

Putnam County Regular April Board Meeting
April 2, 2020 5:00 PM
1400 E Spring St.
Cookeville, TN 38506

- I. Meeting Called to Order
- II. Approval of Agenda
- III. Announcements
 - A. Director's Reports
 1. General Purpose School Cash Flow Analysis
 2. General Purpose School Fund Budget to Actual Monthly Report
 3. Personnel Report
- IV. Approval of Minutes
 - A. Minutes of the Regular March Board Meeting - Thursday, March 5, 2020, @ 5:00 PM
 - B. Minutes of the Special Called Board Meeting - Thursday, March 5, 2020, @ 5:35 PM
- V. Approval of Consent Agenda
 - A. Payments/Purchases
 1. Approval of the purchase of fifty-one (51) Chromebooks from Troxell per quote in the amount of \$12,750.00 to be paid from 142-71100-722-1010 for Prescott South Elementary, as submitted.
 2. Approval of payment to Upland Design Group, Inc. - Crossville, Tennessee in the amount of \$90,000 for architectural services relative to the New Southwest Putnam County Elementary School project for the preliminary design fee to be paid from 141-72620-304-02504, Architects. (Bond Issue)
 - B. Bids/Quotes/Sealed Bids/RFPs
 1. Approval of the third renewal of the Pest Control bid with Optimus Pest Solutions - Smithville, Tennessee effective July 1, 2020, through June 30, 2021, as submitted.
 2. Approval to release an Athletic Trainer RFP.
 - C. Budget Amendments/Line Item Transfers
 1. General Purpose School Budget Amendments - Fund 141
 - a. Early Childhood Education - Budget donation received for WOW bus
 - b. Grants - To establish budget for camp supplies
 2. General Purpose School Line Item Transfers - Fund 141
 - a. Adult Education - To redistribute funds received for Adult Education
 3. Federal Projects Budget Amendments - Fund 142
 - a. Federal Programs - Title I (101) required in order to utilize funds more appropriately according to program needs
 - b. Federal Programs - ATSI Grant (171) required in order to utilize funds more appropriately according to program needs
 - c. Federal Program- McKinney Vento Homeless Grant (701) needed in order to assist with transportation of students affected by the March tornado
 - d. CTE Carl Perkins - To reallocate funds to meet the needs of the CTE Programs in Putnam County

D. Approval of Out-of-County and Overnight Trip Reports (None Submitted)

E. Approval of Grant Report

F. Other

1. Approval to renew annual site license subscription for Class Link (per Sevier County Schools, TN contract pricing) in the amount of \$35,123.90 to be paid from 141-71100-722-01607, Technology, as submitted.
2. Approval for CTE to apply for additional course codes for Programs of Study for the 2020-2021 school year
3. Approval to enter into a contract with Maffett Loftis Engineering, LLC - Cookeville, Tennessee in the amount of \$7,950.00 for the design/bid documents required to add air conditioning to the Burks Elementary School gym to be paid by funds appropriated directly by Putnam County, as submitted.
4. Approval of the Letter of Interest between Putnam County Schools and Schneider Electric - Franklin, Tennessee to evaluate the current state of business operations with the purpose of identifying future opportunities for *enabling* the goals, mission and direction of the organization at no financial obligation to Putnam County Schools, as submitted.
5. Approval of the Certification of Adoption for ELA Local Adoption, as submitted.
6. Approval of the Letter of Intent to purchase ELA Adoption series for summer training.
7. Approval to enter into contract with Carwile Mechanical - Cookeville, Tennessee in the amount of \$72,750.00 for the KMC software upgrade of our mechanical systems at Burks, Cane Creek, Capshaw, Cornerstone, and Sycamore Elementary Schools and Upperman High School to be paid by funds appropriated directly by Putnam County, as submitted.

VI. Policy

A. On second and final reading

1. Policy 4.301, Interscholastic Athletics

B. On first and final reading

1. Policy 1.8011, Emergency Closings
2. Policy 1.8011.3, Employee Designations During Emergency Closure
3. Policy 5.1151, Telework During Emergencies

VII. Discussion/Presentation

A. Cookeville High School Turf Project RFP Update

B. Director of Schools Advisory Committee Report

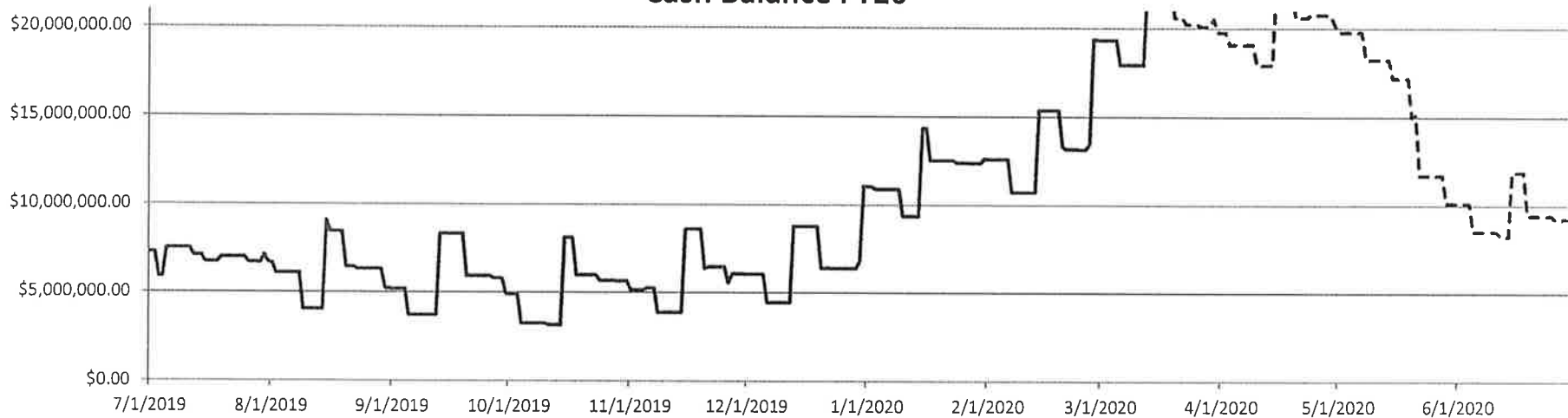
Speaker(s): Eric Brown, Committee Chair

VIII. Adjournment

EXHIBIT
 III A.1
 04-02-20
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Putnam County
 General Purpose School Fund
 Cash Balance FY20

— Actual Cash Balance
 - - - Estimated Cash Balance



7/1/2019	\$ 7,299,789.49	2/1/2020	\$ 12,586,727.44
8/1/2019	\$ 6,700,662.70	3/1/2020	\$ 19,319,791.70
9/1/2019	\$ 5,198,740.43	4/1/2020	\$ 19,770,740.64
10/1/2019	\$ 4,902,415.95	5/1/2020	\$ -
11/1/2019	\$ 5,143,615.87	6/1/2020	\$ -
12/1/2019	\$ 6,056,941.49	7/1/2020	\$ -
1/1/2020	\$ 11,044,044.89		

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**PUTNAM COUNTY BOARD OF EDUCATION
FUND 141 - GENERAL PURPOSE SCHOOL FUND
MONTHLY BUDGET TO ACTUAL REPORT**

EXHIBIT
III A.2.
04-02-20

	2019-2020 Budget	Actual Jul 2019	Actual Aug 2019	Actual Sep 2019	Actual Oct 2019	Actual Nov 2019	Actual Dec 2019	Actual January 2020	Actual February 2020	Actual Year to Date
Revenues:										
40000 Local Revenue	34,208,655	101,263	1,503,273	1,472,172	2,161,274	2,751,574	6,964,043	2,919,832	8,536,025	26,409,456
41000 Licenses and Permits	6,000	589	361	665	675	694	-	741	266	3,990
43000 Charges-Current Services	260,850	1,235	21,284	14,025	36,010	13,226	33,848	29,384	10,657	159,669
44000 Other Local Revenue	31,700	665	2,299	2,475	2,440	3,110	11,625	2,447	3,377	28,438
46000 State of Tennessee	57,768,017	-	5,441,714	5,470,801	5,844,593	5,619,678	5,588,163	5,994,994	5,839,456	39,799,399
47000 Federal Thru State	899,008	-	15,292	31,814	50,359	165,982	49,080	52,375	51,341	416,243
48000 Donations/Other	71,800	-	2,771	4,775	2,775	62,976	3,773	2,812	2,811	82,691
49000 Other Sources	900,000	-	51,361	51,356	51,361	52,584	102,723	-	116,153	425,538
TOTAL	94,146,030	103,753	7,038,356	7,048,083	8,149,486	8,669,823	12,753,253	9,002,584	14,560,086	67,325,424

Expenditures:										
71100 Regular Education	45,398,230	568,292	4,178,092	3,641,847	3,651,444	4,313,701	3,725,346	3,679,093	3,638,853	27,396,667
71150 Alternative Education	774,246	8,034	63,084	62,982	62,879	65,033	63,612	63,747	63,646	453,018
71200 Special Education	9,289,655	113,850	737,725	752,552	752,698	776,491	764,711	762,376	760,068	5,420,471
71300 Vocational Education	1,683,687	21,921	114,467	117,550	128,851	123,071	115,722	118,495	117,712	857,789
71600 Adult Education	562,416	29,534	42,426	43,511	42,279	41,051	43,635	42,168	42,297	326,900
72110 Attendance	298,162	19,213	79,805	19,075	19,024	22,875	19,075	19,459	20,338	218,863
72120 Health Services	1,094,033	21,608	96,579	88,987	89,239	87,542	86,519	91,689	85,208	647,372
72130 Other Student Services	3,337,364	34,128	258,242	247,530	204,444	234,289	206,818	225,107	261,799	1,672,359
72210 Regular Ed. Support	2,959,973	113,739	325,987	209,031	218,783	218,972	243,600	245,506	229,134	1,804,753
72215 Alternative Ed. Support	135,420	8,118	11,107	11,107	11,107	11,107	11,107	11,109	11,109	85,873
72220 Special Ed. Support	1,753,071	62,480	138,410	145,036	134,766	138,098	136,987	147,753	141,913	1,045,442
72230 Vocational Ed. Support	93,986	8,380	7,084	7,184	7,084	7,453	7,303	7,553	7,336	59,377
72250 Technology	1,525,525	67,504	290,889	89,945	87,187	90,012	94,889	91,344	275,366	1,087,135
72260 Adult Ed. Support	184,194	12,639	12,813	13,566	13,176	18,853	14,239	25,171	12,640	123,097
72310 Board of Education	1,840,336	532,933	85,542	56,690	91,660	106,605	276,510	119,922	188,640	1,458,502
72320 Office of the Director	155,341	13,280	12,563	12,170	11,800	12,555	13,028	12,281	19,354	107,029
72410 Office of Principal	6,572,303	150,535	536,089	533,809	536,870	549,502	539,846	543,337	560,136	3,950,125
72510 Fiscal Services	901,741	87,461	127,684	64,838	65,218	66,286	64,440	69,365	69,726	615,019
72520 Human Services/Personnel	242,788	19,751	17,948	28,914	19,946	19,499	18,071	19,367	18,567	162,063
72610 Operation of Plant	7,095,242	491,930	616,537	330,871	820,471	579,141	474,589	540,904	536,768	4,391,211
72620 Maintenance of Plant	2,099,781	136,275	206,433	358,659	12,373	168,364	123,630	146,550	138,841	1,291,125
72710 Transportation	3,522,735	107,573	265,000	250,736	243,666	275,548	439,527	277,690	357,546	2,217,285
73100 Food Services	474,812	34,686	34,682	34,686	35,909	34,686	34,687	33,055	35,215	277,606
73300 Community Services	779,932	13,905	12,372	38,114	88,320	63,237	68,658	57,390	77,533	419,529
73400 Early Childhood Education	1,871,057	28,938	165,480	143,630	142,791	173,117	143,585	147,350	170,562	1,115,452
76100 Regular Capital Outlay	-	-	-	-	-	-	-	-	-	-
99100 Operating Transfers	-	-	36,796	976	(12,754)	9,337	730	196	(1,922)	33,359
TOTAL	94,646,030	2,706,707	8,473,837	7,303,994	7,479,232	8,206,425	7,730,865	7,497,978	7,838,384	57,237,422

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Personnel Report For March 2020

NEW HIRES				
LAST NAME	FIRST NAME	LOCATION	ASSIGNMENT	EFFECTIVE DATE
Cox	James	ATMS	5-8 Math Teacher	3/2/20
Craighead	Philip	CHS	Teacher	2/3/2020 - 2/28/2020
Groover	Marie	Transportation	Bus Driver	3/10/20
Hogan	Ashley	NES	Food Services	3/23/20
Jacups	Meagan	Adult Education	Success Navigator	3/16/20
Leboeuf	Kristy	Transportation	Transportation	3/9/20
Mitchell	Jennifer	Star Center	School Nutrition Supervisor	3/23/20
Montgomery	Lora	ATMS	Food Services	3/23/20
Nguyen	Hal	PSES	SAC Activity Instructor	2/27/20
Phillips	Lauren	NES	Food Services	3/2/20
Smith	Angelia	UHS	Teacher	1/21/20
LAST NAME	FIRST NAME	LOCATION	ASSIGNMENT	EFFECTIVE DATE
RESIGNATION				
LAST NAME	FIRST NAME	LOCATION	ASSIGNMENT	EFFECTIVE DATE
Dodd	Cody	ATMS	SAC Activity Instructor	2/27/20
Dwyer	Jeanette	CCES	Food Services	3/13/20
Walker	Mary E.	PSES	SAC Activity Instructor	3/9/20
RETIREMENT				
LAST NAME	FIRST NAME	LOCATION	ASSIGNMENT	EFFECTIVE DATE
PAY CHANGE				

