

Putnam County Board Meeting  
May 2, 2024 5:00 PM  
1400 E Spring St.  
Cookeville, TN 38506

- I. Meeting Called to Order
- II. Approval of Agenda
- III. Announcements
  - A. *I Make A Difference Award*
  - B. *I Make A Difference Certificates*
  - C. Director's Personnel Report
  - D. Recognize Teacher Appreciation Week - Monday, May 6, 2024 - Friday, May 10, 2024
- IV. Approval of Minutes
  - A. Minutes of the Regular April Board Meeting - Thursday, April 4, 2024, @ 5:00 PM
- V. Public Comment
- VI. Approval of Consent Agenda
  - A. Payments/Purchases
    1. Approval of the purchase of catering with Grade A Catering for the UTrust Employee Appreciation Picnic on May 23, 2024, in the amount not to exceed \$17,000.00 to be paid from 141-E-722-599-000-02137-000, as submitted.
    2. Approval to purchase fencing for Monterey High School, Burks Elementary, Jere Whitson Elementary, Prescott South Campus, White Plains Academy/VITAL Add Option #1 - #6 in the total amount of \$90,300.00 from Fences of Excellence - Baxter, Tennessee based on April 24, 2024, fencing bid tally sheet to be paid from the Public School Security Grant 2023-24.
    3. Approval to purchase doors and hardware for system-wide use from the State-Wide contract SWC #102 from William S. Trimble Company, Inc. - Knoxville, Tennessee in the amount of \$222,787.55 to be paid from the Safety and Security Grant funds, as submitted.
    4. Approval to purchase playground equipment based on Sourcewell Purchasing Cooperative pricing from Landscape Structures - Delano, MN (Sourcewell ID #010521-LSI) in the total amount of \$55,905.83 with \$50,000 to be paid from 141-76100-399-02504 and the remaining \$5,905.83 to be paid from school funds, as submitted.
    5. Approval to purchase uninterruptible power supply (UPS) units for the network equipment closets at the new Park View School from Graybar - Nashville, Tennessee with pricing based on Omnia Partners Contract #EV-2370 in the amount of \$14,437.15 to be paid from 141-76100-799-000-02504-000, as submitted.

6. Approval to purchase Viewsonic interactive display panels for new Park View School from Bluum, Inc. - Phoenix, AZ per quote #320655 on the NCPA contract #01-150 pricing in the amount of \$90,360.40 to be paid from 141-76100-799-000-02504-000, as submitted.
  7. Approval to purchase intercom/paging system design and installation for new Park View School from IT Voice - Nashville, Tennessee with Mitel licenses priced on the Sourcewell Contract #120122 MBS in the amount of \$32,535.91 to be paid from 141-76100-799-000-02504-000, as submitted.
  8. Approval to purchase Avigilon Video Security server replacements for Upperman High School, Monterey High School and Upperman Middle School from Central Technologies, Inc., per TIPS-USA Contract 230105 pricing, in the amount of \$72,731.91, to be paid from 141-E-72130-399-000-02525-000, Public School Security Grant, as submitted.
  9. Approval to purchase public safety DAS/distributed antenna system components for emergency responder radio communications from Graybar Electric - Nashville, Tennessee via pricing on the OMNIA Partners Contract EV2370 for the new Park View School building project in the amount not to exceed \$53,045.60 to be paid from 141-76100-799-000-02504-000, as submitted.
  10. Approval to purchase public safety DAS/distributed antenna system components for emergency responder radio communications from Graybar Electric - Nashville, Tennessee via pricing on the OMNIA Partners Contract #EV2370 for the Upperman High School building expansion project in the amount not to exceed of \$73,135.28; with the antenna and cabling installation services to be purchased from Advanced Communications Services - Sparta, Tennessee in the amount not to exceed \$10,000 to be paid from 142-76100-707-933, as submitted.
- B. Bids/Quotes/Sealed Bids/RFPs
1. Approval to solicit bids for the painting of the Avery Trace Middle School gym.
  2. Approval to solicit bids for system-wide striping of parking spaces and painting of handicapped spaces.
  3. Approval of awarding the System-wide Air Filter bid to Pure Maxx Filtration - Knoxville, Tennessee, the lowest and best bidder, as submitted on the bid tally sheet.
  4. Approval of the renewal of the following Food Services bids for the SY 2024-25 school year:
    - Food/Non-Food bid with IWC/US Foods
    - Ready to Eat, Delivery Pizza bid with Papa Johns
    - Milk and Milk Products bid with Mayfield Dairy
    - Beverage bid with PepsiCo
  5. Permission to bid Ice Cream Products with Jackson, Macon and Trousdale County School Nutrition Programs noting a Memorandum of Understanding (MOU) is currently in place with these districts.

6. Approval to award the Kitchen Equipment bid to and purchase from Douglas Equipment in the total amount of \$206,314.38 to be paid from 143-73100-710, as submitted.
  7. Approval to award the Fencing Bid to Fences of Excellence - Baxter, Tennessee for Burks Elementary, Jere Whitson Elementary, Monterey High School, Prescott South Campus, White Plains Academy/VITAL Add Option #1 - #6, in the total amount of \$90,300.00, as submitted on the bid tally sheet.
- C. Budget Amendments/Line Item Transfers
1. General Purpose School Budget Amendments - Fund 141
    - a. Special Education - Spring Clean-up
    - b. Career & Technical Education GP - To move monies to pay for additional CTE instructional supplies and materials and year-end travel
  2. General Purpose School Line Item Transfers - Fund 141
    - a. Special Education - To pay for parent transporting SWD to and from bus stop to TSB
    - b. Career & Technical Education ISM - To move monies to pay for PSMS 120-day contract certified staff through FY24 year-end and to pay for AMS certified staff life insurance benefits through Year 4 of ISM grant
  3. Federal Projects Budget Amendments - Fund 142
    - a. Teaching & Learning PreK-4th - To reallocate funds for HQIM Literacy Implementation Networks Grant for 2023 - 2024
    - b. Federal Programs - This Title I (101) amendment is needed in order to utilize funds more appropriately according to program needs
    - c. Federal Programs - This Title III (301) amendment is required in order to utilize funds more appropriately.
    - d. Special Education - To budget additional funds awarded to Putnam County
    - e. Special Education - To budget additional funds awarded to Putnam County
  4. Federal Projects Line Item Transfers - Fund 142
    - a. Special Education - To reallocate funds for actual cost of benefit
  5. Central Cafeteria - Budget Amendment Fund 143
    - a. Food Service - Adjust current budget based on projected expenditures/revenues
  6. Extended School Program - Budget Amendment Fund 146
    - a. Extended School Program - To better allocate funds for 146 account - School Age Care and Employee Child Care
- D. Approval of Out-of-County and Overnight Trip Reports
- E. Approval of Grant Report
- F. Other
1. Approval of the agreement with Lee Company - Nashville, Tennessee for the installation of a new chiller at Cookeville High School as submitted by

Maffett Loftis Engineering, LLC - Cookeville, Tennessee in the amount of \$527,926.55 to be paid from 141-72620-399.

2. Approval of the agreement with Carwile Mechanical - Cookeville, Tennessee for the installation of a new chiller at White Plains Academy as submitted by Maffett Loftis Engineering, LLC. - Cookeville, Tennessee in the amount of \$162,900.00 to be paid from 141-72620-399.
3. Approval of the Memorandum of Understanding (MOU) requested from Burks Elementary School to continue a partnership between Cambiar Education/Magpie Literacy, formerly known as AERDF and Reading Reimagined, and Putnam County School System (Burks Elementary School) to work towards the collective goals (continued pilot of online literacy tools for first and second grade students in the 21st Century after school program to support foundational literacy skills and continued pilot of online literacy program in Kindergarten after all sounds have been introduced through the ELA curriculum to also support foundational literacy skills), as submitted.
4. Approval of the Data Sharing Agreement requested from Burks Elementary School to collect data based on the digital tools utilized for the project in the partnership between Cambiar Education/Magpie Literacy and Putnam County School System (Burks Elementary School) to work towards the collective goals of the Magpie Literacy Program, as submitted.
5. Approval of Employer Acceptance Agreement between Putnam County School System and Tennessee Department of Labor & Workforce Development, Office of Apprenticeship with the Tennessee Department of Education, as submitted.
6. Approval of Employer Acceptance Agreement between Putnam County School System and Tennessee Department of Labor & Workforce Development, Office of Apprenticeship with Volunteer State Community College, as submitted.
7. Approval to enter into a contract with Richard C. Rinks & Associates - Cookeville, Tennessee for an assessment of all roofs older than five years (as outlined in your April 9, 2024. Letter) at a cost of \$17,000.00 to be paid from 141-72310-399, as submitted.
8. Approval to enter into a contract with Covington Flooring Company - Birmingham, AL for the gym floor repairs (as noted in your April 8, 2024, proposal) at Cookeville High School in the amount of \$17,249.00 to be paid from 141-72620-399 with pricing to be reflective of TIPS Buying Group (TIPS #23020401), as submitted.
9. Approval to enter into a contract with Covington Flooring Company - Birmingham, AL for the gym floor repairs (as noted in your April 8, 2024, proposal) at Algood Elementary School in the amount of \$14,487.00 to be paid from 141-726200-399 with pricing to be reflective of TIPS Buying Group (TIPS #23010401), as submitted.
10. Approval to enter into a contract with Covington Flooring Company - Birmingham, AL for the gym floor repairs (as noted in your April 8, 2024, proposal) at Capshaw Elementary School in the amount of \$13,865.00 to

be paid from 141-72620-399 with pricing to be reflective of TIPS Buying Group (TIPS #23010401), as submitted.

11. Approval to enter into a contract with Mechanical Resources Group - Nashville, Tennessee for the scope of work (as outlined in your March 5, 2024, proposal) at Cookeville High School in the amount of \$11,265.63 to be paid from 141-72620-399, as submitted.
12. Approval to issue a school board credit card from First Horizon to Jaclyn Vester, Career & Technical Education Supervisor, for the purpose of securing hotel rooms, conferences and other CTSO events in the amount of \$5,000, as submitted.
13. Approval to enter into a Pilot agreement with Magic School AI - Boulder, CO for the remainder (until July 1st) of the 2023-24 school year to be paid from VITAL, 141-71100-399-01501 (\$1,800 - District Use).
14. Approval of the renewal of the Student Teaching Affiliation Agreement between Freed-Hardeman University and the Putnam County School System (PCSS) effective July 1, 2024, to June 30, 2025, as submitted.
15. Approval of the Quarterly Reports for the quarter ending 3/31/24 for the following funds, as submitted:
  - 141 General Purpose Schools
  - 142 Federal Projects
  - 143 Central Cafeteria
  - 146 Extended School Program
16. Approval of Dual Enrollment Agreement between Tennessee College of Applied Technology (TCAT) - Livingston, Tennessee and Putnam County School System to establish the terms and conditions for the 2024-25 school year, as submitted.
17. Approval to amend the 2024-2025 and 2025-2026 school calendars to reflect an additional opening in-service day for teachers at the beginning of the school year that was voted on unanimously by the district Guiding Coalition, as submitted.
18. Approval of the 2024-2025 Elementary and Middle School Supply list, as submitted.
19. Approval of the 2024-2025 School Fees, as submitted.
20. Approval of the four (4) contracts between Roland Digital Media, Inc. - Cookeville, Tennessee and Putnam County Board of Education for digital gold package for Adult Education in the amount of \$895.00 per month to be paid from Adult Education funds effective May 1, 2024 - June 30, 2024, as submitted.
21. Approval of the annual renewal of contracted services in the amount of \$27,750.35 for the provision of school nutrition management software with EMS LINQ Inc. to be paid from fund 143-73100-399.
22. Approval to enter into a contract with Pure Maxx, LLC - Knoxville, Tennessee for system-wide air filters in the amount of \$33,075.90 per filter change (2 needed for 2024/2025 school year) to be paid from 141-72620-499, as submitted.

23. Approval to enter into a contract with Copeland DRP, LLC - Cookeville, Tennessee for asphalt work at Algood Middle School in the amount of \$13,600.00 to be paid from 141-72620-399, as submitted.
24. Approval of the renewal of the Athletic Trainer Services Agreement with Cookeville Regional Medical Center for the 2024-25 school year effective July 1, 2024, through June 30, 2025, as submitted.
25. Approval to allow the formation of the Youth in Government Club at Upperman High School noting this club will not qualify for a stipend, as submitted.
26. Approval to renew the System-wide Pest Control agreement with Optimus Pest Solutions - Smithville, Tennessee for the 2024 - 25 school year effective July 1, 2024, through June 30, 2025, for year 3, extension #2 of the contract, as submitted.
27. Approval to enter into a contract with Maffett Loftis Engineering, LLC - Cookeville, Tennessee for the design of bid documents for the auditorium lighting system at Cookeville High School in the amount of \$29,550.00 to be paid from 141-72620-399, as submitted.
28. Approval to enter into a contract with Parent Square - Goleta, CA for Parent Square onboarding, a digital communications platform, in the amount of \$9,637.50 to be paid from 141-72310-599, as submitted.
29. Approval to renew the annual site license subscription for ClassLink SSO effective 6/1/24 to 5/31/25 (per National TIPS contract #230105 pricing on attached Invoice #e-116536) in the amount of \$41,007.00 to be paid from 141-71100-722-01607, Technology, as submitted.
30. Approval of Putnam County School System (PCSS) becoming a member of the 2024 - 2025 Comprehensive Educational Resources consortium and to transfer PCSS data to Comprehensive Educational Resources (Correlated with Mastery View Benchmark Assessments), as submitted.
31. Approval of "Data Share" process for approved vendors (aimswebPlus/iReady) and Putnam County School System (PCSS) to send applicable student screened data to the Tennessee Department of Education, noting data will be used to process "Ground 1" appeals for the 3rd grade retention law, as submitted.
32. Approval to enter into an agreement with J&B Counter Tops - Cookeville, Tennessee for installation of solid surface bathroom countertops at Avery Trace Middle School in the amount of \$20,605.84 to be paid from 141-72620-399, as submitted.
33. Approval to enter into an agreement with Cookeville Heating & Cooling Services, LLC - Cookeville, Tennessee for the replacement of a 12.5 ton rooftop unit on an emergency basis at Sycamore Elementary School in the amount of \$21,000.00 to be paid from 141-72620-399, as submitted.

VII. Policy (None Submitted)

VIII. Discussion/Presentation

- A. Approval of the following names to be granted teacher tenure effective August 5, 2024, who have met all requirements of the State of Tennessee:
  - Kassondra Hunley

- Kevin A. Pullen
- Patrick Clark Dycus
- Heather Danielle Greenwood
- Anthony Hibbard
- Amy Fox
- Kelsey Bussell White
- Janice Alotaibi
- Virginia Gantkowski
- Sarah Michelle Gillespie
- Samuel M. Matson
- Demetria E. Pace
- Tracey Stockton-Burnett
- Christy A. Lee
- Lauren Grace Dickens
- Elizabeth Annetee Gunnels
- Alyssa Paige Beaty
- Renee M. Beaty
- Erika L. Clements
- Jonathan A. Oliver
- Emily Jane Phillips

B. Building Projects

1. Park View School Project Update

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

a. Park View School Project Action Items

1. Approval to pay American Constructors, Inc. - Brentwood, Tennessee in the amount of \$2,867,091.29 and Pinnacle Bank (retainage) in the amount of \$138,370.81 for pay application #20 related to the Park View School Project to be paid from the Putnam County Bond Issue, as submitted.
2. Approval to pay Upland Design Group, Inc. - Crossville, Tennessee in the amount of \$30,044.37 for architectural services for the Park View School Project to be paid from 141-76100-304-02504, as submitted.
3. Approval to officially declare the new construction at 2000 Lee Seminary Road to be Park View School and permission to request a new school number from the Department of Education, as submitted.

2. Upperman High School Expansion Project Update

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

a. Upperman High School Expansion Project Action Items

1. Approval to pay King Construction Group, Inc. - Cookeville, Tennessee in the amount of \$62,149.68 and First Horizon Bank (retainage) in the amount of \$3,271.04 for pay application #19

related to the Upperman High School Expansion Project to be paid from 142-76100-707-933 (ESSER 3.0), as submitted.

2. Approval of a payment to Upland Design Group, Inc. - Crossville, Tennessee in the amount of \$639.89 to be paid from 142-76100-707-933 for architectural services for the Upperman High School Expansion Project (School Federal Program Fund - ESSER 3.0), as submitted.
3. Existing Park View Elementary School Update  
**Speaker(s):** John Magura, Maintenance Supervisor
  - a. Existing Park View Elementary School Action Items
    1. Approval to pay Southern Roofing of TN in the amount of \$34,314.72 and First National Bank (retainage) in the amount of \$1,806.03 for pay application #7 related to the existing Park View Elementary School Roof Replacement Project to be paid from 142-76100-707-933 (ESSER 3.0), as submitted.
  - C. Approval of the 141 General Purpose School Budget Draft #1 for the year ending 06/30/25, as submitted.

IX. Adjournment



Dear School Board and Mr. King,

**Recognition of Dedication: Putnam County School Nurses**

During the COVID-19 pandemic, the school nurses of Putnam County Schools, demonstrated remarkable dedication, resilience, and patience as they navigated one of the most uncertain times in education in recent memory. Each day they dutifully maintained the district's COVID-19 dashboard, and experienced an almost daily shift in state and federal guidelines, all while offering the highest level of care for the students of Putnam County. Led by their nursing supervisor, Janet Frank, they persevered in their commitment to the health and well-being of their school communities. Throughout the pandemic, these nurses quickly adapted to changing circumstances, implemented necessary health protocols, and provided essential support and guidance to students and staff. Their continuous support was instrumental in ensuring the effectiveness and success of providing up-to-date information for the local health department and school officials. Their unwavering commitment to excellence and their ability to navigate uncertain times with professionalism and compassion were commendable. We applaud the Putnam County School Nurses, for their exceptional service and unwavering dedication during those challenging times.

Therefore, it is with great honor that we present the "I Make a Difference Award" to the Putnam County School Nurses, in recognition of their outstanding contributions and unwavering dedication to their school community during the COVID-19 pandemic. Their efforts made a significant difference in the lives of those they served, and their resilience served as an inspiration to us all.

Sincerely,

Trey Upchurch

Supervisor, Coordinated School Health



Putnam County Schools

# COORDINATED SCHOOL HEALTH

## **Current**

Mary Phillips  
Jessica Jackson  
Jada Hughes  
Glenda Elmore  
Kristen Phillips  
Pam Turner  
Lacie Fain  
Makenzie Randolph  
Heather Little  
Haven Paul  
Julie Reeser  
Sandra Way  
Liz England  
Melissa Mackie  
Jessica Mullins  
Amy Sparks  
Lisa Shaw  
Nancy Hickey  
Dawn M. Smith  
Tina Vaughn  
Marcy Peek  
Dana Stewart  
Beth Frazier  
Lana Reagan  
Kelley Collins  
Nicole DiStefano  
Heather Camacho  
Karen Bear

## **RETIRED**

Jeannette Hall  
Luann Morris  
Martha Gentry  
Pam Norrod  
Cindy Dyer

## **LEFT**

Spencer Kress  
Jackie Maberry  
Ashley Sullivan  
Tabatha Perry  
Kaitlin Billingsley  
Melissa Copeland



**Personnel Report For April 2024**

<b>NEW HIRES</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>LOCATION</b>	<b>ASSIGNMENT</b>	<b>EFFECTIVE DATE</b>	<b>FUNDED</b>	<b>HOURS</b>	<b>REPLACING</b>
McDoanld	Thomas	CES	SAC Activity Instructor	3/19/24	146-E-73300-189-000-01800-000	5.8	Carmine Maccarone
Freeman	Addison	BPS	SAC Activity Instructor	3/19/24	146-E-73300-189-000-01800-000	5.8	Maynor Sebastian Riley Armes/Brian Dias
Scurlock (Moffeld)	Brittany	UMS	School Nutrition Employee	3/18/24	143-E-73100-165-000-00110	4	
Roland	Cassie	JWES	Kindergarten Teacher	3/25/24	141-E-71100-116-000-00000-050	7.5	Maria Juan Baltazar
Carson	Kylan	AES	SAC Activnity Instructor	3/21/24	146-E-73300-189-000-01800-000	5.8	n/a
Lawson	Michael	Transportation	Bus Driver	3/21/24	141-E-72710-146-000-00000-000	5	n/a
Hughett	Darren	Transportation	FT Mechanic III/PT Bus Driver	3/25/24	141-E-72710-146-000-00000-000	8	n/a
Garrett	Jessica	AES	Teacher Assistant	3/26/24	141-E-71100-163-000-00000-005	7	Sandra Dunn Maria Sanchez- Ventura
Segarra-Felicie	Charlotte	Central Office	ESL Interpreter I	3/27/24	141-E-72210-189-000-0000-000	7	
Williams	Austin	NES	SAC Activity Instructor	3/26/24	146-E-73300-189-000-01800-000	5.8	Megan Pratt
Johnson	Aaliyah	AMS	SPED PreK Assistant	4/8/24	141-E-71200-163-000-00000-008	7	Jodi Simpson
Lee	Lisha	Transportation	FT Bus Driver	3/26/24	141-E-72710-146-000-01605-000	6	n/a
Cook	George	SES	PT School Nutrition Employee	4/2/24	143-E-73100-165-000-00070-000	4	Philip Livingston
Lester	Campbell	ATMS	Grade 6-8 Science Teacher	4/4/24	141-E-71100-116-000-00000-065	7.5	Justin Asberry
Walker	Brandy	AMS	SPED LPN/Assistant	4/8/24	142-E-71200-163-906-00000-008	7.5	Melissa Copeland
Stout	Rodney	Maintenance	Level IV Maintenance Technician	4/9/24	141-E-72620-167-000-00000-000	8	n/a
Muilenburg	Susan	MHS	School Nutrition Employee	4/15/24	143-E-73100-165-000-00055	5.7	Shyla Taumua
Callahan	Michael	Food Services	CW Food Services Substitute	4/22/24	143-E-73100-165-000-00037	6	Evan Babb
<b>REHIRES</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>LOCATION</b>	<b>ASSIGNMENT</b>	<b>EFFECTIVE DATE</b>	<b>FUNDED</b>	<b>HOURS</b>	<b>REPLACING</b>
Dunn	Sandra	AES	TN AII Corp Tutor	4/1/24	142-E-71100-116-938-00000-000	2	n/a
<b>TRANSFERS</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>FROM POSITION</b>	<b>TO POSITION</b>	<b>HOURS</b>	<b>EFFECTIVE DATE</b>	<b>FUNDING CODE</b>	<b>REPLACING</b>
Dale	Tammy	7.5 hrs per day SPED CDC/Behavioral Assistant @ AES	7hrs per day SPED CDC/Behavioral Assistant @ AES (also different funding code)	7	3/28/24	141-E-71200-163-000-00000-005	Paris Callahan
Callahan	Paris	7hrs per day SPED CDC/Behavioral Assistant @ AES	7.5hrs per day SPED CDC/Behavioral Assistant @ AES (also different funding code)	7.5	3/28/24	142-E-71200-163-906-00000-005	Tammy Dale
Redden	Emily	SPED SW Related Services Assistant	SPED CDC Assistant @ UHS	7.5	4/15/24	141-E-71200-163-000-00000-090	Taylor Schoenmann
<b>RESIGNATION</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>LOCATION</b>	<b>ASSIGNMENT</b>	<b>EFFECTIVE DATE</b>	<b>FUNDED</b>	<b>HOURS</b>	<b>REPLACING</b>

**received**  
04-18-24

<u>LAST NAME</u>	<u>NAME</u>	<u>LOCATION</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	
Sanders	Abigail	JWES	Grade 2 Teacher	5/24/24	
Schoenmann	Taylor	UHS	SPED CDC Assistant	4/2/24	
Torres	Felisha	PSES	Employee Child Care Worker	3/22/24	
Morgan	Kailyn	WPA	RTI Assistant	3/22/24	
Maccarone	Carmine	CES	SAC Activity Instructor	3/12/24	
Amoretti	Marcos	Transportation	Mechanic	3/20/24	
Patterson	Lionel	Transportation	Bus Attendant	3/15/24	
Howe	Susan	ATMS	Grade 6-8 Science Teacher *quit before her 1st day in class*	3/18/24	
Pratt	Megan	NES	SAC Activity Instructor	3/19/24	
Irizarry-Nieves	Jose	Transportation	Bus Driver	3/27/24	
Brown	Kayla	CHS	Grade 9-12 Math Teacher	5/24/24	
Babb	Evan	Food Services	School Nutrition Sub	4/12/24	
Shenton	Tracy	CHS	School Nutrition Employee	4/30/24	
Bennett	Brittney	Central Office	School Nurse Sub	4/3/24	
Chambers	Samantha	BPS	SPED PreK Teacher	5/24/24	
Daughrity	Libby	NES	Grade 1 Teacher	5/24/24	
Wilhite	Jessica	CHS	Grade 9-12 English Teacher	6/28/24	
Crooks	Natalie	BPS	Grade 1 Teacher	5/24/24	
Garton	Audrie	JWES	Grade 3 Teacher	5/24/24	
Maddox	Rhonda	NES	School Nutrition Employee	4/11/24	
Barrett	Ashley	PSMS	Grade 7 Math Teacher	5/24/24	
Francis	Ashley	PSMS	Grade 5-8 Music/Chorus Teacher	5/24/24	
Kirk	Angelique	PSMS	SPED Resource Teacher	5/3/24	
Johnson	Aaliyah	AMS	SPED PreK Assistant	4/15/24	
Connor	Cassidy	PSES	Grade 3 Teacher	5/27/24	
<b>TERMINATIONS</b>					
	<u>FIRST</u>				
<u>LAST NAME</u>	<u>NAME</u>	<u>LOCATION</u>	<u>ASSIGNMENT</u>	<u>HOURS</u>	<u>EFFECTIVE DATE</u>
Williams	Joel	NES	SAC Activity Instructor	5.7	3/26/24
<b>RETIREMENT</b>					
	<u>FIRST</u>				
<u>LAST NAME</u>	<u>NAME</u>	<u>LOCATION</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	
Raines	Janet	Burks	Grade 5 Science Teacher	5/24/24	
Nash	Phyllis	AMS	SPED Extended Resource Assistant	5/24/24	
Lee	Tammy	Central Office	SPED Systemwide Diagnostician	5/24/24	
Reid	Sharon	Central Office	Executive Assistant	6/28/24	

