to see how you answered. In your answers, please do NOT include your name or any other information that identifies you or anyone else. Please be honest and tell us what you really think. This survey is VOLUNTARY. This means that you do not have to take this survey, you do not have to answer any question that makes you feel uncomfortable. You may stop taking the survey at any time. Thank you for your help. If you have any questions or need anything during the survey, you may ask your teacher for help. Please start with the survey now by clicking on the Continue button below.

Please tell us what grade you are in.

1. 3rd grade
2. 4th grade
3. 5th grade
4. 6th grade
5. 7th grade
6. 8th grade

Please tell us your race. You may choose a minimum of one or as many as apply.

1. African American
2. Asian/Pacific Islander
3. Hispanic
4. Native American/Alaska Native
5. White
6. Other
7. Prefer not to answer.

Please indicate your gender.

1. Female
2. Male
3. Prefer not to answer.

These questions ask about your school and the things that you like about it, and the things you don't like. There are no right or wrong answers. Please read each statement below and tell us how true each statement is for you. Your answers are very important. Thank you for your help.

Please mark how true these statements are about STUDENTS at your school.

Most students at my school...

	Yes, Very True	Yes, Sort of True	I'm Not Sure	No, Not Really True	No, Not at all True
1...care about each other.	<input type="checkbox"/>				
2...get along with students who are different from them.	<input type="checkbox"/>				
3...try to help each other.	<input type="checkbox"/>				
4...are nice to each other.	<input type="checkbox"/>				

Please mark how true these statements are about TEACHERS at your school.

I have at least one teacher at my school who...

	Yes, very true	Yes, sort of true	I'm not sure	No, not really true	No, not at all true
5...cares about me.	<input type="checkbox"/>				
6...thinks I can do well in school.	<input type="checkbox"/>				
7...would help me if I was feeling sad or angry.	<input type="checkbox"/>				
8...I can go to if I feel unsafe.	<input type="checkbox"/>				

Please mark how true these statements are about the PRINCIPAL or ASSISTANT PRINCIPAL at your school.

There is a Principal or Assistant Principal at my school who...

	Yes, Very True	Yes, Sort of True	I'm Not Sure	No, Not Really True	No, Not at all True
9...students will go to if they have a problem.	<input type="checkbox"/>				
10...cares about students.	<input type="checkbox"/>				
11...gets to know the students at my school well.	<input type="checkbox"/>				
12...listens to students.	<input type="checkbox"/>				

Please mark how true these statements are about your PARENT(s) or GUARDIAN(s).

My parents or the adults who I live with at home...

	Yes, Very True	Yes, Sort of True	I'm Not Sure	No, Not Really True	No, Not at all True
13...talk to me about my school day.	<input type="checkbox"/>				
14...help me with my schoolwork.	<input type="checkbox"/>				
15...spend time at my school or in my classroom.	<input type="checkbox"/>				
16...talk with my teachers often.	<input type="checkbox"/>				

Please mark how true these statements are for YOU.

I feel like...

	Yes, Very True	Yes, Sort of True	I'm Not Sure	No, Not Really True	No, Not at all True
17...I am safe at my school.	<input type="checkbox"/>				
18...this is a good school for me.	<input type="checkbox"/>				
19...I like to go to school most days.	<input type="checkbox"/>				
20...this school is a good place to learn.	<input type="checkbox"/>				

We would like to know about bullying at your school. Bullying is when someone does something mean to you on purpose more than once to hurt you or to hurt your feelings. These questions below are examples of bullying. We would like to know how many times these things happened to you this school year.

This school year, how many times has someone from your school...

	Almost Everyday	Once or Twice a Week	Once or Twice a Month	Once or Twice this School Year	Never
21...made fun of you or called you names.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22...said mean things about you to other students.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23...said they wanted to hurt you.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24...pushed you, shoved you, tripped you, or spit on you on purpose.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25...tried to make you do things you didn't want to do.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

26...told you that you couldn't play with them or be part of a group.	<input type="checkbox"/>				
27...damaged something that belongs to you on purpose.	<input type="checkbox"/>				
28...bullied you in any way.	<input type="checkbox"/>				

Please mark how true these statements are for YOU.

I think that...

	Yes, Very True	Yes, Sort of True	I'm Not Sure	No, Not Really	No, Not at all True
29...I would tell a teacher or other adult if another student was bullying me.	<input type="checkbox"/>				
30...my teachers would do something to help if I told them I was being bullied.	<input type="checkbox"/>				

Please mark how true these statements are about STUDENTS at your school.

Students at my school...

	Yes, Very True	Yes, Sort of True	I'm Not Sure	No, Not Really True	No, Not at all True
31...fight a lot.	<input type="checkbox"/>				
32...take things that don't belong to them.	<input type="checkbox"/>				
33...damage things that don't belong to them.	<input type="checkbox"/>				
34...say they are going to hurt other students.	<input type="checkbox"/>				
35...do things that hurt other students.	<input type="checkbox"/>				

Please mark how true these statements are about ADULTS at your school.

I think that the adults at this school...

	Yes, Very True	Yes, Sort of True	I'm Not Sure	No, Not Really True	No, Not at all True
36...let everyone know what the rules are ahead of time.	<input type="checkbox"/>				
37...let students help make the rules.	<input type="checkbox"/>				
38...make rules that are fair.	<input type="checkbox"/>				
39...treat everybody fairly if they break a rule.	<input type="checkbox"/>				
40...tell you why you are in trouble.	<input type="checkbox"/>				

41...give you a chance to explain your side of the story.	<input type="checkbox"/>				
42...help you learn from your mistakes.	<input type="checkbox"/>				

Please mark how true these statements are about TEACHERS at your school.

I think that the teachers at this school...

	Yes, Very True	Yes, Sort of True	I'm Not Sure	No, Not Really True	No, Not at all True
43...know when I have trouble learning something.	<input type="checkbox"/>				
44...try to help everyone do their best.	<input type="checkbox"/>				
45...tell me when I do a good job.	<input type="checkbox"/>				
46...give me a chance to fix mistakes on my school work.	<input type="checkbox"/>				
47...make learning fun.	<input type="checkbox"/>				

Please mark how true these statements are about your SCHOOL.

I think that the place where I go to school...

	Yes, Very True	Yes, Sort of True	I'm Not Sure	No, Not Really True	No, Not at all True
48...is clean.	<input type="checkbox"/>				
49...is comfortable.	<input type="checkbox"/>				
50...looks nice on the outside.	<input type="checkbox"/>				

51. Please tell us if there is anything else about your school that you would like to share with us.

Middle School Student Survey

This survey will help us to know how you feel about your school. Your responses will help us understand more about what makes school a good place to be, and how changes could possibly improve it. No one will be able to see how you answered. In your answers, please do NOT include your name or any other information that identifies you or anyone else. Please be honest in your answers and tell us what you really think. This survey is VOLUNTARY. You do not have to take this survey, although we hope that you will choose to do so. If you choose to voluntarily take this survey, you do not have to answer any question that makes you feel uncomfortable, and you may stop taking the survey at any time. Thank you for your help. If you have any questions during this survey, please feel free to ask the survey administrator who will explain the purposes of the survey, provide instructions for completing the survey, and be in the room to assist you if needed. Please start with the survey now by clicking on the Continue button below.

Please tell us what grade you are in.

1. 5th grade
2. 6th grade
3. 7th grade
4. 8th grade

Please indicate your race. You may choose a minimum of one or as many as apply.

1. African American
2. Asian/Pacific Islander
3. Hispanic
4. Native American/Alaska Native
5. White
6. Other
7. Prefer not to answer.

Please indicate your gender.

1. Female
2. Male
3. Prefer not to answer.

The first set of questions ask about your experiences at school, how you are treated, what you like and what you don't like. There are no right or wrong answers. Give us your first impression concerning how much you agree or disagree that these statements describe your school this year. Your opinions are important and will be used to help design programs and services for your school. We need your ideas and experience to do this. Thank you for your help!

Please mark how much you AGREE or DISAGREE with these statements about your TEACHERS at school.

Most of my teachers...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
1...notice if I have trouble learning something.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2...often connect what I am learning to life outside the classroom.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3...challenge all students to do their personal best.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4...praise me when I work hard in school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5...allow me to revise my work to learn from my mistakes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6...assign creative work that allows me to think for myself.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7...help me get excited about what I am learning in my classes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8...give me individual attention when I need it.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I have AT LEAST ONE teacher who...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
9...takes the time to listen to what I have to say.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10...cares about me.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11...knows me well.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12...has confidence in me.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13...is available to me when I need them.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14...will try to help me when I am feeling sad, angry, or depressed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15...I can go to if I feel unsafe.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE or DISAGREE with these statements about your SCHOOL.

I feel like...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
16...this school is a place where I can learn and do well in my classes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17...what I'm learning in my classes will be important for my future.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18...my teachers have helped me improve my study skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19...I can understand difficult concepts with the help of my teachers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20...my teachers will help me succeed in school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE or DISAGREE with these statements about HOW YOU FEEL ABOUT YOUR SCHOOL.

I feel like...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
21...this school is a good match for me.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22...I am safe at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23...I look forward to going to school most days.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24...I am a part of this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE or DISAGREE with these statements about STUDENTS at your school.

Students at my school...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
25...care about each other.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26...respect each other's differences.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27...try to protect each other.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28...trust each other.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29...cooperate with one another when working on schoolwork together.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30...are often friends with students from different races, religions, and cultures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

31...are easy to get to know.	<input type="checkbox"/>				
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Please mark how much you AGREE or DISAGREE with these statements about the PRINCIPAL or ASSISTANT PRINCIPAL at your school.

At my school, there is a principal or assistant principal who...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
32...is easy to approach if I have a problem.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
33...treats students with respect.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
34...listens to student ideas.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE or DISAGREE with these statements about your PARENT(s) or GUARDIAN(s).

My parent(s) or guardian(s)...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
35...are involved in my school life.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
36...know what my grades are.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
37...regularly attend school events, such as sporting events (e.g., football games, soccer games) or student performances (e.g., plays, musical performances).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
38...talk to my teachers (e.g., in person, over the phone, by email).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The next two questions ask about SCHOOL EVENTS and EXTRA CURRICULAR TEAMS, CLUBS, or ACTIVITIES that you attend or participate in at school. Please mark how much you AGREE or DISAGREE with the following statements.

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
39. I regularly attend school-sponsored events, such as school dances, sporting events, student performances, or other school activities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
40. I regularly participate in extra-curricular activities offered through my school, such as school clubs or organizations, musical groups, sports teams, student government, or any other extra-curricular activities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE or DISAGREE with these statements about STUDENTS at your school.

Students at my school...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
41...carry guns or knives to school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
42...are in gangs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
43...threaten to hurt other students.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
44...steal money, electronics, or other valuable things while at school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
45...damage or destroy other student's property.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
46...damage or destroy school property.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
47...fight a lot.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
48...are sometimes physically hurt by their boyfriends or girlfriends while at school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I think that...

	Strongly Agree	Agree	Neither Disagree nor Agree	Disagree	Strongly Disagree
49...Students know what to do if there is an emergency, natural disaster (tornado, flood) or a dangerous situation (e.g., violent person on campus) during the school day.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
50...If students hear about a threat to school or student safety, they would report it to someone in authority.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The next set of questions asks about things that students do at school that make you feel bad or are hurtful to you. Please mark HOW FREQUENTLY these things have happened to you. During this school year, how often has anyone called you an insulting or bad name at school having to do with...

	Almost Everyday	Once or Twice a week	Once or Twice a Month	Once or twice this school year.	Never
51...your race or ethnic background?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
52...your religion?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
53...any disability you may have?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

54...your relationship with your boyfriend or girlfriend while at school?	<input type="checkbox"/>				
55...how much money your family makes?	<input type="checkbox"/>				
56...your weight or physical appearance?	<input type="checkbox"/>				

We would like to know about any bullying that happens at your school. Bullying can be defined as unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally and excluding someone from a group on purpose. Cyberbullying is bullying that takes place using devices and equipment such as cell phones, computers, and tablets as well as communication tools including social media sites, text messages, chat, and websites. During this school year, how many times has someone from your school...

	Almost Everyday	Once or Twice a week	Once or Twice a month	Once or Twice this school year	Never
57...made fun of you, called you names, or insulted you?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
58...spread rumors about you?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
59...threatened you with harm?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
60...pushed you, shoved you, tripped you or spit on you?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
61...tried to make you do things you did not want to do, for example, give them money or other things?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
62...excluded you from activities on purpose?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
63...destroyed your property on purpose?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
64...posted hurtful information about you on the Internet, threatened or insulted you online (e.g., using email, instant messaging, text messaging, or online gaming), or purposefully excluded you from an online community?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
65...bullied you in any way?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE or DISAGREE with the following statements.

I think that...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
66...if another student was bullying me, I would report it to a teacher or other adult at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
67...if I told a teacher or other adult at this school that I was being bullied, the teacher	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

would do something to help.					
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Next, please mark how much you AGREE or DISAGREE with these statements about your SCHOOL.