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<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>LOCATION</u>	<u>ASSIGNMENT</u>	<u>HOURS</u>
<i>ADDITIONAL HOURS</i>				
<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>LOCATION</u>	<u>ASSIGNMENT</u>	<u>HOURS</u>
Bowman	Loren	Star Center	Front Desk - LEAPS Spring Break Camp	NTE 8 Hrs. per day
Hutcheson	Monica	AES	Secretary - Cathy Jones (LOA)	5
Jackson	Jessica	Star Center	LEAPS/21st Century	NTE 2 Hrs. per day or 4 Hrs. per week
Williams	Joseph	ATMS	Band Instruction (Jan.- March)	2
<i>INCREASE IN HOURS</i>				
<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>FROM POSITION</u>	<u>TO POSITION</u>	<u>HOURS</u>
Barry	Hollie Anne	Transportation	Transportation	5.00
Brown	Mary E.	Food Services - CCES	Food Services - CCES	6.00
<i>DECREASE IN HOURS</i>				
<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>FROM POSITION</u>	<u>TO POSITION</u>	<u>HOURS</u>
Bingham	Andrea	Teacher - PSMS	Teacher - PSMS	7.50
<i>TRANSFERS</i>				
<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>FROM POSITION</u>	<u>TO POSITION</u>	<u>HOURS</u>
Phillips	Lauren	Food Services - NES	Food Services - CCES	5.00
Ramsaur	Jacob	SAC Activity Instructor - CHS	SPED CDC Assistant - CHS	7.00
Wagner	Emily	SAC Activity Instructor - PSES	SAC Activity Instructor - NES	5.80
Wheeler	Kason	SAC Activity Instructor	SAC Site Director - ATMS	5.80

<i>PROFESSIONAL</i>				
	<u>FIRST</u>			
<u>LAST NAME</u>	<u>NAME</u>	<u>DEGREE</u>		
Myhre	Natalie	Masters - ELA		
<i>TERMINATIONS</i>				
	<u>FIRST</u>			
<u>LAST NAME</u>	<u>NAME</u>	<u>POSITION</u>		<u>HOURS</u>
<i>NON-RENEWALS</i>				
	<u>FIRST</u>			
<u>LAST NAME</u>	<u>NAME</u>	<u>LOCATION</u>	<u>POSITION</u>	<u>HOURS</u>
<i>OTHER</i>				
<u>LAST NAME</u>	<u>FIRST</u>	<u>LOCATION</u>	<u>POSITION</u>	<u>HOURS</u>
	<u>NAME</u>			
<i>CORRECTIONS</i>				
<u>LAST NAME</u>	<u>FIRST</u>	<u>POSITION</u>		<u>HOURS</u>
	<u>NAME</u>			
<i>SPREADSHEETS:</i>				
LEAPS/21st Century - March		PCF #1 & Spreadsheet Attached		

<u>EFFECTIVE DATE</u>	<u>FUNDED</u>	<u>Rate of Pay</u>
<u>EFFECTIVE DATE</u>	<u>FUNDED</u>	<u>Rate of Pay</u>
03/16/2020 - 03/20/2020	141-73100-116-02003	\$15/Hr.
1/31/20	141-72410-005	10.51/Hr.
2/17/20	142-73300-116-0431	\$15/Hr.
3/10/20	141-72210-189-01601	\$320.48
<u>EFFECTIVE DATE</u>	<u>FUNDING CODE</u>	<u>REPLACING</u>
2/17/20	141-72710-189-01605	Edna Franklin
3/23/20	143-73100-165-00030	Jeanette Dwyer
<u>EFFECTIVE DATE</u>	<u>FUNDING CODE</u>	<u>REPLACING</u>
3/13/20	141-71100-116-000-100	1/200th day - due to suspension
<u>EFFECTIVE DATE</u>	<u>FUNDING CODE</u>	<u>REPLACING</u>
3/23/20	143-73100-165-0030	Mary Ward's Hrs.
3/9/20	142-71200-163-906-037	Ursula Mahan
3/6/20	146-73300-189-01800	Jacob Ramsaur
3/23/20	146-73300-189-01800	Anthony Mapes

<u>EFFECTIVE DATE</u>	<u>FUNDING CODE</u>	<u>AMOUNT</u>
3/12/20	141-71100-116-015	\$2,500
<u>EFFECTIVE DATE</u>		
<u>EFFECTIVE DATE</u>		
<u>EFFECTIVE DATE</u>	<u>FUNDING CODE</u>	<u>AMOUNT</u>
<u>EFFECTIVE DATE</u>		

#1

PUTNAM COUNTY BOARD OF EDUCATION
APPROVAL FORM

NEW HIRE NAME:

STREET ADDRESS:

CITY, STATE ZIP:

CONTACT NUMBER:

* LOCATION: **STAR CENTER**

Employee Type Code: **12SPT**

OR Employee's Name: **SHARON R DYER**

* REASON FOR ACTION: **ADDITIONAL HOURS**

* EFFECTIVE DATE: **03/14/2020**

HIGHLY QUALIFIED MET
CERTIFICATION/ENDORSEMENT:

* REPLACING: **no one**

* MONTHS WORKED PER YEAR: **12**

* HOURS WORKED PER DAY: **8.0**

POSITION FUNDED:

Type of Funding: **LEAPS**

* NOTES: **Please see attached PCF spreadsheets for
LEAPs and 21st CCLC**

DIRECTOR OF SCHOOLS - **CORBY KING (INTERIM)**

DEPUTY DIRECTOR OF SCHOOLS - **TIM MARTIN (INTERIM)**

DIRECTOR, HUMAN RESOURCES - **ANGIE KNIGHT**

DIR OF SCHOOLS SIGNATURE

DEPUTY DIR SIGNATURE

DIRECTOR HR SIGNATURE

MINUTES
Putnam County Board of Education
Cookeville, Tennessee
March 5, 2020

The Putnam County Board of Education met in the office of the Putnam County Education Building - Cookeville, Tennessee on Thursday, March 5, 2020. Dr. FRY convened the meeting at 5:00 PM.

PRESENT	6	ABSENT	0
Dr. Dawn Fry, Chair			
Celeste Gammon, Vice-Chair			
Kim Cravens			
David McCormick			
Jerry Maynard			
Lynn McHenry			

Dr. FRY stated the Board would address Agenda Item II., Approval of the Agenda.

ACTION: (II.) Ms. **CRAVENS** made a motion to approve the Agenda, as submitted and as recommended by Corby King, Interim Director of Schools. Ms. **GAMMON** seconded the motion. Motion carried.

Dr. FRY stated the Board would address Agenda Item III.A., Announcements, and recognized Corby King, Interim Director of Schools.

Dr. FRY expressed her deep appreciation for our community and for the outpouring of volunteers that have come forward from both our community, our state and out-of-state to assist after the severe damage and loss of live to our community from the tornado.

Mr. **King** stated it was difficult to talk about what had occurred over the last few days to our Putnam County families including the loss of two (2) of our students, a PreK student at Cane Creek Elementary and a middle school student at Upperman Middle. Mr. **King** stated we had over one hundred and twenty-six (126) students who had some damage to or loss of their homes and seventeen (17) employees who also had damage to or loss of homes. Mr. **King** stated we would be going back to school next week and requested a moment of silence for our community.

Mr. King made the following announcements:

- Noted Putnam County School System had been named a 2019-2020 Tennessee Arts Academy Arts Partner School System
- Noted the following Director's Reports:
 - General Purpose School Cash Flow Analysis
 - General Purpose School Fund Budget to Actual Monthly Report
 - Personnel Report
 - Notification of a third supplement for Aaron Peters at Monterey High School for Junior High golf coach
 - Informational Report pursuant Board Policy 2.402: 2019 annual report of investment earnings from individual schools per Policy 2.402
 - Noted Spring Break was scheduled from Monday, March 16 through Friday, March 20, 2020.

Dr. FRY stated the Board would address Agenda Item IV, Approval of the Minutes of the Regular March Board Meeting.

ACTION: (IV.) Ms. **GAMMON** made a motion to approve the Minutes of the Regular February Board Meeting – Thursday, February 6, 2020, @ 5:00 PM, as submitted. Mr. **McCORMICK** seconded the motion. Motion carried.

Dr. FRY stated the Board would address approval of the Consent Agenda., and asked if the Board had any items they would like removed for discussion.

ACTION: (V.A.1. – V.F.13.) Mr. **McCORMICK** made a motion to approve the following Consent Agenda, as submitted and recommended by Corby King, Interim Director of Schools:

V. Approval of the Consent Agenda

A. Payments/Purchases

1. Approval of payment to Moore, Rader, Fitzpatrick and York, P.C. – Cookeville, Tennessee for legal services from December 2, 2019, through February 28, 2020, in the total amount of \$11,317.36 to be paid from 141-72310-331, Legal Services, as submitted. (General Purpose Schools)

B. Bids/Quotes/Sealed bids/RFPs

1. Permission to bid Framing and Finishing Materials for the Construction Housing Projects for the 2020-2021 school year at the following high schools: Cookeville, Monterey and Upperman.
2. Permission to bid the following System-wide bids: Air Filters; Transportation – Petroleum Products, Automotive Parts, and Bus Tires.
3. Approval of the third (3rd) renewal for the 2020-2021 school year for the IWC (Food & Non-Food) bid (original bid agreement 2017-2018) to be paid from 143 E 73100422/421.
4. Approval of the second (2nd) renewal for the 2020-2021 school year for the Papa John's Pizza bid (original bid agreement 2018-2019) to be paid from 143 E 73100 422.
5. Approval to award the Replacement Boilers bid for Algood Middle School to Charles Stone Heating and Cooling – Cookeville, Tennessee for the base bid plus Add #2 in the total amount of \$139,808.00, as recommended by Moffett Loftis – Cookeville, Tennessee, as submitted.

C. Budget Amendments/Line Item Transfers

1. General Purpose School Budget Amendments – Fund 141
 - a. Special Education – Spring Clean-up to meet actual expenses incurred by the Special Education Department
 - b. Adult Education – To budget for revenue received for Adult Education
2. General Purpose School Line Item Transfers – Fund 141
 - a. Federal Programs – This adaptive Learning Technology Grant (172) is required to utilize funds more appropriately according to program needs
 - b. CTE – Basic Carl Perkins Funds – To move monies to help improve CTE Program needs

3. **Federal Projects Budget Amendments – Fund 142**
 - a. **Special Education – To reallocate funds for Spring Clean-up to meet the actual cost of benefits**
 - b. **Special Education – To reallocate funds for Spring Clean-up to meet the actual cost of benefits**
- D. **Approval of Out-of-County and Overnight Trip Reports - Secondary**
- E. **Approval of the Grant Report (None Submitted)**
- F. **Other**
 1. **Approval of the 5th and final renewal of the beverage contract between Pepsi Beverages Company – Nashville, Tennessee and Putnam County School System effective July 1, 2020, through June 30, 2021, as submitted.**
 2. **Approval of the Dual Enrollment Agreement between Volunteer State Community College and Putnam County School System for the 2020-2021 school year to support the School System's efforts to offer Early Postsecondary Opportunities (EPSO) by providing eligible high school students the opportunity to earn both college and high school graduation credits simultaneously upon successful completion of qualified course(s), as submitted.**
 3. **Approval of the Student Teaching Partnership agreement between Cumberland University and Putnam County School System effective July 1, 2020, – June 30, 2021, with an option to request renewal for four (4) additional years, as submitted.**
 4. **Approval to renew the advertising agreement between District Solutions LLC – Atlanta, Georgia and Putnam County School System to carry out the proposed School Bus Advertising Program effective July 1, 2020, through June 30, 2021, as submitted.**

5. Approval of the 2020-2021 audit quote as professional services rendered by Tamara Beckman, CPS, for the twenty schools' activity funds and cafeteria funds year ending June 30, 2021.
6. Approval to authorize the Interim Director of Schools to sign the audit contract in the amount of \$14,000 to be paid from 141-72310-305.
7. Approval of the following 2020 dates for VITAL Summer School Programs: May 26 – June 26 Credit Recovery, Grades 7 – 8; May 26 – June 19 Credit Recovery, Grades 9 – 12; and Credit Advancement, Grades 7 – 12.
8. Approval to enter into a marketing agreement between Vogue Tower Partners, LLC – Chattanooga, Tennessee and Putnam County School System for the marketing of properties for potential wireless infrastructure for use by the wireless carriers and other telecommunication operators that utilize communications facilities with compensation provided to the Putnam County Board of Education, as submitted.
9. Approval of a request from Monterey High School (MHS) to receive a supplement for Middle School Volleyball noting September 28, 2017, Board approval as a club sport.
10. Approval to enter into a contract with Upland Design Group – Crossville, Tennessee in the amount of \$4,500.00 for the design/bid documents required to bid a security vestibule entrance at the main entrance at Cookeville High School to be paid from 141-72620-399, Other Contracted Services, as submitted.
11. Approval to enter into contract with Charles Stone Heating and Cooling – Cookeville, Tennessee for new boiler replacements at Algood Middle School as noted in the recommendation letter from Maffett Loftis Engineering, LLC – Cookeville, Tennessee in the amount of \$139,808.00 to be paid from funds appropriated directly by Putnam County.

12. Approval to purchase e-Rate Category 1 eligible services from ENA (Education Networks of America) based on the Metro Nashville Public Schools contract #2-225071-08 for funding years 2020-2024, as submitted.
13. Approval to purchase e-Rate Category 2 eligible products and services from the TDOW's Tennessee Education Broadband Consortium (TEBC) State Master Contract #49083 from the approved service provider Central Technologies, Inc. – Knoxville, Tennessee in the amount of \$537,484.00 and is contingent upon e-Rate application approval and once funded the district's portion of cost is 20% and equals \$107,496.80 to be paid from 141-71100-722-01607, Technology, as submitted.

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

Dr. **FRY** stated the Board would address Agenda Item VI.A., Policy 4.301, and Interscholastic Athletics.