Turner	Leila	Central Office	SPED Systemwide Related Services Assistant	6/28/24			
Wilhite	Jerri	PvES	SPED Resource Teacher	5/24/24			
Brock	Seawillow	CHS	SPED Resource Teacher	5/24/24			
Watson	Melanie	PSES	Grade 2 Teacher	5/27/24			
<b>PAY CHANGE</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>LOCATION</b>	<b>ASSIGNMENT</b>	<b>HOURS</b>	<b>EFFECTIVE DATE</b>	<b>FUNDED</b>	<b>Rate of Pay</b>
<b>ADDITIONAL HOURS</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>LOCATION</b>	<b>ASSIGNMENT</b>	<b>HOURS</b>	<b>EFFECTIVE DATE</b>	<b>FUNDED</b>	<b>Rate of Pay</b>
Choate	Michael	CHS	IB Class - Extra Class - Stipend - Wages \$1750	7.5	3/20/24	141-E-72210-189-000-01601-000	n/a
Webster	Brian	PSMS	receiving \$300 from the chorus fund to assist in the musical Newsies.	7.5	4/6/24	141-E-72210-189-000-01601-000	n/a
<b>INCREASE IN HOURS</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>FROM POSITION</b>	<b>TO POSITION</b>	<b>HOURS</b>	<b>EFFECTIVE DATE</b>	<b>FUNDING CODE</b>	<b>REPLACING</b>
Schale	Trina	5.75hrs per day School Nutrition Employee @	6.5hrs per day Cook @ CHS	6.5	4/2/24	143-E-73100-165-000-00037-000	Dawn Hutson
<b>DECREASE IN HOURS</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>FROM POSITION</b>	<b>TO POSITION</b>	<b>HOURS</b>	<b>EFFECTIVE DATE</b>	<b>FUNDING CODE</b>	<b>REPLACING</b>
Pack	Jamey	6hrs per day Bus Driver	5hrs per day Bus Driver	5.00	3/18/24	141-E-72710-146-000-00000-000	n/a
Hutson	Dawn	6.5hrs per day Cook @ CHS	5.75hrs per day School Nutrition Employee @ CHS	5.75	4/2/24	143-E-73100-165-000-00037-000	Trina Schale
Crabtree	Amy	FT CW Food Services Sub	On Call CW Food Services Sub	5.70	4/8/24	143-E-73100-165-000-00037-000	n/a
<b>NON-RENEWALS</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>LOCATION</b>	<b>POSITION</b>	<b>HOURS</b>	<b>EFFECTIVE DATE</b>		
<b>OTHER</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>LOCATION</b>	<b>POSITION</b>	<b>HOURS</b>	<b>EFFECTIVE DATE</b>		
Ferguson	Virginia	NES	will receive Teacher Pay for days covered for Ms. Brittini Randolph that she uses PPL Days or unpaid days to cover any PPL days worked for Devon Hauck beginning 3/20/24 - 04/05/24. Replacing Virginia Ferguson who took on a new PPL Leave.	7.5	3/19/24		
Peek	Penny	NES		7.5	3/20/24		

Ramsey	Martha	CCES	will fill any unpaid maternity leave 3/18/24 & ending 04/30/24.	7.5	3/18/24
Mills	Robert	Transportation	Re-Classify from Driver to Attendant due to not being able to obtain CDL. Medical reasons	5	3/15/24
Hauck	Devon	NES	to cover any PPL days worked for Devon Hauck beginning 3/20/24 - 04/04/24 not covered by Penny Peek.	7.5	3/20/24
Rector	Patricia	PvES	covering Ms. Reagan's maternity leave and will receive teacher pay for the PPL Days that Ms. Reagan uses.	7.5	4/1/24
Green	Jennifer	CHS	Playoff game worker wages \$45	7	3/20/24
Taylor	Rhonda	CHS	Gate worker playoffs wages \$45	7	3/20/24
Martin	Andrea	CHS	Playoff gate worker wages \$15	7	3/20/24
Wesolowski	Debora	CHS	playoff gate worker wages \$34.95	7	3/20/24
Bray	William	CHS	will receive teacher pay for days covered for Ms. Farsoun during her maternity leave that she uses PPL days or unpaid	7.5	3/1/24
Barrett	Ashley	PSMS	2 yrs teaching experience = \$47,800	7.5	3/25/24
Sanchez-Ventura	Maria	Central Office	will be on maternity leave for the rest of the school year, plans on returning 2024-2025 school year	7.5	4/30/24
Hennigan	Taylor	CHS	SSO Booster Stipend Wages \$1166.67	7.50	4/3/24
Johnson	Donna	CHS	Mentoring Kayla Brown & Duane Vick from 3/18/24 through 5/24/24	7.50	3/18/24
Tylka	Mark	PSMS	will be paid \$1573 from the Archery Account for Head coaching duties	7.50	4/4/24
Stevens	Wesley	PSMS	will be paid \$1089 from the archery account for Assistant Coach duties.	7.50	4/4/24
Allen	Laura	PSMS	will be paid \$1056 from the Archery Account for Assistant Coach duties.	7.50	4/4/24
Smith	Berilla	PSES	will receive Teacher Pay for any PPL Days or unpaid days Ms. Ledford is using during her maternity leave that Ms. Smith is covering.	7.50	4/24/24
Knuth	Carolyn	PSES	will receive teacher pay for any PPL Days or unpaid days that Mason Kennedy uses during her maternity leave that Ms. Knuth is covering.	7.50	8/13/24
Netherton	Melinda	PSES	will receive Teacher Pay for any PPL Days or unpaid days Ms. Ledford is using during her maternity leave that Ms. Netherton is covering.	7.50	7/31/24
Root	Christi	MHS	Master's Degree = \$2,600	7.50	1/1/24
Wheeler	Terri	VITAL	replacing Carrie Roberson on the PL District Coaches team for Semester 2 of 2024. This is a stipend position and will be paid \$500 for her work	7.50	1/4/24
Gothard	Terry	UHS	will receive teacher pay for PPL Days and/or unpaid days that Ms. Eckert uses during her maternity leave that Mr. Gothard covers	7.50	4/15/24
Durand	Rebecca	ATMS	manages the Social Media page for the school, gross wages of \$400	7.50	4/16/24
<b>SPREADSHEETS:</b>					

**MINUTES**  
Putnam County Board of Education  
Cookeville, Tennessee  
April 4, 2024

The Putnam County Board of Education met in the office of the Putnam County Education Building - Cookeville, Tennessee on Thursday, April 4, 2024. Ms. **CRAVENS** convened the meeting at 5:00 PM.

**PRESENT.....6**

**ABSENT.....0**

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

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

**ACTION:** (II.) Mr. **McHENRY** made a motion to approve the Agenda, as recommended and submitted by Corby R. King, Director of Schools. Dr. **FRY** seconded the motion. Motion carried.

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

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

- Recognized and congratulated the Upperman High School Boys Basketball Team and Coach Bobby McWilliams for making the final four
- Recognized and congratulated the Upperman High School's Girls' Basketball Team and Coach Dana McWilliams for making the state championship
- Recognized and congratulated the Cookeville High School Boys Basketball Team and Coach Josh Heard for their historic 2024 season
- Recognized and congratulated Cookeville High School Coach, Josh Heard, for being awarded the 2024 District Coach of the Year and the BCAT Class 4A Coach of the Year

Mr. **King** recognized Renee Cantrell, Capshaw Elementary School Principal, with an announcement.

Ms. **Cantrell** made the following recommendation for the *I Make A Difference Award*:

“As the principal of Capshaw Elementary, I enthusiastically nominate Mr. Lanny Vaught for the *“I Make A Difference Award”*. His unwavering dedication as a crossing guard at Capshaw has transformed him into a true blessing for our school community. Rain or shine, he greets everyone with a warm smile, wishes a good morning and afternoon, and even salutes passing vehicles. His presence has a positive impact on everyone he comes in contact with and on days he is not here, parents and students reach out asking about him. Recently, I had a gentleman reach out to me, wanting to make sure Mr. Lanny knows how much he means to the people he greets. He also said he drives by our school almost every day just to have the chance to exchange a hello with him. His genuine kindness and commitment make him a standout candidate for this recognition, embodying the spirit of making a positive impact on the lives of our families, faculty, staff, and community. Thank you for your consideration as I cannot think of a more deserving person for this award.”

Mr. **King** recognized, congratulated and presented the *I Make A Difference Award* to Lanny Vaught, Capshaw Elementary School Crossing Guard.

Mr. **King** recognized Tina Francis, Jere Whitson Elementary School Principal, with an announcement.

Ms. **Francis** made the following recommendation for the *I Make A Difference Award*:

“It is my pleasure to nominate Putnam County School System’s Maintenance Technician, Mr. Rick Stover, for the *I Make A Difference Award*. Mr. Rick has served as the maintenance technician at Jere Whitson Elementary School (JWES) for the past six years. He is one of the most skilled and reliable employees we have had in this position. He is very creative, solution-oriented, efficient, and he always fixes the problem no matter what. Although JWES is an older facility, Mr. Rick strives to keep the building looking its best. He is proactive in keeping our building and grounds in top-notch condition. He ensures that our building meets all fire codes and provides a safe environment for our students. Mr. Rick is not only an excellent maintenance technician; he approaches every task with a positive attitude and a smile. Mr. Rick Stover’s work ethic and desire to do his job with excellence make him a most deserving candidate for this award.”

Mr. **King** recognized, congratulated and presented the *I Make A Difference Award* to Rick Stover, Jere Whitson Elementary School Maintenance Technician.

Mr. **King** recognized Shannon Pirtle, VITAL Principal, with an announcement.

Mr. **Pirtle** made the following recommendation for the *I Make A Difference Award*:

“I am so honored to recommend an individual who has had a tremendous impact on education in the Putnam County School System for over 40 years. This special person is Ms. Brenda Huffine!

Ms. Huffine continues to expand her fan club of ‘Huffys”, serving as the VITAL School Lab Facilitator. Ms. Huffine not only does an outstanding job in this position but has also helped our school start a Beta Club Chapter and currently serves as our 9-12 sponsor. Ms. Huffine also started a yearbook committee for the VITAL School which is comprised of students who help produce the yearbook and serve on the committee.

My takeaways from working with Ms. Huffine are simple: Ms. Huffine loves people. She is energized by the success of others. Ms. Huffine has the unique ability to become “one of the pack” with her students, but still remains the pack leader with all of the respect that comes with her position, starting with the relationships she has built with her students. Most of us have been fortunate enough to have a least one teacher with this ability, and we are all able to recognize this special gift when we see it.

My takeaways when speaking with others who know and love Ms. Huffine; Ms. Huffine sees them, values them, makes them feel included, has high expectations of them, and nurtures them when they need it. This has been the case for students and adults alike, including myself. Ms. Huffine is easy to love, and no one I know would ever want to let her down or disappoint her. It takes a special person to command such respect being only armed with the instruments of education!”

Mr. **King** recognized, congratulated and presented the *I Make A Difference Award* to Brenda Huffine, VITAL School Lab Facilitator.

Mr. **King** recognized Dr. Bubba Wunningham to introduce our 2024 SCOPE Delegates.

Dr. **Wunningham** recognized the following 2024 SCOPE Delegates and chaperone, Amy Rouchon:

- CHS Delegates: Megan Fox and Elizabeth Redding
- MHS Delegates: Matthew Cook and Heidy Salvador-Cardona
- UHS Delegates: Wyatt Childers and Cosby King

Dr. **Wunningham** stated SCOPE stands for Student Congress on Policies in Education. Students from across Tennessee lend their insight to issues facing public education. High School students gathered in Nashville on March 5<sup>th</sup> to express their views on public education in Tennessee which took place on the Belmont University Campus. During the afternoon session, students selected a speaker to represent each of their small groups to take part in full-scale debates on current education issues. This year's four debate topics included:

1. Every student shall complete an internship as part of a local graduation requirement.
2. Artificial intelligence may not be used in completing homework.
3. The school week shall be a four-day week.
4. Student cell phone use during school hours shall be prohibited.

Following each debate, participants had the opportunity to vote to support or oppose the debate issues by participating in an online, SMS texting survey.

SCOPE delegates also elected the 2025 SCOPE officers.

Mr. **King** continued with the following announcements:

- Noted the Director's Personnel Report
- Noted the Joint Work Session of the County Commission and Board being held on May 6, 2024, from 5:30 pm – 7:30 pm at the Cookeville Higher Education Center (Cody Hall) – Neal Street Cookeville, Tennessee
- Noted the following Testing Windows:
  - TCAP Grades 2-5 from 4/15/24 – 4/30/24
  - TCAP Grades 6-8 & HS EOCs from 4/15/24 – 5/3/24
  - ACT from 3/26/24 – 3/29/24 and 4/1/24 – 4/5/24
  -

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

**ACTION:** (IV.A.) Mr. **McCORMICK** made a motion to approve the Minutes of the Regular March Board Meeting held on Thursday, March 7, 2024, @ 5:00 PM, as submitted. Ms. **RAMSEY** seconded the motion. Motion carried.

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

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

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

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

### **A. Payments/Purchase**

1. Approval to purchase an Avigilon access control system and additional security cameras for White Plains Academy in the amount not to exceed \$25,000.00 from Pioneer Communications – Cookeville, Tennessee to be paid from 141-E-72130-399-000-02525, as submitted.
2. Approval of the purchase of fifteen (15) Chromebook Charging Carts from Vivacity Tech PBC – St. Paul, MN for Algood Middle School (AMS) in the amount of \$13,485.00 per quote to be paid from 142-71100-790-101, as submitted.
3. Approval to purchase 442 summer backpacks from Teacher Created Materials – Huntington Beach, CA for students who are in need of additional educational assistance to help close the gap between the students and their peers in the amount of \$24,999.95 to be paid from ARP 2.0 grant, 142-71100-429-702, as submitted.
4. Approval to purchase from Stages Learning Materials – Vista, California for Language Builder ARIS Stage 2 Curriculum for PreK students with disabilities in the amount of \$22,439.53 to be paid from 141-71200-429-02152, as submitted.

5. In lieu of the bidding process, request permission to purchase system-wide fuel and bus tires for the 2024-25 school year utilizing State of Tennessee contracts, as submitted.
6. Approval to purchase a 2020 Honda Odyssey van from Honda Financial Services in the amount of \$19,934.57 to be paid from 141-72710-729, as submitted.
7. Approval to purchase from EPS Operations, LLC – Bethesda, MD for Spire (reading intervention workbooks for students with disabilities) in the amount of \$11,156.08 to be paid from 141-71200-429, as submitted.
8. Approval to purchase VOIP phone system for the new Park View School Building Project from IT Voice – Nashville, Tennessee per quote priced on the Sourcewell Contract #120122 – MBS in the amount of \$34,211.21 to be paid from 141-76100-799-000-02504-000, as submitted.
9. Approval to purchase fiber cabling with installation from Twin Lakes to connect a new dark fiber link at Cookeville High School Fieldhouse to the main school fiber network per quote in the amount of \$17,34000 to be paid from 141-71100-722-01607, Technology, as submitted.

**B. Bid/Quotes/Sealed Bids/RFPs**

1. Approval to award School Nutrition's Upper Cumberland USDA Foods Processing bid for SY2024-25 to International Food Solutions – Chicken, as submitted.
2. Permission to bid for fencing improvements at White Plains Academy, Burks Elementary, Jere Whitson Elementary and Prescott South Campus to be funded from the 2023-24 Public School Security Grant as submitted.

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

1. General Purpose School Budget Amendments – Fund 141
  - a. Career & Technical Education FP – CTE Instructional supplies & materials
  - b. Career & Technical Education GP – CTE advisory council banquet rentals and supplies

- c. Finance – To amend incentive pay budget to account for actual payments
  - d. Special Education – To budget mini grant donation of \$4,000 given by Utrust for materials and supplies for our Students with Disabilities
2. General Purpose School Line Item Transfers – Fund 141
- a. Career & Technical Education ISM – To move monies to pay for certified staff TCRSS benefit through Year 4
  - b. Special Education – To reallocate funds in the Special Education PreK general purpose grant
3. Federal Project Budget Amendments – Fund 142
- a. Federal Programs – This Title I (101) amendment is required in order to utilize funds more appropriately according to program needs
  - b. Career & Technical Education – Perkins Reserve Grant 851 Secondary Budget – Move monies to pay for additional student industry certification exams
  - c. Career & Technical Education Carl Perkins Basic 803 – To move monies to pay for additional CTE instructional supplies and materials and Spring 2024 CTSO state and national competition travel expenses and to pay PCSS for 23/24 fiscal year 4.14% indirect cost

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

**E. Approval of the Grant Report**

**F. Other**

- 1. Approval of the purchase terms between VAVE – San Jose, CA and Putnam County School System to establish the terms and conditions under which VAVE will sell one portable wireless ultrasound imaging device in the amount of \$2,824.00 to be paid by Perkins Basic 142-71300-730-803 to be used by Upperman High School's Health Science Education and Anatomy & Physiology classes, as submitted.

2. Approval to enter into a contract with Mid-State Construction – Livingston, Tennessee for the construction of a front office pass thru window as noted in the proposal at Cookeville High School (CHS) in the amount of \$17,880.00 to be paid from the security grant funds, 141-72130-02525, as submitted.
3. Approval of the research request for Carey Wilson, a doctoral candidate at Tennessee Tech University, as submitted.
4. Approval of the research request from Clif Matlock, a doctoral candidate at the University of the Cumberlands, as submitted.
5. Approval to enter into contract with Lee Company – Cookeville, Tennessee for the replacement of chiller (1 of 2) at Cookeville High School in the amount of \$527,926.65, which includes base bid, add alternate #1 (performance bond) and add alternate #2 (one year's maintenance), to be paid from 141-72620-399, as submitted.
6. Approval to enter into a contract with Carwile Mechanical Contractors – Cookeville, Tennessee for the replacement of the chiller at White Plains Academy in the amount of \$162,900.00, which includes base bid, add alternate #1 (performance bond) and alternate #2 (one year's maintenance), to be paid from 141-72620-399, as submitted.
7. Approval of the Elementary Teacher Residency Program (ETR) Memorandum of Understanding (MOU) agreement between Volunteer State Community College and Putnam County School System for the Grow Your Own Program, as submitted.
8. Approval to renew the annual subscription of Libib software, a sole source provider, as a service platform through June 30, 2025, per Sole Source in the amount of \$17,812.50 to be paid from 141-72310-599 in the amount of \$14,250.00 and 141-72250-299 in the amount of \$3,561.50, as submitted.

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

Ms. **CRAVENS** stated the Board would address Agenda Item VII.A, Policy 5.6001, Professional Attire Expectations, on second and final reading.

**ACTION:** (VII.A) Ms. **RAMSEY** made a motion to approve Agenda Item VII.A., Policy 5.6001, Professional Attire Expectations, on second and final reading, as submitted. Mr. **McHENRY** seconded the motion. Motion carried.

Ms. **CRAVENS** stated the Board would address Agenda Item VIII.A., Discuss allowing Cookeville High School's (CHS's) Football Club to construct a video board at the end of the CHS turf field at Eddie Watson Stadium; and recognized Cookeville High Football Club members: Christy Graves and Crystal Roberts, President of CHS Football Club.

Ms. **GRAVES** stated the following regarding allowing the CHS Football Club to construct a video board at the end of the CHS turf field at Eddie Watson Stadium:

- Selected Daktronics Sports Marketing
- Proposal to erect a structure and video board at the end of the turf field at CHS for the use and benefit of students, faculty, and fans.
- Reviewed the video board, sound system, structure, contract, financing, and future earnings.

The Board discussed the details and the legalities of the video board proposal.

**ACTION:** (VIII.A.) Ms. **CRAVENS** made a motion to approve allowing Cookeville High School's (CHS) Football Club to construct a video board at the end of the CHS turf field at Eddie Watson Stadium. Ms. **RAMSEY** seconded the motion.

The Board continued discussion of questions regarding the video board proposal.

**ACTION:** (VIII.A.) Dr. **FRY** amended the motion to include addressing Dan Rader's questions and concerns with the Board to provide oversight of the project. Mr. **McHENRY** seconded the motion. Motion carried.

**ACTION:** (VIII.A.) After Board discussion, the vote was taken on the original motion, as amended. Motion carried.

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

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

- Two (2) story classroom wing about 30 days from completion.
- A lot going on but still a lot to complete.
- Majority of the building elements will be completed in June.
- Weather has delayed the project to some degree.
- Furniture can still be delivered and placed in the building.

Ms. **CRAVENS** stated the Board would address Agenda Item VIII.B.1.a.(1.) - VIII.B.1.a.(3.), Park View School Action Items.

**ACTION:** [VIII.B.1.a.(1.) - VIII.B.1.a.(3.)] Ms. **RAMSEY** made a motion to approve the following Park View Action Items, as submitted:

- VIII.B.1.a.(1.) – To pay American Constructors, Inc. – Brentwood, Tennessee in the amount of \$973,200.06 and Pinnacle Bank (retainage) in the amount of \$43,219.21 for pay application #19 related to the Park View School Project to be paid from the Putnam County Bond Issue.
- VIII.B.1.a.(2.) – To pay Upland Design Group, Inc. – Crossville, Tennessee in the amount of \$10,242.40 for architectural services for the Park View School Project to be paid from 141-76100-304-02504, as submitted.
- VIII.B.1.a.(3.) – Of the payment to GEOService, LLC – Chicago, IL in the amount of \$1,110.00 for construction monitoring services for the new Park View School Project through February 25, 2024, to be paid from 141-76100-399-000-02504-000, as submitted.

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

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

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

- This week wrapping up any final site items like sidewalks.
- Next week expecting to receive expansion joint material that would go on the outside of the building.
- Recommended Upperman High School Action Items VIII.B.2.a.(1.) and VIII.B.2.a.(2.).

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

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

- VIII.B.2.a.(1.) – To pay King Construction Group, Inc. -Cookeville, Tennessee in the amount 117,260.36 and First Horizon Bank (retainage) in the amount of \$6,171.60 for pay application #18 related to the Upperman High School Expansion Project to be paid from 142-76100-707-933 (ESSER 3.0).
- VIII.B.2.a.(2.) – To pay Upland Design Group, Inc. – Crossville, Tennessee in the amount of \$1,232.37 to be paid from 142-76100-707-933 for architectural services for the Upperman High School Expansion Project to be paid from the School Federal Program Fund – ESSER 3.0.

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

Ms. **CRAVENS** stated the Board would address Agenda Item VIII.B.3.a.(1.) and VIII.B.3.a.(2.), Existing Park View Elementary School Update; and recognized John Magura, Maintenance Supervisor.

Mr. **Magura** recommended the Existing Park View Elementary School Action Items VIII.B.3.a.(1,) and VIII.B.3.a.(2.)

**ACTION:** [(VIII.B.3.a.(1.) and VIII.B.3.a.(2.) Mr. **McHENRY** made a motion to approve the following Existing Park View Elementary School Actions Items, as submitted and recommended by John Magura, Maintenance Supervisor:

- VIII.B.3.a.(1.) – To pay Southern Roofing of TN – Nashville, Tennessee in the amount of 74,198.61 and First National Bank (retainage) in the amount of \$3,905.19 for pay application #6 related to the existing Park View Elementary School Roof Replacement Project to be paid from the 142-76100-707-933 (ESSER 3.0).
- VIII.B.3.a.(2.) To pay Richard C. Rinks and Associates – Cookeville, Tennessee in the amount of \$4,771.23 to be paid from 142-76100-707-933 for design services for the Park View Elementary School Roof Project (School Federal Program Fund – ESSER 3.0).

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

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

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

The Board adjourned 6:40 PM.

05-02-24  
Date

  
\_\_\_\_\_  
Kim Cravens  
Chair

  
\_\_\_\_\_  
Corby King  
Director of School



# Putnam County Board of Education Agenda Request

Name of Person Making Request: Angie Knight

Department: Human Resources

Phone Number of Person Making Request:

Account Funding Code (if appropriate)

Backup included

Backup to follow

**Subject:** UTrust Employee Picnic

Approval of purchase of catering with GradeA Catering for UTrust Employee Appreciation Picnic on May 23, 2024, in the amount not to exceed \$17,000.00 to be paid from 141-E-722-599-000-02137-000.