I feel like...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
68...adults at this school follow the rules and procedures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
69...the school rules have been communicated to me clearly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
70...adults in this school apply the same rules to all students equally.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
71...the students and teachers here try to decide together what the class rules will be.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
72...if you get in trouble in this school, you have a chance to tell your side of the story.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
73...if you break the rules, adults in this school will help you learn from your mistake.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
74...when a student gets in trouble at this school, an adult explains to them why they are getting punished.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
75...students at this school get punished equally when they break the same school rule.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I feel like...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
76...the noise level at this school makes it hard for me to learn.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
77...I get distracted from my work by other students acting out in class.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I think that...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
78...students are proud of how the school looks on the outside.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
79...there is a place on the school campus where students can display trophies and awards, or post projects that they have worked on, such as poster presentations,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

paintings, or drawings.					
80...my school provides opportunities for me to express myself.	<input type="checkbox"/>				
81...the school grounds look like they are well-maintained.	<input type="checkbox"/>				

Please mark how much you AGREE or DISAGREE with these statements about YOUR PLANS FOR THE FUTURE.

I think that...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
82...I will definitely graduate from high school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
83...I will continue my education after high school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

This past school year...

	Mostly A's	Mostly B's	Mostly C's	Mostly D's	Mostly F's
84...I would describe my grades as:	<input type="checkbox"/>				

85. Please tell us if there is anything else about your school experience that you would like to share with us. Please enter your response in the space below.

High School Student Survey

This survey will help us to know how you feel about your school. Your responses will help us understand more about what makes school a good place to be, and how changes may be made to improve it. No one will be able to see how you answered. In your answers, please do NOT include your name or any other information that identifies you or anyone else. Please be honest in your answers and tell us what you really think. This survey is VOLUNTARY. You do not have to take this survey, although we hope that you will choose to do so. If you chose to voluntarily take this survey, you do not have the answer any question that makes you feel uncomfortable, and you may stop taking the survey at any time. Thank you for your help. If you have any questions during the survey, please feel free to ask the survey administrator who will explain the purposes of the survey, provide instructions for completing the survey, and be in the room to assist you if needed. Please start with the survey now by clicking on the Continue button below.

Please indicate your grade.

1. 9th Grade
2. 10th Grade
3. 11th Grade
4. 12th Grade

Please indicate your race (choose a minimum of one, or as many as apply).

1. African American
2. Asian/Pacific Islander
3. Hispanic
4. Native American/Alaskan Native
5. White
6. Other
7. Prefer not to answer.

Please indicate your gender.

1. Female
2. Male
3. Prefer not to answer.

The first set of questions ask about your experiences at school, how you are treated, what you like and what you don't like. There are no right or wrong answers. Give us your impression concerning how much you agree or disagree that these statements describe your school this year. Your opinions are important and will be used to help design programs and services for your school. We need your ideas and experience to do this. Thank you for your help.

Please mark how much you AGREE or DISAGREE with these statements about your TEACHERS at school.

Most of my teachers...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
1...notice if I have trouble learning something.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2...often connect what I am learning to life outside the classroom.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3...challenge all students to do their personal best.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4...praise me when I work hard in school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5...allow me to revise my work to learn from my mistakes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6...assign creative work that allows me to think for myself.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7...help me get excited about what I am learning in my classes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8...give me individual attention when I need it.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I have AT LEAST one teacher who...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
9...takes time to listen to what I have to say.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10...cares about me.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11...knows me well.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12...has confidence in me.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13...is available to me when I need them.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14...will try to help me when I am feeling sad, angry, or depressed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15...I can go to if I feel unsafe.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE or DISAGREE with these statements at your SCHOOL.

I feel like...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
16...this school is a place where I can learn and do well in my classes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17...what I'm learning in my classes will be important for my future.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18...my teachers have helped me improve my study skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19...I can understand difficult concepts with the help of my teachers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20...my teachers will help me graduate from high school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE or DISAGREE with these statements about HOW YOU FEEL ABOUT YOUR SCHOOL.

I feel like...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
21...this school is a good match for me.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22...I am safe at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23...I look forward to going to school most days.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24...I am a part of this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE or DISAGREE with these statements about STUDENTS at your school.

Students at my school...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
25...care about each other.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26...respect each other's differences.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27...try to protect each other.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28...trust each other.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

29...cooperate with one another when working on schoolwork together.	<input type="checkbox"/>				
30...are often friends with students from different races, religions and cultures.	<input type="checkbox"/>				
31...are easy to get to know.	<input type="checkbox"/>				

Please mark how much you AGREE or DISAGREE with these statements about the PRINCIPAL or ASSISTANT PRINCIPAL at your school.

At my school, there is a principal or assistant principal who...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
32...is easy to approach if I have a problem.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
33...treats students with respect.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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36...know what my grades are.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
37...regularly attend school events, such as sporting events (e.g., football games, soccer games) or student performances (e.g., plays, musical performances).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
38...talk to my teachers (e.g., in person, over the phone, by email).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The next two questions ask SCHOOL EVENTS and EXTRA-CURRICULAR TEAMS, CLUBS, or ACTIVITIES that you attend or participate in at school. Please mark how much you AGREE or DISAGREE with the following statements.

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
39. I regularly attend school-sponsored events such as school dances, sporting events,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

student performances, or other school activities.					
40. I regularly participate in extra-curricular activities offered through my school, such as, school clubs or organizations, musical groups, sports teams, student government, or any other extra-curricular activities.	<input type="checkbox"/>				

Please mark how much you AGREE or DISAGREE with these statements about STUDENTS at your school.

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	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
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42...are in gangs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
43...threaten to hurt other students.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
44...steal money, electronics, or other valuable things while at school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
45...damage or destroy other student's property.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
46...damage or destroy school property.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
47...fight a lot.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
48...are sometimes physically hurt by their boyfriends or girlfriends while at school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

How strongly do you agree or disagree with the following statements about your school?

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
49...Students know what to do if there is an emergency, natural disaster (tornado, flood) or a dangerous situation (e.g., violent person on campus) during the school day.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
50...If students hear about a threat to school or student safety, they would report it to someone in authority.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The next set of questions asks about things that students do at school that make you feel bad or are hurtful to you. Please mark HOW FREQUENTLY these things have happened to you.

During this school year, how often has anyone called you an insulting or bad name at school having to do with...

	Almost everyday	Once or twice a week	Once or twice a month	Once or twice this school year	Never
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52...your religion?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
53...any disability you may have?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
54...your relationship with boyfriend or girlfriend?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
55...how much money your family makes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
56...your weight or physical appearance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

We would also like to know about any bullying that happens at your school. Bullying can be defined as unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose. Cyberbullying is bullying that takes place using devices and equipment such as cell phones, computers, and tablets as well as communication tools including social media sites, text messages, chat and websites. During this school year, how many times has someone from your school...

	Almost everyday	Once or twice a week	Once or twice a month	Once or twice this school year	Never
57...made fun of you, call you names or insulted you?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
58...spread rumors about you?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
59...threatened you with harm?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
60...pushed you, shoved you, tripped you, or spit on you?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
61...tried to make you do things you did not want to do, for example, give them money or other things?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
62...excluded you from activities on purpose?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

63...destroyed your property on purpose?	<input type="checkbox"/>				
64...posted hurtful information about you on the internet, threatened or insulted you online (e.g., using email, instant messaging, text messaging, or online gaming) or purposefully excluded you from an online community?	<input type="checkbox"/>				
65...bullied you in any way?	<input type="checkbox"/>				

Please mark how much you AGREE or DISAGREE with the following statements.

I think that...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
66...if another student was bullying me, I would report it to a teacher or other adult at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
67...if I told a teacher or other adult at this school that I was being bullied, the teacher would do something to help.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Next, please mark how much you AGREE or DISAGREE with these statements about your SCHOOL.

I feel like...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
68...adults at this school follow the rules and procedures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
69...the school rules have been communicated to me clearly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
70...adults in this school apply the same rules to all students equally.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
71...the students and teachers here try to decide together what the class rules will be.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
72...if you get in trouble in this school, you have a chance to tell your side of the story.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
73...if you break the rules, adults in this school will help you learn from your mistake.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
74...when a student gets in trouble at school, an adult explains to them why they are getting punished.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
75...students at this school get punished equally when they break the same school rule.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I feel like...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
76...the noise level at this school makes it hard for me to learn.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
77...I get distracted from my work by other student's acting out in class.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I think that...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
78...students are proud of how the school looks on the outside.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
79...there is a place on the school campus where students can display trophies and awards, or post projects that they have worked on, such as poster presentations, paintings, or drawings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
80...my school provides opportunities for me to express myself.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
81...the school grounds look like they are well-maintained.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE or DISAGREE with these statements about YOUR PLANS FOR THE FUTURE.

I think that...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
82...I will definitely graduate from high school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
83...I will continue my education after high school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

This past school year...

	Mostly A's	Mostly B's	Mostly C's	Mostly D's	Mostly F's
84...I would describe my grades as:	<input type="checkbox"/>				

Please mark how much you AGREE or DISAGREE with these statements about your SCHOOL.

I think that...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
85...students use/try tobacco products while at school or school sponsored events.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
86...students use/try alcohol or drugs while at school or school sponsored events.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
87...students buy or sell drugs, alcohol, or tobacco products while at school or school sponsored events.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
88...students are sometimes distracted in class because they are drunk or high.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
89...it is easy for students to use/try alcohol or drugs at school or school sponsored events without getting caught.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
90...it makes me uncomfortable when other students bring drugs or alcohol to school or school-sponsored events.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

91. Please tell us if there is anything else about your school experience that you would like to share with us. Please enter your response in the space provided.

Parent Survey

Dear Parents and Guardians, we want our school to be the best it can be. Please fill out this survey and tell us what you think about what we are doing well and what you think we could do better. If you have more than one child in this school, you may pick which one you want to think about when answering the questions. This survey is anonymous. No one will know which answers came from you, and it will not be possible to connect your answers to your child in any way. In your answers, please do NOT include your name or any other information that identifies you or anyone else. Thank you very much for your participation. Please start with the survey now by clicking on the Continue button below.

Please mark how much you AGREE with the following statements about your child's school.

School Environment

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
1. I feel welcome at my child's school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. The school provides a safe place for my child to learn.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. The school encourages parents/guardians to be involved in school activities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. The principal and other office staff show respect toward parents/guardians.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. My child's teachers listen to my concerns.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. The school gives me useful information about how to help my child do well at school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. I trust the principal at the school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. I trust the teacher(s) at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. I trust the office staff at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. The school provides my child with a good education.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. The school has adequate resources (books, computers, etc.) for my child to learn to the best of his or her abilities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. The school informs parents/guardians about their child's progress and successes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. The school promotes respect for students of different races, ethnicities, religions, disabilities, and other differences.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. My child is treated with respect by other students at school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. My child feels like he or she is a part of the school community.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. The school's buildings and grounds are clean and well-kept.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. I would recommend this school to family and friends with children.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE with these statements about your child's school.

Teachers at this school...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
18...assign the right amount of schoolwork to my child.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19...encourage my child to do his or her best.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20...give my child positive attention when he or she does something well.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21...show respect towards parents.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE with these statements about your child's school.

School Communication

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
22. I would feel comfortable contacting my child's principal.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. I would feel comfortable contacting my child's teacher(s).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24. I would feel comfortable contacting other school staff members regarding my child.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25. My child's teachers are available when I need to talk to them.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26. The school principal is available when I need to talk to him or her.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27. The school would let me know right away if there was some kind of problem with my child.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28. The school would let me know if my child was getting low grades.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29. The school would let me know if my child had a discipline/behavior problem.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30. The school would let me know if my child was absent from school or skipping classes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE with these statements about your child's school.

School Rules and Safety

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
31. The school has communicated to me clearly what the school rules are.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
32. The rules at this school are fair to students.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
33. The principal, teachers, and other school staff apply the rules equally to all students.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
34. The punishments for student misbehavior are fair and appropriate.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
35. When students get in trouble, teachers give them a chance to explain their side of the story.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE with these statements about your child's school.

	Strongly Agree	Agree	Neither Disagree nor Agree	Disagree	Strongly Disagree
36. I worry about my child's safety when he or she is at school or school sponsored events.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
37. Drugs and/or alcohol are a problem at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
38. Student violence and/or weapons are a problem at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
39. Student bullying and/or harassment is a problem at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I think that...

	Strongly Agree	Agree	Neither Disagree nor Agree	Disagree	Strongly Disagree
40. ...this school has made it clear to my child what he/she should do if there is an emergency, natural disaster (tornado, flood) or a dangerous situation (e.g., violent person on campus) during the school day.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I think that...

	Strongly Agree	Agree	Neither Disagree nor Agree	Disagree	Strongly Disagree
41...attending school every day is important for my child to do well in his/her classes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

42. Current Parent Activities- Mark the activities that you are involved in during this school year.
(Mark all that apply)

1. Helping my child with his or her homework.
2. Checking my child's homework to make sure that he or she has completed all assignments.
3. Meeting with the school principal or other office staff to talk about my child.
4. Meeting with teachers to talk about my child's progress.
5. Attending PTA meetings and events.
6. Volunteering in school classrooms.
7. Planning or assisting in extracurricular activities (e.g., after school programs).
8. Volunteering at the school, not in class (e.g., school library, lunchroom, tutoring).
9. Attending school activities (e.g., sports events, plays).
10. Being a chaperone for field trips or other school events.