ACTION: (VI.A.) Ms. **CRAVENS** made a motion to approve Policy 4.301, Interscholastic Athletics, on first reading **ONLY**, as submitted. Ms. **GAMMON** seconded the motion. Motion carried.

Dr. **FRY** stated the Board would address Agenda Item VII.A., New PreK-8 School Project Update and recognized Kim Chamberlin, Upland Design Group.

Mr. **King** stated the following regarding the New PreK-8 School Project:

- Few weeks ago, held meeting with Mayor Randy Porter and Ben Rodgers, County Commission Budget Chair, regarding county bond capacity
- To keep our school building project moving forward and at the same time working with the County Commission who had several projects to move forward – recommend going forward with only building a PreK-4 now that would not require a tax increase
- With intention later, when the county had additional bond capacity to build the additional 5-8 wing to that facility
- Asked Mr. Chamberlin to present to the Board tonight what the PreK-4 Option would look like if the Board should decide to go in that direction

and problems to having construction of a 5-8 wing on the PreK-4 site once it was open to students.

Mr. Chamberlin stated the following regarding the PreK-8 School Project Update:

- Reviewed PreK-8 floor plan
- Reviewed what facility would look like with PreK-4 only
- Core capacity remains the same as if 5-8 wing was being completed
- Still planning gymnasium bleacher seating for over 1,000
- Still planning for ability to have three (3) practice courts if 5-8 is built
- Reduced auditorium seating to 600+
- Cafeteria still a little oversized to have room for 5-8 to come back
- Reviewed location of the 5-8 wing addition allowing least disruption later when the 5-8 wing was built
- Roughly at 500-550 student capacity
- About twenty-seven (27) classrooms
- PreK-4 = 129,000 square feet
- Reduced PreK-4 project at a cost of approximately \$32 million versus PreK-8 project at a cost of \$45 million
- Suggested not completing middle school athletic fields now as it would require maintenance but rather wait until 5-8 facility was under construction
- Sizing boiler/chiller to work for larger school

Dr. FRY stated Agenda Item VII.B., Prescott South Middle School Social Emotional Processes, will be addressed on the April agenda.

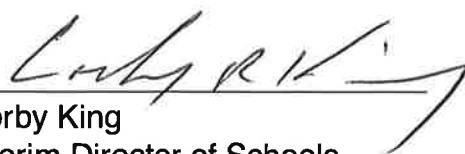
Dr. FRY stated the Board would address Agenda Item VIII., Adjournment.

ACTION: (VIII.) Ms. CRAVENS made a motion to adjourn. Ms. GAMMON seconded the motion. Motion carried.

The Board adjourned at 5:25 PM.

04-02-20
Date


Dawn Fry
Chair


Corby King
Interim Director of Schools

MINUTES
Special Called Meeting
Putnam County Board of Education
Cookeville, Tennessee
March 5, 2020

The Putnam County Board of Education met in the office of the Putnam County Education Building - Cookeville, Tennessee on Wednesday, March 5, 2020. Dr. **FRY** convened the meeting at 5:35 PM.

PRESENT	6	ABSENT	0
----------------------	----------	---------------------	----------

Dr. Dawn Fry, Chair
Celeste Gammon, Vice-Chair
Kim Cravens
David McCormick
Lynn McHenry
Jerry Maynard

Dr. **FRY** stated the Board would address Agenda Item I., Work Session for Cookeville High School (CHS) Turf Project.

The following individuals were present to discuss the CHS Turf Project:

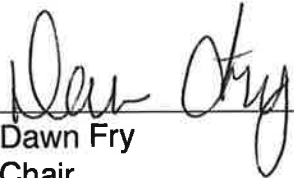
- Dan Rader, Board Attorney
- Corby King, Interim Director of Schools
- Tim Martin, Interim Deputy Director of Schools
- John Magura, Maintenance Supervisor
- Mark McReynolds, Chief Financial Officer
- Julie Baker, representing the CHS football contingent
- Caylor Taylor, representing the CHS soccer contingent
- Jimmy Maynard, CHS Head Football coach
- Steve Robbins, CHS Assistant Principal and Athletic Director


Ms. Baker and Ms. Taylor reviewed the presentation materials they had submitted to the Board.

The Board, Corby King, Dan Rader and the staff present asked questions and received clarification from Ms. Baker and Ms. Taylor regarding the planning, timing, and funding of the CHS Turf Project including discussion of CHS athletic groups' future use of the Turf Field.

Dr. FRY adjourned the meeting at 7:20 PM.

04-02-20
Date


Dawn Fry
Chair


Corby King
Interim Director of Schools



PCSS Board Agenda Request

Date April 2, 2020

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 1 (101) Amendment
- ATSI Grant Amendment -171 Amendment
- McKinney Vento Grant Amendment -701
- Purchase of 51 (fifty-one) Chromebooks, from **Troxell**, per quote in the amount of \$12,750.00 to be paid from 142-71100-722-101 for Prescott South Elementary School.

received
03-23-2020 *CK*



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

Date _____ 4/2/2020
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 payment to Upland Design Group, Inc. – Crossville, Tennessee in the amount of \$90,000 for architectural services relative to the New Southwest Putnam County Elementary School project for the preliminary design fee, to be paid from 141-72620-304-02504, Architects. (Bond Issue)

received
04-01-20
MK

Upland Design Group Inc NEW

PO Box 1026
 Crossville, TN 38557

INVOICE

Invoice Number: 1921 Inv. 1
 Invoice Date: Apr 1, 2020
 Page: 1

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

Bill To:
Putnam County School System 1400 East Spring St Cookeville, TN 38506

Ship to:
Putnam County School System 1400 East Spring St Cookeville, TN 38506

Customer ID	Customer PO	Payment Terms	
1921		Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
			5/1/20

Quantity	Item	Description	Unit Price	Amount
		Preliminary Design Fee - \$90,000.00 Lump Sum New Putnam Co. Elementary School		90,000.00
Subtotal				90,000.00
Sales Tax				
Total Invoice Amount				90,000.00
Payment/Credit Applied				
TOTAL				90,000.00

Check/Credit Memo No:



Putnam County Board of Education
Agenda Request

Name of Person Making Request: John Magura

Department: Maintenance

Subject: Optimus Pest Renewal

Phone Number of Person Making Request: 931-520-6409

Account Funding Code (if appropriate)

 X Backup included

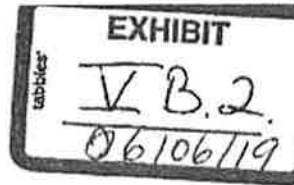
 Backup to follow

Approval of the third renewal of the Pest Control bid with Optimus Pest Solutions - Smithville, Tennessee effective July 1, 2020 through June 30, 2021.

John Magura 3.4.20
John Magura, Facilities Manager Date

[Signature] 3-6-20
Corby King, Interim Director of Schools Date

received
03-05-20
[Signature]



Putnam County Board of Education
Agenda Request

Name of Person Making Request: *June Agenda*

Department:

Subject:

Phone Number of Person Making Request:

Account Funding Code (if appropriate)

Backup included

Backup to follow

Please consider renewing the pest control for the 2019/2020 school year to Optimus Pest Solutions.

John Magura

John Magura, Facilities Manager

5-1-19

Date

Jerry Boyd

Jerry Boyd, Director of Schools

5-2-2019

Date

[Signature]
05-01-19
SR

OPTIMUS PEST SOLUTIONS

409-A S. Mountain Street, Smithville, TN 37166 P.O. Box 4169
Smithville: (615) 215-7378 Cookeville: (931) 520-7378 McMinnville: (931) 473-2847
www.optimuspestsolutions.com service@optimuspestsolutions.com

Good Morning Debbie,

As per our conversation I have enclosed our bid for Putnam County Schools for Pest Control. The bid will include general pest control, but does not include services outside of general pest control. Services such as Termites, Bed Bug Treatments, Carpenter Ants, Lice or and additional services will be priced and serviced separately according to treatment or services needed.

The bid that has been submitted will be based on a 5 year contract with the Putnam County Board of Education beginning with the school calendar year 2017-2018 and will include 2018-2019, 2019-2020, 2020-2021, and 2021-2022. Prices will not change during this time frame once this contract/ bid sheet is signed returned and acknowledged by the Putnam County Board of Education.

Thank You And Have A Great Day.

Sincerely,

Sherry Hattaway -Office Manager

Optimus Pest Solutions

Contract:

for July 2019 - June 30, 2020

Thank You
Sherry Hattaway
4/3/19

for July 2019-

June 30,

2020

BID FORM

PUTNAM COUNTY SCHOOLS
(This is not an order)

SM

Putnam County Board of Education
1400 East Spring Street
Cookeville, TN 38508
ATTN: John Magura
(931) 628-1847

The undersigned, having carefully examined the Notice to Bidders-Specifications, Information to Bidders, Putnam County BOE IPM Plan, Checklist for Pest Control, and Written Code of Standards of Conduct for Pest Control: System Wide with materials and services herein specified on the attached list of items including signed Certification of Compliance, submit a bid in the amount of:

Cafeteria/Food Service Areas:

\$ 3060.00 \$15/month per cafeteria

All Remaining Areas (excluding Cafeteria/Food Service Areas)

\$ 6840.00 \$15/month per school
\$ 14/month per office

Total Annual Cost:

\$ 9,900.00

Firm Name Optimus Pest Solutions
Address 409 S Mountain St.
City/State Smithville, TN 37166
Telephone 615-215-7378

* 5 year pricing contract will be requested.

I hereby declare these prices to be valid and final as submitted.

The Bid must conform to the laws of the State of Tennessee. The exclusive jurisdiction and venue to resolve any disputes is in the Chancery Court of Putnam County, Tennessee. All contracts arising from this bid must incorporate these requirements or bid will not be accepted.

Authorized Signature: Jamal Murphy
Print Name & Title: Jamal Murphy, Owner
Date Signed: 3/13/19



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/06/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Baker Insurance Services PO Box 1046 Columbus MS 39703-	CONTACT NAME: Jorral Baker PHONE (A/C, No, Ext): (662)327-8812 E-MAIL ADDRESS: jorral@bakerins.net FAX (A/C, No): (662)327-8824
INSURED Optimus Pest Solutions 469 A South Mountain Street Smithville TN 37166-	INSURER(S) AFFORDING COVERAGE INSURER A: Firstcomp Insurance Company INSURER B: New York Marine & General Insurance INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CLASS	TYPE OF INSURANCE	ADDL SUBR INSD SWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR NON-AGGREGATE LIMIT APPLIES PER POLICY <input checked="" type="checkbox"/> POLY <input type="checkbox"/> PRO-RECT <input type="checkbox"/> LOC OTHER	<input checked="" type="checkbox"/>	PK201800009587	01/28/2019	01/28/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADJ INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMMOD AGG \$ 3,000,000
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/>					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>					EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR PARTNER EXECUTIVE OFFICER MEMBER EXCLUDED? (Mandatory in MA) If yes, describe below DESCRIPTION OF OPERATIONS below	<input checked="" type="checkbox"/> Y/Y <input type="checkbox"/> N/A	WC0121903-08	03/10/2018	03/10/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Description: E & O COVERAGE INCLUDED: \$100,000 PER OCCURRENCE/\$300,000 AGGREGATE

CERTIFICATE HOLDER**CANCELLATION**

AI 003503

Putnam County Board of Education
1400 E. Spring St.
Cookeville TN 38506-

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Fax: (000)000-0000

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Mar 02 20 04:09p

Optimus Pest Solutions

(888) 839-5840

p.1

Pricing G.P.C for July 1 2020

June 30, 2021

BID FORM

PUTNAM COUNTY SCHOOLS
(This is not an order)

SM

Putnam County Board of Education
1400 East Spring Street
Cookeville, TN 38506
ATTN: John Magura
(931) 828-1847

The undersigned, having carefully examined the Notice to Bidders Specifications, Information to Bidders, Putnam County BOE IPM Plan, Checklist for Pest Control, and Written Code of Standards of Conduct for Pest Control: System Wide with materials and services herein specified on the attached list of items including signed Certification of Compliance, submit a bid in the amount of:

Cafeteria/Food Service Areas:

\$ 3060.00 *15/month per cafeteria

All Remaining Areas (excluding Cafeteria/Food Service Areas)

\$ 6840.00 *15/month per school
\$ 14/month per office

Total Annual Cost:

\$ 9,900.00

Firm Name Optimus Pest Solutions

* 5 year pricing contract will be requested.

Address: 409 S Mountain St.

City/State: Smithville, TN 37166

Telephone: 615-215-7378

I hereby declare these prices to be valid and final as submitted.
The Bid must conform to the laws of the State of Tennessee. The exclusive jurisdiction and venue to resolve any disputes is in the Chancery Court of Putnam County, Tennessee. All contracts arising from this bid must incorporate these requirements or bid will not be accepted.

Authorized Signature: [Signature]

Print Name & Title: John Murphy, Director

Date Signed: 2/19/20

2019-20 SM
2020-21 SM
2021-22
2022-23
2023-24



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) :
02/27/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Baker Insurance Services PO Box 1046 Columbus MS 38703-	CONTACT NAME Jarratt Baker PHONE (662)327-8812 FAX (662)327-8824 E-MAIL jarratt@bakerins.net AD-REAR
	INSURER(S) AFFORDING COVERAGE INSURER A: Firstcomp Insurance Company INSURER B: New York Marine & General Insurance INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Optimus Pest Solutions 409 A South Mountain Street Smithville TN 37188-	NAIC # 18808

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL (INSR) LIMITS	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXPI (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OT-ER	X	PK202000009587	01/28/2020	01/28/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 0
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ 0
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> RETENTION \$	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE				EACH OCCURRENCE \$ AGGREGATE \$ 0
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICE MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	WC0121903-09	03/10/2019	03/10/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Description: E & O COVERAGE INCLUDED: \$100,000 PER OCCURRENCE/\$300,000 AGGREGATE

CERTIFICATE HOLDER CANCELLATION AI 003603

Putnam County Board of Education 1400 E. Spring St. Cookeville TN 38508-	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---



Paramore, Debi <paramored@pcsstn.com>

Optimus Pest Control 2020-21 contract

1 message

Paramore, Debi <paramored@pcsstn.com>

Tue, Feb 11, 2020 at 8:32 AM

To: John Magura <maguraj@pcsstn.com>, Angie Smith <asmith4@pcsstn.com>, Sharon Reid <reids2@pcsstn.com>

Hello: Reminder...