Respectfully submitted,

Angie Knight, HR Director  
4/9/24

\_\_\_\_\_  
Signature of Person Making Request Date

\_\_\_\_\_  
Signature of Director of Schools Date

**received**  
04-09-24  
SL



**PROPOSAL**  
Event #: E64023

Client/Organization Putnam County Board of Education	PO#	Booking Contact Knight, Angie	Site Contact Knight, Angie	Theme RP/White Cer
Party Name Cookout		Booking Cell	Site Tel (931) 526-9777	Guests 1450 (Pln)

**Bill to: Putnam County Board of Education**  
1400 East Spring St.  
Cookeville, TN 38501

<u>Venue</u>						
Date	Type	Delivery	Start	End	Description	Setup Style
5/23/2024-Thu		11:00 am	1:00 pm	3:00 pm	In Town	Buffet
<u>Site Name</u>		<u>Site Address</u>				
CHS--Cafeteria		2335 N. Washington Ave, Cookeville, TN 38501				
<u>Food/Service Items</u>						
Food/Service Items	Qty	Unit	Price	Total		
<b>~Lunch Buffet~</b>						
<b>Hearty Tossed Garden Salad with Packaged Dressings</b>	800	per serving	\$3.12	\$2,496.00		
<b>Relish Tray of Pickles/ Onions/ Tomatoes/ Lettuce</b>	900	per serving	\$1.02	\$918.00		
<b>Condiments-- Mayonnaise, Ketchup, Mustard</b>	900	per serving	\$0.19	\$171.00		
<b>American Cheese</b>	900	per serving	\$0.36	\$324.00		
<b>5 oz Hamburger with Bun</b>	1450	each	\$5.15	\$7,467.50		
<b>Vegetarian, Black Bean Veggie Burger</b>	6	each	\$5.32	\$31.92		
<b>Individual Chips</b>	1450	each	\$1.13	\$1,638.50		
<b>Brownies</b>	61	per dozen	\$10.00	\$610.00		
<b>Cookies</b>	61	per dozen	\$9.10	\$555.10		
<b>Paper Products--Plates, Serving Pieces, Napkin wrapped Cutlery , Buffet Tablecover, Salt and Pepper</b>	1450	each	\$0.81	\$1,174.50		
<b>Stainless Steel Chafer with Sterno Rectangular</b>	4	each	\$14.90	\$59.60		
<b>GRILLED AT KITCHEN</b>						
<b>Grilling Set up--charcoal, lighter fluid, utensils, etc</b>	1	each	\$125.00	\$125.00		
<u>Staffing Requirements</u>						
4 Preliminary Set-up Staff(s), 8:00 am - 10:30 am (2.5 Hours) At An Hourly Rate Of \$19.00 Per Hour, Totaling \$190.00.						
2 Event Captain(s), 10:30 am - 2:30 pm (4 Hours) At An Hourly Rate Of \$32.00 Per Hour, Totaling \$256.00.						
6 Food Server--Front of House(s), 10:45 am - 2:30 pm (3.75 Hours) At An Hourly Rate Of \$19.00 Per Hour, Totaling \$427.50.						
4 Food Server--Back of House(s), 12:00 pm - 2:30 pm (2.5 Hours) At An Hourly Rate Of \$19.00 Per Hour, Totaling \$190.00.						

2 Chef(s), 9:00 am - 12:00 pm (3 Hours) At An Hourly Rate Of \$20.00 Per Hour, Totaling \$120.00.

**Comments**

\*READY TO EAT AT 1pm

\*GAC staff to monitor and empty trash.

Beverage and ice provided by cafeteria workers and pepsi

\*4 buffets/8 moving lines

\*GAC service time will be adjusted according to actual time.

\*Services included in the above proposal. GAC will arrive at least an hour prior to eat time, cover buffet tables, set up chafers, set up dessert station, set up beverage station, set out food in buffet line, attend to beverage and dessert station, attend to buffet line as guests are coming through, help pick up and clean up as needed, pack up any leftovers in disposable containers, break down all stations, break down buffet line, move out all set up items, and leave leftovers for client.

\*GAC service time and service items will be adjusted according to actual used. Quote includes staff travel time from GAC kitchen to site location and from site location to GAC kitchen.

Delivery Charge	\$22.00
-----------------	---------

Subtotal	\$16,776.62	Total Value	\$16,776.62	Pay Method	Card Number
Tax	\$0.00	Paid	\$0.00	Card Type	Expires
Service Charge	\$0.00	Balance	\$16,776.62	Card Holder	
Gratuity	\$0.00			Signature	

**Please review proposal and let us know if you have any questions. Please confirm by email or phone to place the order. Other please let us know to cancel the order. Have a great day!**

**Thank You,  
Emma Casey**

Putnam County Board of Education  
 Bid Tally Sheet

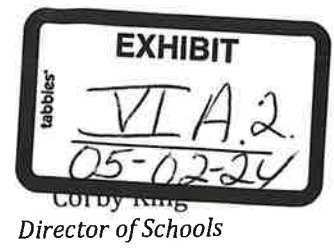
Bid For: PCSS School Fence Projects  
 Bid Date Opening: April 24, 2024, 2:00 P.M. CENTRAL  
 Bid Opened by: Mrs. Meyer  
 Tally Sheet Compiled by: H. Parsons

SCHOOL	VENDOR:		
	CITY, STATE:		
BURKS ELEMENTARY	Fences of Excellence		
JERE WHITSON ELEMENTARY	Baxter, TN		
MONTEREY HIGH SCHOOL		\$ 6,000.00	
PRESCOTT SOUTH CAMPUS		\$ 6,500.00	
WHITE PLAINS ACADEMY/VITAL ADD OPTION #1		\$ 14,800.00	
WHITE PLAINS ACADEMY/VITAL ADD OPTION #2		\$ 21,500.00	
WHITE PLAINS ACADEMY/VITAL ADD OPTION #3		\$ 7,000.00	
WHITE PLAINS ACADEMY/VITAL ADD OPTION #4		\$ 7,500.00	
WHITE PLAINS ACADEMY/VITAL ADD OPTION #5		\$ 5,000.00	
WHITE PLAINS ACADEMY/VITAL ADD OPTION #6		\$ 9,500.00	
<b>TOTAL COST (ALL PROJECTS)</b>		\$ 6,000.00	
		\$ 90,300.00	



# Putnam County School System

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



**ENGAGE INSPIRE ACHIEVE**

## Putnam County Board of Education Agenda Request

Name of Person Making Request: Tim Martin

Date: April 24, 2024

RE: Fence Bid

Account Funding Code (if appropriate) 141-E- 72130-399-000-02525-000

Backup included

Backup to follow

Agenda Item for May 2, 2024, Board meeting.

Request permission to purchase fencing for Monterey High School, Burks Elementary, and Jere Whitson Elementary for a total of ~~\$23,300~~ <sup>\$90,300.00</sup> from Fences of Excellence based on April 24<sup>th</sup> 2024 bid. To be paid from the Public School Security Grant 23-24.

Prescott South Campus  
White Plains Academy / VITAL Add OPTION  
#1 - #6

\_\_\_\_\_  
Supervisor

4/24/24  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Schools

\_\_\_\_\_  
Date





# Putnam County School System

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



Corby King  
Director of Schools

**ENGAGE INSPIRE ACHIEVE**

## Putnam County Board of Education Agenda Request

Name of Person Making Request: Mel Presley

Date: 04/24/24

RE: Park View School Playground

Account Funding Code (if appropriate)

Backup included

Backup to follow

Agenda Item for May 2, 2024, Board meeting.

Approval to purchase playground equipment based on Sourcewell Purchasing Cooperative pricing from Landscape Structures- Delano, MN (Sourcewell ID: #010521-LSI) in the total amount of \$55,905.83, with \$50,000 to be paid from (141-76100-399-02504) and the remainder \$5,905.83 to be paid from school funds.

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Director of Schools

\_\_\_\_\_  
Date

**received**  
04-25-24  
JK





# PROPOSAL

Created: April 24, 2024

Modified:

Quote Name: Park View Elementary

Prepared By: Adam Walton  
(931) 303-0227  
[adam@rec-concepts.com](mailto:adam@rec-concepts.com)

Prepared For: Mel Presley  
931-260-4200  
mpresley@pcsstn.com

Bill To: Mel Presley  
Park View Elementary  
545 Scott Ave,  
Cookeville, TN 38501

Ship To: Mel Presley  
Park View Elementary  
2000 Lee Seminary Road  
Cookeville, TN 38506

**Please make out purchase orders, contracts, and checks to:**

Invoice Address Landscape Structures Inc.  
601 7th Street South  
Delano, MN 55328  
Sourcewell ID: #010521-LSI

**Lead Time: 26 Weeks**

Payment Terms: 50% down at PO, Balance upon completion

We are pleased to submit this proposal to supply the following items:  
Park View Elementary

QTY	Model No	DESCRIPTION	UNIT WT	UNIT PRICE	WEIGHT	EXTENDED AMT
1	PV42424-01-01	Design 6786 PlayBooster Structure w/ Single Post Swing Frame with Additional Bay 8' Height Only and 4 Belt Seat Seats with ProGuard Chains		\$ 31,818.90		\$ 31,818.90
1	2By2	57 - 12" Border Timbers with One Full Ramp Includes: Installation and Freight		\$ 5,863.05		\$ 5,863.05
1	DISC	Sourcewell Discount		\$ (1,909.13)		\$ (1,909.13)
		<i>*See attached equipment breakdown, color renderings specifications and warranties</i>				

Subtotal	\$ 35,772.82
Freight	\$ 3,150.00
Tax Rate	
Project Tax	\$ -
Equipment Installation	\$ 16,983.01
Project Total	\$ 55,905.83

"The quality will remain long after the price is forgotten."

~Henry Royce





Standard Terms and Conditions

Pricing: Proposal is firm for 10 days unless otherwise noted. Installation costs, if shown, are for one installation unless otherwise noted. Taxes will be shown separately, if applicable. Any applicable taxes not shown will be applied to the final invoice.

Payment Terms: Payment terms are as stated on previous page. Payment terms are 30 days following the date of the invoice and if any particular billing is not paid when due, all sales, regardless of prior terms, will become immediately due and owing upon demand by you. I agree to pay interest on past due amounts of 1.5% per month or the maximum interest rate permitted by applicable law, whichever is less. If any particular billing is not paid when due, I agree to pay in addition to the foregoing: All collection costs if this account is referred to collection, or if suit is brought to collect this account, I agree to pay all costs and reasonable attorney's fee, including all costs and a reasonable attorney's fee incurred on any appeal to an appellate court. Checks should be made payable to and mailed as indicated in the "Invoice Address" section of this proposal. Pre-payment may be required for orders equaling less than \$5,000.00.

Returns: Returns are available on shipments delivered within the last 30 days if the product is in merchantable conditions, has never been installed, and has never been stored in an area with little or no protection. A 25% restocking fee will be charged on all returned goods. Customer will be charged freight for both the outbound and inbound shipment. Any credit will be based on the condition of the item(s) upon return. No refunds on custom orders.

Installation: The site should be clear, level and allow for unrestricted access of trucks and machinery. Customer is responsible for providing a secure location to off-load and store the equipment during the installation process. The customer is responsible for theft or damage of the equipment from the time the equipment is off-loaded until the installation is complete, unless other arrangements are made and noted on the quotation.

Agreement Execution

As an authorized agent, I accept the terms and conditions of this proposal for purchase of goods and services.

Name (print) \_\_\_\_\_ Signature \_\_\_\_\_

Date \_\_\_\_\_ Purchase Order # \_\_\_\_\_





## Utility Notice and Release of Liability

In order to understand the difference between PUBLIC utilities and PRIVATE utilities, please read. If you have any questions, please contact Recreational Concepts.

### Definitions:

**PUBLIC utilities:** *Utility lines owned by a business organization (such as an electric company) performing a public service and subject to special governmental regulations. Generally, lines from the street to the meter are considered PUBLIC.*

**PRIVATE utilities:** *Utility lines running from the meter leading inside the property (such as electrical, gas and water lines) or lines from inside the property leading to a street connection (such as sewer or other drain lines) are considered PRIVATE. PRIVATE utilities can include but are not limited to the following: Electric, water, gas, phone, cable, geothermal, irrigation, sewer, storm water drainage, fiber optic.*

### Responsibilities:

Prior to excavation Recreational Concepts' installers will perform an 811 Utility Locate of the work site area. This will locate and PUBLIC Utilities in the work area, it does not locate PRIVATE utilities. Recreational Concepts' installers and local locate companies are responsible for the care and damage prevention of PUBLIC utilities.

PRIVATE utility lines are the responsibility property owner. Recreational Concepts and their installers require all PRIVATE utility lines to be located and clearly marked with high visibility paint and flags. The property owner assumes all responsibility and cost associated with unmarked lines damaged during excavation. If lines are located within the dig area they must be listed on page of this document.

\_\_\_\_\_ Initial





## Underground Obstacle Notice

Recreational Concepts prices the installation of Playground and other equipment based upon the assumption of the work site being clear of underground obstacles. These obstacles include but are not limited: *heavy rock, shot rock, utility lines, buried trash, old building foundations, abandoned roads, ground water.*

The presence of heavy rock or other obstacles that prevent the digging of footers with a typical skid steer and auger that require extra measures such as the use of jack hammers or extensive hand digging will be billed by change order on a cost basis.

The presence of utility lines in the work area that require hand digging will be billed by change order on a cost basis.

The presence of heavy-ground water that requires a change of footer design or other construction measures will be billed by change order on a cost basis.

As the property owner or as the authorized representative of the property owner, I have read the above and understand that the property owner is liable for additional cost incurred during construction due to underground obstacles located within the work site area of the property located at:

\_\_\_\_\_
Property Name

\_\_\_\_\_
Address

\_\_\_\_\_
City, State, Zip

This document serves to notify the customer that underground obstacles are a present and common issue. Recreational Concepts will work with customer to keep any added cost to a minimum, but there is always a possibility of these unforeseen obstacles.

\_\_\_\_\_
Signature

\_\_\_\_\_
Date

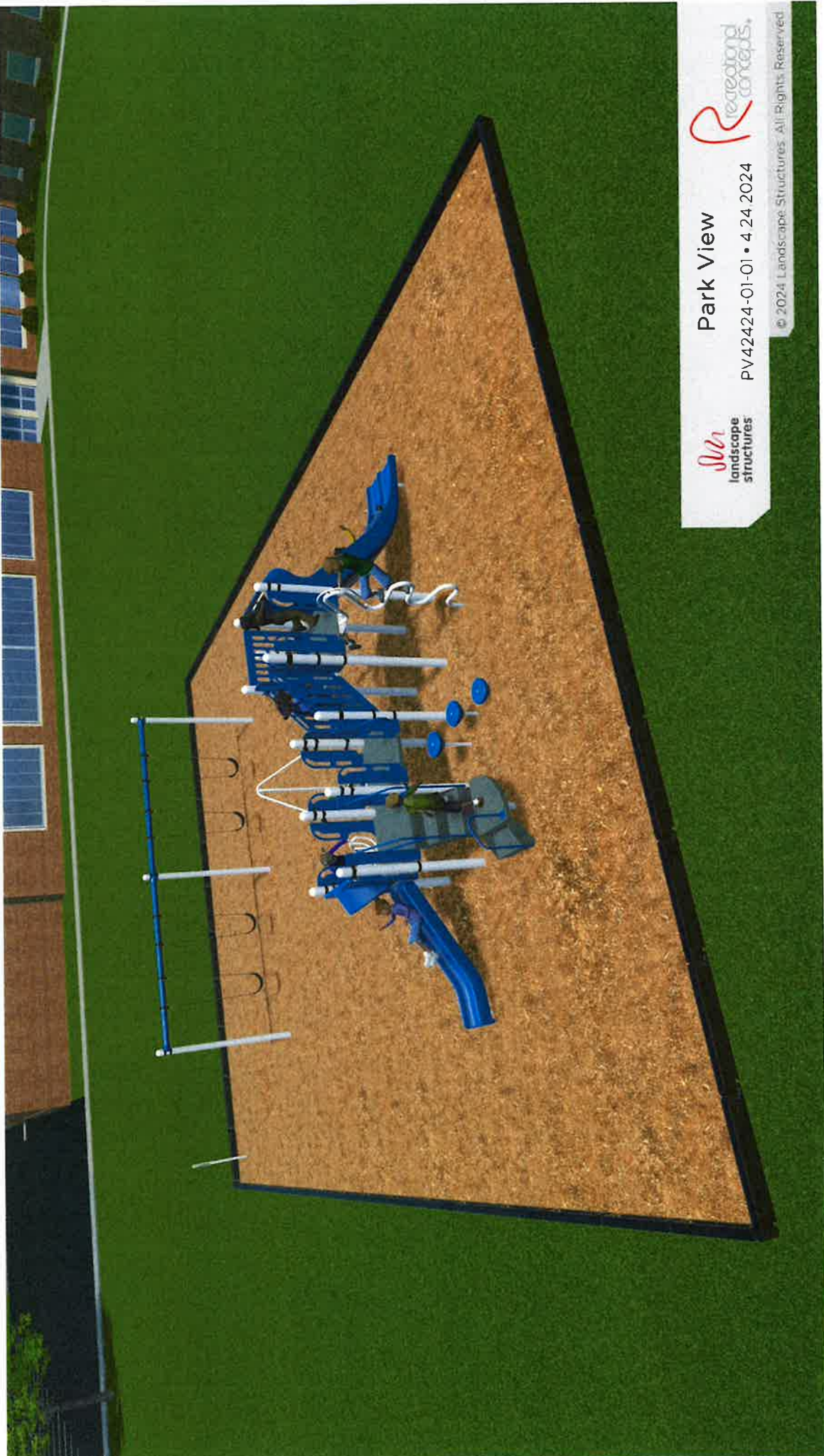






Notes:





**SLR** landscape structures

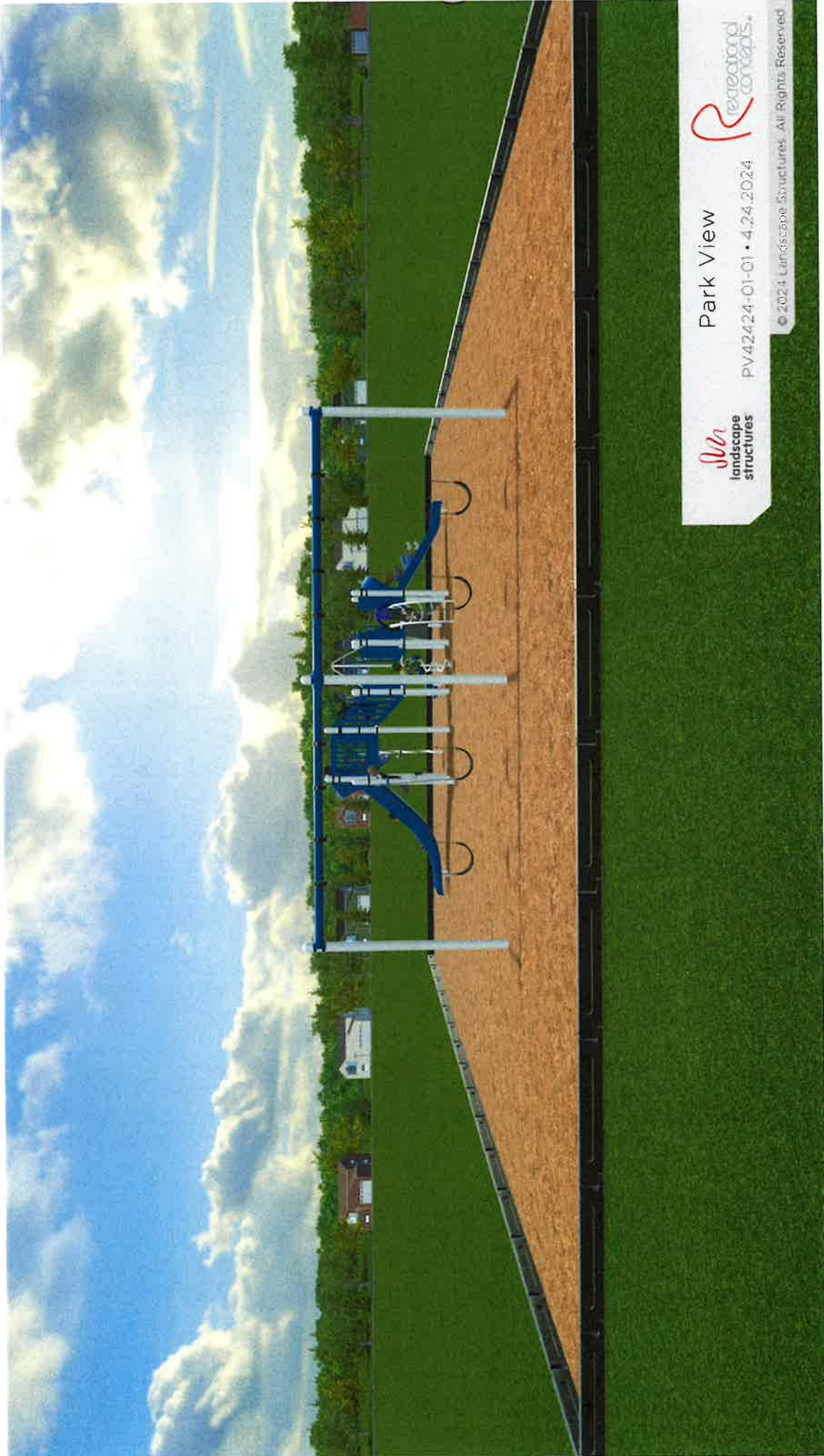
**Park View**

PV42424-01-01 • 4 24 2024

recreational concepts

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Park View

landscape  
structures

PV42424-01-01 • 4.24.2024



recreational  
concepts

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## Park View

PV42424-01-01 • 4 24 2024



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## Park View

PV.4.2424-01-01 • 4.24.2024



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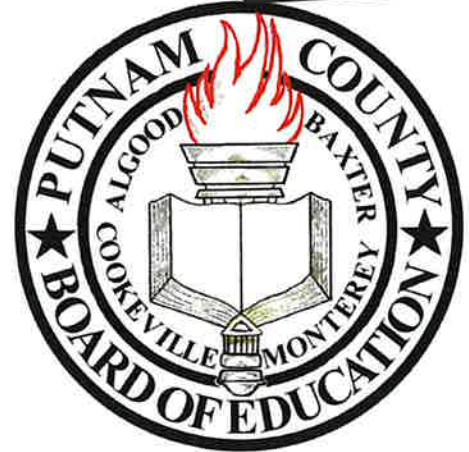


PUTNAM COUNTY SCHOOL SYSTEM  
BOARD AGENDA REQUEST

EXHIBIT  
VI A. 5.  
05-02-24

Date: April 19, 2024  
Department: Technology  
Person Submitting: Johnny Sloan  
Account Number (if appropriate) note below

141-76100-799-000-02504-000



Check one:

- Backup included
- Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to purchase uninterruptible power supply (UPS) units for the network equipment closets at new Park View School from Graybar, Nashville, TN, <sup>w/11</sup> pricing based on Omnia Partners Contract #EV-2370, in the amount of \$14,437.15 to be paid from 141-76100-799-000-02504-000.

NOTES:

[Empty box for notes]

received  
04-25-24 *[Signature]*



2753 COUCHVILLE PIKE STE 401  
 NASHVILLE TN 37217-5700  
 Phone: 615-743-3202  
 Fax:

To: PUTNAM COUNTY BOARD OF EDUCATION  
 TECHNOLOGY DEPARTMENT  
 3860 PHIFER MTN ROAD  
 COOKEVILLE TN 38506  
 Attn: Johnny Sloan  
 Phone: 931-520-2100  
 Fax: 931-372-0382  
 Email: jerome.bannister@graybar.com

Date: 04/22/2024  
**Proj Name: PARK VIEW SCHOOL UPS**  
**GB Quote #: 0245925016**  
 Release Nbr:  
 Purchase Order Nbr:  
 Additional Ref#  
 Valid From: 04/19/2024  
 Valid To: 05/19/2024  
 Contact: Jerome Bannister  
 Email: Jerome.Bannister@graybar.com

**Proposal**

We Appreciate Your Request and Take Pleasure in Responding As Follows

**Notes: Omnia Partners Contract #EV-2370**

Item	Item/Type	Quantity	Supplier	Catalog Nbr	Description	Price	Unit	Ext.Price
100	5 EA VERTIV CORPORATION			GXT5LI-2000LVRT2UXLN	VERTIV LIEBERT GXT5LTHIUM-ION N ONLN UPS	\$2,821.43	1	\$14,107.15
GB Part #: 26579406    UPC #: 76704103799								
200	5 EA VERTIV CORPORATION			2UTELECOMRKI T	2U RACK MOUNT KIT FOR 2 POST RACK	\$66.00	1	\$330.00
GB Part #: 25310107    UPC #: 83551400526								

**Total in USD (Tax not included): \$14,437.15**

This equipment and associated installation charges may be financed for a low monthly payment through Graybar Financial Services (subject to credit approval). For more information call 1-800-241-7408 to speak with a leasing specialist.

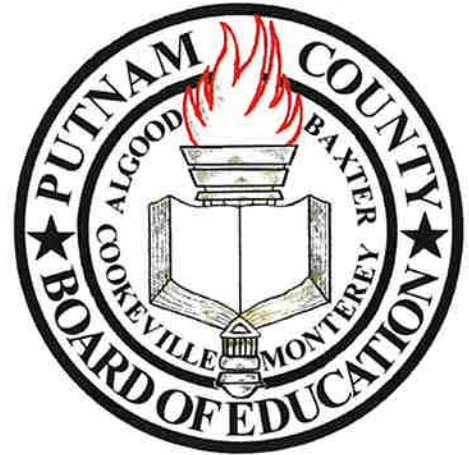
To learn more about Graybar, visit our website at [www.graybar.com](http://www.graybar.com)      24-Hour Emergency Phone#: 1-800-GRAYBAR

Subject to the standard terms and conditions set forth in this document. Unless otherwise noted, freight terms are F.O.B. shipping point prepaid and bill. Unless noted the estimated ship date will be determined at the time of order placement.