Background Information

43. What is your relationship to this student? (Mark one.)

1. Parent (biological or adoptive)
2. Stepparent
3. Grandparent
4. Other adult relative
5. Other guardian

44. What is your child's gender?

1. Male
2. Female
3. Prefer not to answer.

45. What is your child's grade level (If you have more than one child in this school, select the grade level of the child you were thinking about when you completed the survey.)

1. Kindergarten
2. 1st
3. 2nd
4. 3rd
5. 4th
6. 5th
7. 6th
8. 7th
9. 8th
10. 9th
11. 10th

12. 11th

13. 12th

46. Which of these best describes your ethnic/racial identity? (Mark all that apply.)

1. American Indian or Alaska Native
2. Black or African American
3. East or Southeast Asian
4. Hispanic or Latino
5. Native Hawaiian or Pacific Islander
6. Middle Eastern
7. White- Not Hispanic
8. Two or More Ethnicities/Races
9. Other _____
10. Prefer not to answer.

47. Comments (any other information you would like to share regarding your child's school experience.)

Teacher Survey

We are interested in learning more about how teachers and other school staff feel about their schools. Please be honest in your answers and tell us what you really think. The purpose of the survey is to measure the climate in schools to provide data that will promote effective and efficient allocation of resources and identify relationships between conditions for learning and academic outcomes. Your responses will help us understand more about what makes school a good place to be and how changes may be made to improve it. Please note that this survey will not be used for individual evaluation purposes. This survey is confidential, and no one will be able to know how you answered. In your answers, please do NOT include your name or any other information that identifies you or anyone else. If you have questions at any time about the survey or the procedures, you may contact Josh Carson with the Tennessee Department of Education at josh.carson@tn.gov. Thank you very much for your time and support. Please start with the survey now by clicking on the Continue button below.

This survey provides an opportunity for you to share your observations about your school environment and your perceptions about conditions for learning in your school. Please give us your first impression concerning how much you AGREE or DISAGREE with each of the statements describing your school this year. Your opinions are important to us and will be used to inform school planning and improvement.

Please mark how much you AGREE or DISAGREE with these statements about STUDENTS at your school.

Students at this school...

	Strongly Agree	Agree	Neither Disagree nor Agree	Disagree	Strongly Disagree
1...care about each other.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2...help each other solve problems.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3...are often friends with students of different races, religions, cultures, or social groups.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4...respect each other's differences.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5...work well together on school projects.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6...would feel comfortable reporting a bullying incident to a teacher or other adult.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE or DISAGREE with these statements about TEACHERS or OTHER ADULTS at your school.

Teachers and other adults at this school...

	Strongly Agree	Agree	Neither Disagree or Agree	Disagree	Strongly Disagree
7...get along well with their students.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8...care about their students.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9...take time to listen to what students have to say.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10...treat all students with respect.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11...are available to help when students need them.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12...know their students well.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE or DISAGREE with these statements about TEACHERS OR OTHER ADULTS at your school.

Teachers and other adults at this school...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
13...work together to solve problems.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14...try to learn from each other.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15...treat each other with respect.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16...take time to help each other when needed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17...trust each other.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18...get to know each other well.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

19...feel comfortable asking for help from school administrators.	<input type="checkbox"/>				
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Next please mark how much you AGREE OR DISAGREE with these statements about SCHOOL ADMINISTRATORS at your school.

School administrators at this school...

	Strongly Agree	Agree	Neither Disagree nor Agree	Disagree	Strongly Disagree
20...convey clear expectations to teachers and other school staff.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21...engage teachers and other school staff in school planning and decision making.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22...encourage regular communication between school staff and the administration.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23...try to help teachers and other school staff to resolve problems.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24...show recognition for teachers and staff accomplishments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25...provide meaningful feedback to teachers and other staff to improve instruction and learning.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Next please mark how much you AGREE or DISAGREE with these statements about TEACHERS AND OTHER ADULTS at your school.

Teachers and other adults at this school...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
26...keep parents and other caregivers informed about their children's progress.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27...take time to listen to parent and caregiver concerns.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28...encourage all parents and caregivers to become involved in school activities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29...try to make parents feel welcome in the school environment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30...treat parents with respect.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31...communicate to parents how they can support their children's learning and school success.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
32...regularly attend school sponsored events, such as school dances, sporting events, student performances, or other school	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

activities.					
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Please mark how much you AGREE or DISAGREE with the following statements about YOUR PERCEPTIONS of your school.

I feel like...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
33...this school is a good place to work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
34...I am committed to making this school a positive place.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
35...I am a valued part of the school community.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
36...I look forward to going to school on most days.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
37...I make an important contribution to this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
38...I am safe at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE or DISAGREE with these statements about PARENTS AND CAREGIVERS of students at your school.

Parents and caregivers of students at this school...

	Strongly Agree	Agree	Neither Disagree nor Agree	Disagree	Strongly Disagree
39...regularly attend school-sponsored activities and events, such as sporting events and student performances.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
40...are aware of their children's progress.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
41...are involved in their children's school life.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
42...understand school rules and policies.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please mark how much you AGREE or DISAGREE with these statements concerning how you feel about your school.

I think that...

	Strongly Agree	Agree	Neither Disagree nor Agree	Disagree	Strongly Disagree
43...students at this school often act out in class.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
44...the noise in the classroom or hallways often disrupts student learning.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
45...teachers at this school have trouble	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

controlling behavior in their classrooms.					
46...students at this school are disrespectful to teachers and other adults.	<input type="checkbox"/>				

Please mark how much you AGREE or DISAGREE with these statements about TEACHERS and OTHER ADULTS at your school.

Teachers and other adults at this school...

	Strongly Agree	Agree	Neither Disagree nor Agree	Disagree	Strongly Disagree
47...are clearly informed about school policies and procedures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
48...consistently enforce rules of conduct.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
49...apply the same rules to all students equally.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
50...give students the opportunity to explain their side of the story when they get in trouble.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51...explain to students why they are being punished.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Teachers and other adults at this school...

	Strongly Agree	Agree	Neither Disagree nor Agree	Disagree	Strongly Disagree
52...regularly communicate expectations for student conduct.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
53...reward students for positive behavior.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
54...encourage students to think about how their actions affect others.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
55...assign consequences that help students learn from their behavior.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
56...help students develop strategies to understand and control their feelings and actions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Teachers and other adults at this school...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
57...communicate to students that bullying is unacceptable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
58...always stop bullying when they see it.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
59...know what to say or do to intervene in a bullying situation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Teachers and other adults at this school...

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
60...notice when students have trouble learning something.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
61...will try new strategies to strengthen teaching and learning.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
62...connect what students are learning to life outside the classroom.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
63....allow students to revise their work so they can learn from their mistakes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
64...assign work that encourages student creativities and critical thinking.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
65...adjust instruction to different needs and abilities of their students.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
66...challenge all students to do their personal best.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
67...praise students for their accomplishments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Teachers and other adults at this school...

	Strongly Agree	Agree	Neither Disagree nor Agree	Disagree	Strongly Disagree
68...believe that all students can be successful.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
69...are committed to helping students achieve.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
70...set high expectations for learning.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
71...encourage all students to work hard.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
72...are concerned with preparing students for the future.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

We would also like to know how much you AGREE or DISAGREE with these statements about the PHYSICAL ENVIRONMENT of your school campus.

This school campus...

	Strongly Agree	Agree	Neither Disagree nor Agree	Disagree	Strongly Disagree
73...is clean and well maintained.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
74...has adequate facilities and classroom space to facilitate teaching and learning.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

75...provides teachers with adequate supplies and materials to support instruction.	<input type="checkbox"/>				
76...provides a welcoming place for visitors.	<input type="checkbox"/>				
77...has a location where students can display trophies and awards to celebrate their accomplishments.	<input type="checkbox"/>				
78...provides a safe place for students to learn.	<input type="checkbox"/>				

For the final set of questions, we would like you to share your perceptions about some of the problems facing students in your school setting and the adequacy of resources available to provide students with support. For each of the following questions, please mark how much you AGREE or DISAGREE with each statement.

I think that...

	Strongly Agree	Agree	Neither Disagree nor Agree	Disagree	Strongly Disagree
79...alcohol or drug use while at school or school sponsored events is a frequent problem at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
80...physical fighting among students is a frequent problem at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
81...gangs or gang-related activity is a frequent problem at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
82...bullying (e.g., physical, verbal, and/or social bullying) is a frequent problem at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
83...cyberbullying is a frequent problem among students at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I think that...

	Strongly Agree	Agree	Neither Disagree Nor Agree	Disagree	Strongly Disagree
84...racial/ethnic tension or discrimination among students is a frequent problem at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
85...truancy is a frequent problem at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
86...theft, vandalism, or other property damage is a frequent problem at this school.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The programs and resources at this school are adequate to...

	Strongly Agree	Agree	Neither Disagree or	Disagree	Strongly Disagree
	<input type="checkbox"/>				

			Agree		
87...provide all students with high-quality instruction.	<input type="checkbox"/>				
88...provide instructional supports to students who are struggling academically.	<input type="checkbox"/>				
89...provide interventions and supports to students with behavioral challenges.	<input type="checkbox"/>				
90...address student mental health needs.	<input type="checkbox"/>				
91...address students' substance use prevention and intervention needs.	<input type="checkbox"/>				
92...promote students' physical health and nutrition.	<input type="checkbox"/>				
93...maintain campus safety and security.	<input type="checkbox"/>				
94...support students with special needs or disabilities.	<input type="checkbox"/>				
95...address the professional development needs of school staff.	<input type="checkbox"/>				

Please mark how much you AGREE or DISAGREE with these statements about Emergency Readiness/Management at your school.

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
96...I know what to do if there is an emergency, natural disaster (tornado or flood) or a dangerous situation (e.g., violent person on campus) during the school day.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
97...This school has a written plan that clearly describes procedures to be performed in shootings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
98...This school has a written plan that clearly describes procedures to be performed in natural disasters (e.g., earthquakes, tornadoes).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
99...This school or school district provides effective training in safety procedures to staff (e.g., lockdown training or fire drills).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

100. Students are considered chronically absent if they miss 10 percent or more of school for any reason (including both excused and unexcused absences). Please indicate how much you agree or disagree with the following statement. Chronic Absenteeism is a problem at my school.

1. Strongly Agree
2. Agree
3. Neither Agree nor Disagree
4. Disagree
5. Strongly Disagree

What is your position at this school?

1. Teacher
2. Paraprofessional, teacher assistant, instructional aide
3. Student support staff
4. Other _____

How many years have you worked in this position at any place of employment?

1. 1 year or less
2. 2-3 years
3. 4-6 years
4. 7-10 years
5. 11-19 years
6. 20 years or more

How many years have you been employed at this school?

1. 1 year or less
2. 2-3 years
3. 4-6 years
4. 7-10 years
5. 11-19 years
6. 20 years or more

What is your gender?

1. Male
2. Female
3. Prefer not to answer.

What is your race or ethnic origin (Please check all that apply)?

1. African American
2. Native American
3. Asian or Pacific Islander
4. White
5. Hispanic
6. Other _____
7. Prefer not to answer.

What grade level do you teach (if applicable, please check all that apply)?

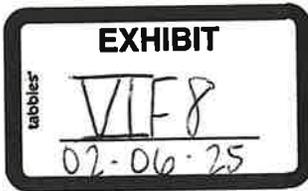
1. Kindergarten
2. 1st grade
3. 2nd grade
4. 3rd grade
5. 4th grade
6. 5th grade
7. 6th grade

8. 7th grade
9. 8th grade
10. 9th grade
11. 10th grade
12. 11th grade
13. 12th grade
14. Not applicable

Do you provide instruction or other support services to any of the following types of students (Check all that apply)?

1. Special education
2. Gifted or talented education
3. English language learners
4. Migrant education

101. Please tell us if there is anything else about your school experience that you would like to share with us. Please enter your response in the space provided.



PCSS Board Agenda Request

Date 2/6/25

Department Student Services

Person Submitting Dr. Trey Upchurch

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Yearly MOU for the TDOE School Climate Survey. ~~The survey is attached. Delivery will be both in person and via Parentsquare.~~

School climate improvement efforts involve comprehensive change in community norms, personal interactions, and institutional procedures, rather than reliance on any single intervention or dimension of behavior or performance. Research and practice have consistently demonstrated an association between positive school climate and improved student learning, teacher retention and school performance.

received
1/15/25 MF [signature]

**STATE OF TENNESSEE
DEPARTMENT OF EDUCATION
MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding (MOU), by and between the State of Tennessee, Department of Education, hereinafter referred to as "TDOE" and [REDACTED], hereinafter referred to as "LEA," establishes a framework for collaboration and LEA responsibilities in administering the Tennessee School Climate Survey.