See attached docs as approved for pest control contract renewal for 2019/20.

Hopefully Optimus can produce the same type of docs for 2020/21 so Board can approve... **this is contract renewal #3.**

Original contract award: 2017/18; renewal #1 18/19; renewal #2 19/20.

Food Services should also let you know if they are satisfied with Optimus as well going forward.

Thank you! dp

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

From: <PCBOE_Finance@k12tn.net>

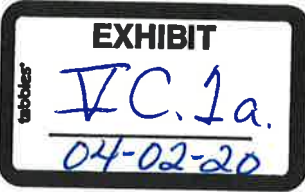
Date: Tue, Feb 11, 2020 at 8:23 AM

Subject: Attached Image

To: Debi Paramore <paramored@pcsstn.com>

--
Debi Paramore
Finance Department
Putnam County Schools
(931) 526-9777

0891_001.pdf
257K



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

Department: Early Childhood Educ

DATE: 2-Apr-20

Item #	Account #	Account Description	Current Approved Amount		Requested Approval Amount
				Increase	Decrease
Revenue					
1	141 R 48610 000 000 02138 000	Private Donations	-	350.00	350.00
		Total Revenue	-	350.00	350.00
Expenditures					
2	141 E 72210 499 000 02138	Other Supplies and Materials	-	Decrease 350.00	Increase 350.00
		Total Expenditures	-		350.00
		Total Revenue less Total Expenditures	-	350.00	350.00

Explanation: Budget donation received for WOW bus

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

Reviewed by:

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

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

received
03-23-20

VC.1b.
04-02-20

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Grants

DATE: 2-Apr-20

Item #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
Revenue						
1	141 R 43581 000 02132 000	COMMUNITY SERVICE FEES-CHILD	-	2,500.00		2,500.00
		Total Revenue	-	2,500.00		2,500.00
Expenditures						
				Decrease	Increase	
2	141 E 73300 422 000 02132 000	FOOD SUPPLIES	-			-
3	141 E 73300 499 000 02132 000	OTHER SUPPLIES & MATERIALS	-		2,500.00	2,500.00
		Total Expenditures	-		2,500.00	2,500.00
		Total Revenue less Total Expenditures	-	2,500.00	2,500.00	-

Explanation: To establish budget for camp supplies

Requested by: *Brenda J. Hightett* (3-27-2020) Supervisor
 Recommended for Approval: *[Signature]* Official / Department Head

Reviewed by: *Mark [Signature]* Chief Financial Officer

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

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

received
03-24-20 *JA*



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

Department: **Federal Programs**

2-Apr-20

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	142	71100-195-101	Certified Substitutes	22,310.00		2,575.00	19,735.00
2	142	71100-198-101	Non-Certified Substitutes	19,775.00	275.00		20,050.00
3	142	71100-429-101	Instructional Supplies	22,353.60	575.00		22,928.60
4	142	71100-722-101	Instructional Equipment	199,248.50	20,560.00		219,808.50
5	142	72210-499-101	Other Supplies	11,031.50		100.00	10,931.50
6	142	72210-524-101	Professional Development	78,506.20		19,735.00	58,771.20
7	142	72210-790-101	Other Equipment	14,859.00	1,000.00		15,859.00
				22,410.00		22,410.00	

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

Requested by: Bridget Carulli
Supervisor

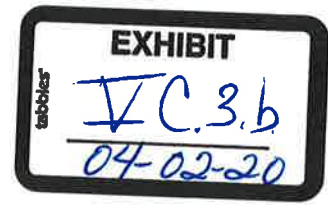
Recommended for Approval: [Signature]
Official / Department Head

Reviewed by: [Signature]
Chief Financial Officer

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

Action by County Commission: Approved Not Approved Date: _____

received
03-23-20
SM



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

Department: **Federal Programs**

DATE: April 2, 2020

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	142	71100-195-171	Certified Substitutes	20,800.00		4,000.00	16,800.00
2	142	71100-198-171	Non-Certified Substitutes	4,800.00	4,000.00		8,800.00
3	142	72210-399-171	Contracted Services	81,480.00		6,000.00	75,480.00
4	142	72210-524-171	Professional Development	2,000.00	6,000.00		8,000.00

Explanation: This ATSI Grant (171) amendment is required in order to utilize funds more appropriately according to program needs.

Requested by: Bridgett Carver
Supervisor

Recommended for Approval: [Signature]
Official / Department Head

Reviewed by: [Signature]
Chief Financial Officer

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

Action by County Commission: Approved Not Approved Date: _____

received
03-23-2020



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

Department: **Federal Programs**

DATE: April 2, 2020

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	142	71100-599-701	Other Charges	750.00		500.00	250.00
2	142	72210-599-701	Other Charges	1,000.00		1,000.00	-
3	142	72710-599-701	Transportation	-	1,500.00		1,500.00
					1,500.00	1,500.00	

Explanation: This McKinney Vento Homeless Grant (-701) amdment is needed in order to assist with transportation of students affected by the March tornado

Requested by: Budget Carule
Supervisor

Recommended for Approval: [Signature]
Official / Department Head

Reviewed by: [Signature]
Chief Financial Officer

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

Action by County Commission: Approved Not Approved Date: _____

received
03-23-20
[Signature]

PUTNAM COUNTY BOARD OF EDUCATION
DISCRETIONARY GRANT REPORT
APRIL 2020

EXHIBIT
VE.
04-02-20

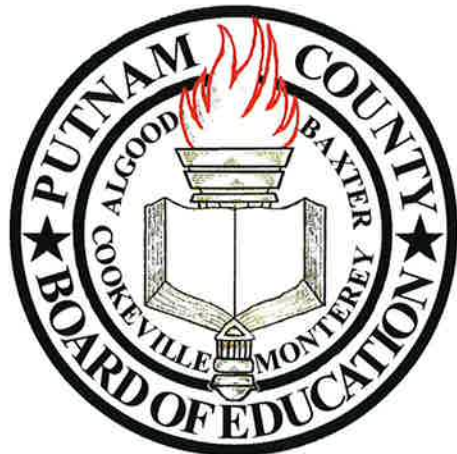
Board Action	Grant Title	GRANT AMOUNT REQUESTING	LEA Match	Total Grant Amount	New, Ongoing, Renewal	Location	Approval to Apply	Approval to Accept	Comments
PERMISSION TO ACCEPT	PRE K QUALITY GRANT	\$ -	\$ -	\$ 20,000.00	NEW	PRE K SYSTEMWIDE		4/3/2020	JILL RAMSEY ACCEPTING FOR PRE K SYSTEMWIDE
PERMISSION TO APPLY	LEAPS (LOTTERY FOR EDUCATION AFTERSCHOOL PROGRAMS)	1,287,000.00	\$ -	\$ -	ONGOING	LEAPS PROGRAMS SYSTEMWIDE	4/3/2020		BRENDA HUGHETT APPLYING FOR LEAPS 2021-2023
TOTALS	Jul-19	\$ 70,000.00	\$ -	\$ 78,000.00					
	Aug-19	\$ 1,000,300.00	\$ -	\$ 246,769.04					
	Sep-19	\$ 75,811.00	\$ -	\$ 75,811.00					
	Oct-19	\$ 157,432.00	\$ -	\$ 1,429,305.00					
	Nov-19	\$ 10,000.00	\$ -	\$ 10,000.00					
	Dec-19	\$ 92,300.00	\$ -	\$ 92,800.00					
	Jan-20	\$ -	\$ -	\$ 17,330.00					
	Feb-20	\$ 12,892.00	\$ -	\$ 12,892.00					
	Mar-20	\$ -	\$ -	\$ -					
	Apr-20	1,287,000.00	\$ -	\$ 20,000.00					
	May-20								
	Jun-20	\$ 1,418,735.00	\$ -	\$ 1,982,907.04					
GRANT REPORT PREPARED BY SHARON BYERS									

received
03-23-20
sn CK

PUTNAM COUNTY SCHOOL SYSTEM
BOARD AGENDA REQUEST

EXHIBIT
tabbles
V F.1
04-02-20

Date: March 11, 2020
Department: Technology
Person Submitting: Johnny Sloan
Account Number (if appropriate) note
below: 141-71100-722-01607



Check one:

- Backup included
- Backup to follow

Statement to be included in Board Agenda Packet:

Request approval to renew annual site license subscription for ClassLink (per Sevier County Schools, TN contract pricing) in the amount of \$35,123.90 to be paid from 141-71100-722-01607, Technology.

NOTES:

received
03-10-20
SK CK

Invoice #e-105624

From

ClassLink
45 East Madison Avenue
Suite 7
Clifton, NJ 07011

Bill To

Putnam County SD (TN, 38506)
1400 East Spring Street
Cookeville, TN 38506

Invoice Summary

Invoice Number	e-105624
Date	06/01/2020
Terms	Net 30
Due Date	07/01/2020
Amount Due (USD)	\$ 35,123.90

Item / Description	Quantity	Rate	Amount
ClassLink Rosters Hosting Renewal License ClassLink Rosters Hosting Renewal License from 06/01/2020 to 05/31/2021	1	500.00	500.00
ClassLink Renewal License ClassLink Renewal License from 06/01/2020 to 05/31/2021	12410	2.79	34,623.90
Amount Due (USD)			\$ 35,123.90



Board Agenda Request
For April 2020 Meeting

Date: March 19, 2020

Department: CTE

Person Submitting: Jeffrey Slagle

Account Number (if appropriate): NA

Check one:

Backup included

Backup to follow

Consider approval for CTE to apply for additional course codes for Programs of Study for the 2020-2021 school year.

received
03-23-20
OK



Department of
Education

2020-21 SPECIAL COURSE LOCAL APPROVAL AND ASSURANCES

Required for all special course applications

Special Course Name(S): DUAL ENROLLMENT SUPPLY CHAIN MANAGEMENT III, IV

School District: PUTNAM COUNTY SCHOOL SYSTEM (710)

CTE Director Assurances:

I verify and affirm that the information contained in this application and supporting attachments is accurate and complete. I understand that assigning a proposed instructor to this SPOS does not preclude having all State Board approved courses taught by appropriately endorsed teachers.

Signature:

We verify that the information on this application is complete and accurate. Assigning the proposed instructor to this special course will not preclude having all State Board of Education approved courses taught by appropriately endorsed teachers.

Date of Approval by Local Board of Education:

Chairperson's Signature

Date

CK

03-24-20

Director of Schools' Signature

Date

Pending BOE Approval 04-02-20



2020-21 SPECIAL COURSE LOCAL APPROVAL AND ASSURANCES

Required for all special course applications

Special Course Name(S): Dual Enrollment Robotics & Automated Systems I, II, III, IV

School District: PURNAM COUNTY SCHOOL SYSTEM (710)

CTE Director Assurances:

I verify and affirm that the information contained in this application and supporting attachments is accurate and complete. I understand that assigning a proposed instructor to this SPOS does not preclude having all State Board approved courses taught by appropriately endorsed teachers.

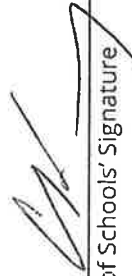
Signature: 

We verify that the information on this application is complete and accurate. Assigning the proposed instructor to this special course will not preclude having all State Board of Education approved courses taught by appropriately endorsed teachers.

Date of Approval by Local Board of Education:

Chairperson's Signature

Date



03-24-20

Date

Director of Schools' Signature

Pending BOE Approval 04-02-20



Department of
Education

2020-21 SPECIAL COURSE LOCAL APPROVAL AND ASSURANCES

Required for all special course applications

Special Course Name(S): DUAL ENROLLMENT INFORMATION TECHNOLOGY I, II, III, IV

School District: PUNAM COUNTY SCHOOLS SYSTEM (710)

CTE Director Assurances:

I verify and affirm that the information contained in this application and supporting attachments is accurate and complete. I understand that assigning a proposed instructor to this SPOS does not preclude having all State Board approved courses taught by appropriately endorsed teachers.

Signature: 

We verify that the information on this application is complete and accurate. Assigning the proposed instructor to this special course will not preclude having all State Board of Education approved courses taught by appropriately endorsed teachers.

Date of Approval by Local Board of Education:

Chairperson's Signature

Date


Director of Schools' Signature

03-24-20

Date

Pending BOT Approval 04-02-20



Department of
Education

2020-21 SPECIAL COURSE LOCAL APPROVAL AND ASSURANCES

Required for all special course applications

Special Course Name(S): *Dual Enrollment Welding III, IV*

School District: *PUNNAM COUNTY SCHOOL SYSTEM (710)*

CTE Director Assurances:

I verify and affirm that the information contained in this application and supporting attachments is accurate and complete. I understand that assigning a proposed instructor to this SPOS does not preclude having all State Board approved courses taught by appropriately endorsed teachers.

Signature: *[Handwritten Signature]*

We verify that the information on this application is complete and accurate. Assigning the proposed instructor to this special course will not preclude having all State Board of Education approved courses taught by appropriately endorsed teachers.