PUTNAM COUNTY SCHOOL SYSTEM  
BOARD AGENDA REQUEST



Date: April 19, 2024  
Department: Technology  
Person Submitting: Johnny Sloan  
Account Number (if appropriate) note below  
141-76100-799-000-02504-000



Check one:

- Backup included
- Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to purchase Viewsonic interactive display panels for new Park View School from Bluum, Inc., per quote #320655 on the NCPA contract #01-150 pricing, in the amount of \$90,360.40 to be paid from 141-76100-799-000-02504-000.

NOTES:

[Empty box for notes]

**received**  
04-25-24 [Signature]



# Quote

#320655

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

04/04/2024

**Bill To**  
Accounts Payable  
Putnam County School District  
1400 E Spring Street  
Cookeville TN 38506

**Ship To**  
101240050  
Park View Elementary  
2000 Lee Seminary Road  
COOKEVILLE TN 38506

Memo:

Expires	Sales Rep	Contract	Terms
07/03/2024	807 Dan Boshers	NCPA 01-150	Net 30

Qty	Item	MFG	Price	Ext. Price
40	<b>IFP7550-E4</b> 75IN INTERACTIVE FLAT PANEL EDUCATION BUNDLE	Viewsonic	\$2,259.00	\$90,360.00
40	<b>IFP-EW-70-04</b> Viewsonic Warranty/Support - 4 Year Extended Warranty - Warranty - On-site - Maintenance - Labor - Physical Service REPAIR FOR 70-79IN DISP BOARD	Viewsonic	\$0.01	\$0.40

**\*\*Bluum provides professional development from former educators who are committed to providing world class instructional training. With the purchase of educational technology, we recommend including PD to ensure effective adoption. Ask about our getting started package, 3-hour remote and 6-hour onsite training.**

<b>Subtotal</b>	\$90,360.40
<b>Tax Total</b>	\$0.00
<b>Shipping Cost</b>	\$0.00
<b>Total</b>	\$90,360.40

To accept this quotation, sign here : \_\_\_\_\_

Printed Name/Title/Date : \_\_\_\_\_

Shipping and Billing Address listed on quote are accurate : [ ]Yes [ ]No

This document is subject to the terms and conditions found here: [www.bluum.com/terms-conditions](http://www.bluum.com/terms-conditions). For quotes over \$25,000 a Purchase Order is required, please reference this quote number on your PO. If purchasing via credit card a 2.5% surcharge fee will apply. For questions please contact your Bluum Account Representative.

Please inspect product upon delivery. All claims for defective merchandise or errors in shipping must be made within five days after receipt of goods. Returns require an authorization number and must be made within 30 days. A minimum 25% restocking fee may apply with the exception of out of box failures and replacements under warranty.



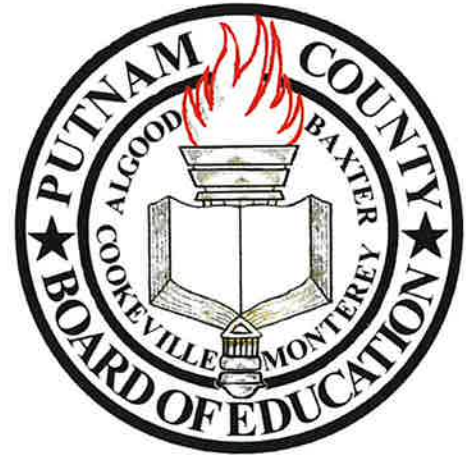
320655

PUTNAM COUNTY SCHOOL SYSTEM  
BOARD AGENDA REQUEST



Date: April 19, 2024  
Department: Technology  
Person Submitting: Johnny Sloan  
Account Number (if appropriate) note below

141-76100-799-000-02504-000



Check one:

- Backup included
- Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to purchase intercom/paging system design and installation for new Park View School from IT Voice, Nashville, TN, with Mitel licenses priced on the Sourcewell Contract #120122 - MBS, in the amount of \$32,535.91 to be paid from 141-76100-799-000-02504-000.

NOTES:

[Empty box for notes]

**received**  
04-25-24  
*[Signature]*

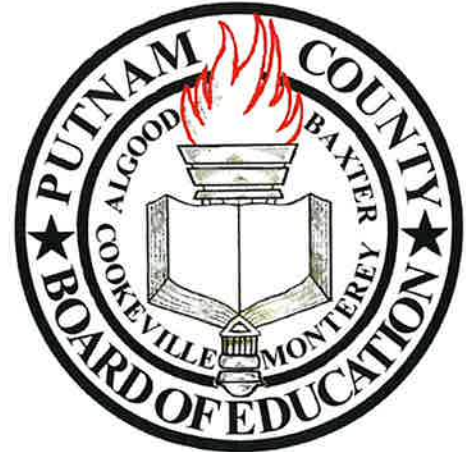


PUTNAM COUNTY SCHOOL SYSTEM  
BOARD AGENDA REQUEST



Date: April 25, 2024  
Department: Technology  
Person Submitting: Johnny Sloan  
Account Number (if appropriate) note below

141-E-72130-399-000-02525-000



Check one:

- Backup included
- Backup to follow

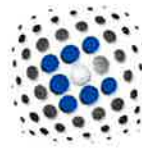
Statement to be included in Board Agenda Packet:

Consider approval to purchase Avigilon Video Security server replacements for Upperman High School, Monterey High School, and Upperman Middle School from Central Technologies, Inc., per TIPS-USA Contract 230105 pricing, in the amount of \$72,731.91, to be paid from: 141-E-72130-399-000-02525-000 - Public School Security Grant.

NOTES:

[Empty rectangular box for notes]

**received**  
04-26-24



**CENTRAL**  
Technologies, Inc.

We have prepared a quote for you

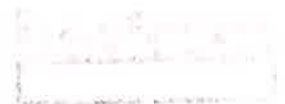
**Avigilon - server upgrades Qty 3**

Quote # 021316  
Version 1

Prepared for:

**Putnam County School System**

Bryan West  
westb4@pcsstn.com



Products

Description	Price	Qty	Ext. Price
NVR5-STD-48TB- NVR5 STD 48TB 2U Rack Mnt; WS19 NA S19-NA	\$22,523.69	3	\$67,571.07
NVR5-STD-10GBE KIT;X710;10G-SFP+ OCP;DP;NVR5 STD	\$595.56	3	\$1,786.68
NVR5-SFPPLUS- KIT;10G SFP+ SR DA;NVR5 STD/PRM DA	\$187.36	6	\$1,124.16
ENGINEER - Technician - Level 2 LEVEL 2	\$750.00	3	\$2,250.00
<b>Subtotal:</b>			<b>\$72,731.91</b>

Purchasing Vehicle

Description	Qty
TIPS-USA TIPS-USA CONTRACT - 230105 - Technology Solutions CONTRACT - 230105	1

 Statement of Work

These three will replace existing servers at: Upperman High School, Monterey High School and Upperman Middle School.



## Avigilon - server upgrades Qty 3

**Prepared by:**

**Knoxville HQ**

Mark Smith  
615-445-9057  
mark@centralinc.com

**Prepared for:**

**Putnam County School System**

1400 East Spring Street  
Cookeville, TN 38506  
Bryan West  
(931) 526-9777  
westb4@pcsstn.com

**Quote Information:**

**Quote #: 021316**

Version: 1  
Delivery Date: 04/26/2024  
Expiration Date: 06/30/2024

### Quote Summary

Description	Amount
Products	\$72,731.91
<b>Total:</b>	<b>\$72,731.91</b>

### Knoxville HQ

Signature: \_\_\_\_\_  
Name: Mark Smith  
Title: Strategic Account Manager  
Date: 04/26/2024

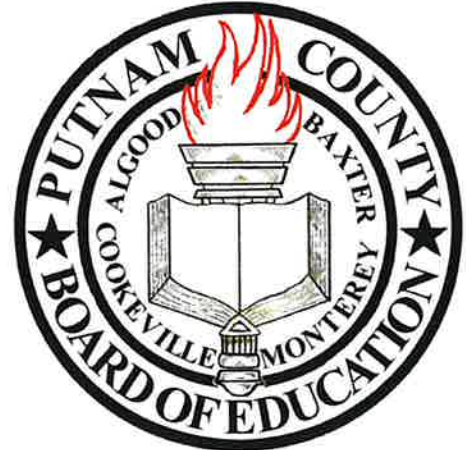
### Putnam County School System

Signature: \_\_\_\_\_  
Name: Bryan West  
Date: \_\_\_\_\_

PUTNAM COUNTY SCHOOL SYSTEM  
BOARD AGENDA REQUEST



Date: April 25, 2024  
Department: Technology  
Person Submitting: Johnny Sloan  
Account Number (if appropriate) note below



Check one:

- Backup included
- Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to purchase public safety DAS/distributed antenna system components for emergency responder radio communications from Graybar Electric, Nashville, TN, via pricing on the OMNIA Partners Contract #EV-2370, for the new Park View School building project, in the amount not to exceed \$53,045.60 to be paid from: 141-76100-799-000-02504-000.

NOTES:

**received**  
05-02-24 *CM*  
*AR*



2753 COUCHVILLE PIKE STE 401  
 NASHVILLE TN 37217-5700  
 Phone: 615-743-3202  
 Fax:

To: PUTNAM COUNTY BOARD OF EDUCATION  
 TECHNOLOGY DEPARTMENT  
 3860 PHIFER MTN ROAD  
 COOKEVILLE TN 38506  
 Attn: Johnny Sloan  
 Phone: 931-520-2100  
 Fax: 931-372-0382  
 Email: jerome.bannister@graybar.com

Date: 05/02/2024  
**Proj Name: PARK VIEW SCHOOL**  
**GB Quote #: 0246023512**  
 Release Nbr:  
 Purchase Order Nbr:  
 Additional Ref#  
 Valid From: 05/02/2024  
 Valid To: 06/01/2024  
 Contact: Jerome Bannister  
 Email: Jerome.Bannister@graybar.com

**Proposal**

We Appreciate Your Request and Take Pleasure in Responding As Follows

**Notes: Omnia Partners Contract #EV-2370**

Item	Item/Type	Quantity	Supplier	Catalog Nbr	Description	Price	Unit	Ext.Price
100		1 EA	WESTELL INC.	CS40-V30-V1D-A0	VHF 1W SIMPLEX-4PT 24M WB CL-A/B BDA	\$11,769.76	1	\$11,769.76
GB Part #: 26590274    UPC #: ***Item Note:***								
200		1 EA	WESTELL INC.	CS19-BBC-003	PS BBC NEMA 3R NFPA RED	\$952.17	1	\$952.17
GB Part #: 26426540    UPC #: ***Item Note:***								
300		2 EA	WESTELL INC.	CS19-PYL12V160FT	BATTERY 160AH AGM 1-BAT 12V	\$624.73	1	\$1,249.46
GB Part #: 26466446    UPC #: ***Item Note:***								
400		2 EA	WESTELL INC.	CS03-024-836	ANT-AY-136-174 6.5-7.5-NF DBI	\$169.03	1	\$338.06
GB Part #: 26341851    UPC #: ***Item Note:***								
500		2 EA	WESTELL INC.	CV04-500-629	2-WAY POWER DIVIDER 138-960 MHZ N FEMAL	\$138.34	1	\$276.68

This equipment and associated installation charges may be financed for a low monthly payment through Graybar Financial Services (subject to credit approval). For more information call 1-800-241-7408 to speak with a leasing specialist.

To learn more about Graybar, visit our website at [www.graybar.com](http://www.graybar.com)

24-Hour Emergency Phone#: 1-800-GRAYBAR

Subject to the standard terms and conditions set forth in this document. Unless otherwise noted, freight terms are F.O.B. shipping point prepaid and bill. Unless noted the estimated ship date will be determined at the time of order placement.

To: PUTNAM COUNTY BOARD OF EDUCATION  
 TECHNOLOGY DEPARTMENT  
 3860 PHIFER MTN ROAD  
 COOKEVILLE TN 38506  
 Attn: Johnny Sloan

Date:  
**Proj Name:**  
**GB Quote #:**

05/02/2024  
**PARK VIEW SCHOOL**  
**0246023512**

## Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

GB Part #: 26397842    UPC #:  
 \*\*\*Item Note:\*\*\*

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600	<b>7 EA</b>	<b>WESTELL INC. CV05-522-614</b>	3 DB POWER TAPPER 138-960 MHZ -153 PIM 2	<b>\$80.20</b>	<b>1</b>	<b>\$561.40</b>
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GB Part #: 26397845    UPC #:  
 \*\*\*Item Note:\*\*\*

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700	<b>1 EA</b>	<b>WESTELL INC. CS40-ANNUNC</b>	REMOTE ANNUNCIATOR PANEL FOR CS40 SERIES	<b>\$607.07</b>	<b>1</b>	<b>\$607.07</b>
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GB Part #: 26518472    UPC #:  
 \*\*\*Item Note:\*\*\*

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800	<b>2 EA</b>	<b>WESTELL INC. CS60-024-002</b>	RF COAX SURGE ARRESTOR DC-3 GHZ N(F) TO	<b>\$29.07</b>	<b>1</b>	<b>\$58.14</b>
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GB Part #: 26587539    UPC #:  
 \*\*\*Item Note:\*\*\*

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900	<b>10 EA</b>	<b>WESTELL INC. PS178UV</b>		<b>\$171.13</b>	<b>1</b>	<b>\$1,711.30</b>
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\*\*\*Item Note:\*\*\*    **Pulse Laird Indoor Antennas 137-960**

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1000	<b>145 EA</b>	<b>WESTELL INC. 25704696</b>		<b>\$1.67</b>	<b>1</b>	<b>\$242.15</b>
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\*\*\*Item Note:\*\*\*    **Outdoor rated 1/2" 50 Ohm RF Coax. Cable**

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1100	<b>3,000 EA</b>	<b>WESTELL INC. 25992025</b>		<b>\$2.04</b>	<b>1</b>	<b>\$6,120.00</b>
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\*\*\*Item Note:\*\*\*    **1/2" 50 Ohm Plenum Coax. Cable**

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1200	<b>1 EA</b>	<b>WESTELL INC. 26036950</b>		<b>\$46.35</b>	<b>1</b>	<b>\$46.35</b>
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\*\*\*Item Note:\*\*\*    **6 ft. Jumper 4.3/10 to MN**

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1300	<b>10 EA</b>	<b>WESTELL INC. 26036902</b>		<b>\$39.31</b>	<b>1</b>	<b>\$393.10</b>
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**24-Hour Emergency Phone#: 1-800-GRAYBAR**

---

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To: PUTNAM COUNTY BOARD OF EDUCATION  
 TECHNOLOGY DEPARTMENT  
 3860 PHIFER MTN ROAD  
 COOKEVILLE TN 38506

Attn: Johnny Sloan

Date:  
**Proj Name:**  
**GB Quote #:**

05/02/2024  
**PARK VIEW SCHOOL**  
**0246023512**

## Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

\*\*\*Item Note:\*\*\* 6 ft. Flexible Jumpers MN/MN

1400	<b>54 EA WESTELL INC. 25866341</b>	<b>\$12.84</b>	<b>1</b>	<b>\$693.36</b>
***Item Note:***	Male "N" Type Connectors			
1500	<b>2 EA WESTELL INC. 25253780</b>	<b>\$20.72</b>	<b>1</b>	<b>\$41.44</b>
***Item Note:***	Rubber Matt			
1600	<b>1 EA WESTELL INC. 25632610</b>	<b>\$42.78</b>	<b>1</b>	<b>\$42.78</b>
***Item Note:***	Grounding Panel			
1700	<b>2 EA WESTELL INC. 25959317</b>	<b>\$131.91</b>	<b>1</b>	<b>\$263.82</b>
***Item Note:***	Non-Penetrating Antenna Mount			
1800	<b>2 EA WESTELL INC. 25883298</b>	<b>\$20.72</b>	<b>1</b>	<b>\$41.44</b>
***Item Note:***	Grounding Kits			
1900	<b>2 EA WESTELL INC. 25654659</b>	<b>\$27.87</b>	<b>1</b>	<b>\$55.74</b>
***Item Note:***	4"Roof Penetration, single hole			
2000	<b>2 EA WESTELL INC. 25881940</b>	<b>\$15.69</b>	<b>1</b>	<b>\$31.38</b>
***Item Note:***	Weatherproofing Kit			
2100	<b>1 EA WESTELL INC. COMMISSIONING OPTIMIZATION SERVICES</b>	<b>\$27,550.00</b>	<b>1</b>	<b>\$27,550.00</b>
***Item Note:***	Design Services Initial Walkthrough with Installer Commissioning Optimization ATP/Inspection Baseline Testing			

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To: PUTNAM COUNTY BOARD OF EDUCATION  
TECHNOLOGY DEPARTMENT  
3860 PHIFER MTN ROAD  
COOKEVILLE TN 38506  
Attn: Johnny Sloan

Date: 05/02/2024  
Proj Name: PARK VIEW SCHOOL  
GB Quote #: 0246023512

## Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

**Total in USD (Tax not included): \$53,045.60**

This equipment and associated installation charges may be financed for a low monthly payment through Graybar Financial Services (subject to credit approval). For more information call 1-800-241-7408 to speak with a leasing specialist.

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---

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---

To: PUTNAM COUNTY BOARD OF EDUCATION  
TECHNOLOGY DEPARTMENT  
3860 PHIFER MTN ROAD  
COOKEVILLE TN 38506

Attn: Johnny Sloan

Date: 05/02/2024  
Proj Name: PARK VIEW SCHOOL  
GB Quote #: 0246023512

## Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

---

### GRAYBAR ELECTRIC COMPANY, INC. TERMS AND CONDITIONS OF SALE

1. ACCEPTANCE OF ORDER; TERMINATION - Acceptance of any order is subject to credit approval and acceptance of order by Graybar Electric Company, Inc. ("Graybar") and, when applicable, Graybar's suppliers. If credit of the buyer of the goods or services ("Buyer") becomes unsatisfactory to Graybar, Graybar reserves the right to terminate upon notice to Buyer and without liability of Graybar.
2. GENERAL PROVISIONS - All typographical or clerical errors made by Graybar in any quotation, acknowledgment or publication are subject to correction. This agreement shall be governed by the laws of the State of Missouri applicable to contracts to be formed and fully performed within the State of Missouri, without giving effect to the choice or conflicts of law provisions thereof. All suits arising from or concerning this agreement shall be filed in the Circuit Court of St. Louis County, Missouri, or the United States District Court for the Eastern District of Missouri, and no other place unless otherwise determined in Graybar's sole discretion. Buyer hereby irrevocably consents to the jurisdiction of such court or courts and agrees to appear in any such action upon written notice thereof.
3. MODIFICATION OF TERMS AND CONDITIONS - These terms and conditions, and any associated statement of work, supersede all other communications, negotiations, and prior oral or written statements regarding the subject matter of these terms and conditions. No change, modification, rescission, discharge, abandonment, or waiver of these terms and conditions shall be binding upon Graybar unless made in writing and signed on its behalf by a duly authorized representative of Graybar. No conditions, usage of trade, course of dealing or performance, understanding or agreement, purporting to modify, vary, explain, or supplement these terms and conditions shall be binding unless hereafter made in writing and signed by the party to be bound. Any proposed modifications or additional terms are specifically rejected and deemed a material alteration hereof. If this document shall be deemed an acceptance of a prior offer by Buyer, such acceptance is expressly conditional upon Buyer's assent to any additional or different terms set forth herein.
4. PRICES AND SHIPMENTS - Prices for goods shall be those in effect at time of shipment, which shall be made F.O.B. shipping point, prepaid and bill. Delivery dates are subject to change and prices may increase between the time that a quote is given or an order is placed and the time of shipment. Buyer acknowledges and accepts this risk and agrees to pay the price of goods that is in effect at time of shipment in order to account for any price increases between the date of quote or order and the date of shipment. Unless otherwise indicated in the applicable quotation or statement of work, prices for services shall be those in effect at the time of completion. The contract price for goods and or services shall be increased by the amount of any applicable tariff, excise, fee, assessment, levy, charge or duty of any kind whatsoever, imposed, assessed or collected by any governmental body, whether or not reflected in the costs charged to Graybar, and Graybar may increase its cost for goods and or services appropriately to take into account such increases in Graybar's costs.
5. REELS - When Graybar ships returnable reels, a reel deposit may be included in the invoice. The Buyer should contact the nearest Graybar service location to return reels.
6. RETURN OF GOODS - Credit may be allowed for goods returned with prior approval. A deduction may be made from credits issued to cover cost of handling and restocking fees charged by the manufacturers of the goods. Returns will not be accepted for services or any material which has been modified at the request of or by Buyer. In addition, no custom orders may be returned, and goods must be in original packaging.
7. TAXES - Prices shown do not include sales or other taxes imposed on the sale of goods or services. Taxes now or hereafter imposed upon sales, shipments or services will be added to the purchase price. Buyer agrees to reimburse Graybar for any such tax or provide Graybar with acceptable tax exemption certificate.
8. PAYMENT TERMS - Payment terms shall be as stated on Graybar's invoice or as otherwise mutually agreed. As a condition of the sales agreement, a monthly service charge of the lesser of one and one-half percent (1.5%) or the maximum permitted by law may be added to all accounts not paid by net due date. Visa, MasterCard, American Express, and Discover credit cards are accepted at point of purchase only.
9. DELAY IN DELIVERY - Graybar is not to be accountable for delays in delivery occasioned by acts of God, failure of its suppliers to ship or deliver on time, or other circumstances beyond Graybar's reasonable control, including, but not limited to, sourcing, shipment or delivery issues caused by, related to, or resulting from COVID-19 or other similar national or global health situations. Factory shipment or delivery dates are the best estimates of our suppliers, and in no case shall Graybar be liable for any consequential or special damages arising from any delay in shipment or delivery.
10. CANCELLATION; CHANGES FOR SERVICES - Buyer may cancel or make changes to a statement of work up to five (5) business days prior to commencement of the work. All changes and cancellations after such date are subject to Graybar's prior written approval in Graybar's sole and absolute discretion. Buyer shall pay to Graybar amounts necessary to cover cancellation, restocking fees and other charges applicable to the cancelled goods or services including those incurred or committed to by Graybar.
11. SOFTWARE AND FIRMWARE - Graybar or the applicable third-party owner will retain all rights of ownership and title in its own intellectual property, including all copyrights relating to firmware and software and all copies of such firmware and software. Buyer acknowledges that all software is governed by terms expressly granted in the applicable agreement provided by such third-party owner or licensor and agrees to comply with any such terms and conditions in connection with the use or resale of such software. Graybar provides the software "AS IS" WITH ALL FAULTS, and the only warranties provided for software, if any, are provided by the third-party owner or licensor of such software. Although Graybar may collect fees relating to such software, the end user's agreement is with the third-party owner or licensor, and Buyer holds Graybar harmless from and against any claims arising out of or related to such firmware or software.
12. LIMITED WARRANTIES - Graybar warrants that all goods sold are free of any security interest and will make available to Buyer all transferable warranties (including without limitation warranties with respect to intellectual property infringement) made to Graybar by the manufacturer of the goods. Buyer acknowledges that the performance of any service which alters the manufacturer provided goods, as indicated in the statement of work, may void the manufacturer's warranty. Graybar shall use the same care and skill a similarly situated provider of like services would exercise following commonly accepted industry practices in the performance of its duties under this agreement. GRAYBAR MAKES NO OTHER EXPRESS OR IMPLIED WARRANTIES, AND SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PURPOSE, UNLESS OTHERWISE AGREED IN WRITING BY AN AUTHORIZED REPRESENTATIVE OF GRAYBAR. PRODUCTS SOLD HEREUNDER ARE NOT INTENDED FOR USE IN OR IN CONNECTION WITH (1) ANY SAFETY APPLICATION OR THE CONTAINMENT AREA OF A NUCLEAR FACILITY, OR (2) IN A HEALTHCARE APPLICATION, WHERE THE GOODS HAVE POTENTIAL FOR DIRECT PATIENT CONTACT OR WHERE A SIX (6) FOOT CLEARANCE FROM A PATIENT CANNOT BE MAINTAINED AT ALL TIMES.
13. LIMITATION OF LIABILITY - Buyer's remedies under this agreement are subject to any limitations contained in manufacturer's terms and conditions to Graybar, a copy of which will be furnished upon written request. Furthermore, Graybar's liability shall be limited to either repair or replacement of the goods, re-performance of the services, or refund of the purchase price, all at Graybar's option, and IN NO CASE SHALL GRAYBAR BE LIABLE FOR INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGES. In addition, claims for shortages, other than loss in transit, must be made in writing not more than five (5) days after receipt of shipment. Unless otherwise agreed in the applicable statement of work, acceptance of services will occur not more than five (5) days after completion of performance.
14. WAIVER - The failure of Graybar to insist upon the performance of any of the terms or conditions of this agreement or to exercise any right hereunder shall not be deemed to be a waiver of such terms, conditions, or rights in the future, nor shall it be deemed to be a waiver of any other term, condition, or right under this agreement.
15. ASSIGNMENT - Buyer shall not assign its rights or delegate its duties hereunder or any interest herein without the prior written consent of Graybar, and any such assignment, without such consent, shall be void.
16. CERTIFICATION - Graybar hereby certifies that these goods were produced in compliance with all applicable requirements of Sections 6, 7, and 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under Section 14 thereof. This agreement is subject to Executive Order 11246, as amended, the Rehabilitation Act of 1973, as amended, the Vietnam Veterans Readjustment Assistance Act of 1974, as amended, E.O. 13496, 29 CFR Part 471, Appendix A to Subpart A, and the corresponding regulations, to the extent required by law. 41 CFR 60.1.4, 60.741.5, and 60.250.5 are incorporated herein by reference, to the extent legally required.
17. FOREIGN CORRUPT PRACTICES ACT - Buyer shall comply with applicable laws and regulations relating to anti-corruption, including, without limitation, (i) the United States Foreign Corrupt Practices Act (FCPA) (15 U.S.C. §§78dd-1, et. seq.) irrespective of the place of performance, and (ii) laws and regulations implementing the Organization for Economic Cooperation and Development's Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, the U.N. Convention Against Corruption, and the Inter-American Convention Against Corruption in Buyer's country or any country where performance of this agreement or delivery of goods will occur.
18. EXPORTING - Buyer acknowledges that this order and the performance thereof are subject to compliance with any and all applicable United States laws, regulations, or orders. Buyer agrees to comply with all such laws, regulations, and orders, including, if applicable, all requirements of the International Traffic in Arms Regulations and/or the Export Administration Act, as may be amended. Buyer further agrees that if the export laws are applicable, it will not disclose or re-export any technical data received under this order to any countries for which the United States government requires an export license or other supporting documentation at the time of export or transfer, unless Buyer has obtained prior written authorization from the United States Office of Export Control or other authority responsible for such matters.