A. School Climate Survey Administration:

A.1. The overall mission of the Tennessee School Climate Survey is to create and sustain safe and supportive learning environments, thereby, increasing academic success for all students. The goals are to:

- a. Provide a school climate measurement system that gathers information via survey regarding student, parent or guardian, and teacher perceptions of engagement, safety and environment as an actionable measurement of conditions for learning in their school on an annual basis.
- a. Provide data to schools and LEAs to drive programmatic interventions and establish links between climate/conditions for learning and academic outcomes.
- b. To ensure effective administration of the School Climate Survey, LEAs are required to follow the processes detailed herein by the dates specified in this MOU.

A.2. Definitions:

- a. **School engagement:** For students to feel supported and motivated to achieve, they must feel valued and supported in their relationships with other students, teachers, and school leaders, feel a sense of connection to school, and be meaningfully engaged in the school community. The five components of school engagement include:
 1. **Supportive peer relationships.** Students feel safe and supported in a peer environment that is trusting, respectful, caring, cooperative and helpful.
 2. **Supportive relationships with teachers.** Adults play a critical role in creating conditions that support student self-esteem, sense of accomplishment, and feelings of efficacy – all of these are critical for accomplishment and contribution later in life.
 3. **Supportive relationships with school leadership.** School leadership by principals and vice-principals is important to modeling and setting the climate of the school as an institution with which students must effectively interact. School leaders should be available to students, and relate to them with openness, respect and concern.
 4. **Parental involvement.** Student perceptions that parents and guardians are welcome in the school play an important part in it, and that they are interested and involved in their learning and in school events contributes to a meaningful connectedness to the school.

**STATE OF TENNESSEE
DEPARTMENT OF EDUCATION
MEMORANDUM OF UNDERSTANDING**

5. **School connections and learning supports:** Students believe that they are valued members of the school setting, feel a sense of meaningful involvement, security, and belonging in the school environment, and feel that they are supported in their efforts to succeed.
- b. **School safety:** For students to focus on learning, they must feel safe and secure while at school and free from threats or physical violence, bullying or harassment, or exposure to substance abuse and its negative consequences. Four components of school safety are:
1. **Physical safety:** Students should perceive their school to be safe, secure, and free from any physical threats of harm to themselves or their personal property.
 2. **Freedom from substance abuse:** Alcohol, tobacco, and other illicit drug use undermines students' ability to achieve academically, is associated with other harmful behaviors, and is incompatible with a school climate of respect, safety, and support for learning.
 3. **Freedom from bullying:** Bullying is one of the most prevalent and harmful forms of school violence. Students experience freedom from bullying when they report little or no exposure to physical, verbal, or social forms of unwanted aggression.
 4. **Acceptance of differences:** Respect is a core component of social and emotional safety at school. Students perceive acceptance of differences in background, appearance, and personal lifestyle among students in school environments that are free from teasing or insulting based on personal characteristics.
- c. **School environment:** For students to feel engaged and motivated to learn, they should be in environments that value academic rigor and high expectations for student achievement, establish clear rules and procedures, and provide physical surroundings that are presentable and well-maintained. The three components of school environment are:
1. **Supportive discipline:** Rules and disciplinary procedures are perceived to be clear, well communicated and reasonable. School leaders, teachers, and other staff (e.g., School Resource Officers, transportation staff) should be perceived as fair in implementing rules and procedures. Fairness requires consistency and equity in applying rules, including consistency across individual teachers and school staff.
 2. **Academic challenge:** School work needs to be clearly presented and designed to be challenging with sufficient support to achieve. Student achievements should be noted, and positive feedback provided.
 3. **Approval of the physical environment:** Students should approve of the physical appearance of the school. It should be seen as welcoming, comfortable, and well-maintained. Students should feel a sense of ownership in the school building.

**STATE OF TENNESSEE
DEPARTMENT OF EDUCATION
MEMORANDUM OF UNDERSTANDING**

d. Survey Types:

Survey Type	Grade Level	# of Questions	Average Time to complete
High School Survey	9–12	91	20 minutes
Middle School Survey	5–8	85	20 minutes
Elementary School Survey	3–8	51	15 minutes
Teacher Survey	K–12	108	20 minutes
Parent/Guardian Survey	K–12	47	15 minutes

A.3. The LEA has volunteered to utilize the Tennessee School Climate Survey at no cost to the LEA and agrees to the following in order to support consistency and validity in administration of the survey:

- a. The LEA shall use the survey instrument provided by the TDOE to the LEA contact and follow any instructions or guidance provided by the TDOE.
- b. The LEA shall administer an online version of school climate surveys as instructed by the TDOE within the survey administration window of January 20, 2025 through February 28, 2025, to high school and/or middle school and/or elementary school students, parents/guardians, and teachers.
- c. The LEA shall provide the TDOE with a list of schools that will administer the survey.

A.4. The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. § 1232h, requires LEAs to notify parents/guardians and obtain consent or allow them to opt their child out of participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas (“protected information surveys”):

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or the student’s parent; or
8. Income, other than as required by law to determine program eligibility.

In accordance with the PPRA, the LEA shall inform parents and guardians of the school climate survey administration at least two weeks before the survey administration window opens. LEAs must obtain written, informed consent from all parents of students in accordance with local school board policy.

**STATE OF TENNESSEE
DEPARTMENT OF EDUCATION
MEMORANDUM OF UNDERSTANDING**

The TDOE will provide LEAs with a sample active consent form.

The LEAs shall comply with all applicable state laws including T.C.A § 49-2-211, and the district's own policies regarding the administration of surveys, analyses, or evaluations of students. Specifically, all LEAs obtain the written, informed, and voluntarily signed consent of a student's parent or legal guardian, or the student if the student is eighteen (18) years of age or older, prior to the student's participation in the school climate survey. Additionally, parents or legal guardians shall be provided the opportunity to review the survey in its entirety and disclosing the purpose of the survey and who will have access to the results prior to administering the survey. The LEA shall also ensure that parents or legal guardians, or the student if eighteen (18) years of age or older, may withdraw consent at any time prior to the administration of the survey.

A.5. Open-ended comments

- a. The TDOE shall provide LEAs with open-ended comment data from the parent, teacher and student surveys.
- b. The survey is designed to be anonymous and respondents will not be asked to provide their names or any identifying information about themselves or anyone else. Directions provided within the survey requests that respondents NOT include any names or identifying information. However, open-ended comments place no restrictions on the information that respondents may choose to include. As such, within these open-ended comments, there is a chance that respondents may include reference to names of individuals or other personally identifiable information. LEAs are responsible for maintaining the confidentiality of any personally identifiable information. LEAs are also responsible for ensuring that any individual who is provided access to Tennessee School Climate Survey data is responsible for maintaining the confidentiality of personally identifiable student information.
- c. Further, these open-ended comments may include information that LEAs may wish to investigate further in relation to potential health and safety issues (i.e., threats of harm). The TDOE does not investigate these comments and does not draw any conclusions regarding these matters. Additionally, there is a delay between the administration of the survey and the State's analysis of data, so the TN School Climate Survey should not be viewed as a means of communicating health or safety risks. Thus, it is the sole responsibility of LEAs to determine any actions to take in response to the information in these comments and to comply with mandatory reporting requirements relating to abuse and neglect.

A.6. The LEA and the TDOE shall comply with all applicable federal, state, and local confidentiality laws and policies. This includes the Family Educational Rights and Privacy Act (FERPA), which requires protection of personally identifiable student

**STATE OF TENNESSEE
DEPARTMENT OF EDUCATION
MEMORANDUM OF UNDERSTANDING**

information (information regarding FERPA can be found here:
<http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>).

- a. The TDOE will not report data for LEAs and schools with fewer than 15 responses.
 - b. The TDOE will not share any data from the survey in any form with the LEA, school, or the public except to comply with legislative or statutory requirements
 - o The PPRA requires the LEA to make survey materials, including survey questions, available for inspection by parents/guardians. However, the LEA shall not share or otherwise further disclose survey data or responses with any party, including parents and guardians, unless a legal exception applies, such as the health or safety emergency exception under FERPA.
 - c. The Parties shall comply with open records laws and applicable local policies when responding to requests from parties who are not parents or guardians to view survey materials.
 - d. The Parties should consult with their legal counsel regarding compliance with this MOU, including adherence to confidentiality laws and policies and open records requests.
- A.7. The TDOE will provide feedback to LEA and school designated contacts regarding the data submitted.
- A.8. The TDOE shall ensure that all survey instruments are valid, reliable, and provide an accurate reflection of school climate in Tennessee's schools.

B. COMMUNICATIONS AND CONTACTS:

- B.1. Communications and Contacts. All instructions, notices, consents, demands, or other communications required or contemplated by this MOU shall be in writing and shall be made by certified, first-class mail, return receipt requested and postage prepaid, by overnight courier service with an asset tracking system, or by EMAIL or facsimile transmission with recipient confirmation. Any such communications, regardless of method of transmission, shall be addressed to the respective party at the appropriate mailing address, facsimile number, or EMAIL address as set forth below or to that of such other party or address, as may be hereafter specified by written notice.

TDOE:

Shannon Railling, PhD
Senior Data Manager
Division of Coordinated School Health
Tennessee Department of Education
10th Floor Andrew Johnson Tower
710 James Robertson Pkwy
Nashville, TN 37243

**STATE OF TENNESSEE
DEPARTMENT OF EDUCATION
MEMORANDUM OF UNDERSTANDING**

629-292-4596

Shannon.Railling@tn.gov

LEA:

Name, Title:

LEA:

Address:

Email:

Phone number:

All instructions, notices, consents, demands, or other communications shall be considered effectively given upon receipt or recipient confirmation as may be required.

IN WITNESS WHEREOF,	
LEA:	

LEA SIGNATURE

DATE

PRINTED NAME AND TITLE OF LEA SIGNATORY (above)

TENNESSEE DEPARTMENT OF EDUCATION:

LIZZETTE REYNOLDS, COMMISSIONER

DATE



Putnam County School System

1400 E. Spring Street
Cookeville, TN 38506-4313
Ph: (931) 526-9777 | Fax: (931) 528-6942
www.pcsstn.com



Corby King
Director of Schools

ENGAGE INSPIRE ACHIEVE

Putnam County Board of Education Agenda Request

Name of Person Making Request: Diana Cook

Date: January 15, 2025

RE: Anonymous Donation to Burks Elementary

Backup included

Backup to follow

Agenda Item for February 6, 2025 board meeting.

Statement to be Included: Approval of the acceptance of an anonymous donation of \$30,000.00 to Burks Elementary. This money will be used to purchase 14 View Sonic 75" panels for teacher and classroom use in grades K-3.



Director of Schools

1-15-25

Date

received
1-15-25 MAT

January 8, 2025

Ms. Tinch and Ms. Cook

Burks School

Monterey, TN 38574

Happy New Year,

As we discussed last year, attached is a check for \$30,000.00. This gift is to be used to purchase necessary equipment to reach the technology goals for faculty and students at the Burks School. If the school has other needs for this donation, please use your best judgement to further your goals.

Please list this gift as anonymous wherever possible. I would like a receipt mailed to me at [REDACTED] If any further clarification is needed for this gift give me a call.

Thank you for all you do to take care of our students. We can do better, and you are both forging the path for a better future.

Sincerely,

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



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) N/A

Backup included

Backup to follow

Consider approval of the following for the February 6, 2025 BOE meeting:

Student Teacher Partnership Agreement between Bethel University and the Putnam County School System effective 1/1/25 - 12/30/25 with an option to request renewal for three additional years.

Judy Schinbeckler 1-9-25
Signature of Person Making Request Date

[Signature] 1-9-25
Signature of Director of Schools Date

received
1-9-25 pmf

Educator Preparation Provider/Local Education Agency State Recognized Partnership Agreement

Educator Preparation Provider (EPP)	Bethel University
Local Education Agency (LEA)	Putnam County Schools
Academic Year of Agreement	2024-2025

EPP Contact/Designee	
Name: Dr. Eric Lipford	Title: Director of Clinical Experiences
Email: lipforde@bethelu.edu	Phone Number: 731-352-6351

LEA Contact/Designee	
Name: Judy Schinbeckler	Title: Educator Support Supervisor
Email: schinbecklej@pcsstn.com	Phone Number: 931-526-9777 ext. 1446

Certification (signatures verify partnership)	
EPP Head Administrator: Dr. Morgan Butler	Title: Division Chair of Education
Signature: 	Date: 12/17/24
LEA Head Administrator: Corby King	Title: Director of Schools
Signature:	Date:



Prompt 1

Describe the strategies and actions in place to co-select clinical educators and collaborate to prepare, evaluate, and support high-quality clinical educators, both provider and school-based, who demonstrate a positive impact on candidates' development and pre-k-12 students. NOTE: Responses should not exceed one page per prompt.

In order to begin the process of selecting clinical educators, the University Supervisor collaborates with building administrators to determine the selection of high quality mentors. Clinical educators/administrators are required according to the State Board Policy 5.504, 1) hold an active Tennessee license with an endorsement in the closely related area where they will be supervising the candidate: 2) have a level of overall effectiveness of above expectations or significantly above expectations for the prior school year; and 3) have a minimum of three (3) years of experience as a teacher, school services personnel, or instructional leader as applicable. They will also be required to have a level of overall effectiveness of above or significantly above expectation for the prior school year. (LOE 4 or 5).