Date of Approval by Local Board of Education:

Chairperson's Signature

Date

[Handwritten Signature]

03-24-20

Director of Schools' Signature

Date

[Handwritten Signature]
Perky BOE Approval 04-02-20



2020-21 SPECIAL COURSE LOCAL APPROVAL AND ASSURANCES

Required for all special course applications

Special Course Name(S): DUM ENROLLMENT HEALTH SCIENCE EDUCATION I

School District: DUMMONT COUNTY SCHOOL SYSTEM (710)

CTE Director Assurances:

I verify and affirm that the information contained in this application and supporting attachments is accurate and complete. I understand that assigning a proposed instructor to this SPOS does not preclude having all State Board approved courses taught by appropriately endorsed teachers.

Signature: [Handwritten Signature]

We verify that the information on this application is complete and accurate. Assigning the proposed instructor to this special course will not preclude having all State Board of Education approved courses taught by appropriately endorsed teachers.

Date of Approval by Local Board of Education:

Chairperson's Signature

Date

Director of Schools' Signature

03-24-20

Date

Pending BOE Approval 04-02-20



Department of
Education

2020-21 SPECIAL COURSE LOCAL APPROVAL AND ASSURANCES

Required for all special course applications

Special Course Name(S): *DUAL ENROLLMENT MECHATRONICS III, IV*

School District: *PUTNAM COUNTY SCHOOL SYSTEM (710)*

CTE Director Assurances:

I verify and affirm that the information contained in this application and supporting attachments is accurate and complete. I understand that assigning a proposed instructor to this SPOS does not preclude having all State Board approved courses taught by appropriately endorsed teachers.

Signature: *J. M. ML*

We verify that the information on this application is complete and accurate. Assigning the proposed instructor to this special course will not preclude having all State Board of Education approved courses taught by appropriately endorsed teachers.

Date of Approval by Local Board of Education:

Chairperson's Signature

Date

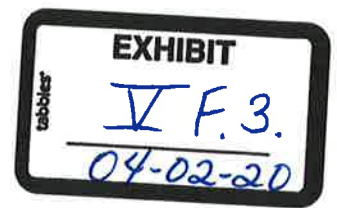
[Signature]

03-24-20

Director of Schools' Signature

Date

Pending Bot approval 04-02-20



PCSS Board Agenda Request

Date: March 17, 2020

Department: Maintenance

Person Submitting: John Magura *JM*

Account Number (If appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider approval to enter into a contract with Maffett Loftis Engineering, LLC, Cookeville, TN in the amount of \$7,950.00 for the design/bid documents required to add Air Conditioning to the Burks Elementary School gym to be paid for by funds appropriated directly by Putnam County

received
03-23-20 *JM*

CK



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

March 3, 2020

John Magura, Maintenance Supervisor
Putnam County Schools
1400 East Spring Street
Cookeville, Tennessee 38506

Re: Burks Middle School Gym Air Conditioning
Monterey, Tennessee

Dear John,

Thank you for the opportunity to provide the following Mechanical and Electrical Design Services proposal for the above referenced project.

The following represents my understanding of the project work scope:

- 1) Addition of Air Conditioning Systems to the Burks Middle School Gym:
 - a. 100' x 108' x 30'+ tall Gym
 - b. Design Loads
 - i. Case I: Graduation Day – 1,000 People
 - ii. Case II: Basketball Game – 250 Seated + 35 Players
 - c. Approximately 40 Tons of Cooling Capacity
 - i. Cooling Load Calculations will be prepared and submitted for review and approval
 - ii. Two 20 ton Commercial Cooling Units anticipated.
 - iii. Duct Sox type distribution ducting preferred
 - d. It is assumed that required electrical capacity presently exists through the building electric service.
 - i. Electrical Load Calculations will be prepared so to verify
 - ii. Upsizing building electrical service not included in the proposal, but can be added as an additional service if required for the new cooling equipment.
 - e. Coordination of new equipment with existing Fire Alarm system
 - f. Study Items:
 - i. Outdoor Ventilation Air provisions – may need to control exterior make-up air louver.

The designs are estimated to be presented in the following plans:

- 1) Bid Documents / Specifications Manual
 - a. Instructions to Bidders
 - b. Bid Form
 - c. Construction Contract and Contract Specifications (PCSS Format)
 - d. Technical Specifications

- 2) Plans
 - a. Cover Sheet
 - b. Mechanical Notes and Schedules Sheet
 - c. Mechanical Details Sheet
 - d. Mechanical Floor Plan
 - e. Electrical Notes and Schedules Sheet
 - f. Electrical Floor Plan

Our services include:

- 1) Stamped Plans and Contract Documents and Specifications suitable for bidding
- 2) Submittal of Plan to Approving Agencies (State Fire Marshal) and coordination of review process (Review Fees not included)
- 3) Facilitating Bid process
 - a. Generation of Advertisement To Bid (advertising costs not included)
 - b. Facilitating Pre-Bid Conference
 - c. Generation of Bid Addenda as needed
 - d. Facilitate Bid Opening
 - e. Preparation of Contract (AIA Standard Format)
- 4) Site Visits during construction as needed to address design related issues
- 5) Structural Engineering and Plans will be provided as an additional service if needed in order to install new Cooling Equipment.

Not included in this proposal, but can be added as additional service if desired

- 1) Construction observations other than those listed above
- 2) Construction Cost Estimating
- 3) Upgrade of existing electrical service if present capacity is not adequate to handle new air conditioning load.

Information needed to begin project:

- 1) Architectural Background CAD Floor Plans of gym and associated areas. (Generation of these is included in this proposal)
- 2) Maffett Loftis will need extensive access to the facility during the design phase.

Our fee for the design services outlined above and per the standard terms and conditions listed below: **\$7,950.00**

Standard Terms and Conditions

Billing shall be monthly based on efforts expended for the previous month and/or phase completion. Payment is due upon receipt. 1.5% interest shall accrue per month for outstanding balances beyond 30 days past due.

Standard Hourly Rates, listed below, shall apply to requested efforts beyond the scope outlined in the project proposal.

Engineer: \$125.00
Designer: \$75.00
Draftsman: \$50.00

Limit of Liability: Maffett Loftis Engineering's liability is limited to the total amount of fees received.

Designer reserves the right to advertise their involvement with this Project. Advertisement may be in the form of project information listed on the Designer's website or other similar media.

If there is anything in this proposal that does not adequately represent the project or Maffett Loftis Engineering's services, please let me know and adjustments can be made as necessary. If you are in agreement with this proposal, and wish for Maffett Loftis Engineering to proceed, please mail back to me a signed copy. Once again, thank you for the opportunity. We look forward to working with you.

Regards,



Brian D. Maffett PE
Maffett Loftis Engineering, LLC

Approved:

Date:

John Magura
Putnam County Schools

Handwritten scribbles and marks in the top left corner.

Putnam County Schools
BUSINESS CASE ANALYSIS LETTER OF INTEREST



Putnam County Schools is interested in evaluating the current state of business operations with the purpose of identifying future opportunities for *enabling* the goals, mission and direction of the organization. This letter is to authorize Schneider Electric to proceed with a Business Case analysis at no financial obligation to the customer.

SECTION 1:

Customer agrees to provide the following:

- A) Complete access to facilities for Schneider Electric's Certified Energy Managers and Energy Analysts for the purpose of surveying types of equipment and operating characteristics;
- B) Necessary utility data, as requested;
- C) Access to personnel to discuss operating requirements; and
- D) Opportunities for customer representatives to meet with Schneider Electric for the review of the Business Case analysis.

SECTION 2:

Schneider Electric will provide the customer with the following:

- A) Identification of organization goals/ mission/ vision of Putnam County Schools;
- B) A current state operations analysis including potential cost savings estimates;
- C) Identification of potential solutions opportunities for advancing organizational goals;
- D) A financial analysis/ overview for savings and overall economic impact;
- E) A means for addressing public awareness and community engagement opportunities.

Putnam County Schools

Schneider Electric Buildings Americas, Inc.

By _____	By _____
(Signature)	(Signature)
Print Name _____	Print Name _____
Title _____	Title _____
Date _____	Date _____

This letter is to be accepted until April 2020

received
03-23-20
JK

Putnam County Schools
BUSINESS CASE ANALYSIS LETTER OF INTEREST

Document Change History			
Date	Rev	Update By	Description of Change
8/24/2016	v12131 3	John Barta	Added revision log to document to help with document accuracy and change information for subsequent document revisions.



Putnam County Board of Education Agenda Request

Name of Person Making Request: Dr. Sharon Griggs

Department: Teaching and Learning

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

Account Funding Code (if appropriate)

Backup included

Backup to follow

Consider approval of:

1. Approve Certification of Adoption for ELA Local Adoption as submitted.
2. Approve Letter of Intent to purchase ELA Adoption series for summer training.

received
03-23-2020

A handwritten signature in blue ink, appearing to be "Sharon Griggs", written over the "received" stamp.



Return by May 15 to:
Director of Content
Andrew Johnson Tower, 11th floor
710 James Robertson Parkway Nashville, TN 37243-0379

**Certification of Adoption by
Local Board of Education**

The Putnam County Board of Education approved the City, County,
or Special School District adoption of the textbooks as indicated on the attached Local Adoption Report Abstract
during the meeting of the board on April 02, 2020
Month, Day, Year

If the LEA has chosen to adopt any materials not on contract, then we do hereby certify the following:

- The LEA's unique needs require adopting materials not on the state's official list.
- The materials adopted by this LEA were screened by a review committee, appointed in accordance with T.C.A. § 49-6-2207 and were determined to be aligned to the standards by evaluating the materials using the screening instrument approved by the Textbook and Instructional Materials Quality Commission.
- The adoption abstract, this certification of adoption, and the local panels' reviews will be posted to the LEA's website within 30 days of local board approval.
- All materials adopted by this LEA that are not on contract have been approved by waiver (if any waivers were granted, you must attach them to this form).
- The LEA agrees to furnish any materials requested by TDOE for review.

Date

Chairman, Board of Education

Date

Director of Schools





Putnam County Board of Education Agenda Request

Name of Person Making Request: Dr. Sharon Griggs

Department: Teaching and Learning

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

Account Funding Code (if appropriate)

Backup included

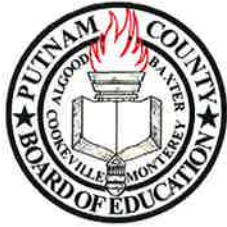
Backup to follow

Consider approval of:

1. Approve Certification of Adoption for ELA Local Adoption as submitted.
2. Approve Letter of Intent to purchase ELA Adoption series for summer training.

received
03-23-2020

A handwritten signature in blue ink, appearing to be "Sharon Griggs", written over the "received" stamp.



Putnam County School System

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

Jerry S. Boyd
Director of Schools

ENGAGE INSPIRE ACHIEVE

March 23, 2020

Chasity O'Quinn
Tennessee Sales Representative
55 Washington Street, 8th Floor
Brooklyn, NY 11201

To Whom It May Concern:

The Putnam County School system has adopted Amplify CKLA grades K-5 and Amplify ELA grades 6-8 to fulfill the requirement of the 2019-20 ELA Adoption Cycle. It is the district's intent to purchase the materials for grades K-8 once the 2020-2021 budget has been passed. We will request a PO after July 1, 2020.

The summer training is held in June and access to teacher materials is necessary for the training. It is the district's understanding that with this letter of intent to purchase your materials for the six-year cycle, you will supply us with the needed teacher materials for the summer training. If you have questions or concerns, feel free to reach out to Dr. Sharon Griggs, Textbook Coordinator, at griggss1@pcsstn.com or by phone.

Sincerely,



Mr. Corby King, Interim Director of Schools

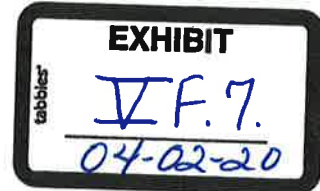
Dr. Dawn Fry, Board Chair

ED-5099

Directions: Form ED-5099 creates a record of district adopted materials. To complete this form, fill in rows 4-6 using the provided drop down menus. For row 7, enter the name of the district employee completing the form. Beginning with row 10, the remainder should be completed by copying information verbatim from the ELA Section E Adoption List for 2019. The adoption list can be found digitally here:

https://www.tn.gov/content/dam/tn/education/textbook/Adoption_Section.E_2019_Final_01_30_20.pdf. This form is to be

System Name: Putnam County School System	
State System Number: 710	
Intent to Purchase: Yes	
Submitted By: Dr. Sharon Griggs	
Publisher	Book Title/Author/Edition/Copyright
Amplify Education, Inc.	CKLA 2nd Edition GK Complete Classroom Kit
Amplify Education, Inc.	CKLA 2nd Edition G1 Complete Classroom Kit
Amplify Education, Inc.	CKLA 2nd Edition G2 Complete Classroom Kit
Amplify Education, Inc.	CKLA 2nd Edition G3 Complete Classroom Kit
Amplify Education, Inc.	CKLA 2nd Edition G4 Complete Classroom Kit
Amplify Education, Inc.	CKLA 2nd Edition G5 Complete Classroom Kit
Amplify Education, Inc.	Amplify ELA G6: 6 Year Student Package
Amplify Education, Inc.	Amplify ELA G7: 6 Year Student Package
Amplify Education, Inc.	Amplify ELA G8: 6 Year Student Package
Pearson	myPerspectives English Language Arts 2021, Tennessee
Pearson	myPerspectives English Language Arts 2021, Tennessee
Pearson	myPerspectives English Language Arts 2021, Tennessee
Pearson	myPerspectives English Language Arts 2021, Tennessee
CEV Multimedia, LTD	iCEV Family & Consumer Sciences - Culinary Arts - Student License (6 Years)



PCSS Board Agenda Request

Date: March 24, 2020

Department: Maintenance

Person Submitting: John Magura *JM*

Account Number (If appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider approval to enter into a contract with Carwile Mechanical Contractors, Cookeville, TN in the amount of \$72,750.00 for the KMC software upgrade of our mechanical systems at Burks Elementary School, Cane Creek Elementary School, Capshaw Elementary School, Cornerstone Elementary School, Sycamore Elementary School and Upperman High School to be paid for by funds appropriated directly by Putnam County

received
03-25-20
JM

JM

Fwd: KMC Digital Software Pricing

1 message

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

Thu, Feb 27, 2020 at 7:11 AM

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

From: **Jim Loveday** <jloveday@carwilemech.com>
Date: Wed, Feb 26, 2020 at 4:07 PM
Subject: KMC Digital Software Pricing
To: tony.simmons@pcsstn.com <tony.simmons@pcsstn.com>

Tony

Here are the Prices we estimate for Software and Conversion

1. Operator Training expenses **\$5000.00** per Operator +
What you decide to send Minimum of 1

Possibly could get this training done Locally
2. TC-KMD -Total Control workstation **\$1850.00**
1 Per School System Install on your Server

KMDigital, 50 controllers, 1 web seat,
3. Total Control Building Services **\$5500.00**
1 Per School System Install on your Server

***** 2 and 3 required to get all the schools connected to the server

4. TC Studio laptop **\$3100.00** 1 seat per tech *** 4 = \$12,400**
What you decide Minimum of 1
*** 4 HVAC techs**
5. Design and conversion Time **\$8000.00** (Estimated)per x 6ea
\$48,000 (Estimated)per x 6ea **\$48,000**

TOTAL ESTIMATED COST **\$5000 + \$1850 + \$5500 + \$12,400 + \$48,000 = \$72,750**

Thank You

Jim Loveday

Division Manager

Controls Division



433 East 15th Street Cookeville, TN 38501

(931) 526-6151 Fax: (931) 528-9283

<http://www.carwilemech.com/controls>

Cell (931)-510-3897

FW: WinControl and BACstage end-of-life announcement.