Signed:

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24-Hour Emergency Phone#: 1-800-GRAYBAR

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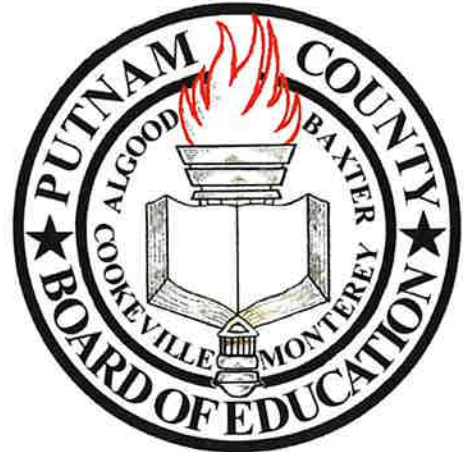
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PUTNAM COUNTY SCHOOL SYSTEM  
BOARD AGENDA REQUEST

EXHIBIT  
VI A.10  
05-02-24  
tabbles

Date: April 25, 2024  
Department: Technology  
Person Submitting: Johnny Sloan  
Account Number (if appropriate) note below



Check one:

- Backup included  
 Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to purchase public safety DAS/distributed antenna system components for emergency responder radio communications from Graybar Electric, Nashville, TN, via pricing on the OMNIA Partners Contract EV2370, for the Upperman High School building expansion, in the amount not to exceed \$73,135.28; with the antenna and cabling installation services to be purchased from Advanced Communications Services, Sparta, TN, in the amount not to exceed \$10,000, to be paid from: 142-76100-707-933

NOTES:

received  
 *AK*



2753 COUCHVILLE PIKE STE 401  
 NASHVILLE TN 37217-5700  
 Phone: 615-743-3202  
 Fax:

To: PUTNAM COUNTY BOARD OF EDUCATION  
 TECHNOLOGY DEPARTMENT  
 3860 PHIFER MTN ROAD  
 COOKEVILLE TN 38506  
 Attn: Johnny Sloan  
 Phone: 931-520-2100  
 Fax: 931-372-0382  
 Email: jerome.bannister@graybar.com

Date: 05/02/2024  
**Proj Name: UPERMAN HIGH SCHOOL**  
**GB Quote #: 0246021256**  
 Release Nbr:  
 Purchase Order Nbr:  
 Additional Ref#  
 Valid From: 05/02/2024  
 Valid To: 06/01/2024  
 Contact: Jerome Bannister  
 Email: Jerome.Bannister@graybar.com

**Proposal**

We Appreciate Your Request and Take Pleasure in Responding As Follows

**Notes: Omnia Partners Contract #EV-2370**

Item	Item/Type	Quantity	Supplier	Catalog Nbr	Description	Price	Unit	Ext.Price
100	1 EA	WESTELL INC.	CS40-V30-V1D-A0	VHF 1W SIMPLEX-4PT 24M WB CL-A/B BDA	\$11,769.76	1	\$11,769.76	
GB Part #: 26590274    UPC #: ***Item Note:***								
200	1 EA	WESTELL INC.	CS19-BBC-003	PS BBC NEMA 3R NFPA RED	\$952.17	1	\$952.17	
GB Part #: 26426540    UPC #: ***Item Note:***								
300	2 EA	WESTELL INC.	CS19-PYL12V160FT	BATTERY 160AH AGM 1-BAT 12V	\$624.73	1	\$1,249.46	
GB Part #: 26466446    UPC #: ***Item Note:***								
400	2 EA	WESTELL INC.	CS03-024-836	ANT-AY-136-174 6.5-7.5-NF DBI	\$169.03	1	\$338.06	
GB Part #: 26341851    UPC #: ***Item Note:***								
500	4 EA	WESTELL INC.	CV04-500-629	2-WAY POWER DIVIDER 138-960 MHZ N FEMAL	\$138.34	1	\$553.36	

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To: PUTNAM COUNTY BOARD OF EDUCATION  
 TECHNOLOGY DEPARTMENT  
 3860 PHIFER MTN ROAD  
 COOKEVILLE TN 38506  
 Attn: Johnny Sloan

Date:  
**Proj Name:**  
**GB Quote #:**

05/02/2024  
**UPERMAN HIGH SCHOOL**  
**0246021256**

## Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

GB Part #: 26397842    UPC #:  
 \*\*\*Item Note:\*\*\*

600	<b>13 EA</b>	<b>WESTELL INC. CV05-522-614</b>	3 DB POWER TAPPER 138-960 MHZ -153 PIM 2	<b>\$80.20</b>	<b>1</b>	<b>\$1,042.60</b>
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GB Part #: 26397845    UPC #:  
 \*\*\*Item Note:\*\*\*

700	<b>1 EA</b>	<b>WESTELL INC. CS40-ANNUNC</b>	REMOTE ANNUNCIATOR PANEL FOR CS40 SERIES	<b>\$607.07</b>	<b>1</b>	<b>\$607.07</b>
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GB Part #: 26518472    UPC #:  
 \*\*\*Item Note:\*\*\*

800	<b>2 EA</b>	<b>WESTELL INC. CS60-024-002</b>	RF COAX SURGE ARRESTOR DC-3 GHZ N(F) TO	<b>\$29.07</b>	<b>1</b>	<b>\$58.14</b>
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GB Part #: 26587539    UPC #:  
 \*\*\*Item Note:\*\*\*

900	<b>18 EA</b>	<b>WESTELL INC. PS178UV</b>		<b>\$171.13</b>	<b>1</b>	<b>\$3,080.34</b>
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\*\*\*Item Note:\*\*\*    **Pulse Laird Indoor Antennas 137-960**

1000	<b>145 EA</b>	<b>WESTELL INC. 25704696</b>		<b>\$1.67</b>	<b>1</b>	<b>\$242.15</b>
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\*\*\*Item Note:\*\*\*    **Outdoor rated 1/2" 50 Ohm RF Coax. Cable**

1100	<b>6,000 EA</b>	<b>WESTELL INC. 25992025</b>		<b>\$2.04</b>	<b>1</b>	<b>\$12,240.00</b>
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\*\*\*Item Note:\*\*\*    **1/2" 50 Ohm Plenum Coax. Cable**

1200	<b>1 EA</b>	<b>WESTELL INC. 26036950</b>		<b>\$46.35</b>	<b>1</b>	<b>\$46.35</b>
------	-------------	------------------------------	--	----------------	----------	----------------

\*\*\*Item Note:\*\*\*    **6 ft. Jumper 4.3/10 to MN**

1300	<b>6 EA</b>	<b>WESTELL INC. 26036902</b>		<b>\$39.31</b>	<b>1</b>	<b>\$235.86</b>
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To: PUTNAM COUNTY BOARD OF EDUCATION  
 TECHNOLOGY DEPARTMENT  
 3860 PHIFER MTN ROAD  
 COOKEVILLE TN 38506  
 Attn: Johnny Sloan

Date: 05/02/2024  
 Proj Name: UPERMAN HIGH SCHOOL  
 GB Quote #: 0246021256

## Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

\*\*\*Item Note:\*\*\* 6 ft. Flexible Jumpers MN/MN

1400	<b>54 EA</b>	<b>WESTELL INC. 25866341</b>	<b>\$12.84</b>	<b>1</b>	<b>\$693.36</b>
***Item Note:***	<b>Male "N" Type Connectors</b>				
1500	<b>2 EA</b>	<b>WESTELL INC. 25253780</b>	<b>\$20.72</b>	<b>1</b>	<b>\$41.44</b>
***Item Note:***	<b>Rubber Matt</b>				
1600	<b>1 EA</b>	<b>WESTELL INC. 25632610</b>	<b>\$42.78</b>	<b>1</b>	<b>\$42.78</b>
***Item Note:***	<b>Grounding Panel</b>				
1700	<b>2 EA</b>	<b>WESTELL INC. 25959317</b>	<b>\$131.91</b>	<b>1</b>	<b>\$263.82</b>
***Item Note:***	<b>Non-Penetrating Antenna Mount</b>				
1800	<b>2 EA</b>	<b>WESTELL INC. 25883298</b>	<b>\$20.72</b>	<b>1</b>	<b>\$41.44</b>
***Item Note:***	<b>Grounding Kits</b>				
1900	<b>2 EA</b>	<b>WESTELL INC. 25654659</b>	<b>\$27.87</b>	<b>1</b>	<b>\$55.74</b>
***Item Note:***	<b>4"Roof Penetration, single hole</b>				
2000	<b>2 EA</b>	<b>WESTELL INC. 25881940</b>	<b>\$15.69</b>	<b>1</b>	<b>\$31.38</b>
***Item Note:***	<b>Weatherproofing Kit</b>				
2100	<b>1 EA</b>	<b>WESTELL INC. COMMISSIONG OPTIMIZATION SERVICES</b>	<b>\$39,550.00</b>	<b>1</b>	<b>\$39,550.00</b>
***Item Note:***	<b>Design Services Initial Walkthrough with Installer Commissioning Optimization ATP/Inspection Baseline Testing</b>				

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To learn more about Graybar, visit our website at [www.graybar.com](http://www.graybar.com)

24-Hour Emergency Phone#: 1-800-GRAYBAR

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To: PUTNAM COUNTY BOARD OF EDUCATION  
TECHNOLOGY DEPARTMENT  
3860 PHIFER MTN ROAD  
COOKEVILLE TN 38506  
Attn: Johnny Sloan

Date: 05/02/2024  
Proj Name: UPERMAN HIGH SCHOOL  
GB Quote #: 0246021256

## Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

**Total in USD (Tax not included): \$73,135.28**

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3860 PHIFER MTN ROAD  
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Attn: Johnny Sloan

Date: 05/02/2024  
Proj Name: UPERMAN HIGH SCHOOL  
GB Quote #: 0246021256

## Proposal

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GRAYBAR ELECTRIC COMPANY, INC.  
TERMS AND CONDITIONS OF SALE

1. ACCEPTANCE OF ORDER: TERMINATION - Acceptance of any order is subject to credit approval and acceptance of order by Graybar Electric Company, Inc. ("Graybar") and, when applicable, Graybar's suppliers. If credit of the buyer of the goods or services ("Buyer") becomes unsatisfactory to Graybar, Graybar reserves the right to terminate upon notice to Buyer and without liability of Graybar.

2. GENERAL PROVISIONS - All typographical or clerical errors made by Graybar in any quotation, acknowledgment or publication are subject to correction. This agreement shall be governed by the laws of the State of Missouri applicable to contracts to be formed and fully performed within the State of Missouri, without giving effect to the choice or conflicts of law provisions thereof. All suits arising from or concerning this agreement shall be filed in the Circuit Court of St. Louis County, Missouri, or the United States District Court for the Eastern District of Missouri, and no other place unless otherwise determined in Graybar's sole discretion. Buyer hereby irrevocably consents to the jurisdiction of such court or courts and agrees to appear in any such action upon written notice thereof.

3. MODIFICATION OF TERMS AND CONDITIONS - These terms and conditions, and any associated statement of work, supersede all other communications, negotiations, and prior oral or written statements regarding the subject matter of these terms and conditions. No change, modification, rescission, discharge, abandonment, or waiver of these terms and conditions shall be binding upon Graybar unless made in writing and signed on its behalf by a duly authorized representative of Graybar. No conditions, usage of trade, course of dealing or performance, understanding or agreement, purporting to modify, vary, explain, or supplement these terms and conditions shall be binding unless hereafter made in writing and signed by the party to be bound. Any proposed modifications or additional terms are specifically rejected and deemed a material alteration hereof. If this document shall be deemed an acceptance of a prior offer by Buyer, such acceptance is expressly conditional upon Buyer's assent to any additional or different terms set forth herein.

4. PRICES AND SHIPMENTS - Prices for goods shall be those in effect at time of shipment, which shall be made F.O.B. shipping point, prepaid and bill. Delivery dates are subject to change and prices may increase between the time that a quote is given or an order is placed and the time of shipment. Buyer acknowledges and accepts this risk and agrees to pay the price of goods that is in effect at time of shipment in order to account for any price increases between the date of quote or order and the date of shipment. Unless otherwise indicated in the applicable quotation or statement of work, prices for services shall be those in effect at the time of completion. The contract price for goods and/or services shall be increased by the amount of any applicable tariff, excise, fee, assessment, levy, charge or duty of any kind whatsoever, imposed, assessed or collected by any governmental body, whether or not reflected in the costs charged to Graybar, and Graybar may increase its cost for goods and/or services appropriately to take into account such increases in Graybar's costs.

5. REELS - When Graybar ships returnable reels, a reel deposit may be included in the invoice. The Buyer should contact the nearest Graybar service location to return reels.

6. RETURN OF GOODS - Credit may be allowed for goods returned with prior approval. A deduction may be made from credits issued to cover cost of handling and restocking fees charged by the manufacturers of the goods. Returns will not be accepted for services or any material which has been modified at the request of or by Buyer. In addition, no custom orders may be returned, and goods must be in original packaging.

7. TAXES - Prices shown do not include sales or other taxes imposed on the sale of goods or services. Taxes now or hereafter imposed upon sales, shipments or services will be added to the purchase price. Buyer agrees to reimburse Graybar for any such tax or provide Graybar with acceptable tax exemption certificate.

8. PAYMENT TERMS - Payment terms shall be as stated on Graybar's invoice or as otherwise mutually agreed. As a condition of the sales agreement, a monthly service charge of the lesser of one and one-half percent (1.5%) or the maximum permitted by law may be added to all accounts not paid by net due date. Visa, MasterCard, American Express, and Discover credit cards are accepted at point of purchase only.

9. DELAY IN DELIVERY - Graybar is not to be accountable for delays in delivery occasioned by acts of God, failure of its suppliers to ship or deliver on time, or other circumstances beyond Graybar's reasonable control, including, but not limited to, sourcing, shipment or delivery issues caused by, related to, or resulting from COVID-19 or other similar national or global health situations. Factory shipment or delivery dates are the best estimates of our suppliers, and in no case shall Graybar be liable for any consequential or special damages arising from any delay in shipment or delivery.

10. CANCELLATION: CHANGES FOR SERVICES - Buyer may cancel or make changes to a statement of work up to five (5) business days prior to commencement of the work. All changes and cancellations after such date are subject to Graybar's prior written approval in Graybar's sole and absolute discretion. Buyer shall pay to Graybar amounts necessary to cover cancellation, restocking fees and other charges applicable to the cancelled goods or services including those incurred or committed to by Graybar.

11. SOFTWARE AND FIRMWARE - Graybar or the applicable third-party owner will retain all rights of ownership and title in its own intellectual property, including all copyrights relating to firmware and software and all copies of such firmware and software. Buyer acknowledges that all software is governed by terms expressly granted in the applicable agreement provided by such third-party owner or licensor and agrees to comply with any such terms and conditions in connection with the use or resale of such software. Graybar provides the software "AS IS" WITH ALL FAULTS, and the only warranties provided for software, if any, are provided by the third-party owner or licensor of such software. Although Graybar may collect fees relating to such software, the end user's agreement is with the third-party owner or licensor, and Buyer holds Graybar harmless from and against any claims arising out of or related to such firmware or software.

12. LIMITED WARRANTIES - Graybar warrants that all goods sold are free of any security interest and will make available to Buyer all transferable warranties (including without limitation warranties with respect to intellectual property infringement) made to Graybar by the manufacturer of the goods. Buyer acknowledges that the performance of any service which alters the manufacturer provided goods, as indicated in the statement of work, may void the manufacturer's warranty. Graybar shall use the same care and skill a similarly situated provider of like services would exercise following commonly accepted industry practices in the performance of its duties under this agreement. GRAYBAR MAKES NO OTHER EXPRESS OR IMPLIED WARRANTIES, AND SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PURPOSE. UNLESS OTHERWISE AGREED IN WRITING BY AN AUTHORIZED REPRESENTATIVE OF GRAYBAR, PRODUCTS SOLD HEREUNDER ARE NOT INTENDED FOR USE IN OR IN CONNECTION WITH (1) ANY SAFETY APPLICATION OR THE CONTAINMENT AREA OF A NUCLEAR FACILITY, OR (2) IN A HEALTHCARE APPLICATION, WHERE THE GOODS HAVE POTENTIAL FOR DIRECT PATIENT CONTACT OR WHERE A SIX (6) FOOT CLEARANCE FROM A PATIENT CANNOT BE MAINTAINED AT ALL TIMES.

13. LIMITATION OF LIABILITY - Buyer's remedies under this agreement are subject to any limitations contained in manufacturer's terms and conditions to Graybar, a copy of which will be furnished upon written request. Furthermore, Graybar's liability shall be limited to either repair or replacement of the goods, re-performance of the services, or refund of the purchase price, all at Graybar's option, and IN NO CASE SHALL GRAYBAR BE LIABLE FOR INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGES. In addition, claims for shortages, other than loss in transit, must be made in writing not more than five (5) days after receipt of shipment. Unless otherwise agreed in the applicable statement of work, acceptance of services will occur not more than five (5) days after completion of performance.

14. WAIVER - The failure of Graybar to insist upon the performance of any of the terms or conditions of this agreement or to exercise any right hereunder shall not be deemed to be a waiver of such terms, conditions, or rights in the future, nor shall it be deemed to be a waiver of any other term, condition, or right under this agreement.

15. ASSIGNMENT - Buyer shall not assign its rights or delegate its duties hereunder or any interest herein without the prior written consent of Graybar, and any such assignment, without such consent, shall be void.

16. CERTIFICATION - Graybar hereby certifies that these goods were produced in compliance with all applicable requirements of Sections 6, 7, and 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under Section 14 thereof. This agreement is subject to Executive Order 11246, as amended, the Rehabilitation Act of 1973, as amended, the Vietnam Veterans Readjustment Assistance Act of 1974, as amended, E.O. 13496, 29 CFR Part 471, Appendix A to Subpart A, and the corresponding regulations, to the extent required by law. 41 CFR 60-1.4, 60-741.5, and 60-250.5 are incorporated herein by reference, to the extent legally required.

17. FOREIGN CORRUPT PRACTICES ACT - Buyer shall comply with applicable laws and regulations relating to anti-corruption, including, without limitation, (i) the United States Foreign Corrupt Practices Act (FCPA) (15 U.S.C. §§78dd-1, et. seq.) irrespective of the place of performance, and (ii) laws and regulations implementing the Organization for Economic Cooperation and Development's Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, the U.N. Convention Against Corruption, and the Inter-American Convention Against Corruption in Buyer's country or any country where performance of this agreement or delivery of goods will occur.

18. EXPORTING - Buyer acknowledges that this order and the performance thereof are subject to compliance with any and all applicable United States laws, regulations, or orders. Buyer agrees to comply with all such laws, regulations, and orders, including, if applicable, all requirements of the International Traffic in Arms Regulations and the Export Administration Act, as may be amended. Buyer further agrees that if the export laws are applicable, it will not disclose or re-export any technical data received under this order to any countries for which the United States government requires an export license or other supporting documentation at the time of export or transfer, unless Buyer has obtained prior written authorization from the United States Office of Export Control or other authority responsible for such matters.

Signed: \_\_\_\_\_

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2753 COUCHVILLE PIKE STE 401  
 NASHVILLE TN 37217-5700  
 Phone: 615-743-3202  
 Fax:

To: PUTNAM COUNTY BOARD OF EDUCATION  
 TECHNOLOGY DEPARTMENT  
 3860 PHIFER MTN ROAD  
 COOKEVILLE TN 38506  
 Attn: Johnny Sloan  
 Phone: 931-520-2100  
 Fax: 931-372-0382  
 Email: jerome.bannister@graybar.com

Date: 05/02/2024  
 Proj Name: ADDITIONS UPERMAN HIGH  
 GB Quote #: 0246022108  
 Release Nbr:  
 Purchase Order Nbr:  
 Additional Ref#  
 Valid From: 05/02/2024  
 Valid To: 06/01/2024  
 Contact: Jerome Bannister  
 Email: Jerome.Bannister@graybar.com

**Proposal**

We Appreciate Your Request and Take Pleasure in Responding As Follows

**Notes: Omnia Partners Contract #EV-2370**

Item	Item/Type	Quantity	Supplier	Catalog Nbr	Description	Price	Unit	Ext.Price
100	1 EA	WESTELL INC.	CS40-V30-V1D-A0	VHF 1W SIMPLEX-4PT 24M WB CL-A/B BDA	\$11,769.76	1	\$11,769.76	
GB Part #: 26590274    UPC #: ***Item Note:***								
200	1 EA	WESTELL INC.	CS19-BBC-003	PS BBC NEMA 3R NFPA RED	\$952.17	1	\$952.17	
GB Part #: 26426540    UPC #: ***Item Note:***								
300	2 EA	WESTELL INC.	CS19-PYL12V160FT	BATTERY 160AH AGM 1-BAT 12V	\$624.73	1	\$1,249.46	
GB Part #: 26466446    UPC #: ***Item Note:***								
400	2 EA	WESTELL INC.	CS03-024-836	ANT-AY-136-174 6.5-7.5-NF DBI	\$169.03	1	\$338.06	
GB Part #: 26341851    UPC #: ***Item Note:***								
500	4 EA	WESTELL INC.	CV04-500-629	2-WAY POWER DIVIDER 138-960 MHZ N FEMAL	\$138.34	1	\$553.36	

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To: PUTNAM COUNTY BOARD OF EDUCATION  
TECHNOLOGY DEPARTMENT  
3860 PHIFER MTN ROAD  
COOKEVILLE TN 38506  
Attn: Johnny Sloan

Date:  
**Proj Name:**  
**GB Quote #:**

05/02/2024  
**ADDITIONS UPERMAN HIGH**  
**0246022108**

## Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

GB Part #: 26397842 UPC #:  
\*\*\*Item Note:\*\*\*

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600	<b>1 EA WESTELL INC. CS40-ANNUNC</b>	REMOTE ANNUNCIATOR PANEL FOR CS40 SERIES	<b>\$607.07</b>	<b>1</b>	<b>\$607.07</b>
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GB Part #: 26518472 UPC #:  
\*\*\*Item Note:\*\*\*

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700	<b>2 EA WESTELL INC. CS60-024-002</b>	RF COAX SURGE ARRESTOR DC-3 GHZ N(F) TO	<b>\$29.07</b>	<b>1</b>	<b>\$58.14</b>
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GB Part #: 26587539 UPC #:  
\*\*\*Item Note:\*\*\*

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800	<b>6 EA WESTELL INC. PS178UV</b>		<b>\$171.13</b>	<b>1</b>	<b>\$1,026.78</b>
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\*\*\*Item Note:\*\*\* Pulse Larsen Indoor Antennas 137-960

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900	<b>145 EA WESTELL INC. 25704696</b>		<b>\$1.67</b>	<b>1</b>	<b>\$242.15</b>
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\*\*\*Item Note:\*\*\* Outdoor rated 1/2" 50 Ohm RF Coax. Cable

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1000	<b>3,000 EA WESTELL INC. 25992025</b>		<b>\$2.04</b>	<b>1</b>	<b>\$6,120.00</b>
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\*\*\*Item Note:\*\*\* 1/2" 50 Ohm Plenum Coax. Cable

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1100	<b>1 EA WESTELL INC. 26036950</b>		<b>\$46.35</b>	<b>1</b>	<b>\$46.35</b>
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\*\*\*Item Note:\*\*\* 6 ft. Jumper 4.3/10 to MN

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1200	<b>18 EA WESTELL INC. 26036902</b>		<b>\$39.31</b>	<b>1</b>	<b>\$707.58</b>
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\*\*\*Item Note:\*\*\* 6 ft. Flexible Jumpers MN/MN

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1300	<b>12 EA WESTELL INC. 25866341</b>		<b>\$12.84</b>	<b>1</b>	<b>\$154.08</b>
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\*\*\*Item Note:\*\*\* Male "N" Type Connectors

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To: PUTNAM COUNTY BOARD OF EDUCATION  
 TECHNOLOGY DEPARTMENT  
 3860 PHIFER MTN ROAD  
 COOKEVILLE TN 38506  
 Attn: Johnny Sloan

Date:  
**Proj Name:**  
**GB Quote #:**

05/02/2024  
**ADDITIONS UPERMAN HIGH**  
**0246022108**

## Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

1400	<b>2 EA</b>	<b>WESTELL INC. 25253780</b>	<b>\$20.72</b>	<b>1</b>	<b>\$41.44</b>
***Item Note:*** Rubber Matt					
<hr/>					
1500	<b>1 EA</b>	<b>WESTELL INC. 25632610</b>	<b>\$42.78</b>	<b>1</b>	<b>\$42.78</b>
***Item Note:*** Grounding Panel					
<hr/>					
1600	<b>2 EA</b>	<b>WESTELL INC. 25959317</b>	<b>\$131.91</b>	<b>1</b>	<b>\$263.82</b>
***Item Note:*** Non-Penetrating Antenna Mount					
<hr/>					
1700 1	<b>2 EA</b>	<b>WESTELL INC. 25883298</b>	<b>\$33.18</b>	<b>1</b>	<b>\$66.36</b>
***Item Note:*** Grounding Kits					
<hr/>					
1800	<b>2 EA</b>	<b>WESTELL INC. 25654659</b>	<b>\$27.87</b>	<b>1</b>	<b>\$55.74</b>
***Item Note:*** 4"Roof Penetration, single hole					
<hr/>					
1900	<b>2 EA</b>	<b>WESTELL INC. 25881940</b>	<b>\$15.69</b>	<b>1</b>	<b>\$31.38</b>
***Item Note:*** Weatherproofing Kit					
<hr/>					
2000	<b>1 EA</b>	<b>WESTELL INC. COMMISSIONG OPTIMIZATION SERVICES</b>	<b>\$26,550.00</b>	<b>1</b>	<b>\$26,550.00</b>
***Item Note:*** Design Services Initial Walkthrough with Installer Commissioning Optimization ATP/Inspection Baseline Testing					

**Total in USD (Tax not included): \$50,876.48**

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TECHNOLOGY DEPARTMENT  
3860 PHIFER MTN ROAD  
COOKEVILLE TN 38506  
Attn: Johnny Sloan

Date: 05/02/2024  
Proj Name: ADDITIONS UPERMAN HIGH  
GB Quote #: 0246022108

## Proposal

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12. LIMITED WARRANTIES - Graybar warrants that all goods sold are free of any security interest and will make available to Buyer all transferable warranties (including without limitation warranties with respect to intellectual property infringement) made to Graybar by the manufacturer of the goods. Buyer acknowledges that the performance of any service which alters the manufacturer provided goods, as indicated in the statement of work, may void the manufacturer's warranty. Graybar shall use the same care and skill a similarly situated provider of like services would exercise following commonly accepted industry practices in the performance of its duties under this agreement. GRAYBAR MAKES NO OTHER EXPRESS OR IMPLIED WARRANTIES, AND SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PURPOSE, UNLESS OTHERWISE AGREED IN WRITING BY AN AUTHORIZED REPRESENTATIVE OF GRAYBAR. PRODUCTS SOLD HEREUNDER ARE NOT INTENDED FOR USE IN OR IN CONNECTION WITH (1) ANY SAFETY APPLICATION OR THE CONTAINMENT AREA OF A NUCLEAR FACILITY, OR (2) IN A HEALTHCARE APPLICATION, WHERE THE GOODS HAVE POTENTIAL FOR DIRECT PATIENT CONTACT OR WHERE A SIX (6) FOOT CLEARANCE FROM A PATIENT CANNOT BE MAINTAINED AT ALL TIMES.