Clinical educators are prepared, evaluated, and supported throughout their involvement with the leadership candidate. Prior to the onset of the clinical experience, the University Supervisor meets with the selected clinical educator and principal of the partnership school. Collaboration with both entities involves the understanding of the responsibilities and expectations of all entities involved in the clinical experience. The responsibilities and expectations of clinical educators are outlined in writings, detailed and fully discussed in order to solidify what is expected in the development of the leadership candidate. Collaborative meetings between the clinical educator, the leadership candidate, and the University Supervisor during the duration of the 10 month program. During this time, the leadership candidate will submit 25 designated activities observed and participated from the leadership candidate.

The direct collaboration by program faculty, university supervisors and clinical mentors will be enhanced through the implementation of technology-based communication (e.g., web-conferencing). Regular access to these communicative options allows for ongoing small group discussions concerning implications of observations and performance data collected during clinical experiences; thus, assisting in the retention of mentors. This type of delivery also continues to allow the Division Chair to receive and provide feedback to the LEA.

Additionally, a survey/evaluation was constructed by the Bethel's Director of Graduate Education and the LEA on EPP candidates. Furthermore, the EPP candidates will continue to complete an evaluation on the clinical mentors, and the mentors complete the survey on the leadership candidates. This information will continue to be shared with the Division Chair, who in turn will continue to provide feedback to the LEA. This anecdotal data will continue to be collected and provided to the Division Chair who will continue to share the feedback with the LEA. This survey is conducted every spring and shared at the beginning of the summer of each year.



**Prompt
2**

Describe the design and implementation of clinical experiences, utilizing various modalities, of sufficient depth, breadth, diversity, coherence, and duration to ensure candidates demonstrate their developing effectiveness and positive impact on pre-k-12 students (For instructional leader programs, ensure how clinical experiences allow opportunities for candidates to practice applications of content knowledge and skills.). *NOTE: Responses should not exceed one page per prompt.*

Throughout Bethel's EPP Leadership program, candidates experience a continuum of increasingly intensive leadership clinical experiences linked closely with coursework. The EPP's Leadership program aligns with the minimum expectations for leadership clinical practice according to policy. Throughout four transition points, clinical experiences of sufficient depth, breadth, diversity, coherence, and duration are maintained to ensure that candidates demonstrate their developing effectiveness and positive impact on all students' learning and development. These clinical experiences are mutually agreed upon by the Division Chair, supervisors, teacher education faculty, and members of the Teacher Education Committee.

Leadership clinical experiences (Transition Point 2) include 130 hours of portfolio activities which include, but not limited to, Creating and Managing Budget, Conducting Community Activities, Creating Community Involvement Job Conflict, Analysis and Resolution, Job Shadowing, Assessment Interpretation, Conducting Performance Evaluation, Communication Management, English Language Learners, Social Media and Public Relations.

At Transition Point 2, candidates are supervised by the LEA Mentor and University Supervisor. These experiences total 130 hours. These skill building activities increase knowledge, skills, and dispositions through the clinical experiences which is also embedded in coursework and carried out in diverse settings.

The Clinical Experience includes 130 hours of 25 specific activities which focus on the TILS and the PSEL standards. Furthermore, the leadership candidate is to work along with their mentors on the day-to-day operations of the educational system.

The intent of the clinical experience is to provide candidates pursuing the School Administrator emphasis and/or the endorsement program with supervised experiences focusing on the daily administration or supervisory duties of the administrator/supervisor. The course is based on the licensure standards adopted by the Tennessee State Department of Education and Professional Standards for Educational Leaders (PSEL). As the candidate progresses through the leadership licensure program, there are competencies related to each of the four Tennessee Instructional Leadership Standards that are incorporated into the various courses and are to be mastered. In addition, a number of these competencies are to be reflected in documents and other types of evidence to be included in the electronic portfolio (e-portfolio). The e-portfolio consists of activities chosen and designed by the candidate and his/her administrative mentor. The activities should enable the candidate to focus on the TILS and specific areas of need within the assigned school. The portfolio provides a snapshot of the candidate's progress through information about that candidate and samples of his/her work. During the period of e-portfolio development, the candidate collects a variety of written documents that provide evidence of important aspects of school leadership. Written documents will be converted to digital documents to be used as examples that support the experiences completed during the field experience.

To ensure breadth and diversity, the Division Chair keeps a spreadsheet of all placements and will work with the LEA to ensure varied placement and experience offerings. The candidate will have a variety of settings which will give them the opportunity to view the school through the eyes of an educational leader. These settings include different grades, different schools, different teachers, and different subjects. With the diverse scope of the leadership clinical experiences and the mutually agreed upon design of these experiences, our leadership candidates are well prepared for working with teachers and students of varied learning needs and backgrounds.

Good morning,

Please find an email regarding a teacher's enrollment at Bethel.

Best,

Malaysia Talbert

Executive Admin. Asst.

Putnam County Schools

931-525-4701

malaysia.talbert@pcsstn.com



----- Forwarded message -----

From: **Eric Lipford** <lipforde@bethelu.edu>

Date: Wed, Jan 8, 2025 at 9:26AM

Subject: Leadership Partnership Agreement

To: malaysia.talbert@pcsstn.com <malaysia.talbert@pcsstn.com>

Mr. King,

You are receiving this email, because one of your teachers has enrolled into our leadership program at Bethel. We must have a new signed partnership agreement with each school system where we have a leadership candidate working. Please take a moment, review the document, sign and send it back to me. If you have any questions or concerns please feel free to contact me.

We look forward to our continued work with you.

Thanks,

Eric Lipford

--

--

Bethel Division of Education

Dr. Eric Lipford
Assistant Professor of Education

(O) 731-352-6351
325 Cherry Ave., McKenzie, TN 38201

BethelU.edu | [Facebook](#) | [Twitter](#) | [Youtube](#) | [Instagram](#)

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 **LPutnam24-25.pdf**
1693K

Schinbeckler, Judy <schinbecklej@pcsstn.com>

To: lipforde@bethelu.edu

Thu, Jan 9, 2025 at 9:33 AM

Dr. Lipford,

Your request has been forwarded to me as the supervisor in our district who oversees partnership agreements. I have updated the form with my contact information and submitted it

to the school board agenda for our Feb. 6th meeting. As soon as it receives board approval and Mr. King's signature, I will send you a copy of the completed form.

Respectfully,
Judy Schinbeckler

Judy Schinbeckler
Office of Educator Support
PD/Licensure Supervisor



Putnam County Schools
Cookeville, TN 38501
schinbecklej@pcsstn.com
931-526-9770, ext. 1446

[Quoted text hidden]

 **LPutnam24-25.pdf**
1693K



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) N/A

Backup included

Backup to follow

Consider approval of the following for the February 6, 2025 BOE meeting:

Student Teacher Partnership Agreement between the Western Governors University and the Putnam County School System effective 1/6/25 - 12/31/25 with the option to request a renewal or three additional years.


Signature of Person Making Request

1-8-25
Date


Signature of Director of Schools

1-8-25
Date

Out-of-State Educator Preparation Partnership Agreement

The State Board of Education (SBE) [Educator Preparation Rule](#) (0520-02-04) allows Educator Preparation Providers (EPPs) approved to recommend teacher candidates for initial licensure in a state other than Tennessee and place these candidates in Tennessee school districts to complete **job-embedded clinical practice**. The provider and district must have a partnership that is formally recognized by the Tennessee Department of Education. Per [Educator Preparation Policy](#) (5.504) job-embedded clinical practice allows for candidates who hold a bachelor's degree to serve as teacher of record for the full school year (occupational programs may have different degree/certification requirements). At least 100 days of the job-embedded clinical practice must include direct teaching experiences. Prior to beginning a job-embedded clinical practice, candidates must have a valid Tennessee teaching license with the appropriate endorsement(s).

To receive department recognition, the EPP must submit a signed out-of-state partnership agreement to the department's office of educator licensure and preparation (OELP) for review at least thirty days prior to the start of the clinical practice. The term of this agreement may not exceed three years. All sections below are **required**, except section five. Missing information will delay processing of the request by the department.

Completed agreements must be submitted electronically to Educator.Preparation@tn.gov.

Section 1: Out-of-State EPP Information

Provider Name	Mailing Address
Liberty University, Inc.	1971 University Boulevard Lynchburg, VA 24515
Head Administrator Name	Head Administrator Title
Dr. Don Raleigh	Dean, School of Education
Contact Name and Title	Contact Email
Carmen Durst, Director of Online Gate and Field Placement	fieldplacementoffice@liberty.edu
Current EPP Approval State	State agency website for verification of licensure program approval
Virginia	https://www.doe.virginia.gov/teaching/educator_preparation/college_programs/colleges.shtml

Section 2: Tennessee School District Information

School District Name	Mailing Address
Putnam County School System	1400 East Spring St., Cookeville, TN 38506
Contact Name and Title	Contact Email
Judy Schinbeckler, PD/Licensure Supervisor	schinbecklej@pcsstn.com
Contact Phone	
931-526-9770, ext. 1446	

Section 3: Required Partnership Components

1. Describe the roles and responsibilities of all EPP faculty/staff (including clinical supervisors). Strong responses will include a thorough description of clearly identified roles and responsibilities of all EPP faculty and staff involved in the preparation of teacher candidates.

The Director of Online Gate and Field Experience will confirm that the Liberty University candidate's (job-embedded teacher) teaching position meets the qualifications to complete placement in his/her own classroom: full-time teaching position, in the same endorsement area being sought through the MAT program, in a public or accredited private school, and teaching during the semester the candidate is enrolled in the final field experience semester.

The Director of Online Gate and Field Experience will communicate with the school system to identify an On-Site Mentor (OSM) for the candidate's final field experience in his/her own classroom. The University Supervisor (US) serves as the primary point of contact for the OSM, during the final field experience semester. The US communicates with the OSM and candidate via email, phone, or video conference (Microsoft TEAMS). The US will be the contact person for any issues that may arise in placement and will also evaluate the candidate via video lesson. The US will also provide the OSM with training resources to help adequately prepare them for evaluating the candidate for the final field experience semester purposes.

2. Describe the roles and responsibilities of all Tennessee school district personnel (including clinical mentors). Strong responses will include a thorough description of clearly identified roles and responsibilities of all school district personnel involved in the preparation of teacher candidates.

The school district HR personnel will work with the University's Director of External Field Experiences to identify an On-Site Mentor (OSM) to mentor and evaluate the candidate in his/her own classroom.

The OSM will mentor the candidate and will review their lesson plans to provide feedback, will complete formal evaluations of their teaching, and will communicate with the US regarding the candidate's progress and performance. The OSM will complete a minimum of three formal evaluations for the candidate, which includes a minimum of three visits for each Student Teacher (1 initial visit and 2 formal on-site observations) and two formal lesson evaluations, and any other evaluations as needed to monitor the candidate's teaching performance in their own classroom.

The candidate will complete all course requirements for the final field experience course while maintaining teaching responsibilities in their own classroom. They will be responsible for lesson planning, teaching, and assessment. They will also communicate often with their OSM and US regarding their progress and performance.

3. Identify the criteria used for selecting clinical educators (clinical mentors/cooperating teachers and clinical supervisors/university supervisors). At a minimum, selection criteria must meet requirements of [SBE policy 5.504](#). Strong responses will include selection criteria and strategies used by the partnership to select clinical mentors and clinical supervisors who will support teacher candidates during their clinical experiences.

The School District and Director of External Field Experiences will be responsible for confirming the details of the "placement" in the candidate's own classroom and will identify an OSM to complete evaluations of the candidate.

The OSM must hold an active Tennessee license with an endorsement in the area or a closely related area where they will be supervising the candidate; have a level of overall effectiveness of above expectations or significantly above expectations for the prior school year; and have a minimum of three (3) years of experience as a teacher, school services personnel, or instructional leader as applicable.

4. Describe expectations regarding the delivery of candidate support and candidate evaluation. Strong responses will include a description of how both clinical mentors and clinical supervisors support teacher candidates during their clinical experience. The response should include how teacher candidates are observed, provided formal and informal feedback, are formally evaluated, and provided growth opportunities for identified areas of need.

The US serves as the primary point of contact for the OSM and ST during the final field experience. The US communicates with the OSM and candidate via telephone, email, and/or TEAMS. The US will be the contact for any questions or issues that arise in placement.

The candidate will submit a video lesson to the university supervisor for review. The OSM will communicate with the candidate and US and will complete assessments of the candidate's lessons and overall performance, both formally and informally. The OSM will complete site visits and observe the candidate in action. They will communicate with the University Supervisor and will complete assessments of the candidate's lessons.

Formal evaluations take place by way of the CPAST evaluation at the midpoint and end of the final field experience. The CPAST evaluation requires the candidate, OSM, and US to formally evaluate the candidate and then hold a consensus meeting. Based on identified growth opportunities, the candidate must write an action plan.

The candidate is required to complete an edTPA portfolio that includes lesson plans, instructional videos, and student work samples from the final field experience. The candidate must reflect on his/her performance in the classroom and submit their portfolio to Pearson for official scoring.