Jim Loveday <jloveday@carwilemech.com>
To: "maguraj@pcsstn.com" <maguraj@pcsstn.com>

Mon, Nov 25, 2019 at 9:07 AM

John

I sent this to Tony Simmons last week and it slipped my mind that you would probably like to be in this loop. I am working to propose the best solution for the school system.

We received notice from our KMC Distributor that WinControl and BACstage software is at end of life. I have included the notice.

This end of life will not effect your systems as they are currently.

If PCs or Servers that have WinControl software installed are replaced

Or upgraded and or Licensing fails, this will no longer be supported or repaired by KMC

Carwile Mechanical will continue to support your systems.

We recommend that you perform a network backup of all controllers regularly

Locate and secure your copy of WinControl

Before upgrading your pc operating system or hardware contact us to recover

As much data as possible.

I will be working with our distributor to prepare for upgrading to the best solution to keep your systems working.

Please feel free to contact me with any questions

Thank You

Jim Loveday

Division Manager

Controls Division



433 East 15th Street Cookeville, TN 38501

(931) 526-6151 Fax: (931) 528-9283

<http://www.carwilemech.com/controls>

Cell (931)-510-3897

From: KMC Controls [<mailto:info@kmccontrols.com>]

Sent: Monday, November 04, 2019 3:03 PM



WinControl® and BACstage™ end-of-life

To our valued customers and partners:

After more than a quarter-century, on March 31, 2020, KMC Controls® will no longer sell, support, or update WinControl or BACstage.

We are not obsoleting these programs because we don't *want* to sell them anymore, rather this change is happening because WinControl and BACstage cannot function on newer operating systems.

Below are some key points:

1. Existing installations will not be shut off on April 1, 2020.

1. Although neither software will be sold, updated, or supported after March 31, 2020, KMC will not purposefully stop anyone who is currently using either software from continuing to use that software.
 2. However, KMC cannot guarantee that either software will continue to work after March 31, 2020.
 3. For security reasons, if an older computer is running WinControl or BACstage after March 31, 2020, KMC recommends that you do not let that machine connect to the internet.
2. This change is happening because WinControl and BACstage cannot operate on newer operating systems.
1. Windows 8.1 was the last supported operating system for either program.
 2. Although KMC has continued selling both programs, KMC cannot continually update WinControl and BACstage when Microsoft is no longer supporting the operating system.
3. After March 31, 2020, KMC will no longer support or sell any new site licenses (or keys) for WinControl or BACstage, however, Tech Keys will maintain their licenses.
1. After March 31, 2020, KMC will not be replacing site copies of WinControl or BACstage that have been lost, stolen or damaged.
4. After March 31, 2020, your WinControl and BACstage sites should continue to work, however, KMC recommends you choose an upgrade path before the obsolescence date.
1. If a site is using graphics, the best option to maintain support is TotalControl™.
 2. If a site is using KMDigital® and is currently using WinControl, the best option to maintain support is to transition to TotalControl.
 3. If a site is using BACstage, the best option to maintain support is KMC Connect™.

For questions, please email us at info@kmcccontrols.com.

We're here to help!

If you have any questions or need assistance, please contact info@kmcccontrols.com



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You are receiving this email because you are a KMC Controls partner.

Our mailing address is:

KMC Controls

19476 Industrial Drive

New Paris, Indiana 46553

Add us to your address book

Want to change how you receive these emails?

You can update your preferences or unsubscribe from this list.

EXHIBIT
VI A.
04-02-20

EXHIBIT
VI A
03-05-20

Putnam County Board of Education

BOE approved
on 1st reading
only
J Reed

Monitoring: Click here to enter text.	Descriptor Term: Interscholastic Athletics	Descriptor Code: 4.301	Issued Date: 09/07/17
		Rescinds: 4.301	Issued: 05/05/16

- 1 No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be
- 2 treated differently from another person, or otherwise be discriminated against in any athletic program
- 3 of the school. Equal athletic opportunities shall be provided for members of both sexes.

- 4 Interscholastic athletics shall be administered as part of the regular school program and shall be the
- 5 principal's responsibility. Principals shall ensure that school regulations regarding participation in a
- 6 sport are reasonable. Athletic schedules shall be filed in each school principal's office. The principal or
- 7 his/her designee must accompany an athletic team on trips. Transportation of teams to athletic games
- 8 shall be approved by the board, provided the team's school reimburses the board for mileage.

- 9 Transportation needs should be requested with a minimum 5-day notice when possible to the
- 10 transportation department.

- 11 Vehicles designed to transport more than ten (10) passenger, including the driver are considered a bus
- 12 and shall meet school bus structural standards. Such vehicles, including specialty buses, vans and other
- 13 'non-conforming' vehicles, not meeting the FMVSS requirements for student bus transportation shall
- 14 not be used as student transportation to or from school related events.

- 15 A passenger van designed to carry more than ten (10) persons shall not be used to transport students.

- 16 Bylaws of the Tennessee Secondary School Athletic Association shall regulate the operation and
- 17 control of athletics, including independent home school students as governed by the Home School
- 18 Rule, Article II, Section 25. Eligibility will be established at the first member school the home school
- 19 athlete decides to participate. In addition, eligibility for athletic team try-outs is governed by Policy
- 20 6.205, Student Assignments.

- 21 **Any Putnam County public or non-public school seeking to form a Cooperative Athletic Program with**
- 22 **another Putnam County member school of the TSSAA must conform to the rules set forth in the**
- 23 **Cooperative Program's Rule, Article I, Section 6, of the TSSAA Handbook. In addition, any potential**
- 24 **athlete must satisfy residency requirements set forth in Putnam County School System Policy 6.203,**
- 25 **School Admissions.**

- 26 In the event the school's insurance provider does not extend coverage to an athlete, that athlete must
- 27 provide proof of independently secured catastrophic coverage and liability coverage, with the school
- 28 system as a named insured, of not less than the limits set forth in TCA 29-20-403.

- 29 Prior to participation in interscholastic athletics, every student must complete an annual physical
- 30 examination. The parents/guardians of each student shall be responsible for covering the cost of the
- 31 examination, and these records shall be on file in the principal's office. It shall be the responsibility of

received
02-25-2020

Recommended as submitted
2/25/20 Chris P...

W J 2/26/20

1 the parent(s) or guardian to provide health and hospitalization insurance for all students participating in
2 interscholastic athletics.

3 No principal or teacher of any school under the control of the Board shall dismiss his/her school or any
4 group of students for the purpose of attending the practice of any interscholastic sport during the
5 school day without written permission from the Board. This does not prevent the inclusion of regular
6 physical training lessons in the daily school program.⁴

7 Students shall not be required to attend a school athletic event, or event related to participation on a
8 school athletic team, if the event is on an official school holiday, observed day of worship, or religious
9 holiday. The student’s parent or legal guardian shall notify the coach in writing three (3) full school
10 days to the event.⁵

11 Coaches, employees, and volunteers of the school district shall not encourage, permit, condone or
12 tolerate hazing activities.⁶

Legal References

1. 34 CFR § 106.41
2. TRR/MS 0520-01-02-.0(1)
3. TRR/MS 0520-01-03-.08(2)(b)
4. TCA 49-6-1002
5. Public Acts of 2017, Chapter No. 260
6. TCA 49-2-120

Cross References

- Attendance 6.200
- Student Insurance Program 3.601
- Extracurricular Activities 4.300

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Putnam County Board of Education

Monitoring: Click here to enter text.	Descriptor Term: <b style="text-align: center;">Emergency Closings	Descriptor Code: <b style="text-align: center;">1.8011	Issued Date: <b style="text-align: center;">04/02/20
		Rescinds: <b style="text-align: center;">1.8011	Issued: <b style="text-align: center;">10/07/10

1 *General*

2 The Board authorizes the Director of Schools to close schools in the event of hazardous weather, a
 3 **public health emergency**, or any other emergency which presents a threat to the safety of students, staff
 4 members, or school property.

5 As soon as the decision to close schools is made, the Director of Schools will notify the public media
 6 and request that an announcement be made.

7 **If school is not in session or is dismissed early due to snow or inclement weather, the Director of**
 8 **Schools in consultation with the principal(s) of the impacted school(s) shall determine if all scheduled**
 9 **activities in which students are involved shall be postponed or cancelled.**

10 **EMPLOYEE RESPONSIBILITIES**

11 **In the event of an emergency that requires closure of a school building, group of schools, or the entire**
 12 **district, the Director of Schools is authorized to continue to pay employees who are not able to**
 13 **physically report for duty as a result. The Director of Schools is authorized to set minimum standards**
 14 **for employees in order for these employees to receive their regular wages. Such payments shall not**
 15 **exceed the number of days budgeted for each employee.**

16 **During such emergencies, the Director of Schools may designate certain employees as essential. Such**
 17 **employees shall work as directed by the Director of Schools, whether that is by physical appearance at**
 18 **work or teleworking under Policy 5.1151. Essential employees must use leave to be excused from**
 19 **work absent special permission as determined by the Director of Schools/designee.**

Legal References

1. TCAA 49-6-3004(e)(1); TRR/MS 0520-01-03-.02(1)(b)

Cross References

Emergency Preparedness Plan 3.202

Telework During Emergencies 5.1151

received
03-31-20
OK

PCSS does not presently have a policy.

CK

EXHIBIT
VI B.2
04-02-20

Putnam County Board of Education

Monitoring: Click here to enter text.	Descriptor Term: Employee Designations During Emergency Closure	Descriptor Code: 1.8011.3	Issued Date: 04/02/20
		Rescinds:	Issued:

1 *General*

2 In the event of an emergency that requires closure of a school building, group of schools, or the entire
3 district, the Director of Schools is authorized to continue to pay employees who are not able to
4 physically report for duty as a result of the ongoing emergency. During such emergencies, the Director
5 of Schools may designate certain employees as essential. Such employees shall work as directed by the
6 Director of Schools, whether that is by physical appearance at work or teleworking under Policy
7 5.1151.

8 **CUSTODIAL STAFF**

9 During school district closures related to quarantine efforts, all custodial staff, including ten and
10 eleven-month employees, are deemed essential. All custodial staff must report to their assigned
11 buildings for work unless approved for leave or directed otherwise by their supervisor. Building
12 assignments may fluctuate to meet needs.

13 **FOOD SERVICE WORKERS**

14 In order to operate community feed sites, certain food service workers may be deemed essential by the
15 Director of Schools. If deemed essential, employees must report to any assigned location. Assigned
16 locations may vary to meet changing needs.

17 **LEAVE REQUESTS FOR ESSENTIAL STAFF**

18 If an employee has exhausted his or her leave, the employee must obtain approval from the Director of
19 Schools or the Human Resource Director before being allowed to taking any specially approved paid
20 leave during an emergency closure.

21 Failure to report without approved leave will result in disciplinary measures up to and including
22 termination.

Legal References

Cross References

received
03-31-2020

PCSS does not presently have a policy.

EXHIBIT
VI B.3
04-02-20
tabbles

Click here to choose a school board.

Monitoring: Review: Annually, in January	Descriptor Term: Telework During Emergencies	Descriptor Code: 5.1151	Issued Date:
		Rescinds:	Issued:

1 *General*

2 Teleworking is a work arrangement where designated employees are allowed to perform their normal
3 duties and responsibilities through the use of hardware and software at an alternate location from their
4 normal work site.

5 The Director of Schools may require an employee to telework if the duties and responsibilities of the
6 position are required during times of emergency. An employee's participation in the program will be
7 determined by the length and duration of the emergency and will be both initiated and ended at the
8 discretion of the supervisor and/or the Director of Schools.

9 **WORK ENVIRONMENT**

10 Employees approved for telework shall maintain a dedicated and safe work environment.

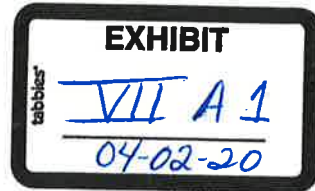
11 An employee who teleworks shall not allow anyone other than district employees to utilize district
12 provided services or equipment. Employees shall keep remote work and information confidential, in
13 accordance with district policies, procedures, and applicable privacy laws.