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15. ASSIGNMENT - Buyer shall not assign its rights or delegate its duties hereunder or any interest herein without the prior written consent of Graybar, and any such assignment, without such consent, shall be void.

16. CERTIFICATION - Graybar hereby certifies that these goods were produced in compliance with all applicable requirements of Sections 6, 7, and 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under Section 14 thereof. This agreement is subject to Executive Order 11246, as amended, the Rehabilitation Act of 1973, as amended, the Vietnam Veterans' Readjustment Assistance Act of 1974, as amended, E.O. 13496, 29 CFR Part 471, Appendix A to Subpart A, and the corresponding regulations, to the extent required by law. 41 CFR 60-1.4, 60-741.5, and 60-250.5 are incorporated herein by reference, to the extent legally required.

17. FOREIGN CORRUPT PRACTICES ACT - Buyer shall comply with applicable laws and regulations relating to anti-corruption, including, without limitation, (i) the United States Foreign Corrupt Practices Act (FCPA) (15 U.S.C. §§78dd-1, et. seq.) irrespective of the place of performance, and (ii) laws and regulations implementing the Organization for Economic Cooperation and Development's Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, the U.N. Convention Against Corruption, and the Inter-American Convention Against Corruption in Buyer's country or any country where performance of this agreement or delivery of goods will occur.

18. EXPORTING - Buyer acknowledges that this order and the performance thereof are subject to compliance with any and all applicable United States laws, regulations, or orders. Buyer agrees to comply with all such laws, regulations, and orders, including, if applicable, all requirements of the International Traffic in Arms Regulations and/or the Export Administration Act, as may be amended. Buyer further agrees that if the export laws are applicable, it will not disclose or re-export any technical data received under this order to any countries for which the United States government requires an export license or other supporting documentation at the time of export or transfer, unless Buyer has obtained prior written authorization from the United States Office of Export Control or other authority responsible for such matters.

Signed: \_\_\_\_\_

This equipment and associated installation charges may be financed for a low monthly payment through Graybar Financial Services (subject to credit approval). For more information call 1-800-241-7408 to speak with a leasing specialist.

To learn more about Graybar, visit our website at [www.graybar.com](http://www.graybar.com)

24-Hour Emergency Phone#: 1-800-GRAYBAR

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Subject to the standard terms and conditions set forth in this document. Unless otherwise noted, freight terms are F.O.B. shipping point prepaid and bill.

Unless noted the estimated ship date will be determined at the time of order placement.

# Advanced Communication Services

365 Swift Rd.  
Sparta TN 38583  
931-319-9277

May 1, 2024

Putnam County School System  
1400 E. Spring St.  
Cookeville, TN 38506  
Attn: Johnny Sloan

## Proposal: Installation of VHF Antenna System-Uppermann

40	Hours of Labor (2 man rate)	For Installation of Cabling (Coax)	\$125.00 per hr.
40	Hours of Labor (2 man rate)	For Installation of Hardware	\$125.00 per hr.

**Total Cost: \$10,000.00**

**This quote is for full installation to cover entire high school.**

*Total cost includes all necessary labor and materials for complete installation.*

*Lift rental may be required, depending on location of antenna's. Lift rental is not included in total cost.*

**Thank you for the opportunity to provide your communication needs. Should you have any questions or concerns, please feel free to contact me directly at 931-319-9277.**

**This quote is valid for a period of 180 days.**

**Bill McMurry  
Advanced Communication Services**

# Advanced Communication Services

365 Swift Rd.  
Sparta TN 38583  
931-319-9277

May 1, 2024

Putnam County School System  
1400 E. Spring St.  
Cookeville, TN 38506  
Attn: Johnny Sloan

## Proposal: Installation of VHF Antenna System-Uppermann

30	Hours of Labor (2 man rate)	For Installation of Cabling (Coax)	\$125.00 per hr.
30	Hours of Labor (2 man rate)	For Installation of Hardware	\$125.00 per hr.

**Total Cost: \$7500.00**

**This quote is for full installation to cover new construction areas.**

*Total cost includes all necessary labor and materials for complete installation.*

*Lift rental may be required, depending on location of antenna's. Lift rental is not included in total cost.*

**Thank you for the opportunity to provide your communication needs. Should you have any questions or concerns, please feel free to contact me directly at 931-319-9277.**

**This quote is valid for a period of 180 days.**

**Bill McMurry**  
Advanced Communication Services



## PCSS Board Agenda Request

Date: April 9, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to solicit bids for the painting of the Avery Trace Middle School gym

**received**  
04-12-24 *SM*



**PCSS Board Agenda Request**

Date: April 9, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to solicit bids for system wide striping of parking spaces and painting of handicapped spaces

**received**  
04-12-24  
8/1

**EXHIBIT**  
*VI B.3*  
*03-02-24*

**Bid: Air Filters, 2024-2025**  
**Bid Opening: April 16, 3:00 p.m. (Central)**

Bids opened By: *Miss McLeone*  
Tally Prepared By: *Ed Parson*

		VENDOR: FILTER PRO FLORENCE, AL			PUREMAXX FILTRATION KNOXVILLE, TN	
ITEM #		DESCRIPTION	PRICE PER FILTER	TOTAL	PRICE PER FILTER	TOTAL
<b>ADULT EDUCATION</b>						
1	6	20" x 25" x 2"	pleated	\$ 7.80	\$ 46.80	\$ 3.82 \$ 22.92
<b>ALGOOD ELEMENTARY SCHOOL</b>						
2	42	20" x 27" x 1"	poly panel	\$ 12.08	\$ 507.36	\$ 18.02 \$ 756.84
3	4	25" x 80" x 1"	poly	\$ 25.10	\$ 100.40	\$ 23.71 \$ 94.84
4	32	16" x 20" x 2"	pleated	\$ 7.32	\$ 234.24	\$ 2.93 \$ 93.76
5	24	16" x 25" x 2"	pleated	\$ 7.53	\$ 180.72	\$ 3.30 \$ 79.20
6	54	20" x 25" x 2"	pleated panel	\$ 7.80	\$ 421.20	\$ 3.82 \$ 206.28
7	4	20" x 20" x 2"	pleated	\$ 7.53	\$ 30.12	\$ 3.30 \$ 13.20
8	10	20" x 30" x 2"	pleated panel	\$ 8.37	\$ 83.70	\$ 5.60 \$ 56.00
9	4	16" x 20" x 4"	pleated	\$ 10.38	\$ 41.52	\$ 5.88 \$ 23.52
10	6	20" x 25" x 4"	pleated	\$ 11.43	\$ 68.58	\$ 7.09 \$ 42.54
11	2	20" x 70" x 1"	poly	\$ 35.25	\$ 70.50	\$ 19.76 \$ 39.52
<b>ALGOOD MIDDLE SCHOOL</b>						
12	12	13" x 42" x 1"	poly	\$ 15.77	\$ 189.24	\$ 25.02 \$ 300.24
13	29	13" x 54" x 1"	poly	\$ 22.14	\$ 642.06	\$ 14.30 \$ 414.70
14	18	13" x 66" x 1"	poly	\$ 22.14	\$ 398.52	\$ 14.95 \$ 269.10
15	2	13" x 77" x 1"	poly	\$ 28.52	\$ 57.04	\$ 40.20 \$ 80.40
16	24	20" x 20" x 2"	pleated	\$ 7.53	\$ 180.72	\$ 3.30 \$ 79.20
17	2	12" x 24" x 2"	pleated	\$ 7.25	\$ 14.50	\$ 2.92 \$ 5.84
18	98	16" x 20" x 2"	pleated	\$ 7.32	\$ 717.36	\$ 2.93 \$ 287.14
19	32	16" x 25" x 2"	pleated	\$ 7.53	\$ 240.96	\$ 3.30 \$ 105.60
20	6	20" x 25" x 2"	pleated	\$ 7.80	\$ 46.80	\$ 3.82 \$ 22.92
21	2	20" x 25" x 4"	pleated	\$ 11.43	\$ 22.86	\$ 7.09 \$ 14.18

**received**  
*04-22-24* *CR*

*MARK, I HAVE REVIEWED THESE BIDS AND RECOMMEND PURE MAX AS THE LOWEST AND BEST BID.*  
*John 4.22.24*

ITEM #	DESCRIPTION	PRICE		TOTAL	PRICE		TOTAL
		PER FILTER			PER FILTER		
<b>AVERY TRACE MIDDLE SCHOOL</b>							
22	2	20" x 86" x 1"	poly	\$ 31.62	\$ 63.24	\$ 28.02	\$ 56.04
23	2	24" x 86" x 1"	poly	\$ 23.97	\$ 47.94	\$ 31.50	\$ 63.00
24	2	20" x 72" x 1"	poly	\$ 19.95	\$ 39.90	\$ 18.69	\$ 37.38
25	2	20" x 25" x 1"	poly	\$ 8.34	\$ 16.68	\$ 8.47	\$ 16.94
26	2	20" x 44" x 1"	poly	\$ 14.12	\$ 28.24	\$ 13.54	\$ 27.08
27	2	16" x 44" x 1"	poly	\$ 13.86	\$ 27.72	\$ 11.57	\$ 23.14
28	1	18" x 64" x 1"	poly	\$ 22.34	\$ 22.34	\$ 23.99	\$ 23.99
29	1	16" x 64" x 1"	poly	\$ 23.10	\$ 23.10	\$ 14.84	\$ 14.84
30	24	20" x 20" x 1"	poly	\$ 8.18	\$ 196.32	\$ 5.90	\$ 141.60
31	2	9" x 36" x 1"	poly	\$ 15.77	\$ 31.54	\$ 10.81	\$ 21.62
32	36	9" x 60" x 1"	poly	\$ 18.08	\$ 650.88	\$ 23.34	\$ 840.24
33	48	16" x 20" x 2"	pleated	\$ 7.32	\$ 351.36	\$ 2.93	\$ 140.64
34	36	20" x 20" x 2"	pleated	\$ 7.53	\$ 271.08	\$ 3.30	\$ 118.80
35	24	16" x 25" x 2"	pleated	\$ 7.53	\$ 180.72	\$ 3.30	\$ 79.20
36	26	20" x 24" x 10"	poly bag	\$ 23.25	\$ 604.50	\$ 52.74	\$ 1,371.24
37	3	12" x 24" x 10"	poly bag	\$ 20.91	\$ 62.73	\$ 28.34	\$ 85.02
38	4	16" x 24" x 1"	poly	\$ 8.03	\$ 32.12	\$ 5.94	\$ 23.76
39	2	16" x 25" x 1"	poly	\$ 8.18	\$ 16.36	\$ 5.28	\$ 10.56
40	12	16" x 33" x 1"	pleated	\$ 25.71	\$ 308.52	\$ 11.35	\$ 136.20
<b>BAXTER PRIMARY SCHOOL</b>							
41	4	13" x 42" x 1"	poly	\$ 15.77	\$ 63.08	\$ 25.02	\$ 100.08
42	4	13" x 66" x 1"	poly	\$ 22.14	\$ 88.56	\$ 14.95	\$ 59.80
43	25	19" x 19" x 1"	poly	\$ 8.37	\$ 209.25	\$ 18.27	\$ 456.75
44	4	16" x 25" x 2"	pleated		\$ -	\$ 3.30	\$ 13.20
45	12	20" x 25" x 2"	pleated	\$ 7.80	\$ 93.60	\$ 3.82	\$ 45.84
46	32	7.5" x 66" x 1"	poly	\$ 22.14	\$ 708.48	\$ 23.33	\$ 746.56
<b>BURKS MIDDLE/ELEMENTARY SCHOOL</b>							
47	2	22" x 22" x 1"	poly	\$ 8.46	\$ 16.92	\$ 16.15	\$ 32.30

ITEM #	DESCRIPTION	PRICE		TOTAL	PRICE		TOTAL
		PER FILTER			PER FILTER		
48	20	20" x 20" x 2"	pleated	\$ 7.53	\$ 150.60	\$ 3.30	\$ 66.00
49	9	16" x 20" x 2"	pleated	\$ 7.32	\$ 65.88	\$ 2.93	\$ 26.37
50	78	16" x 25" x 2"	pleated	\$ 7.53	\$ 587.34	\$ 3.30	\$ 257.40
51	48	20" x 25" x 2"	pleated	\$ 7.80	\$ 374.40	\$ 3.82	\$ 183.36
52	1	14" x 25" x 2"	pleated	\$ 7.67	\$ 7.67	\$ 3.48	\$ 3.48
53	3	20" x 20" x 1"	poly	\$ 8.18	\$ 24.54	\$ 5.90	\$ 17.70
<b>CANE CREEK ELEMENTARY SCHOOL</b>							
54	3	15 1/2" x 32" x 1"	poly	\$ 15.77	\$ 47.31	\$ 7.71	\$ 23.13
55	3	15 1/2" x 25" x 1"	poly	\$ 9.89	\$ 29.67	\$ 12.92	\$ 38.76
56	16	16" x 20" x 2"	pleated	\$ -		\$ 2.93	\$ 46.88
57	4	16" x 50' x 1"	poly	\$ 13.70	\$ 54.80	\$ 11.45	\$ 45.80
58	8	20" x 70" x 1"	poly	\$ 35.25	\$ 282.00	\$ 19.76	\$ 158.08
59	8	25" x 70" x 1"	poly	\$ 37.83	\$ 302.64	\$ 28.02	\$ 224.16
<b>CAPSHAW ELEMENTARY SCHOOL</b>							
60	4	13 3/8" x 41 1/2" x 1"	poly	\$ 15.77	\$ 63.08	\$ 11.02	\$ 44.08
61	10	13 3/8" x 53" x 1"	poly	\$ 22.17	\$ 221.70	\$ 30.45	\$ 304.50
62	28	13 3/8" x 65" x 1"	poly	\$ 35.25	\$ 987.00	\$ 15.03	\$ 420.84
63	1	29" x 29" x 1"	poly	\$ 24.93	\$ 24.93	\$ 34.85	\$ 34.85
64	73	16" x 20" x 2"	pleated	\$ 7.32	\$ 534.36	\$ 2.93	\$ 213.89
65	18	20" x 20" x 2"	pleated	\$ 7.53	\$ 135.54	\$ 3.30	\$ 59.40
66	12	16" x 25" x 2"	pleated	\$ 7.53	\$ 90.36	\$ 3.00	\$ 36.00
67	1	24" x 30" x 2"	pleated	\$ 9.29	\$ 9.29	\$ 6.32	\$ 6.32
68	1	30" x 30" x 2"	pleated	\$ 41.84	\$ 41.84	\$ 17.73	\$ 17.73
<b>CENTRAL OFFICE</b>							
69	1	20" x 40" x 1"	poly	\$ 13.70	\$ 13.70	\$ 13.19	\$ 13.19
70	1	25" x 62" x 1"	poly	\$ 45.38	\$ 45.38	\$ 23.65	\$ 23.65
71	19	20" x 20" x 1"	poly	\$ 8.18	\$ 155.42	\$ 5.90	\$ 112.10
72	6	12" x 12" x 1"	poly	\$ 7.85	\$ 47.10	\$ 6.74	\$ 40.44

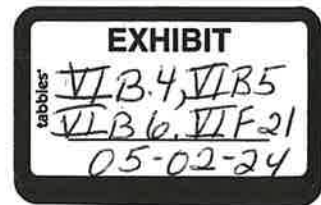
ITEM #	DESCRIPTION	PRICE		TOTAL	PRICE		TOTAL
		PER FILTER			PER FILTER		
73	6	6" x 6" x 1"	poly	\$ 7.61	\$ 45.66	\$ 8.31	\$ 49.86
74	2	8" x 8" x 1"	poly	\$ 7.61	\$ 15.22	\$ 8.31	\$ 16.62
75	1	14" x 14" x 1"	poly	\$ 7.85	\$ 7.85	\$ 11.05	\$ 11.05
<b>COOKEVILLE HIGH SCHOOL</b>							
76	135	9 1/2" X 72" X 1"	poly	\$ 22.14	\$ 2,988.90	\$ 29.63	\$ 4,000.05
77	24	24" x 88" x 1"	poly	\$ 25.10	\$ 602.40	\$ 35.20	\$ 844.80
78	4	20" x 84" x 1"	poly	\$ 24.05	\$ 96.21	\$ 21.18	\$ 84.72
79	16	20" x 100" x 1"	poly	\$ 25.10	\$ 401.60	\$ 24.90	\$ 398.40
80	4	20" x 120" x 1"	poly	\$ 35.09	\$ 140.36	\$ 29.63	\$ 118.52
81	8	20" x 134" x 1"	poly	\$ 81.41	\$ 651.28	\$ 37.66	\$ 301.28
82	8	24" x 120" x 1"	poly	\$ 36.92	\$ 295.36	\$ 32.57	\$ 260.56
83	2	25" x 72" x 1"	poly	\$ 23.72	\$ 47.44	\$ 28.29	\$ 56.58
84	12	14" x 20" x 1"	single panel poly	\$ 7.85	\$ 94.20	\$ 8.13	\$ 97.56
85	8	20" x 25" x 2"	pleated	\$ 7.80	\$ 62.40	\$ 3.82	\$ 30.56
<b>Ship to:</b>		<b>Cookeville High School</b>					
		<b>1 Cavalier Drive</b>					
		<b>Cookeville, TN 38501</b>					
		<b>ATTN: Brenna Flatt</b>					
<b>CORNERSTONE ELEMENTARY SCHOOL</b>							
86	100	20" X 20" X 1"	poly	\$ 8.18	\$ 818.00	\$ 5.90	\$ 590.00
87	1	25" x 53" x 1"	poly	\$ 41.93	\$ 41.93	\$ 23.84	\$ 23.84
88	1	25" x 40" x 1"	poly	\$ 14.31	\$ 14.31	\$ 12.83	\$ 12.83
89	4	20" x 80" x 1"	poly	\$ 24.39	\$ 97.56	\$ 21.16	\$ 84.64
90	32	12" x 20" x 10"	poly bag with wire	\$ 23.40	\$ 748.80	\$ 28.34	\$ 906.88
91	64	24" x 20" x 10"	poly bag with wire	\$ 23.25	\$ 1,488.00	\$ 52.74	\$ 3,375.36
92	4	20" x 20" x 2"	pleated	\$ 7.53	\$ 30.12	\$ 3.30	\$ 13.20
<b>JERE WHITSON ELEMENTARY SCHOOL</b>							

ITEM #	DESCRIPTION	PRICE		TOTAL		PRICE		TOTAL			
			PER FILTER			PER FILTER					
93	34	7 1/2" x 56" x 1"	poly	\$	15.77	\$	536.18	\$	13.66	\$	464.44
94	25	20" x 20" x 1"	poly	\$	8.18	\$	204.50	\$	5.90	\$	147.50
95	4	12 1/2" x 48" x 1"	poly	\$	12.68	\$	50.72	\$	26.83	\$	107.32
96	8	12 1/2" x 65" x 1"	poly	\$	35.25	\$	282.00	\$	33.91	\$	271.28
97	4	12" x 24" x 1"	poly	\$	7.92	\$	31.68	\$	4.96	\$	19.84
98	10	20" x 25" x 2"	pleated	\$	7.80	\$	78.00	\$	3.82	\$	38.20
<b>MONTEREY HIGH SCHOOL</b>											
99	37	16" x 30" x 1"	pleated	\$	7.59	\$	280.83	\$	3.29	\$	121.73
100	3	20" x 20" x 1"	pleated	\$	7.31	\$	21.93	\$	3.06	\$	9.18
101	4	20" x 34 1/2" x 1"	pleated	\$	31.28	\$	125.12	\$	11.62	\$	46.48
102	11	24" x 30" x 1"	pleated	\$	8.00	\$	88.00	\$	4.20	\$	46.20
103	8	16" x 20" x 2"	pleated	\$	7.32	\$	58.56	\$	2.93	\$	23.44
104	120	18" x 24" x 2"	pleated	\$	7.62	\$	914.40	\$	3.60	\$	432.00
105	6	19 3/8" x 28 3/8" x 2"	pleated	\$	22.10	\$	132.60	\$	8.27	\$	49.62
106	12	20" x 20" x 2"	pleated	\$	7.53	\$	90.36	\$	3.30	\$	39.60
107	28	20" x 25" x 2"	pleated	\$	7.80	\$	218.40	\$	3.82	\$	106.96
108	10	20" x 30" x 2"	pleated	\$	8.37	\$	83.70	\$	5.60	\$	56.00
109	56	24" x 24" x 2"	pleated	\$	8.06	\$	451.36	\$	4.06	\$	227.36
110	10	24" x 30" x 2"	pleated	\$	9.29	\$	92.90	\$	6.32	\$	63.20
<b>NORTHEAST ELEMENTARY SCHOOL</b>											
111	24	16" X 25" X 2"	pleated	\$	7.53	\$	180.72	\$	3.30	\$	79.20
112	12	20" x 20" x 2"	pleated	\$	7.53	\$	90.36	\$	3.30	\$	39.60
113	40	20" x 24" x 2"	pleated	\$	7.74	\$	309.60	\$	3.98	\$	159.20
114	12	16" x 20" x 2"	pleated	\$	7.32	\$	87.84	\$	2.93	\$	35.16
<b>PARKVIEW ELEMENTARY SCHOOL</b>											
115	92	10" X 46" X 1"	poly	\$	13.05	\$	1,200.60	\$	22.15	\$	2,037.80
116	1	25" x 70" x 1"	poly	\$	37.83	\$	37.83	\$	28.02	\$	28.02
117	12	12" x 24" x 2"	pleated	\$	7.25	\$	87.00	\$	2.92	\$	35.04