Section 4: Specialty Area and Grade-Span Endorsement Alignment

Providers must be regionally accredited and programs must be approved for licensure in a state other than Tennessee. Programs recognized by Tennessee must correspond with the specialty area and grade span of an existing [Tennessee endorsement](#).

List below all endorsements and grade spans that are approved in the home state and for which the provider is requesting recognition by Tennessee.

Home State Endorsement with Grade Span	Aligned Tennessee Endorsement <i>To be completed by OELP</i>
1. Elementary Education PreK-6	
2. Middle School Education grades 6-8 (Appendix A)	
3. Administration and Supervision PreK-12	
4. Math Specialist K-8	
5. Reading Specialist K-12	
6. Special Education Adapted Curriculum K-12	
7. Special Education Early Childhood (Birth through Age Five)	
8. Special Education General Curriculum K-12	
9. Secondary Education (Appendix B)	
10.	
11.	
12.	
13.	
14.	
15.	

Section 5: Additional Partnership Agreement Items (optional)

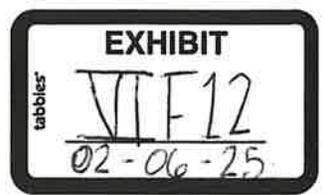
EPPs are encouraged to provide any additional supporting information about their partnership and related clinical experiences.

<p>List any additional items and include as attachments any supporting documentation that describes partnership activities and practices that support clinical experiences.</p>
<p>Appendix A: Middle (6th - 8th) and Secondary Education (6th - 12th), and Comprehensive (PK-12th) Endorsements Appendix B: Student Teaching Handbook Appendix C: Program Specialist Handbook Appendix E: School Administration Handbook</p>

Section 6: Authorized EPP and Tennessee School District Signatures

Electronic signatures are accepted.

EPP Signature and Date	District Signature and Date
Name and Title	Name and Title
Agreement Start Date (Must be at least 30 days later than submission date)	Agreement End Date (May not exceed three years from start date)
1-13-25	1-6-25 to 12/31/27



PCSS Board Agenda Request

To: [School Board Members]

Date 1/24/25

Department Student Services

Person Submitting Dr. Trey Upchurch

Subject: Request to approve the process for outside mental health background checks.

See attached process & timeline.

Thank you for considering this request.

Sincerely,

Trey Upchurch

Coordinated School Health Supervisor

received
1-28-25 MAT 

PCSS Mental Health Access Procedure Implementation

PCSS currently allows outside mental health agencies to access students based on parent approval. This does not directly address the need to have anyone accessing PCSS property to be properly vetted. The following process guarantees that any mental health provider will have a standing MOU and has met acceptable processes to ensure an adequate background check OR, in the case of non-mou entities requesting access, have completed the PCSS background process.

1. MOU Entities

Discuss the current status of Memorandum of Understanding (MOU) agreements with the following entities:

Centerstone

HealthConnect

Volunteer Behavioral Health - School Based Behavioral Liaisons

Communities in Schools

Proposal: If any entity has an existing, board-approved MOU with PCSS and their background check process aligns with PCSS standards, their employees will be considered eligible to serve PCSS students.

2. Non-MOU Organizations

Outline requirements for organizations without an existing MOU:

All employees accessing PCSS students must complete background checks through the PCSS process.

Continuous updates regarding employees who have completed background checks must be provided to the school system.

Note: Employees from outside entities lacking a pre-existing MOU or approved background check will not be allowed entry into school premises. School secretaries or designated staff will verify compliance using a district-wide list.

Organizations most impacted by this policy include:

Mental Health Cooperative

VBH-SOCAT

Camelot

OminVisions

Youth Villages

Agencies providing ABA services

3. Timeline for Implementation

February/March:

Inform current providers with standing MOUs of upcoming changes and request information on their background check processes.

Verify that current processes meet PCSS expectations.

Draft policy outlining background check requirements for outside therapists and mental health employees.

Communicate changes to school administration and secretaries.

Collect stakeholder feedback and adjust the policy as necessary.

March:

Finalize the background check policy ensuring compliance with state laws and regulations.

Conduct training sessions for school district staff on new policy and procedures.

Create a submission process for outside therapists and mental health employees' background checks to PCSS (Coordinated School Health).

Develop resources and FAQs for outside therapists and mental health employees regarding the background check process.

April:

Implement new background check requirements and inform all relevant parties of the effective date.

Begin monitoring compliance and address challenges that arise.

May:

Evaluate the transition process, gather feedback, and make adjustments before the start of the 2025-2026 school year.



Agency Procedures for Meeting with Students

Expectations & Procedures for All Agency Personnel/Individuals Meeting with Student(s) during the School Day in Putnam County Schools

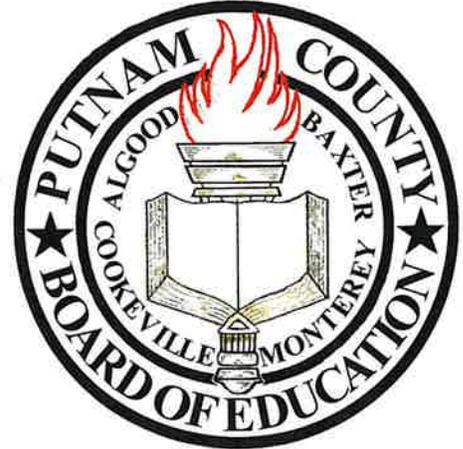
*All agencies must have approval from the Central Office before they will be allowed onto any school sites to see a student(s). This does not apply to DCS personnel. DCS personnel can have full access by DCS issued ID only.

1. Employees of Non-MOU entities must complete a **PCSS** background check prior to accessing any PCSS students and provide verification to Student Services. Failure to complete a background check will result in a denial of access.
2. Employees of a company **with** a standing MOU must have current proof of a background check on file with Student Services (agency background checks are accepted).
3. Must execute the PCSS Confidentiality Agreement
4. Must provide a photo ID and sign in to enter any school.
5. Must contact school administration or designee before making first contact with the student and (1) provide parent(s)/guardian(s)' *Consent to Access To Student* form for the provider to see a student at school, (2) parent(s)/guardian(s)' release allowing the school to release FERPA information to the provider and the agency to provide information to the school as needed.
6. Once releases are provided to the school, the provider must obtain the student's schedule and grade level in order to schedule student meetings.
7. Counseling sessions must occur during non-tested courses and courses a student is passing. A student will not be pulled from a class they have below 70 % unless prior permission is granted by the school administration.
 - a. You will be provided with the student's schedule by the School Staff to know what times/classes students can be pulled from.
 - b. You will be provided with the school's bell schedule(s)
 - c. You will be responsible for asking for an update on the student's grades biweekly to ensure sessions are not negatively impacting a student's academic performance.
8. For any student seen more than (1) time per week, the agency will create a rotating schedule so the student does not miss the same class more than once during the same

PUTNAM COUNTY SCHOOL SYSTEM
BOARD AGENDA REQUEST



Date: F January 28, 2025
Department: Technology
Person Submitting: Johnny Sloan
Account Number (if appropriate) note below:
141-71100-722-01607



Check one:

Backup included

Statement to be included in Board Agenda Packet:

Request approval to renew the annual license purchase for year 3 of 3 for student and staff licenses of Google Workspace Plus for Education edition, from CDW/Amplified IT for Education, Chicago, IL, from the Sourcewell Contract #081419-CDW-Tech Catalog, in the amount of \$47,672.00 to be paid from 141-71100-722-01607.

NOTES:

[Empty rectangular box for notes]

received
1-29-25 *mat*

Expecting a quote from Amplified IT? Amplified IT is now a part of CDW! We're moving all of the Amplified IT's products on to CDW's systems. This means quotes and invoices will come from CDW and Purchase Orders need to be made out to CDW. Unfortunately we will no longer be able to accept Purchase Orders made out to Amplified IT for these products. If you have any questions ask your Account Manager or GCS rep.

Student Enrollment Verification Letters are required for all first time Education Standard and Education Plus orders. These letters confirm the number of students at your institution. This must align with the number of licenses you intend to buy, and must be returned with your PO before we complete your order.

Please note as required by Google you must purchase Google Workspace for Education and Google Voice from the same Reseller. All quotes are subject to Google confirmation of staff or student population size.

[Terms](#)

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Terms and Conditions <https://www.cdwg.com/content/cdwg/en/terms-conditions.html>

Please send purchase orders to cdwg@amplifiedit.com or fax to 757-585-3550. If possible, please also include a copy of your organization's tax-exempt certificate with your purchase order. An exemption certificate is required to process Google Voice orders.

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PUTNAM COUNTY SCHOOL SYSTEM
BOARD AGENDA REQUEST

EXHIBIT
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VIF14
02-06-25

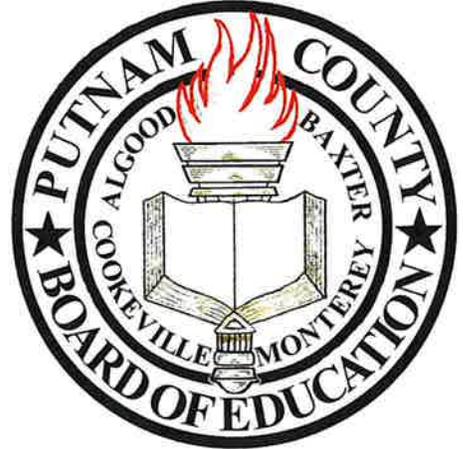
Date: January 25, 2025

Department: Technology

Person Submitting: Johnny Sloan

Account Number (if appropriate) note below

141-72110-399



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 quote # Q-950930-1 from PowerSchool Group, LLC in the amount of \$21,171.50 to be paid from:
141-72110-399

NOTES:

received
1-29-25 *mf* *rk*

Sales Quote - This is Not An Invoice

Prepared By: Christine Morton
 Customer Name: Putnam County School District
 Contract Term: 12 Months
 Start Date: 5-MAR-2025
 End Date: 4-MAR-2026
 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	Extended Price
Initial Term 5-MAR-2025 - 4-MAR-2026			
License and Subscription Fees			

PowerSchool Enrollment Express SaaS	12,098.00	Students	USD 21,171.50
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License and Subscription Totals: **USD 21,171.50**

Quote Total	
Initial Term	5-MAR-2025 - 4-MAR-2026
Amount To Be Invoiced	USD 21,171.50

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_Mar2024/, 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 SCHOOL SYSTEM
BOARD AGENDA REQUEST

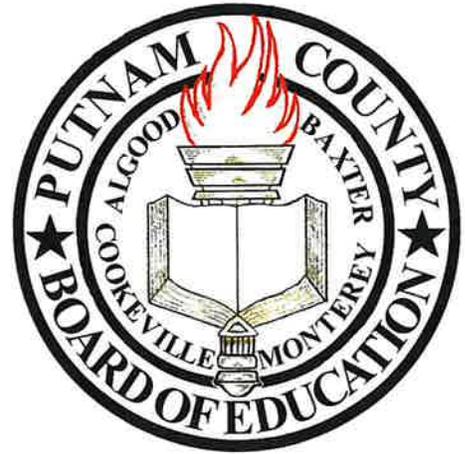
EXHIBIT
VI F15
02-06-25
tabbles

Date: January 25, 2025

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, in the amount not to exceed \$17,500.00, to be paid from multiple system-wide funding accounts.

NOTES:

received
1-29-25 mjt



We have prepared a quote for you

Adobe Renewal - February

Quote # 025715
Version 1

Prepared for:

Putnam County School System

Angie Smith
asmith4@pcsstn.com



Products

Description	Price	Qty	Ext. Price
1686946 Adobe Creative Cloud All Apps VIP Team Named 12 Months Team Subscription Renewal Level 3	\$315.00	53	\$16,695.00
1689467 Adobe InDesign CC VIP Team Named 12 Months Team Subscription Renewal Level 3	\$139.00	3	\$417.00
Acrobat Pro Level 3 Acrobat Pro 12 Months Team Subscription Renewal Level 3 (VIP)	\$154.00	4	\$616.00

Subtotal: **\$17,728.00**



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)
141 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 following School Nutrition Employee:

Shirley Barbosa - Field Manager

This stipend will begin JANUARY 2025 and will go through JUNE 2025 and will be paid from 141 E 73100 199.

Jennifer Mitchell 1/14/25
Signature of Person Making Request Date

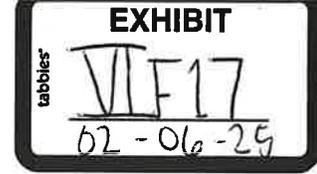
[Signature] 1/14/25
Signature of Director of Schools Date





Putnam County School System

1400 E. Spring Street
Cookeville, TN 38506-4313
Ph: (931) 526-9777 | Fax: (931) 528-6942
www.pcsstn.com



Corby King
Director of Schools

ENGAGE INSP^{RE} REACHIEVE

Putnam County Board of Education Agenda Request

Name of Person Making Request: Tim Martin

Date: January 30, 2025

RE: CHS Auditorium

Account Funding Code (if appropriate)

Backup included

Backup to follow

Agenda Item for February 6, 2025, Board meeting.