14

Cross References

Emergency Closings 1.8011

received
03-31-2020



Cookeville High School

1 CAVALIER DRIVE • COOKEVILLE, TENNESSEE 38501
(931) 520-CAVS • FAX (931) 520-2268
www.cookevillecavaliers.com

To Whom It May Concern:

The administration at Cookeville High School is in full support of this project which will ultimately produce an athletic turf field. This field will be the new home for multiple CHS varsity teams for years to come. Not only will the turf surface be more appealing, it will also be safer for our student athletes. The turf field will be a wonderful addition to our beautiful campus, and will allow us to host a variety of venues in the future. I would like to personally thank the committee that has worked tirelessly to make this turf field project a reality. Without their support of the students of Cookeville High School this would not have been possible.

As administrators, our goal will be to make this field available to as many student athletes as possible. Mr. Stephen Robbins (Director of Athletics, CHS) and myself have developed a plan to organize a schedule for use of the field. The goal of the schedule is to optimize the use of the field in an efficient manner. The plan is as follows: Mr. Robbins, AD will be the "Gatekeeper." He will keep a master schedule of all events, practices and games that will take place on the field. Mr. Robbins will meet with all head coaches and explain that we all must work together in terms of scheduling of games and practices. Coaches must understand that there will be conflicting dates that may require teams to play on their grass fields. Mr. Robbins will ultimately make those decisions. Mr. Robbins will communicate the master schedule to all stakeholders well in advance of the start of their season. Teams will know what field they will be playing prior to the opening day of their respective season. Much attention and effort will be given to insure equity in the use of the field. Through effective collaboration and communication I am certain that our coaches and athletic director can produce an effective schedule.

Mr. Max Petett, Executive Principal
Cookeville High School

Mr. Stephen Robbins, Athletic Director
Cookeville High School





Cookeville Turf Project Replacement Plan

Turf replacement will be needed in 10-12 years. The cost of replacement is considerably less than the original cost of installation due to the initial foundation rock work that will already be in place. Multiple top vendors (Baseline, Warner's, Shaw) agree that the replacement cost will be between \$400,000 -- \$500,000.

The replacement plan follows the original field sponsor plan and includes only **22 sponsorships**:

- Two 25-yardline advertisements – 28' x 12'
- Twenty sideline advertisements – 7' x 10'

We recommend these sponsorships be solicited and contractual commitments be made at least 1 year prior to necessary replacement.

Cookeville Turf Replacement Projection Budget	Cash Intake	Replacement Balance
All-American 25-Yardline advertisement (\$100k)	\$100,000	\$100,000
All-American 25-Yardline advertisement (\$100k)	\$100,000	\$200,000
All-State HOME sideline advertisements (10 x \$25k)	\$250,000	\$450,000
All-Region VISITOR sideline advertisements (10 x \$15k)	\$150,000	\$600,000
	TOTAL	\$600,000

See rendering for field sponsorships:

Large Sponsorship 1-2 = All-American ads, \$100k each
 [payment plan: \$50k in yr1; \$25k in yr2; \$25k in yr3]

H1-20 = All State Home sideline ads, \$25k each
 [payment plan: \$12k in yr1; \$6,250 in yr2; \$6,250 in yr3]

V1-10 = All-Region Visitor sideline ads, \$15k each
 [payment plan: \$7k in yr1; \$4k in yr2; \$4k in yr3]



Cash Intake by Year	Year 1	Year 2	Year 3
All-American \$100k donors x 2	\$100,000	\$50,000	\$50,000
All-State \$25k donors x 10	\$125,000	\$62,500	\$62,500
All-Region \$15k donors x 10	\$70,000	\$40,000	\$40,000
TOTALS x YEAR	\$295,000	\$152,500*	\$152,500*

*through the 3-year payment plan, the maximum financed amount would be \$305,000; however, some donors will choose to pay the full amount instead of paying over time, reducing the amount of financing needed

Other notes: \$600k is at least \$100k beyond actual turf replacement costs. This opens opportunities for flexibility, such as: 1) decrease sponsorship amounts; 2) bank extra \$\$ for field maintenance so teams don't incur those costs in the future; 3) designate \$\$ toward other projects that benefit CHS field sport projects.



EXHIBIT
tabbles
VII A.3.
04-02-20
JK

March 11, 2020

To Whom It May Concern,

The Cookeville Football Club is excited about the opportunity to install artificial turf on the CHS football field through the Cookeville Turf Project. We are in full support of the project and efforts that are being led by Caylor Taylor, Julie Baker, and Kerri Apple. We receive regular updates and have provided support through the planning stages, including the establishment of a bank account at First National Bank for the sole purpose of the Cookeville Turf Project to use for fundraising efforts. The Cookeville Football Club maintains 501(c)(3) status, and the turf project will utilize that status through which to facilitate its project campaign.

If you have any additional questions, please contact us. Know we are in close collaboration with the three parents leading the efforts, coaches of the football, lacrosse, cheer, dance, and soccer teams, as well as the CHS administration. We appreciate the opportunity to be part of such a significant and positive Putnam County project.

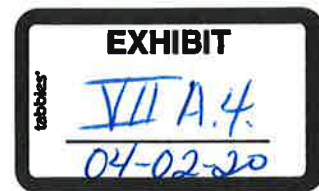
Sincerely,



Dionne Dyal, President, Cookeville Football Club



LeAnn Delk, Treasurer, Cookeville Football Club



CK

Requests for Bids

COOKEVILLE HIGH SCHOOL FOOTBALL FIELD Synthetic Turf Project

Bid Date

_____, _____, 2020 2:00 p.m. (CST)

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Scope of Work
Proposal Requirements**

SECTION C INSTRUCTIONS TO BIDDERS

**Bid Form
Bid Requirements
Reference List
Affidavits**

**ANNOUNCEMENT OF PROPOSED PROJECT
(SECTION A)**

The Cookeville High School Football Booster Club has initiated a project to replace the existing grass field with a high quality new synthetic turf surface. The Booster Club intends to purchase on a competitive basis, from qualified companies Synthetic Turf for its Football Field all in accordance with the terms and conditions detailed herein. Bidder to provide and install approximately 95,000 sq. ft. of synthetic turf using Shaw Sports Turf Legion 2.0 (41 ounce per square yard weight) on existing grass areas extending beyond the end zones areas to include the "D" zones on both end zones which includes all areas within the track oval. One two-color logo (Old English C and cross-swords) will be installed mid-field, and a navy end-zone will be complete with a two-color COOKEVILLE (north end zone) and CAVALIERS (south end zone).

Bidders are to have a current Tennessee Contractors license and proof of insurance.

Owner reserves the right to accept or reject any or all bids submitted.

Bidders are required to include a copy of a standard contract, modified as deemed necessary for this bid. This contract will be considered only as a sample. Owner reserves the right to modify or reject the sample contract in the event that Bidder is selected.

Submission of BIDS

Bids will be accepted until 2:00 p.m. CST, _____, 2020. **BIDS RECEIVED AFTER THIS TIME WILL NOT BE ACCEPTED.**

One (1) original and two (2) copies of your bid must be submitted. **OWNER RESERVES THE RIGHT TO AWARD IN THE BEST INTEREST OF THE OWNER, AND TO REJECT ANY AND ALL BIDS AT ANY TIME PRIOR TO AWARD.**

Bids must be in a sealed envelope /container marked with the name and address of the Bidder. Owner will date stamp the container with the submission date and the submission time. In addition, the sealed container in which the bid is submitted should be labeled "Cookeville High School Football Synthetic Turf Project". **Emailed or faxed responses will not be accepted.**

All bids should be delivered to:

**PUTNAM COUNTY BOARD OF EDUCATION
1400 East Spring Street
Cookeville, TN 38501
ATTN: MARK MCREYNOLDS, DIRECTOR OF FINANCE**

Questions regarding the bid documents or specifications should be directed to directed to Mark McReynolds, mmcreynolds@pcsstn.com, or 931-526-9777.

**SCOPE OF SERVICES
(SECTION B)**

1.1 SERVICES

Owner is soliciting bids from qualified contractors for the Football synthetic turf project. All work to be performed at the Cookeville High School Football field.

Project Description

The project will consist of the synthetic turf base, synthetic turf and installation. Bidder to provide all materials and equipment necessary for installation.

Ownership of Property and Control

Anything to the contrary notwithstanding, the Putnam County Board of Education is the owner of the property and has total control over it. The Putnam County Board of Education reserves the right, in its sole and absolute discretion, to reject, accept, modify or negotiate with any bidder. The decision of the Board of Education is final. The Board reserves the right to modify any specification or time table for the project. All bidders must comply with all education laws and regulations regarding who is allowed on the property of the Board and all other rules. The bidder must comply with all EEOC and State guidelines regarding discrimination etc. The bidder must be willing to post a payment and performance bond for the full project. The ultimate contract for the construction and completion of the project must be in the form and with provisions acceptable and specifically approved by the Putnam County Board of Education.

Scope of Work

- Bidder to be required to have a general contractor's license as per the State of Tennessee; license shall be maintained throughout the project, along with minimum insurance requirements as per Putnam County.
- Bidder to work with owner to assist in determining quantities and types of products and/or materials that owner may choose to provide directly to bidder; consequently, the bidder's contract may be revised to exclude certain costs.
- Even if owner chooses to provide certain materials, only the bidder will be responsible for installation of all products.
- Bidder to provide an individual as a single source of contact who will serve as project manager; bidder may also provide a site superintendent to oversee construction. Both of these representatives will be accessible via phone, email, and text.
- Bidder to work with owner to maintain site safety, including but not limited to a preliminary safety meeting prior to commencing construction.
- Bidder to build a bridge over and protect the running track.
- Bidder to set up erosion control.
- Bidder to demo and excavate existing topsoil and vegetation (spoil on site or haul off at owner's discretion).
- Bidder to remove and demonstrate best effort to preserve and relocate existing goal post structures on practice field.
- Bidder to laser grade and proof roll underlying clay to appropriate elevation and slope of .5% in order to establish a well compacted base for construction of turf field drainage system.
- Bidder to install an 8" by 8" perimeter concrete curb around each "D" zone and down the sides of the field adjacent to and parallel with the running track. A pressure treated nailer board shall be attached to the concrete curb for anchoring of the synthetic turf.
- Bidder to construct a French drain system (approximately 2' wide by 2' in depth) adjacent to the sideline and curb around the entire perimeter of the field including the "D" zones areas. The drains will tie into existing storm drainage structures to sufficiently remove storm water from existing track and new field. Close/cover existing drainage structures as needed.
- Bidder to install a 4 ounce / square yard non-woven geotextile underlayment over the subgrade prior to placement of any stone to prevent the migration of soil material up into the stone layer.
- Bidder to install to a depth of 6", laser grade, spread, and compact 4" of washed #57 crushed limestone for the drainage base material as well as a 2" layer of washed #89 limestone base material. Both layers of base material will be laser-graded to ensure uniform thickness.
- Bidder to install Shaw Sports Turf Legion 2.0 (2" pile height, 41 ounce per square yard weight, blended slit film/monofilament yarn) blended synthetic turf over based materials as described above, including logos and all inlayed numbers, letters, and hashmarks. The color of turf to be solid green with football lines meeting NFSH standards. Owner will pre-select and approve shades of turf for field and logos.
- Bidder to install playing lines for football, soccer, and lacrosse (in alternating colors) in addition to end zone color, midfield logo and end zone lettering.

- Bidder to distribute sand on top of turf at the rate of 1.22 pounds per square foot and distribute rubber at the rate of 2.84 pounds per square foot. Sand and rubber shall be infilled evenly and broomed into place.
- Bidder to provide one drag behind piece of grooming equipment.
- Bidder to provide and install a set of 8' offset, 20' uprights, base plate mounted, power coated yellow or white finish goal posts. Anchor bases to be set in foundations 3' in diameter by 6' deep of poured concrete.
- Bidder to preserve track and field event areas in the D zone, including long jump and high jump pits.
- Bidder to modify, if required, any fencing required for vehicle access with modifications to be removed and fencing restored to original condition before construction upon completion of the project.
- Bidder is responsible for damage and repair to site, including but not limited to track, roadways, and parking areas on Cookeville High School property.
- Bidder to secure engineered plans, bonds, and permits required by the city of Cookeville, county of Putnam and the State of Tennessee including SWPPP and TDEC permit for site work and erosion control.
- Bidder to make allowances for additional in field logo installations based on fundraising efforts
- Bidder to maintain adequate toilet facilities on construction site to avoid need to access buildings.
- Bidder to provide its own dumpster and disposal process to avoid using school trash facilities.
- To the extent the bidder has or maintains rented construction equipment on site, the contractor will be responsible for security, maintenance, damage, or repair of all equipment.
- Owner to provide reasonable and clear access to the jobsite during the hours of 7am to 7pm.
- Owner to provide space for bidder-owned construction trailer for work or storage on site as agreeable to owner.
- Owner to provide parking on site as well as adequate staging for materials
- Owner to allow for work on the site on all days when permitted by local ordinance including Saturday and Sunday.
- Owner to provide a point of contact for all construction related issues and all contractual related issues.
- Changes in work must be established and determined in writing; bidder should only expect to be paid for change orders that have been signed and approved by all parties.
- At project close out, bidder will provide a minimum 1-year workmanship warranty on base and materials and an 8-year manufacturer's turf warranty.
- At project close out, bidder will provide GMAX testing as baseline for observing wear of turf over time.
- At project close out, bidder will provide a maintenance protocol for the life of the turf and be responsible for training onsite maintenance personnel in best practices of synthetic turf maintenance.
- Start date will be as soon as practicable following track season in May 2020. Completion is expected within 60 days or as soon as possible weather permitting.

Bid Requirements

Bids are to be submitted on the forms provided, affidavits, proof of insurance, are all to be included as part of this bid. Failure to include requirements may cause rejection the bid.