ITEM #	DESCRIPTION	PRICE	TOTAL	PRICE	TOTAL
		PER FILTER		PER FILTER	
118	4 20" x 25" x 2" pleated	\$ 7.80	\$ 31.20	\$ 3.82	\$ 15.28
<b>PRESCOTT SOUTH SCHOOLS (ELEMENTARY AND MIDDLE)</b>					
119	1 20" x 24" x 1" pleated	\$ 7.41	\$ 7.41	\$ 3.26	\$ 3.26
120	98 24" x 28" x 1" pleated	\$ 25.62	\$ 2,510.76	\$ 8.17	\$ 800.66
121	34 30" x 36" x 1" pleated	\$ 8.21	\$ 279.14	\$ 13.20	\$ 448.80
122	6 15" x 20" x 2" pleated	\$ 7.53	\$ 45.18	\$ 3.18	\$ 19.08
123	36 16" x 20" x 2" pleated	\$ 7.32	\$ 263.52	\$ 2.93	\$ 105.48
124	32 16" x 25" x 2" pleated	\$ 7.53	\$ 240.96	\$ 3.30	\$ 105.60
125	76 20" x 25" x 2" pleated	\$ 7.80	\$ 592.80	\$ 3.82	\$ 290.32
126	2 14" x 25" x 2" pleated	\$ 7.67	\$ 15.34	\$ 3.48	\$ 6.96
127	26 18" x 24" x 2" pleated	\$ 7.62	\$ 198.12	\$ 3.60	\$ 93.60
128	1 16" x 25" x 4" pleated	\$ 10.85	\$ 10.85	\$ 6.20	\$ 6.20
129	16 16" x 20" x 4" pleated	\$ 10.38	\$ 166.08	\$ 5.88	\$ 94.08
130	12 20" x 25" x 4" pleated	\$ 11.43	\$ 137.16	\$ 7.09	\$ 85.08
<b>STAR CENTER/MATERIALS CENTER</b>					
131	1 7" x 24" x 1" poly	\$ 9.20	\$ 9.20	\$ 8.31	\$ 8.31
132	1 7" x 36" x 1" poly	\$ 15.77	\$ 15.77	\$ 8.41	\$ 8.41
133	1 24" x 36" x 1" pleated	\$ 8.21	\$ 8.21	\$ 11.21	\$ 11.21
<b>SYCAMORE ELEMENTARY SCHOOL</b>					
134	3 12" x 45" x 1" poly	\$ 22.14	\$ 66.42	\$ 17.42	\$ 52.26
135	2 13" x 45" x 1" poly	\$ 22.14	\$ 44.28	\$ 11.09	\$ 22.18
136	8 16" x 25" x 1" poly	\$ 8.18	\$ 65.44	\$ 5.28	\$ 42.24
137	2 16" x 60" x 1" poly	\$ 19.29	\$ 38.58	\$ 15.35	\$ 30.70
138	2 20" x 60" x 1" poly	\$ 19.05	\$ 38.10	\$ 15.87	\$ 31.74
139	9 24" x 25" x 1" poly	\$ 11.63	\$ 104.67	\$ 20.02	\$ 180.18
140	4 16" x 20" x 2" pleated	\$ 7.32	\$ 29.28	\$ 2.93	\$ 11.72
141	12 20" x 20" x 2" pleated	\$ 7.53	\$ 90.36	\$ 3.30	\$ 39.60
142	14 20" x 25" x 2" pleated	\$ 7.80	\$ 109.20	\$ 3.82	\$ 53.48

ITEM #	DESCRIPTION	PRICE		TOTAL	PRICE		TOTAL
		PER FILTER			PER FILTER		
143	6	16" x 25" x 2"	pleated	\$ 7.53	\$ 45.18	\$ 3.30	\$ 19.80
144	2	18" x 24" x 2"	pleated	\$ -	\$ -	\$ 3.60	\$ 7.20
145	2	16" x 24" x 2"	pleated	\$ -	\$ -	\$ 3.42	\$ 6.84
<b>UPPERMAN HIGH SCHOOL</b>							
146	7	20" x 20" x 1"	poly	\$ 8.18	\$ 57.26	\$ 5.90	\$ 41.30
147	20	13" x 65" x 1"	poly	\$ 35.25	\$ 705.00	\$ 14.95	\$ 299.00
148	10	13" x 77" x 1"	poly	\$ 28.52	\$ 285.20	\$ 40.20	\$ 402.00
149	2	13" x 41.5" x 1"	poly	\$ 15.77	\$ 31.54	\$ 10.93	\$ 21.86
150	6	20" x 25" x 1"	poly	\$ 8.34	\$ 50.04	\$ 8.47	\$ 50.82
151	2	20" x 30" x 1"	poly	\$ 12.08	\$ 24.16	\$ 11.95	\$ 23.90
152	32	20" x 20" x 2"	pleated	\$ 7.53	\$ 240.96	\$ 3.30	\$ 105.60
153	20	16" x 20" x 2"	pleated	\$ 7.32	\$ 146.40	\$ 2.93	\$ 58.60
154	8	16" x 25" x 2"	pleated	\$ 7.53	\$ 60.24	\$ 3.30	\$ 26.40
155	38	20" x 25" x 2"	pleated	\$ 7.80	\$ 296.40	\$ 3.82	\$ 145.16
156	2	20" x 30" x 1"	poly	\$ 12.08	\$ 24.16	\$ 10.76	\$ 21.52
157	2	20" x 60" x 1"	poly	\$ 19.05	\$ 38.10	\$ 15.87	\$ 31.74
158	2	16" x 25" x 1"	poly	\$ 8.18	\$ 16.36	\$ 5.28	\$ 10.56
159	8	16" x 41" x 1"	poly	\$ 13.31	\$ 106.48	\$ 11.40	\$ 91.20
160	5	20" x 56" x 1"	poly	\$ 17.03	\$ 85.15	\$ 16.00	\$ 80.00
161	9	24" x 24" x 2"	pleated	\$ 8.06	\$ 72.54	\$ 4.06	\$ 36.54
162	6	14" x 14" x 2"	pleated	\$ -	\$ -	\$ 6.64	\$ 39.84
163	12	14" x 20" x 2"	pleated	\$ -	\$ -	\$ 3.12	\$ 37.44
<b>UPPERMAN MIDDLE SCHOOL</b>							
164	46	24" x 28" x 2"	pleated	\$ 27.89	\$ 1,282.94	\$ 16.66	\$ 766.36
165	7	30" x 32" x 2"	pleated	\$ 41.84	\$ 292.88	\$ 17.73	\$ 124.11
166	5	30" x 36" x 2"	pleated	\$ 41.84	\$ 209.20	\$ 18.10	\$ 90.50
167	2	28" x 36" x 2"	pleated	\$ 41.84	\$ 83.68	\$ 18.10	\$ 36.20
168	20	30" x 28" x 2"	pleated	\$ 37.83	\$ 756.60	\$ 17.73	\$ 354.60
169	8	16" x 24" x 2"	pleated	\$ 7.77	\$ 62.16	\$ 3.42	\$ 27.36

ITEM #	DESCRIPTION	PRICE		TOTAL	PRICE		TOTAL
		PER FILTER			PER FILTER		
170	9	18" x 24" x 2"	pleated	\$ 7.62	\$ 68.58	\$ 3.60	\$ 32.40
171	24	20" x 24" x 2"	pleated	\$ 7.74	\$ 185.76	\$ 3.98	\$ 95.52
172	12	16" x 20" x 2"	pleated	\$ 7.32	\$ 87.84	\$ 2.93	\$ 35.16
173	6	18" x 25" x 2"	pleated	\$ 8.49	\$ 50.94	\$ 4.01	\$ 24.06
174	56	16" x 25" x 2"	pleated	\$ 7.53	\$ 421.68	\$ 3.30	\$ 184.80
175	44	20" x 25" x 2"	pleated	\$ 7.80	\$ 343.20	\$ 3.82	\$ 168.08
176	1	24" x 24" x 2"	pleated	\$ 8.06	\$ 8.06	\$ 4.06	\$ 4.06
177	2	24" x 30" x 2"	pleated	\$ 9.29	\$ 18.58	\$ 6.32	\$ 12.64
178	2	24" x 25" x 2"	pleated	\$ 27.89	\$ 55.78	\$ 8.81	\$ 17.62
<b>WHITE PLAINS ACADEMY</b>							
179	3	9" x 16" x 1"	poly	\$ 9.20	\$ 27.60	\$ 15.01	\$ 45.03
180	4	9" x 24" x 1"	poly	\$ 7.61	\$ 30.44	\$ 10.54	\$ 42.16
181	2	9" x 33" x 1"	poly	\$ 9.30	\$ 18.60	\$ 16.33	\$ 32.66
182	9	9" x 52" x 1"	poly	\$ 15.77	\$ 141.93	\$ 22.42	\$ 201.78
183	25	9" x 60" x 1"	poly	\$ 18.08	\$ 452.00	\$ 23.34	\$ 583.50
				<b>TOTAL</b>	\$ 39,171.37	<b>TOTAL</b>	\$ 33,075.90



DEPARTMENT OF EDUCATION  
PUTNAM COUNTY  
SCHOOL NUTRITION PROGRAM

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

Putnam County Board of Education  
Agenda Request

Name of Person Making Request: Jennifer Mitchell

Department: School Nutrition

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

Account Funding Code (if appropriate):

Backup included  
 Backup- to follow

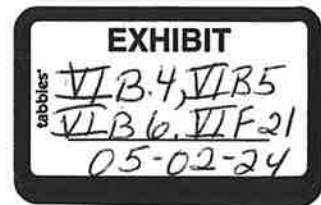
Request Board of Education approval for the following:

VI B.4  
VI F.21  
VI B.5  
VI B.6

1. Renewal of the following bids for SY 2024-25:
  - Food/Non-Food Bid with IWC/US Foods
  - Ready to Eat, Delivery Pizza Bid with Papa Johns
  - Milk and Milk Products Bid with Mayfield Dairy
  - Beverage Bid with PepsiCo
2. Annual renewal of contracted services in the amount of \$27,750.35 for the provision of school nutrition management software with **EMS LINQ Inc.** To be paid from fund 143-73100-399.
3. Permission to bid Ice Cream Products with Jackson, Macon and Trousdale County School Nutrition Programs. MOU currently in place with these districts.
4. To award the Kitchen Equipment Bid to, and purchase from **Douglas Equipment**, at bottom-line total of \$206,314.38. To be paid from 143-73100-710. Douglas Equipment is not the lowest bidder, however after reviewing all bid submissions, Douglas Equipment best meets the bid specifications and maintains consistency among our equipment.

Jennifer Mitchell, SNP Supervisor 4.18.24  
Signature of Person Making Request Date





DEPARTMENT OF EDUCATION  
PUTNAM COUNTY  
SCHOOL NUTRITION PROGRAM

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

Putnam County Board of Education  
Agenda Request

Name of Person Making Request: Jennifer Mitchell

Department: School Nutrition

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

Account Funding Code (if appropriate):

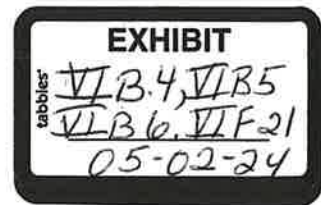
Backup included  
 Backup- to follow

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 1. Renewal of the following bids for SY 2024-25:
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- VI F. 21
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- VI B. 5
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Jennifer Mitchell, SNP Supervisor	4.18.24
Signature of Person Making Request	Date





DEPARTMENT OF EDUCATION  
PUTNAM COUNTY  
SCHOOL NUTRITION PROGRAM

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

Putnam County Board of Education  
Agenda Request

Name of Person Making Request: Jennifer Mitchell

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Backup included  
 Backup- to follow

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VI B.4  
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Jennifer Mitchell, SNP Supervisor 4.18.24  
Signature of Person Making Request Date





KITCHEN EQUIPMENT BID RECAP

OPENING AT 1PM, PUTNAM CO SCHOOL NUTRITION OFFICE, 4.16.24

BID #1: CULINEX

236,713.24

BID#2: STRATEGIC EQUIPMENT, LLC

201,301.25

BID #3: DOUGLAS EQUIPMENT

206,314.38

SIGNATURES OF THOSE IN ATTENDANCE:

NAME	TITLE
Jennifer Mitchell	Supervisor
Ashley Ballard	Field Manager

received  
04-23-24

tabbles  
VIC 1a.  
05-02-24

Item #	Fund #	Account #	Account Description	Current Approved Amount	Decrease	Increase	Request Approval
1	141	71200-116	Teachers	5,839,492.77	32,000.00		5,807,492.77
2	141	71200-163	Educational Assistants	1,815,626.27		24,000.00	1,839,626.27
3	141	71200-171	Speech Pathologist	668,644.74		5,200.00	673,844.74
4	141	71200-189	Other Salaries and Wages	195,596.12	11,000.00		184,596.12
5	141	71200-195	Certified Substitute	4,500.00		4,000.00	8,500.00
6	141	71200-199	Other Per Diem	34,300.00		17,100.00	51,400.00
7	141	71200-201	Social Security	492,973.08	5,500.00		487,473.08
8	141	71200-204	State Retirement	621,969.93		500.00	622,469.93
9	141	71200-217	Ret Hybrid Stabilization	35,414.33		100.00	35,514.33
10	141	71200-312	Contracts With Private Agencies	66,000.00	29,000.00		37,000.00
11	141	71200-429	Instructional Supplies & Materials	42,500.00	10,650.00		31,850.00
12	141	71200-725	SPED Equipment	21,000.00	9,098.00		11,902.00
14	141	72220-117	Career Ladder	2,000.00		1.00	2,001.00
15	141	72220-124	Psychologist	391,354.67	1,000.00		390,354.67
16	141	72220-131	Medical Personnel	414,418.82	6,500.00		407,918.82
17	141	72220-189	Other Salaries & Wages	343,790.16		47,000.00	390,790.16
18	141	72220-201	Social Security	80,678.09		1,850.00	82,528.09
19	141	72220-204	State Retirement	95,360.77		7,500.00	102,860.77
20	141	72220-207	Health Insurance	210,147.03		19,000.00	229,147.03
21	141	72220-210	Unemployment Comp.	2,012.00	1,707.00		305.00
22	141	72220-212	Medicare	18,868.26		1,000.00	19,868.26
23	141	72220-217	Ret Hybrid Stabilization	2,549.59		450.00	2,999.59
24	141	72220-307	Telecommunications	2,750.00	1,700.00		1,050.00
25	141	72220-312	Contracts	31,000.00	8,000.00		23,000.00
26	141	72220-399	Other Contracted Services	33,300.00		10,890.00	44,190.00
27	141	72220-499	Other Supplies & Materials	32,100.00	6,500.00		25,600.00
28	141	72220-524	In-Service	68,600.00	5,065.00		63,535.00
29	141	72220-599	Other Charges	11,350.00	8,600.00		2,750.00
30	141	72220-790	Other Equipment	2,800.00	2,271.00		529.00
				11,581,096.63	138,591.00	138,591.00	11,581,096.63

Explanation: Spring clean-up

Requested by: Sheri Roberson  
Sheri Roberson Supervisor

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

Reviewed by: Manu M...  
Finance Director

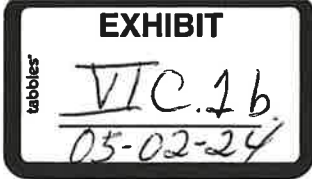
[Signature]  
Official / Department Head

received  
04-19-24

Action by Fiscal Review Com Recommended for Approval  
Action by County Commission Approved

No Recommendation  
Not Approved

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



Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Career & Technical Education - GP

April 22, 2024  
Date

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	141	141-71300-336	Maintenance and Repair	\$1,714.57	-	600.00	1,114.57
2	141	141-71300-429	Instructional Supplies	\$25,287.00	372.89	-	25,659.89
3	141	141-71300-730	Equipment	\$15,850.00	-	215.11	15,634.89
4	141	141-71300-355	WBL Travel	\$2,448.73	2,388.30	-	4,837.03
5	141	141-72230-355	Travel	1,200.00	61.05	-	1,261.05
6	141	141-72230-499	Other Supplies and Materials	5,685.43	-	967.13	4,718.30
7	141	141-72230-524	Inservice/Staff Development	6,282.41	-	1,040.00	5,242.41
			Totals:	58,468.14	2,822.24	2,822.24	58,468.14

Explanation: To move monies to pay for additional CTE instructional supplies and materials and year end travel.

Requested by:   
Supervisor

Recommended for Approval:   
Official / Department Head

Reviewed by:   
Chief Financial Officer

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

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

**received**  
04-29-24





Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Career & Technical Education - ISM

April 19, 2024

Date

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	141	141 E 71300 116 000 02518 100	Certified Teachers	\$280,764.53		\$4,621.50	\$276,143.03
2	141	141 E 71300 189 000 02518 100	Other Salaries Wages	\$11,830.82	\$4,621.50		\$16,452.32
3	141	141 E 71300 116 000 02518 008	Certified Teachers	\$143,700.00		\$55.00	\$143,645.00
4	141	141 E 71300 206 000 02518 008	Life Insurance	\$33.60	\$55.00		\$88.60
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
			Totals:	\$436,328.95	\$4,676.50	\$4,676.50	\$436,328.95

Explanation: To move monies to pay for PSMS 120-day contract certified staff through FY24 year end and to pay for AMS certified staff life insurance benefit through Year 4 of ISM grant.

Requested by: \_\_\_\_\_

Supervisor

Recommended for Approval \_\_\_\_\_

Official / Department Head

Reviewed by: \_\_\_\_\_

Chief Financial Officer

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

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

**received**  
04-24-24





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

Department: **Federal Programs**

Date: Thursday, May 2, 2024

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	142	71100-198	101 Non Certified Substitutes	17,575.00	1,276.00		18,851.00
2	142	72210-524	101 Professional Development	27,739.00		1,276.00	26,463.00
					1,276.00	1,276.00	

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

Requested by: Budget Council Supervisor Recommended for Approval: [Signature] Official / Department Head

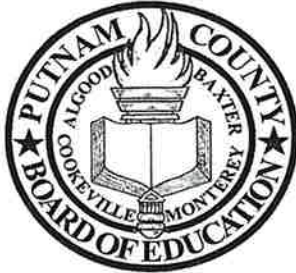
Reviewed by: [Signature] Chief Financial Officer

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

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

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

**EXHIBIT**  
*VIC. 3C.*  
*05-02-24*



Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: **Federal Programs**

Date: Thursday, May 2, 2024

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	142	71100-195	301 Certified Substitutes	600.00	300.00		900.00
2	142	71100-198	301 Non Certified Substitutes	1,525.00	800.00		2,325.00
3	142	72210-499	301 Other Supplies & Materials	5,662.95		2,100.00	3,562.95
4	142	72210-524	301 Professional Development	10,000.00	1,000.00		11,000.00
					2,100.00	2,100.00	

Explanation: This Title III (301) amendment is required in order to utilize funds more appropriately.

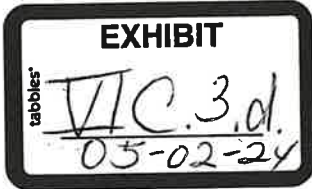
Requested by: *Budget Carule* Supervisor Recommended for Approval: *[Signature]* Official / Department Head

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**  
*04-24-24*  
*[Signature]*



Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Special Education

DATE: May-24

Item #	Account #	Account Description	Current Approved Amount		Requested Approval Amount
				Increase	Decrease
1	142R 47143 000906		-	66,951.00	-
				Decrease	Increase
2	142-71200-163-906	Educational Assistants			66,951.00
			-		-
			-		-

Explanation: To budget additional funds awarded to Putnam County

*Sheri Roberson*

Requested by:  
Supervisor Sheri Roberson

Recommended for Approval:

Assistant Director

Reviewed by: *Alan Myler*  
Chief Financial Officer

*[Signature]*  
Official / Department Head

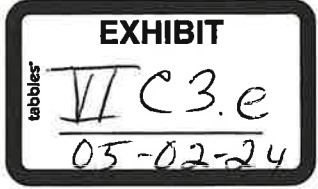
Action by Fiscal Review Committee: Recommended for Approval    No Recommendation

Date:

Action by County Commission: Approval    Non-Approval

Date:

received  
04-24-24  
*[Signature]*



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

Department: Special Education

Date: May 2024

<u>Item #</u>	<u>Account #</u>	<u>Account Description</u>	<u>Current Approved Amount</u>			<u>Requested Approval Amount</u>
1	142	142R47145 b60916 Revenue		Increase	Decrease	
				3,590.00		3,590.00
2	142	71200-163-916 Educational Assistants		Decrease	Increase	
					3,590.00	3,590.00
				3,590.00	3,590.00	

Explanation: To budget additional funds awarded to Putnam County

Requested by: *Sheri Roberson*  
Supervisor *Sheri Roberson*

Recommended for Approval: \_\_\_\_\_ Assistant Director  
*[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:    Approval    Non-Approval    Date: \_\_\_\_\_

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



Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Food Service

4-Apr-24

Item #	Account #	Account Description	Current		Requested	
			Approved Amount	Increase	Decrease	Approval Amount
1	143 R 43521	LUNCH PAYMENTS-CHILDREN	900,000.00	210,000.00		1,110,000.00
2	143 R 43522	LUNCH PAYMENTS-ADULTS	50,000.00			50,000.00
3	143 R 43523	INCOME FROM BREAKFAST	-	1,000.00		1,000.00
4	143 R 43525	A LA CARTE SALES	425,000.00	80,000.00		505,000.00
5	143 R 46520	STATE MATCHING	66,000.00			66,000.00
6	143 R 47111	SECTION 4-LUNCH	2,930,000.00	72,000.00		3,002,000.00
7	143 R 47112	COMMODITY	577,100.00			577,100.00
8	143 R 47113	BREAKFAST	1,700,000.00			1,700,000.00
9	143 R 47114	USDA-OTHER	250,000.00	411,000.00		661,000.00
10	143 R 47590	CACFP-OTHER STATE	1,724,000.00	230,000.00		1,954,000.00
			8,622,100.00	1,004,000.00		9,626,100.00
				Decrease	Increase	
11	143 E 73100 165	CAFETERIA PERSONNEL	2,850,000.00			2,850,000.00
12	143 E 73100 199	OTHER PER DIEM & FEE	-		4,000.00	4,000.00
13	143 E 73100 201	SOCIAL SECURITY	145,000.00			145,000.00
14	144 E 73100 204	STATE RETIREMENT	142,000.00			142,000.00
15	143 E 73100 206	LIFE INSURANCE	2,500.00			2,500.00
16	143 E 73100 207	MEDICAL INSURANCE	360,000.00			360,000.00
17	143 E 73100 208	DENTAL INSURANCE	14,000.00			14,000.00
18	143 E 73100 210	UNEMPLOYMENT COMP	4,000.00			4,000.00
19	143 E 73100 212	EMPLOYER MEDICARE	30,000.00			30,000.00
20	143 E 73100 307	COMMUNICATION	30,000.00	5,000.00		25,000.00
21	143 E 73100 336	MAINT & REPAIR	125,000.00	10,000.00		115,000.00
22	143 E 73100 355	TRAVEL	35,000.00	5,000.00		30,000.00
23	143 E 73100 399	OTHER CONTRACTED SERVICES	75,000.00			75,000.00
24	143 E 73100 421	FOOD PREP SUPPLIES	295,000.00		156,000.00	451,000.00
25	143 E 73100 422	FOOD SUPPLIES	2,900,000.00		611,000.00	3,511,000.00
26	143 E 73100 435	OFFICE SUPPLIES	37,000.00			37,000.00
27	143 E 73100 469	COMMODITY	577,100.00			577,100.00
28	143 E 73100 499	OTHER SUPPLIES & MATERIALS	32,000.00			32,000.00
29	143 E 73100 524	INSERVICE/STAFF DEVELOPMENT	40,000.00	10,000.00		30,000.00
30	143 E 73100 533	BACKGROUND CHECKS	3,500.00			3,500.00
31	143 E 73100 599	OTHER CHARGES	35,000.00			35,000.00
32	143 E 73100 710	FOOD SERVICE EQUIPMENT	175,000.00		163,000.00	338,000.00
33	143 E 73100 590	TRANSFERS TO OTHER FUNDS	715,000.00		100,000.00	815,000.00
			8,622,100.00	30,000.00	1,034,000.00	9,626,100.00

Explanation: Adjust current budget based on projected expenditures/revenues

Requested by: Jennifer Mitchell  
Supervisor

Recommended for Approval:

Reviewed by: [Signature]  
Chief Financial Officer

Action by Fiscal Review Committee Recommended for Approval

No Recommendation

Action by County Commission: Approval

Non-Approval

**received**  
04-19-24  
[Signature]



Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Extended School Program

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

Item #	Account #	Account Description	Current Approved Amount	Requested Approval Amount		
				Increase	Decrease	
		<b>Expenditures</b>				
1	146 E 73300 189 000 01800 000	Other Salaries and Wages	978,000.00		5,000.00	973,000.00
2	146 E 73300 201 000 01800 000	Social Security	57,900.00	300.00		58,200.00
3	146 E 73300 204 000 01800 000	State Retirement	33,000.00		5,000.00	28,000.00
4	146 E 73300 207 000 01800 000	Medical Insurance	51,400.00		5,000.00	46,400.00
5	146 E 73300 212 000 01800 000	Medicare Liability	13,200.00	500.00		13,700.00
6	146 E 73300 355 000 01800 000	Travel	2,000.00	100.00		2,100.00
7	146 E 73300 422 000 01800 000	Food Supplies	10,000.00	1,000.00		11,000.00
8	146 E 73300 509 000 01800 000	Refunds	3,000.00		700.00	2,300.00
9	146 E 73300 599 000 01800 000	Other Charges	61,000.00	1,000.00		62,000.00
10	146 E 73300 790 000 01800 000	Other Equipment	5,000.00	3,700.00		8,700.00
11	146 E 73300 189 000 01801 000	Other Salaries and Wages	379,000.00	20,000.00		399,000.00
12	146 E 73300 204 000 01801 000	State Retirement	10,400.00		2,000.00	8,400.00
13	146 E 73300 207 000 01801 000	Medical Insurance	13,600.00	600.00		14,200.00
14	146 E 73300 212 000 01801 000	Medicare Liability	5,800.00	200.00		6,000.00
15	146 E 73300 422 000 01801 000	Food Supplies	9,000.00	1,800.00		10,800.00
16	146 E 73300 509 000 01801 000	Refunds	2,000.00		1,000.00	1,000.00
17	146 E 73300 599 000 01801 000	Other Charges	18,000.00		5,500.00	12,500.00
18	146 E 73300 790 000 01801 000	Other Equipment	5,000.00		5,000.00	-
						-
						-
						-
		<b>Total Expenditures</b>	<b>1,657,300.00</b>	<b>29,200.00</b>	<b>29,200.00</b>	<b>1,657,300.00</b>
						-
						-

Explanation: To better allocate funds for 146 Account-- School Age Care and Employee Child Care

Requested by: Krista Hamilton  
Supervisor

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

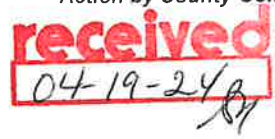
Reviewed by: Man [Signature]  
Chief Financial Officer

Action by Fiscal Review Committee: Recommended for Approval

No Recommendation Date: \_\_\_\_\_

Action by County Commission: Approval

Non-Approval Date: \_\_\_\_\_




**EXHIBIT**

VI D.