Approval to enter into a contract with Lakeland Electric for the auditorium lighting replacements, upgrades and improvements at Cookeville High School in the amount of \$592,200.00 base bid, with alternate 1 at \$78,400.00 for a Total Contract Amount of \$670,600.00 to be paid for from 141-72620-399.



Supervisor

1/30/25

Date



Director of Schools

1/30/25

Date



Maffett Loftis Engineering, LLC
1 South Jefferson Avenue, Suite 101
Cookeville, TN 38501
Tel: (931) 526-5143
www.maffett-loftis.com

January 31, 2025

John Magura,
Facilities Maintenance Supervisor,
Putnam County Schools

Reference: CHS Auditorium Lighting Replacement

Dear John,

Bids were opened for the above referenced project on Monday, January 27, 2025. One bid was received. The bid documents solicited a base bid with three alternates. The low bidder was Lakeland Electric with a base bid of \$592,200.00, add alternate 1 at \$78,400.00, add alternate 2 at \$36,100.00, and add alternate 3 at \$9,400.

I have talked to Lakeland Electric, and they are comfortable proceeding with the project as bid. As the designer of record for the project, I recommend award of the contract to the low bidder, **Lakeland Electric** for a Total Contract Amount of **\$670,600.00 (base bid plus add alternate 1)**.

Thank you for your assistance with this project.

Please call with any questions or comments.

Sincerely,

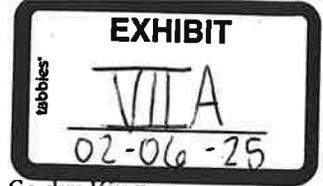
Andrew Gates, PE
Maffett Loftis Engineering, LLC

Attachments:
Bid Tab



Putnam County School System

1400 E. Spring Street
Cookeville, TN 38506-4313
Ph: (931) 526-9777 | Fax: (931) 528-6942
www.pcsstn.com



Corby King
Director of Schools

ENGAGE INSPIRE ACHIEVE

Putnam County Board of Education Agenda Request

Name of Person Making Request: Tim Martin

Date: January 29, 2025

RE: Use of Personal Communication Devices and Electronic Devices

Account Funding Code (if appropriate)

Backup included

Backup to follow

Agenda Item for February 6, 2025, Board meeting.

Consider a new policy for Use of Personal Communication Devices and Electronic Devices (6.312) on first reading only.



Supervisor 1/29/25
Date



Director of Schools 1/29/25
Date

received
1/29/25 PAT



Putnam County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Use of Personal Communication Devices and Electronic Devices	Descriptor Code: 6.312	Issued Date: Click here to enter a date.
		Rescinds: 6.312	Issued:

1 **DEFINITION**

2 *Personal communication devices* include, but are not limited to, wearable technology such as
3 eyeglasses, rings, or watches that have the capability to record, live stream, or interact with wireless
4 technology; cell phones; laptops; tablets; earbuds; and MP3 players.

5 **MEDICAL EXEMPTIONS**

6 Students who have a medical device that necessitates cellphone access during the school day, may
7 receive an exemption from this policy upon the development of an individual Healthcare Plan
8 consistent with a physician's orders. Such exceptions apply to medical needs only and does not allow
9 cell phone use for other purposes. Applications for medical exemptions shall be made to the school
10 administration, and individual Healthcare Plans and any exceptions from this policy must be approved
11 by school administration.

12 **RECORDING DEVICES**

13 Whether on school buses or on school property, students are not permitted to use recording devices
14 (photograph, audio, or video) without administrative approval. A student in violation of this policy is
15 subject to the appropriate grade-level disciplinary action as outlined below.

16 **SCHOOL BUSES**

17 Students in transit may use personal communication devices for listening to music, texting/emailing,
18 or playing games if the device is in silent mode or if earbuds are utilized. Students may also use an
19 earbud/headphone in or on only one ear so that bus driver instructions may be heard. Students are not
20 permitted in any circumstance to receive or place phone calls, take or show videos and/or pictures,
21 share or allow other students to use their personal device. A student in violation of this policy is subject
22 to the appropriate grade-level disciplinary action as outlined below.

23 **ALTERNATIVE SCHOOL**

24 Alternative school students in Grades 5-12 may not possess personal communication devices. A
25 student in violation of this policy is subject to the appropriate grade-level disciplinary action as outlined
26 below.

1 **GRADES K-12**

2 With the exception of alternative school, students in Grades K-12 may possess personal
3 communication devices while on school property; however, the device must be in the off mode and
4 cannot be visible during school hours. School hours are defined as 7:45 a.m. to 3:00 p.m.
5 Students are not permitted to use communication devices during class time unless the teacher
6 has received administrative approval. A student in violation of this policy is subject to disciplinary
7 action as outlined below.

8 **Punishment will be the same K-12.**

9 **First Offense:**

10 Any phone or electronic device confiscated during the school day will be delivered to the front
11 office. The student may retrieve the device at 3:00 p.m. Additionally, the student will receive a
12 verbal warning.

13 **Second Offense:**

14 Any phone or electronic device confiscated during the school day will be delivered to the front
15 office. The device shall be retrieved by the student's parent or guardian. The administration will
16 issue a verbal warning to both the student and the parent/guardian, and the offense will be formally
17 documented.

18 **Third Offense:**

19 Any phone or electronic device confiscated during the school day will be delivered to the front
20 office. The device may be retrieved by the student's parent or guardian. Moving forward, the
21 student will be required to check in their phone or device at the front office upon arrival each
22 morning and may retrieve it at the end of the school day. This procedure for third-offense
23 violations will remain in effect for one week.

24 **Fourth Offense:**

25 Any phone or electronic device confiscated during the school day will be delivered to the front
26 office. The student will be required to check in their phone or device at the front office upon
27 arrival each morning and may retrieve it at the end of the school day. This procedure for fourth-
28 offense violations will remain in effect for the remainder of the school year.

29 **Teacher penalty for lack of enforcement:**

30 **First Offense:** Verbal Warning.

31 **Second Offense:** Written Warning.

32 **Third Offense:** Three (3) days of suspension without pay.



Putnam County Board of Education Agenda Requests

Date _____ 02/06/2024

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 \$111,514.80 and First Horizon Bank (retainage) in the amount of \$5,869.20 for pay application #4 related to the Avery Trace Middle School Softball Field project to be paid from the Putnam County Bond Issue.

received
1-31-25 MT

TO OWNER/CLIENT:
Putnam County (TIN) Schools
1400 East Spring St
Cookeville, Tennessee 38506

PROJECT:
Avery Trace Middle Athletic Fields
230 Rabbit Dr
Cookeville, Tennessee 38506

APPLICATION NO: 4
INVOICE NO: 4
PERIOD: 12/1/24 - 12/31/24
PROJECT NO: 0096 24
CONTRACT DATE: 08/06/24

VIA ARCHITECT/ENGINEER:
Kim Chamberlin (Lipland Design Group, Inc.)
3602 Industrial Blvd
Cookeville, Tennessee 38506

CONTRACT FOR: Avery Trace Middle School Athletic Fields

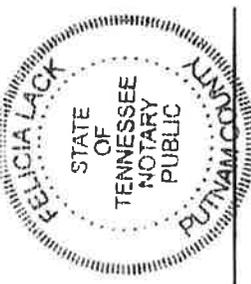
CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. Original Contract Sum \$1,333,800.00
2. Net change by change orders \$46,905.00
3. Contract Sum to date (Line 1 ± 2) \$1,380,705.00
4. Total completed and stored to date (Column G on detail sheet) \$1,380,705.00
5. Retainage:
 - a. 5.00% of completed work \$69,035.25
 - b. 0.00% of stored material \$0.00
6. Total retainage (Line 5a + 5b or total in column I of detail sheet) \$69,035.25
7. Total earned less retainage (Line 4 less Line 5 Total) \$1,311,669.75
8. Less previous certificates for payment (Line 6 from prior certificate) \$1,200,154.95
9. Current payment due: \$111,514.80
10. Balance to finish, including retainage (Line 3 less Line 6) \$69,035.25

CONTRACTOR King Construction Group, Inc.

By: [Signature] Date: 12/30/24



State of: Tennessee
County of: Putnam
Subscribed and sworn to before me this 30th day of December 2024
Notary Public: Felicia Lack
My commission expires: August 27, 2028

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: \$111,514.80

(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: UBG, Inc.

By: Kim Chamberlin Date: 1/29/25

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.

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$50,405.00	\$50,405.00	\$0.00
Total approved this month:	\$0.00	\$0.00	\$(3,500.00)
Totals:	\$50,405.00	\$50,405.00	\$(3,500.00)
Net change by change orders:	\$46,905.00		

DOCUMENT DETAIL SHEET

Document Summary Sheet, Application and Certificate for Payment, containing

Contractor's signed Certification is attached.

Use Column I for Contracts which variable retainage for this item apply.

APPLICATION NUMBER: 4

APPLICATION DATE: 12/11/2024

PERIOD: 12/01/24 - 12/31/24

Contract Lines

ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	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					
1		General Conditions	\$73,550.00	\$52,525.00	\$11,084.00	\$0.00	\$73,560.00	100.00%	\$0.00	\$3,678.00
2		Bonding & Surety Costs	\$42,385.00	\$42,385.00	\$0.00	\$0.00	\$42,385.00	100.00%	\$0.00	\$2,119.25
3		Mobilization	\$38,450.00	\$38,450.00	\$0.00	\$0.00	\$38,450.00	100.00%	\$0.00	\$1,922.50
4		Unsuitable Soil Allowance	\$9,500.00	\$9,500.00	\$0.00	\$0.00	\$9,500.00	100.00%	\$0.00	\$175.00
5		Contingency Allowance	\$100,000.00	\$100,000.00	\$0.00	\$0.00	\$100,000.00	100.00%	\$0.00	\$5,000.00
6		Demolition	\$28,501.00	\$28,501.00	\$0.00	\$0.00	\$28,501.00	100.00%	\$0.00	\$1,325.05
7		Survey / Layout	\$11,500.00	\$11,500.00	\$0.00	\$0.00	\$11,500.00	100.00%	\$0.00	\$580.00
8		Sewer / Storm Drainage	\$390,000.00	\$390,000.00	\$0.00	\$0.00	\$390,000.00	100.00%	\$0.00	\$19,500.00
9		Fencing & Gates	\$68,000.00	\$68,000.00	\$0.00	\$0.00	\$68,000.00	100.00%	\$0.00	\$3,400.00
10		Landscaping / Sod	\$129,700.00	\$64,850.00	\$64,850.00	\$0.00	\$129,700.00	100.00%	\$0.00	\$6,485.00
11		Retaining Wall	\$75,025.00	\$75,025.00	\$0.00	\$0.00	\$75,025.00	100.00%	\$0.00	\$3,751.25
12		Exterior Concrete	\$148,219.00	\$148,219.00	\$0.00	\$0.00	\$148,219.00	100.00%	\$0.00	\$7,410.95
13		Masonry	\$75,750.00	\$63,750.00	\$15,000.00	\$0.00	\$75,750.00	100.00%	\$0.00	\$3,787.50
14		Canopies / Dugout Roofs	\$109,989.00	\$109,989.00	\$0.00	\$0.00	\$109,989.00	100.00%	\$0.00	\$5,499.45
15		Bleachers	\$97,421.00	\$97,421.00	\$0.00	\$0.00	\$97,421.00	100.00%	\$0.00	\$1,871.05
TOTALS:			\$1,933,800.00	\$1,140,554.00	\$793,246.00	\$0.00	\$1,933,800.00	100.00%	\$0.00	\$96,680.00

Change Orders

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE		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	FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
16.1	Change Order #1	\$50,405.00	\$0.00	\$50,405.00	\$0.00	\$0.00	\$50,405.00	100.00%	\$0.00	\$2,520.25
17.1	Change Order #2	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00	100.00%	\$0.00	\$175.00
TOTALS:			\$53,905.00	\$0.00	\$53,905.00	\$0.00	\$53,905.00	100.00%	\$0.00	\$2,695.25

Grand Totals	A	B	C	D	E	F	G	H	I
FUND	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM POLICIOUS APPLICATION (D & E)	THIS PERIOD	REASONABLY PRESENTLY STORED (NOT IN B OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO BUDGET (C - G)	REMARKS
	GRAND TOTALS	\$1,389,705.00	\$1,159,555.00	\$269,745.00	\$0.00	\$1,429,300.00	100.00%	\$0.00	



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

Date _____ 2/6/2024

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 #5 to release the full amount of King Construction Group's retainage in the amount of \$69,035.25 related to the Avery Trace Middle School Athletic Field project.

received
1-31-25 MT

2409

APPLICATION AND CERTIFICATE FOR PAYMENT

DOCUMENT SUMMARY SHEET

TO OWNER/CLIENT:

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

PROJECT:

Avery Trace Middle Athletic Fields
230 Raider Dr
Cookeville, Tennessee 38501

APPLICATION NO: 5

INVOICE NO: 5

PERIOD: 01/01/25 - 01/31/25

PROJECT NO: C008-24

CONTRACT DATE: 8/9/2024

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
Crossville, Tennessee 38555

CONTRACT FOR: Avery Trace Middle School Athletic Fields

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 \$1,333,800.00
- 2. Net change by change orders \$46,905.00
- 3. Contract Sum to date (Line 1 ± 2) \$1,380,705.00
- 4. Total completed and stored to date (Column G on detail sheet) \$1,380,705.00
- 5. Retainage:
 - a. 0.00% of completed work \$0.00
 - b. 0.00% of stored material \$0.00
- 6. Total retainage (Line 5a + 5b or total in column I of detail sheet) \$0.00
- 7. Total earned less retainage (Line 4 less Line 5 Total) \$1,380,705.00
- 8. Less previous certificates for payment (Line 6 from prior certificate) \$1,311,689.75
- 9. Current payment due: \$69,035.25
- 10. Balance to finish, including retainage (Line 3 less Line 6) \$0.00

Retainage Release only

By: *[Signature]*
CONTRACTOR: King Construction Group, Inc.