The Bid must conform to the laws of the State of Tennessee. The exclusive jurisdiction and venue to resolve any disputes is in the Chancery Court of Putnam County, Tennessee. All contracts arising from this bid must incorporate these requirements or bid will not be accepted.

BID REQUIREMENTS

1. Securing Documents:

Questions regarding the BID documents, information regarding scope of work, Bid submission requirements or other specification concerns may be directed to Mark McReynolds, mmcreynolds@pcsstn.com or 931-526-9777.

2. General Instructions, Terms and Conditions:

These General Instructions, Terms and Conditions and any special terms and conditions become part of any contract entered into in the event any part or the entire bid is accepted by the Cookeville High School Football Boosters.

3. Definitions:

- a. All definitions set forth in the General Conditions of the Contract for Construction, AIA Document A201, are applicable to these Instructions to Bidders.
- b. Bidding documents include the invitation to bid, execution of the contract which modify or interpret the bidding documents, including drawings and specifications, by addition, deletions, clarifications or corrections. Addenda will become part of the Contract Documents when the construction contract is executed.
- c. The words vendor, bidder, offerer, company, proposer and contractor may be used synonymously in this document.
- d. The terms "School", "Owner" or Owner's Representative are used interchangeably and refer to the Cookeville High School Football Boosters.
- e. Pursuant to Tennessee Code, the State encourages all small, minority, and women business enterprises to submit bids for capital improvements. Encouragement is also made to all general contractors that in the event they subcontract portions of their work, consideration is given to the identified groups.

4. Examination of Drawings, Specifications, and Site of Work:

- a. Before submitting a bid, each bidder shall carefully examine and read the Specifications and all other proposed Bid Documents, and visit the site of the Work. Each Bidder shall fully inform himself prior to bidding as to all existing conditions and limitations under which the Work is to be performed, and he shall include in his bid a sum to cover all costs of all items necessary to perform the Work as set forth in the proposed Bid Documents. No allowance will be made to any bidder because of lack of such examination or knowledge. The submission of a bid will be construed as conclusive evidence that the bidder has made such examination.
- b. Should the bidder find discrepancies in, or omissions from the drawings, or other bidding documents, or should he be in doubt as to their meaning, he should at once, notify the owner, who will send a written addendum to all bidders. The Owner will not be responsible for any oral instructions. Any addenda issued during the time of bidding are to be covered in the proposal and in closing a contract; they will become a part thereof.

5. Bidding Procedures:

- a. Bids shall be made upon the bid form issued by the Owner. The signature of the individual authorized to bind the bidder shall be in longhand; no oral, telegraphic, emailed, or telephonic proposals will be considered.
- b. Bids must be signed by an individual authorized to bind the bidder. The person signing the bid should show title or authority to bind his/her firm to a contract. Signature must be in ink. Failure to sign the bid may result in disqualification. Bid must be completed in ink or typed.
- c. Bids shall be addressed to and mailed to the Putnam County Board of Education at the address shown on the Bid form or delivered to the place designated for opening of bids before the time for opening the bids as set forth in the Notice to Bidders, enclosed in a sealed envelope, addressed as stated above, and bearing the title of work and the name and address of the bidder.
- d. Bids received prior to the time of opening will be kept, unopened. No bid received after the hour set for their opening, will be considered. No responsibility will be assumed by any person for the premature opening of a bid not properly addressed and identified.
- e. In case of a difference in written words and figures the amount in written words shall govern.

6. Bond:

A Payment and Performance Bond of 50% of the total bid amount must be provided before any notice to proceed is given. If any bidder defaults, the Owner will retain his bid security as liquidated damages but not as a penalty.

7. Wage Requirements:

Contractors attention is called to the fact that the wage rates for laborers and mechanics engaged in the construction of the project will be no less than required in full compliance with any state minimum wage law that may be applicable.

8. Construction time:

The Agreement will include a stipulation that the Work be completed in a period of time established in the Bid Form. Work shall begin after the Performance bond is issued and notice to proceed is given.

9. Substitutions:

- a. Where a definite material is specified, it is not the intent to discriminate against any "approved equal" product of another manufacturer. It is the intent to set a definite standard. An approved equal may be accepted.
- b. Open competition is expected, but in all cases, complete data must be submitted for comparison and test when required by the Owner.
- c. The materials, products and equipment described in the Bidding documents establish a standard of required function, dimension, appearance and quality to be met by any proposed substitution.
- d. The burden of proof of the merit of the proposed substitution is upon the proposer. The Owner's decision of approval or disapproval of a proposed substitution shall be final.
- e. No substitutions will be considered after the Contract award unless specifically provided in the Contract documents.

- f. No substitution shall be made unless authorized in writing, by the Owner.
- g. All bidders shall base their proposals on the material or specialty specified.
- h. Should a substitution be accepted and should the substitute material prove defective or otherwise unsatisfactory for the service intended within the guaranty period, the Contractor shall replace this material or equipment with that which was originally specified, without cost to the Owner.

10. Conflict of Interest:

By submitting a bid, the Contractor represents and warrants that no director, board member or employee of the District is in any manner interested directly or indirectly in the bid which may result from the bid or in any of the expected profits which might arise there from; further, that no attempt has been made to influence or gain favorable advantage by communicating directly or indirectly with any official of the School. It is understood that any action taken which might tend to degrade the integrity of the competitive bidding process will be considered as grounds for disqualification or a breach of this contract.

11. Qualifications of bidders:

- a. The bidder will not be acceptable if he is engaged on any other work which impairs his ability to finance this contract or provide proper equipment for the proper execution of same.
- b. The bidder must be prepared to furnish a performance bond and labor & material payment bond in accordance with the Contract Documents written by a surety company authorized to do business in the State of Tennessee.
- c. Contractor shall name any sub-bidder whose bid he proposes to use. In determining the responsibility of the low bidder, the following will be considered; whether the subcontractor has:
 - State contractor's license.
 - Permanent place of business.
 - Experienced job superintendent available.
 - Adequate equipment.
 - Financial ability to perform contract.
 - Had appropriate experience.

12. Rejection of bids:

The Bidder acknowledges the right of the School to reject any or all bids and to waive any informality or irregularity in any bid received. In addition, the Bidder recognizes the right of the School to reject a bid if the Bidder failed to furnish any required bid security, or to submit the data required by the bidding documents, or if the bid is in any way incomplete or irregular. The School may reject any and all bids and may reject a bid of any party who has failed to perform, been unfaithful and/or delinquent in any former relationship with the School. The School shall be the sole judge as to which bid is best and, in determining that fact, may consider the contractor's business integrity, financial resources, experience, facilities and/or capacity for performing the work. The School also reserves the right to further evaluate and grade bidders based on criteria other than price. Such evaluation as implemented would include: Business tenure, customer relations, references, submittal accuracy, construction partners, as well as others.

13. Submission of post-bid information:

a. Upon receipt of written notice of the acceptance of his bid, the successful Contractor shall execute a contract, in accordance with good and sufficient surety or sureties, within ten (10) calendar days after the prescribed forms are presented for signature. Required bond and insurance documents shall be furnished with the executed contract.

b. Within seven (7) days after execution of the contract, the Contractor shall furnish to the owner; a statement of costs for each major item or the work included in his bid and a list of the subcontractors' proposed for the principal portions of the work. The bidder will be required to establish to the satisfaction of the Owner the reliability and responsibility of the proposed subcontractors to furnish and perform the required work.

c. The Contractor will be required to keep an accurate accounting of all labor and materials entering into the job. It will be required that this be brought up to date each week.

14. Assignments:

Neither this contract nor any interest therein nor claim there under may or shall be assigned or transferred by the Bidder except as expressly authorized in writing by the School. No contract, subcontract or agreement shall be made by the Bidder with any other party for furnishing any of the product, work or services herein contracted without the written approval of the School.

15. Contract Changes:

In no event shall any understanding or agreement, contract modification, change order or other matter which would constitute a deviation from the terms of this contract be effective or binding upon the School unless expressly stated and agreed to in writing executed by the School official possessing contractual authority for said district.

16. Contract Guidelines:

Bidders agree that a contract does not become effective until it is awarded and a written agreement, purchase order, award letter, or other notice to proceed is executed or issued by the School.

17. Non-Collusive Affidavit:

By submitting a bid, the company and the individual personally signing the bid represent and warrant that such bid is genuine and is neither collusive nor made for or on behalf of any person not named, and that he has neither induced nor solicited any other company to place a sham bid nor directly or indirectly caused another company to refrain from or be unable to present a bid.

18. Insurance Requirements:

The Contractor and subcontractor(s) shall maintain the following insurance:

- a. Workmen's Compensation and Employer's Liability Insurance affording: Protection under the Workmen's Compensation Law of the states in which the work is performed; and Employer's liability protection subject to a minimum limit of \$100,000.
- b. Comprehensive General Liability Insurance in amounts not less than: Personal Injury \$1,000,000 per person, and Property Damage \$1,000,000 per occurrence.
- c. Comprehensive Automobile Liability Insurance in the following minimum amounts: Bodily Injury of \$1,000,000 per person and \$1,000,000 per occurrence. Property Damage \$1,000,000 per occurrence.

19. Penalty for Collusion:

If at any time it shall be found that the person, firm or corporation to whom a contract has been awarded has, in presenting any bid, colluded with any other part or parties, then, in the sole discretion of the District, the contract so awarded shall be null and void or considered breached and the contractor shall be liable to the District for any and all loss and damage of whatsoever nature, which the District may suffer and the District may seek a new contractor.

20. Non-Discrimination:

The company shall not discriminate against, or segregate, a person or a group of persons on account of race, color, creed, religion, sex, sexual orientation, marital status, familial status, national origin, ancestry, disability or condition of acquired immune deficiency syndrome (AIDS) or AIDS-related complex in carrying out its duties and obligations pursuant to this agreement nor shall the company or any person claiming under or through the company establish or permit any such practice or practices of discrimination or segregation. The company must include in any and all subcontracts a provision similar to the proceeding.

21. Proprietary Information:

All information submitted in response to this bid is public after the bid opening. The bidder should not include as a part of the response to the invitation to bid any information which the bidder believes to be a trade secret or otherwise privileged or confidential. If the bidder wishes to include such material with a bid, then the material should be supplied under separate cover and identified as confidential. The District does not warrant or agree to, but will endeavor to, keep that information confidential. Contractor acknowledges that information in the possession of the District may be subject to the provisions of the Tennessee Freedom of Information Act.

22. Reservations:

The Bid does not commit the School to award a contract, to pay any costs incurred in the preparation of a bid in response to the invitation, or to procure or contract for services or supplies. The District reserves the right to accept, or reject, in part or its entirety, any bid received as a result of the Bid, it is in the best interest of the School to do so.

23. Severability:

The finding or determination of any part or parts of the General Instructions, Terms and Conditions is void, unenforceable, invalid or voidable shall result in only that part being stricken with the remainder to continue in full force and effect.

24. Withdrawal of Bid:

A bid may be withdrawn before the expiration of the time during which bids may be submitted, without prejudice, by submitting a written request for its withdrawal to the owner.

25. Taxes:

All sales or use tax required under this bid will be the bidder's responsibility.

26. Permits:

Bidders are required to secure all permits, and fees necessary to complete the work

CRIMINAL BACKGROUND COMPLIANCE AFFIDAVIT

STATE OF _____

COUNTY OF _____

The undersigned, principal officer of _____, an employer contracting with Putnam County Board of Education to provide services having direct contact with children or access to grounds of a Putnam County public school while students are on grounds, hereby states under oath as follows:

1. The undersigned is a principal officer of _____ (hereafter referred to as the "Company"), and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. 49-5-4-13 as amended effective September 1, 2007 for entities entering into contracts with a local Board of Education where the company's employees will have direct contact with school children or access to the grounds of a school when children are present. It is the duty of the Company to require applicants supply a fingerprint sample and submit to a criminal history records check to be conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation prior to permitting the person to have contact with such children or enter school grounds and to take certain other actions based upon the results of the records check. If the company is providing services which will include services by subcontractors, the provisions of this section shall apply to all employees of the subcontractors as well.
3. The Company is in compliance with the terms of T.C.A. 49-5-413.

Further affiant saith naught.

Principal Officer

STATE OF _____

COUNTY OF _____

Before me personally appeared _____ with whom I am personally acquainted or proved to me on the basis of satisfactory evidence, and who acknowledged that he/she is the _____ of _____ and is authorized to execute this instrument on behalf of the principal for the purposes therein contained.

Witness my hand and seal at office this ____ day of _____, 20____.

Notary Public My commission expires: _____

DRUG-FREE WORKPLACE AFFIDAVIT

STATE OF _____

COUNTY OF _____

The undersigned, principal officer of _____, an employer of five (5) or more employees contracting with Putnam County Board of Education to provide construction services, hereby states under oath as follows:

1. The undersigned is a principal officer of _____ (hereafter referred to as the "Company"), and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. 50-9-113, which requires each employer with no less than five (5) employees receiving pay who contracts with the state or any local government to provide construction services to submit an affidavit stating that such employer has a drug-free workplace program that complies with Title 50, Chapter 9, of the Tennessee Code Annotated. If the company is providing construction services which will include services by subcontractors, the provisions of this section shall apply to all employees of the subcontractors as well.
3. The Company is in compliance with the terms of T.C.A. 50-9-113

Further affiant saith naught.

Principal Officer

STATE OF _____

COUNTY OF _____

Before me personally appeared _____ with whom I am personally acquainted or proved to me on the basis of satisfactory evidence, and who acknowledged that he/she is the _____ of _____ and is authorized to execute this instrument on behalf of the principal for the purposes therein contained.

Witness my hand and seal at office this _____ day of _____, 20____.

Notary Public

My commission expires: _____.

IRAN DIVESTMENT ACT AFFIDAVIT

As per Tennessee Code Annotated, Title 12, and effective July 1, 2016:

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12-12-106.

Signature

Date