Date: 1/22/25



State of: Tennessee
County of: Putnam
Subscribed and sworn to before me this 22nd day of January 2025
Notary Public: Felicia Lack
My commission expires: August 27, 2028

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: \$69,035.25

(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: *LOG, Inc.*

By: *[Signature]* Pres. Date: 1/29/25

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.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$50,405.00	\$(3,500.00)
Total approved this month:	\$0.00	\$0.00
Totals:	\$50,405.00	\$(3,500.00)
Net change by change orders:	\$46,905.00	

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: 5
 APPLICATION DATE: 1/22/2025
 PERIOD: 01/01/25 - 01/31/25

Contract Lines

A ITEM NO.	B BUDGET CODE	C DESCRIPTION OF WORK	D SCHEDULED VALUE	E WORK COMPLETED		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	\$73,560.00	\$0.00	\$0.00	\$0.00	\$73,560.00	\$0.00	\$0.00
2		Bonding & Startup Costs	\$42,385.00	\$0.00	\$0.00	\$0.00	\$42,385.00	\$0.00	\$0.00
3		Mobilization	\$38,450.00	\$0.00	\$0.00	\$0.00	\$38,450.00	\$0.00	\$0.00
4		Unsuitable Soil Allowance	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$0.00
5		Contingency Allowance	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00	\$0.00	\$0.00
6		Demolition	\$26,501.00	\$0.00	\$0.00	\$0.00	\$26,501.00	\$0.00	\$0.00
7		Survey / Layout	\$11,800.00	\$0.00	\$0.00	\$0.00	\$11,800.00	\$0.00	\$0.00
8		Sitework / Storm Drainage	\$390,000.00	\$0.00	\$0.00	\$0.00	\$390,000.00	\$0.00	\$0.00
9		Fencing & Gates	\$68,600.00	\$0.00	\$0.00	\$0.00	\$68,600.00	\$0.00	\$0.00
10		Landscaping / Sod	\$129,700.00	\$0.00	\$0.00	\$0.00	\$129,700.00	\$0.00	\$0.00
11		Retaining Wall	\$75,025.00	\$0.00	\$0.00	\$0.00	\$75,025.00	\$0.00	\$0.00
12		Exterior Concrete	\$148,219.00	\$0.00	\$0.00	\$0.00	\$148,219.00	\$0.00	\$0.00
13		Masonry	\$78,750.00	\$0.00	\$0.00	\$0.00	\$78,750.00	\$0.00	\$0.00
14		Canopies / Dugout Roofs	\$109,989.00	\$0.00	\$0.00	\$0.00	\$109,989.00	\$0.00	\$0.00
15		Bleachers	\$37,421.00	\$0.00	\$0.00	\$0.00	\$37,421.00	\$0.00	\$0.00
TOTALS:			\$1,333,800.00	\$0.00	\$0.00	\$0.00	\$1,333,800.00	\$0.00	\$0.00

Change Orders

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	E WORK COMPLETED		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				
16.1	Change Order #1	\$50,405.00	\$0.00	\$0.00	\$0.00	\$50,405.00	\$0.00	\$0.00
17.1	Unused Allowance	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$0.00
TOTALS:			\$50,405.00	\$0.00	\$0.00	\$50,405.00	\$0.00	\$0.00

Grand Totals										
A	B	C	D	E		F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D CRE)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE	
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD						
	GRAND TOTALS:	\$1,380,705.00	\$1,380,705.00	\$0.00	\$0.00	\$1,380,705.00	100.00%	\$0.00	\$0.00	

✓

✓

✓

✓



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

Date _____ 2/6/2025

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 Energy Systems Group in the amount of \$49,254.19 and First National Bank of Tennessee (retainage) in the amount of \$2,592.32 for pay application #2 related to the Parkview Elementary School renovation project to be paid from the Putnam County Bond Issue.

received
1-27-25 MT



AIA DOCUMENT G702

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: Putnam County School System TN
1400 East Spring Street
Cookeville, TN 38506

PROJECT: CPBNA00578
CONTRACT DATE: 10/02/2024

VALUATION NUMBER: 2
APPLICATION DATE: 01/21/2025
PERIOD TO: 01/31/2025
ESG JOB NUMBER: CPBNA00578

Please Remit To

FROM CONTRACTOR: Energy Systems Group
9877 Eastgate Court
Newburgh, IN 47630

Payment by Mail
Energy Systems Group
PO BOX 713390
Chicago, IL 60677-1527

ACH & EFT information (inbound & outbound):
ABA: 071006486
CIBC (Chicago, IL)
For the Benefit of Energy Systems Group, LLC
Account 1070134

Wire Transfers (inbound & outbound):
ABA: 071006486
CIBC (Corp office in Chicago)
For the Benefit of Energy Systems Group, LLC
Account 1070134

CONTRACT FOR: 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'S APPLICATION FOR PAYMENT
Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.



By: *[Signature]*
Kate Thene, Controller
State of: INDIANA
County of: WARRICK
Subscribed and sworn to before me this 21st day of June, 2025

Notary Public: *[Signature]*
My Commission expires: April 9, 2029

Date: 01/21/2025

1. ORIGINAL CONTRACT SUM	8,773,494.77		
2. Net change by Change Orders	0.00		
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	8,773,494.77		
4. TOTAL COMPLETED & STORED TO DATE	2,163,815.09		
5. RETAINAGE:	108,190.75		
a. 5% of Total Completed & Stored To Date (Column 1 of G703)			
6. TOTAL EARNED LESS RETAINAGE	2,055,624.34		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	2,006,370.15		
8. CURRENT PAYMENT DUE	49,254.19		
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	6,717,870.43		

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

AIA DOCUMENT G702 - APPLICATION AND CERTIFICATE FOR PAYMENT-1992 EDITION AIA

ARCHITECT: _____ 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.

Mark!
I HAVE REVIEW THIS PAY APPLICATION AND RECOMMEND ITS PAYMENT.

John Magyars
1-27-25

G702-1992

CONTINUATION SHEET

Based on AIA DOCUMENT G703

Based on AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.

VALUATION NUMBER: 2
 APPLICATION DATE: 01/21/2025
 PERIOD TO: 01/31/2025
 ESG JOB NUMBER: CPBNA00578

ITEM NO.	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 RETAINAGE FINISH (C - G)	I 5%
			FROM PREVIOUS APPLICATION	THIS PERIOD					
1-1	Bard Units	450,000.00	450,000.00	0.00	0.00	0.00	450,000.00	100.00	22,500.00
1-2	MEP - Mobilization, General Conditions, Bonds	401,554.00	401,554.00	0.00	0.00	0.00	401,554.00	100.00	20,077.70
1-3	Electrical Upgrades	920,000.00	46,000.00	0.00	0.00	0.00	46,000.00	5.00	2,300.00
1-4	HVAC, Sheet Metal	1,273,683.00	63,684.15	0.00	0.00	0.00	63,684.15	5.00	3,184.21
1-5	Plumbing	1,000,000.00	50,000.00	0.00	0.00	0.00	50,000.00	5.00	2,500.00
1-6	Controls, Start up, Test/Balance	141,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1-7	General Contractor-Mobilization, General Conditio	252,600.00	252,600.00	0.00	0.00	0.00	252,600.00	100.00	12,630.00
1-8	Demolition	256,900.00	64,225.00	12,845.00	0.00	0.00	77,070.00	30.00	3,853.50
1-9	Concrete & Masonry	394,000.00	19,700.00	0.00	0.00	0.00	19,700.00	5.00	985.00
1-10	Carpentry, Millwork, Framing, Doors, Hardware	1,359,393.00	67,969.65	0.00	0.00	0.00	67,969.65	5.00	3,398.48
1-11	Ceilings, Floors, Windows	470,700.00	23,535.00	0.00	0.00	0.00	23,535.00	5.00	1,176.75

**EXHIBIT B-1
LIEN RELEASE AND WAIVER FOR PROGRESS PAYMENT**

Project Description: Putnam County School System - Energy Savings Performance Contract
Contract or Purchase Order Number: CPBNA00578

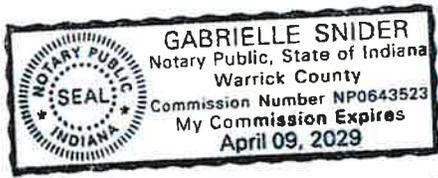
Energy Systems Group, LLC, the undersigned, for and in consideration of the payments made to it by Owner, Agent and/or Contractor, for labor employed in and/or materials furnished for the above-referenced project, hereby certifies as follows:

1. The undersigned hereby affirms that there are no outstanding claims against the Owner, Contractor, or their agents, employees and/or its sureties in connection with this project.
2. In consideration of this progress payment to its complete satisfaction, the undersigned does hereby waive, release and quit claim in favor of the Owner, all rights that presently exist to the undersigned to assert a lien upon the land and improvements comprising the project by virtue of any law in the jurisdiction in which the land and improvements are located or an amendment of said law regarding the rights of a contractor, subcontractor, laborer, supplier, or materialman to assert a lien or claim against the project.
3. The undersigned does hereby release, waive and discharge the project, the Owner of the project, the Contractor, and their agents, employees, and sureties, and other guarantors or obligors on the Bond or other undertaking, from any and all causes of action, suits, debts, accounts, damages, encumbrances, judgments, claims, and demands whatsoever, in law or equity which the undersigned and/or its successors and/or assignees ever had, now have, or ever will have against the said Owner, Contractor, and their agents or employees, sureties and other guarantors or obligors on the Bond or other undertaking, by reason of delivery of material and/or the performance of work relating to the construction of the project; and the undersigned hereby agrees to indemnify, defend and hold the above parties harmless from any and all damages, costs, expenses, demands, suits, and legal fees, directly or indirectly relating to any claim or lien by any party which relates to that which was performed or should have been performed by or for the undersigned.
4. The undersigned has not and will not assign any claim against the Owner, Contractor, and their agents or employees, sureties, and other guarantors or obligors on the Bond or other undertaking, nor any lien or right to perfect a lien against the project, and the undersigned has the right, power, and authority to execute this Lien Release and Waiver for Progressive Payment.
5. The undersigned warrants that upon receipt of \$49,254.19, the underlying payments will be made with (7) seven days to all laborers and subcontractors employed by it, and all suppliers or materialmen from which it has acquired materials incorporated into the project and any lien or bond claimant relating to the undersigned's work and that none of such laborers, subcontractors, suppliers, or materialmen, or claimants has any claim, demand, or lien against the project. The undersigned further warrants that all applicable taxes, fees and benefits relating directly or indirectly to the undersigned's work have been paid in full.
6. No security interest has been given or executed by the undersigned for or in connection with any materials, appliances, machinery, fixtures or furnishings placed upon or installed in the project.

This Lien Release and Waiver for Progress Payment shall be an independent covenant and shall operate and be effective with respect to work and labor done and materials furnished and under any supplemental contract or contracts, whether oral or written, for extra or additional work on the project.

IN WITNESS WHEREOF, this Lien Release and Waiver for Progress Payment has been executed on this 21st day of Jun., 2025

[Signature]
(Signature)
Energy Systems Group, LLC
(Company Name)



STATE OF Indiana)_ SS:
COUNTY OF Warrick)

SUBSCRIBED and sworn to before me, a Notary Public, in and for this County and State, this 21st day of Jun., 2025

[Signature]
(Notary Public) County of Residence: Warrick
Gabrielle Snider My Commission Expires: April 9, 2029
(Printed Name)

CONTINUATION SHEET

Based on AIA DOCUMENT G703

Page 3 (3)

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		H BALANCE TO RETAINAGE FINISH (C - G)	I 5%
			FROM PREVIOUS APPLICATION	THIS PERIOD			TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G / C)		
1-12	Paints and Coatings, Specialties	319,400.00	15,970.00	0.00	0.00	0.00	15,970.00	5.00	303,430.00	798.50
1-13	Engineering	274,652.00	274,652.00	0.00	0.00	0.00	274,652.00	100.00	0.00	13,732.60
1-14	Architecture	284,575.00	284,575.00	0.00	0.00	0.00	284,575.00	100.00	0.00	14,228.75
1-15	Project Management, Overhead	975,037.77	97,503.78	39,001.51	0.00	0.00	136,505.29	14.00	838,532.48	6,825.26
	TOTALS	8,773,494.77	2,111,968.58	51,846.51	0.00	0.00	2,163,815.09	24.66	6,609,679.68	108,190.75