05-02-24

**Out of State/ Overnight BOARD APPROVAL Month: May, 2024**

Date Submitted	Destination/City	School	Sponsors/ Chaperones	Subject/ Grade/ Group	Date(s) of Event	No. of Students	Event Name
04/18/24	Hyatt Regency O'Hare Rosemont, Illinois	ATMS	Sam Matson 931-265-0413, Parents of Taylor Chen, Billi Nguyen, Joshua Jacob, and Owen Webb	Academics / 6th-8th / Academic Team	May 6-10, 2024	4	National Academic Tournament
04/18/24	Wendell Ford National Guard, Greenville, KY	CHS	Douglas Romero 865-604-8308 and Harold Cook. Along with other female and male JROTC Instructors from 11 other schools	JROTC / 10th-12th / JROTC	May 30 - June 3, 2024	12	JROTC Leadership Development

  
Corby King, Director of Schools

Date

**received**  
04-18-24  
SM

# ATMS Academic Team

## NAQT National Competition

Parents are making all travel arrangements, including transportation and lodging. Students will be accompanied by their parents. PCSS School Personnel accompanying them will be Sam Matson from CHS.



Meghan Deason <meghandeason@gmail.com>

# Itinerary ATMS Academic Team

1 message

Robinson, Rachel <rrobinson@pcsstn.com>  
To: meghandeason@gmail.com

Thu, Apr 18, 2024 at 2:11 PM

May 10: 8am Leave Cookeville/8pm Arrive Chicago

HOTEL TBA

May 11: 8am-8pm NAQT at Hyatt Regency in Rosemont

May 12: 8am-12pm NAQT and hotel checkout

12pm travel home

May 13: travel for families who didn't leave Sunday

**Ms. Rachel M. Robinson, Ed.S., PSC**  
7th/8th Counselor, ATMS  
<https://rrobinson2223.youcanbook.me>

**\*\*Typos happen.\*\***

# CHS JROTC Leadership Development

CHS has not selected the students for the 8 male and 4 female spots to be filed for the trip to Greenville, KY. Douglas Romero said he would send the selected student names to Tammi Hill before they leave for the trip. The students stay in barracks so there is no rooming list at this time.



SEVENTH BRIGADE (ROTC)  
JUNIOR RESERVE OFFICER TRAINING CORPS  
BLD 1466, 328 THIRD AVE.  
FORT KNOX, KY 40121-5600



ATCC-GG-J

02 January 2024

**MEMORANDUM FOR** Seventh Brigade Directors of Army Instruction/Senior Army Instructors/Army Instructors

**SUBJECT:** JROTC Cadet Leadership Challenge (JCLC) 2024, Wendell H. Ford Regional Training Center

1. Reference: CCR 145-2 Organization, Administration, Operation, Training and Support.
2. Through-out this document, all references to "Cadre" will be defined as Instructors and Chaperones.
3. The mission of the JCLC 2024 is to safely provide JROTC cadets the opportunity to experience adventure and leadership training while interacting with their peers in a military setting while having fun.
4. The purpose of this memorandum is to provide Senior Army Instructors (SAIs) and Army Instructors (AIs) guidance and instructions for the preparation and execution of logistical and administrative support for JCLC 2024. 7th Brigade (KY/TN) JCLC 2024 will be held at the Wendell H. Ford Regional Training Center (WHFRTC), Greenville, KY from 28 May – 09 Jun 2024. There will be 8 companies arriving on consecutive days starting with Alpha Co on 29 May 2024. **Those schools that are providing the Company Commanders and/or First Sergeants will make arrangements to arrive NET 0900 and NLT 1100 on their reporting date. Company Commanders will ensure their companies are able to provide a rescue vehicle (van) and driver (a dedicated, enclosed vehicle that is capable of holding a rescue litter/stretchers) for the training sites their companies are assigned to for TD 0 PT Test; TD1; TD2 and TD3.** Schools providing Company Commanders and First Sergeants (with cadets) will be provided a noon ration on their day of arrival. The company minus will report directly to their **assigned company barracks for in-processing NLT 1400** on their report date. **Company minus schools will not be provided a noon ration on their day of arrival.** All schools have been notified of their company assignments for Junior ROTC Cadet Leadership Challenge 2024 and cannot change their assigned company without prior approval from JCLC Commander. **Due to limited billeting space, all schools are limited to their assigned number of cadets unless otherwise coordinated through the Company Commander of their assigned company. At no time will the company cadet personnel count exceed 119 cadets for a 75/25 company and 118 cadets for a 50/50 company.**

5. **Camp Assignments:** JCLC 2024 at WHFRTC will be Instructor led and training will consist of Modified Cadet Challenge, Water Survival, Leadership Reaction Course, Rafting, Intramurals, One Rope Bridge, Rappelling, Rope Corral, Confidence Course, Land Navigation, and Field Craft Skills Training (FCST). Training sites are subject to change depending on availability. Staff positions are: JCLC Commander, JCLC Sergeant Major, JCLC S-1, JCLC S-1 Assistant, JCLC S-3, JCLC S-4, JCLC S-4 Assistant and JCLC Transportation Officer. Committees are annotated in the attached JCLC staffing enclosure. **Committee members will report NLT 1300 hours on the date indicated (29 May 2024, per Enclosure 13) and will be at the Range Control OIC/RSO Briefing, 1400, 29 May 2024, Auditorium, Building 229, WHFRTC (located adjacent JCLC HQ Building).** Schools will be assigned to companies based on graduation dates and female to male ratio. Schools will contact their assigned "**Company Commander**" and provide them the required information (DTS data sheet, Enclosure 11) for any cadre or chaperones attending JCLC. Company Commanders will resolve all issues pertaining to billeting of cadre and chaperones. Company Commanders must remain sensitive to those schools where school policy demands a chaperone from their school system. Company Commanders will ensure all DTS data sheets request have been forwarded to brigade by the deadline of 01 Apr 2024. All schools will keep their assigned company commander informed and updated on any changes pertaining to JCLC. All instructors who attend JCLC 2024, but do not have an assigned position, will be assigned as Platoon TAC Officers and NCOs to the platoon where their cadets are placed. Instructors will be required to assist at training sites as needed and determined by the site OIC/NCOIC. **This includes those instructors who are also bus drivers.**

6. **Travel:** DTS Travel Orders will be initiated by the 7<sup>th</sup> Brigade Junior ROTC Operations office and forwarded to the instructor when completed. Funding will cover expenses from the high school to WHFRTC and return only. Cadet Command will not fund visitations to other sites either on the way to WHFRTC or the return.

The DTS worksheet and transportation request must be sent to BDE (courtesy copy your company commander) by **01 Apr 24**. A DTS worksheet will be filled out on all instructors and chaperones attending JCLC. Transportation request will be reviewed by 7<sup>th</sup> Brigade Junior ROTC Operations Office and then forwarded to Budget Branch for funding. Instructors must email or fax the **Certification of Services Rendered** (Encl: 10), GPC Form Sec 889 v5 (Encl 12), and **vendor invoice (with Tax ID)**, within five (5) days of return from summer camp to the Bde HQ's: 502-378-8051 for check request.

Transportation requests must be in the 7<sup>th</sup> Brigade HQ's **NLT 01 Apr 2024**. It is the responsibility of the instructors to research and select the most economical transportation available, not the most convenient. Request for additional instructors at JCLC based on transportation requirements will not be accepted. Here are two methods to request the selected transportation:

1. Any transportation cost that is more than \$2500 contact Johnny Gavin at 7th Bde.
2. Request for IMPAC Purchase (RIP): Those schools that request transportation **costing less than \$2,500.00** will submit the Transportation request. All Check and Credit Card requests can be e-mailed or faxed. **Multiple van requests will be looked at on a case-by-case basis.** Instructors will make every reasonable attempt to acquire a vehicle of sufficient capacity, with a luggage rack or towing ability, for transport of cadets and duffel bags and which meets the minimum requirements. It is more cost effective to rent one vehicle and a trailer than it is to rent two vehicles. If renting a van and a trailer, a separate RIP is required for each. **No vans larger than ten passengers can be used per Cadet Command Regulations.**

**THERE WILL BE NO EXCEPTIONS TO THE FOLLOWING POLICIES:**

- a. All vehicles will be requested and paid for thru a completed Request for IMPAC Purchase. The only credit card (personal not gov't) reimbursement that will be authorized in DTS is cost of gasoline for rental vehicles. **Instructors must estimate the approximate cost of the fuel required for the trip to WHFRTC and return and place that on the DTS worksheet sheet.**
- b. It is the responsibility of the instructor to ensure that the requested vehicle vendor will accept the Government IMPAC Visa Card (over the phone) or IMPAC Visa Check. Be extremely careful that you do not leave the impression on the vendor that the government has committed to using and paying for the equipment.
- c. It is the SAI/AIs responsibility to ensure that a payment arrangement with Cadet Command has been awarded prior to using any vehicle.
- d. Commercial buses will only be approved for a multiple program (DAI) schools, or schools from the same area traveling to JCLC 2024 together. This does not include school buses from your school system. Use discretion when planning group travel.
- e. For those using school buses, **the bus and driver are not authorized to stay for the week.** Reimbursement will be for the trip to WHFRTC for drop-off and pick-up only. **The only exception will be those instructors or chaperones that drive a bus.** Instructors driving buses will still be required to perform their assigned duties.  
**NOTE: There will be no BDE gas card at Greenville, KY to purchase fuel for the school buses.**
- f. **POV and mileage reimbursement will be authorized for staff and committee personnel only.** All others that bring POVs do so at their own cost and risk.

7. **Per Diem:** Per diem rates for cadre will be determined. Meals and billeting are provided at no cost to cadets and cadre. **Only those individuals actively involved with JCLC 2024 are authorized to attend. Mid cycle switch over is not authorized and at no time will additional orders be cut to support this school decision. All chaperones will be assigned a room.** All room assignments will be made through the S-1 Assistant and under no circumstances will instructors or cadre coordinate with or contact the WHFRTC Billeting Office. Rooms at WHFRTC come supplied with the following: bed linens, towels, wash cloths, coffee pot, (coffee is not provided), refrigerator, telephone, television, and maid service on a rotational daily basis. Extra room supplies are available through the S-1 Assistant. Any complaints pertaining to room assignment or room quality will be reported to the S-1 Assistant. Instructors need to read the posted information in their rooms for specific linen service and clearing procedures. Spouses will not accompany instructors to camp unless acting in the capacity of a chaperone with an ITO. Spouses will then be housed as a chaperone. **Instructors are not authorized to make their own lodging arrangements.** Institutional representative (Principals, guidance counselors, etc.) visits to JCLC 2024 are encouraged, but will be at no cost to the government. Notify Camp Headquarters if you are expecting an Institutional Representative.

#### 8. **Uniforms/Appearance:**

- a. Cadre: OCPs IAW AR 670-1, (chaperones are encouraged to wear OCP/ACU also). Chaperones that chose to wear the OCP/ACU uniform will be required to wear it IAW prescribed AR. All instructors will be in uniform during the closing ceremonies at the end of the cycle. Civilian travel attire is not authorized until after the closing ceremonies.
- b. Cadets: OCP/ACU with pistol belt, and canteen w/cover. Appearance standards will be enforced IAW CCR 145-2.
- c. Evening: After training hours dress standards will be enforced IAW CCR 145-2.
- d. PT Uniforms: Will be worn only during morning PT or after the completion of the days training events.
- e. Equipment list:

(1) Duffel bag or suitable container w/lock (cadets are solely responsible for securing their belongings). IAW CCR 145-2, SAI/AI will discourage their cadets from bringing high dollar value items such as cellular telephones, expensive cameras or jewelry etc. Cadets will use headphones/earbuds when listening to their music. **Cadet Command and WHFRTC will not be responsible, nor reimburse the Cadet for the loss of personal items.**

f. Aquatic Activities Uniform (rafting and water survival):

- (1) Males: Swimming trunks with OCP undershirt on (**MANDATORY**)
- (2) Females: **1 piece swim-suit**, IAW CCR 145-2, with OCP undershirt on (**MANDATORY**)

- g. **Cadets are required to provide their own blanket.** Sheets, pillows, and pillowcases will be provided for them.
- h. Tobacco/Vape: Tobacco/Vape use for cadets is strictly prohibited. Cadre use of tobacco/vape products will be out of the normal view of the cadets.
- i. Cadets will not consume carbonated drinks (soda) or drinks with caffeine while attending JCLC. Drink machines in the dining facility are off limits to all Junior ROTC cadets.

#### 9. **Administration:**

- a. The following documents will be submitted to Brigade Headquarters NLT **01 Apr 2024.**
  1. Travel packets to include:
    - (a) Transportation request.
    - (b) DTS worksheet for instructors and chaperones.

10. In-processing:

A. **Instructors will report to JCLC 2024 with completed packets, using the correct and current forms, on each cadet.** Instructors failing to arrive at JCLC with complete packets on each cadet will be required, in a timely manner, to complete the packet prior to receiving room keys and initiating camp training with cadets. Incomplete packets will result in cadet departure from JCLC. Instructors are not authorized to sign for parents, legal guardians or medical professionals. Instructors will ensure all forms are complete and properly filled out prior to arrival to JCLC. Instructors will also provide a separate folder with the KYARNG Release forms for all cadets, to include instructors and chaperones. Failure to have this form will result in the school being unable to participate in JCLC and will immediately return to home station.

1. The following forms will be submitted for school / cadet in-processing:

- a. School File:
  1. **Enclosure 1** - DAIs/SAIs Verification of Cadet Roster and Required Forms (Attached to completed Cadet Roster)
  2. **Enclosure 2** - Updated JCLC 2024 Cadet/Cadre Roster Form (2 Copies of this document)
  3. **Enclosure 3** - KYARNG Liability form (ver:15Mar20) for each cadet, cadre member, and chaperone
- b. Cadet File (1 per each cadet):
  1. **Enclosure 4** - Cadet Information Form
  2. **Enclosure 5** - Statement of Physical Condition
  3. **Enclosure 6** - Consent to Medical Treatment
  4. **Enclosure 7** - Covenant Not to Sue
  5. **Enclosure 8** - Certificate of Medical / Dental Insurance Information
  6. **Enclosure 9** - Medical Waiver as required (any cadet with asthma, severe allergies, diabetes, or other medical conditions must have this waiver signed by parent/legal guardian, licensed physician, and approved by brigade NLT 01 May 2024. Cadets without approved waivers will return to home station immediately, see paragraph 11 below).

**NOTE\*\* DO NOT STAPLE DOCUMENTS. EACH ENCLOSURE MUST BE ON ITS OWN SHEET OF PAPER.**

11. Cadre:

- a. Prepare cadets mentally and physically for the rigors of JCLC 2024 and select those cadets who are **physically capable** of completing all assigned task in accordance with CCR 145-2. Instructors bringing cadets with medical restrictions must meet all of the requirements in CCR 145-2. Any exception to policy reference medical restrictions must be approved (Encl 9) by the 7<sup>th</sup> Brigade Junior ROTC Operations Chief NO LATER THAN 01 MAY 2024, as outlined in CCR 145-2, 9-31d, dated 12AUG22.
- b. Ensure cadets arrive on time and remain for the duration to reduce waste of government funds.
- c. **Ensure that cadets are covered by medical insurance as outlined in CCR 145-2, para 9-33e; 9-36, dated 12AUG22. Cadets without proper medical insurance documentation will not be allowed to participate in training and the parents will be notified to pick-up their cadet immediately. (Encl 8).**
- d. The assigned Company Commander is responsible for ensuring that there are sufficient chaperones for the number of females in each company. 75/25 Companies will only be allotted four chargeable housing rooms for chaperones and 50/50 companies will be allotted six chargeable housing rooms for chaperones. Chaperones must understand that they will be responsible for all the female cadets in their area or billets, not just the female cadets that they accompany. Female chaperones will be a minimum of 21 yrs of age. The only exception would be Senior ROTC cadets. They may be used as chaperones, provided they are contracted ROTC cadets (MS III/IV) and are personally approved for chaperoning duties by their Professor of Military Science. Company Commanders will appoint a senior chaperone to act as his point of contact pertaining to female matters.

12. **Camp Credit:** To receive credit for camp, each school will attend all scheduled training. Day trips to other locations are not authorized.  
**There are no exceptions to this policy.** Company Commanders are responsible for all assigned schools to their unit.

13. **Evening Activities:** Due to its remote location, detailed planning for evening activities at WHFRTC will be required by the company cadre. Each company will have one evening available to conduct off post activities. School cadre will organize and plan these evenings. Hours for the evening activities are 1700-2100. All cadets will be in the billets NLT 2100 hrs. School cadre must inform the Company Commander with a by name list of their cadets that they desire to take on the night out and whether or not they will eat in the dining facility. Company Commanders will provide the S-1 a total count of cadets not eating in the dining facility NLT 1000 the day prior. School Cadre will sign their cadets out by turning a by name list in to the Charge of Quarters and signing them out in the log. Cadre must also sign their cadets back in. Company vehicle assets will be the only transportation available for off post activities. Schools not eating in the dining facility may depart early for their night out with the company commander's approval. Evening curfew is as follows:

- a. 2100 hrs: All cadets in their billets.
- b. 2100 hrs: Off camp visits returned.
- c. 2200 hrs: Lights Out.

14. **JCLC T-Shirts:** JCLC T-shirts will be delivered to Wendell H. Ford for those schools attending JCLC at WHFRTC. Schools desiring JCLC T-Shirts are strongly encouraged to order them in advance. Additionally, there may be no extra t-shirts for sale at WHFRTC. Point of Contact for JCLC T-Shirts is 1SG (R) Tim Hodges, email: [hodges\\_tim@hcde.org](mailto:hodges_tim@hcde.org) Concession stand will be available at WHFRTC. Cadets will not consume carbonated drinks (soda) or drinks with caffeine while attending JCLC. Drink machines in the dining facility are off limits to all Junior ROTC cadets.

15. POC: CW3 (Ret) Keith Murphy, E-mail: [keith.murphy@warren.kyschools.us](mailto:keith.murphy@warren.kyschools.us) . Office phone (270) 842-7302 ext. 55123 or 1SG (Ret) Anthony Holloway, E-mail: [anthony.holloway@christian.kyschools.us](mailto:anthony.holloway@christian.kyschools.us) . Office phone (270) 887-7125.

*Keith Murphy*  
Keith Murphy  
CW3 (Ret)  
JCLC Commander

Enclosures:

1. DAI/SAI Verification Cadet Roster/Required Forms
2. JCLC 2024 Cadet/Cadre Roster Form
3. KYARNG Release from Liability Form
4. Cadet Information Form
5. Statement of Physical Condition
6. Consent to Medical Treatment Form
7. Covenant Not to Sue Form
8. Certificate of Medical / Dental Insurance Information Form
9. Medical Waiver
10. Certification of Services Rendered Form
11. DTS
12. GPC Form 889 v5
13. Camp Dates for Staff/Committee

## Camp Dates for Staff/Committee

Battalion Staff:				Arrival Date	Departure Date
Camp Commander	CW3 Murphy			28 May 24	09 June 24
Camp Sergeant Major	1SG Holloway			28 May 24	09 June 24
S-1/Billeting/DFAC/MEDAC	SFC Wolfe			28 May 24	09 June 24
S-1 Assistant				28 May 24	09 June 24
S-3				28 May 24	09 June 24
S-4	SSG Ford			28 May 24	09 June 24
S-4 Assistant	MSG Manis			28 May 24	09 June 24
Transportation				28 May 24	09 June 24
FLRC/Water Survival	LTC Overby (OIC)			29 May 24	07 June 24
	CW4 Hays			29 May 24	07 June 24
Rafting	CMCSS			29 May 24	08 June 24
				29 May 24	08 June 24
				29 May 24	08 June 24
Confidence Course	LTC Turner (OIC)			29 May 24	08 June 24
	RSO TBD			29 May 24	08 June 24
Rope Corral/One Rope Bridge	1SG Blackburn (OIC)			29 May 24	09 June 24
	RSO (TBD)			29 May 24	09 June 24
Rappelling	1SG Maida (OIC)			29 May 24	09 June 24
				29 May 24	09 June 24
				29 May 24	09 June 24
Orienteering Course	SFC Kernodle (OIC)			29 May 24	09 June 24
	RSO TBD			29 May 24	09 June 24
Field Craft Skills Station	LTC Wagner (OIC)			29 May 24	09 June 24

Note: Enclosure 13 is a working copy and will be continuously updated with changes/additions, the final version will be published as a stand-alone document prior to 29 May 2024.

PUTNAM COUNTY BOARD OF EDUCATION  
DISCRETIONARY GRANT REPORT  
MAY 2024

**EXHIBIT**  
VI E.  
05-02-24  
tabbles

Board Action	GRANT TITLE	GRANT AMOUNT REQUESTING	LEA MATCH	GRANT AMOUNT ACCEPTANCE	PREVIOUS GRANTS ONGOING	New, Ongoing, Renewal	LOCATION	APPROVAL TO APPLY	APPROVAL TO ACCEPT	APPROVAL FOR ONGOING	COMM
PERMISSION TO APPLY	APAA MINI GRANT	\$ 336.00				NEW	CHS	05.02.2024			ALLISON MAHAN APPLYING
PERMISSION TO ACCEPT	APAA MINI GRANT			\$ 336.00		NEW	CHS		05.02.2024		ALLISON MAHAN APPLYING
PERMISSION TO ACCEPT	SWALLOWS NEWMAN INS. GRANT			\$ 500.00		NEW	PSES		05.02.2024		RAEJEAN LANDIS APPLYING
PERMISSION TO ACCEPT	THE TENNESSEE ARTS COMMISSION GRANT			\$ 1,200.00		NEW	SES		05.02.2024		ANDREA BATSON APPLYING
TOTALS	Jul-23	\$ 4,490.00		\$ -							
	Aug-23	\$ 8,991.00		\$ 1,455,491.40	\$ 26,524.96						
	Sep-23	\$ 691,922.72		\$ 7,930.00							
	Oct-23	\$ 429,950.00		\$ 12,178.00	\$ 5,107,780.00						
	Nov-23	\$ 9,500.00		\$ 334,119.35							
	Dec-23	\$ 91,400.00		\$ 440.00							
	Jan-24	\$ -		\$ 14,100.00							
	Feb-24	\$ 1,036,250.00		\$ -							
	Mar-24	\$ 52,250.00		\$ 6,250.00							
	Apr-24	\$ 10,050.00		\$ 1,440.00							
	May-24	\$ 336.00		\$ 2,036.00							
	Jun-24										
	Jul-24										
	TOTAL	\$ 2,335,139.72	\$ -	\$ 1,833,984.75	\$ 5,134,304.96						GRANT REPORT PREPARED BY SHARON BYERS

received  
04-18-24  
[Signature]



BOE approved  
J Reid

### PCSS Board Agenda Request

Date: April 12, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval of the agreement with Lee Company, Nashville, TN for the installation of a new chiller at Cookeville High School as submitted by Maffett Loftis Engineering, LLC, Cookeville, TN in the amount of \$527,926.55 to be paid for from 141-72620-399

**received**  
04-15-24  
[Signature]

REVISED

**White Plains Chiller Replacement  
Cookeville TN**

**THIS AGREEMENT** made and entered into on the **10<sup>th</sup> day of April 2024**, by and between **Carwile Mechanical Contractors** (Contractor), party of the first part, and **Putnam County Board of Education** (Owner) party of the second part:

**WITNESSETH:**

That the first party, for the consideration hereinafter fully set out, hereby agrees with the second party as follows:

**1.0 SCOPE OF WORK**

That the first party shall furnish all materials and perform all of the work in manner and form as provided by the following which are attached hereto and made a part hereof, as if fully contained herein; General Conditions, Proposal, Contract Documents hereto attached and made part of said contract.

The contact documents shall consist of the Project Manual dated 2/23/2024 and the following plan sheets dated 2/23/2024: CV0.1 and M0.1

**2.0 TIME FOR CONTRACTOR'S PERFORMANCE**

The Contractor shall commence the performance of this Contract within Ten (10) calendar days after the date of issuance to the Contractor of a Notice to Proceed by the Owner, however, in no event shall the Notice to Proceed be issued or performance commence prior to the Effective Date of this Contract as hereafter set out. Once timely commenced, Contractor shall diligently continue its performance to and until final completion of the Project. The Contractor shall accomplish Substantial Completion of the Project within the number of calendar days indicated on the Bid Form and Notice to Proceed.

\*\*\*\*\*

**The Contractor shall accomplish Final Completion of the Project on or before April 2025.**

**3.0 LIQUIDATED DAMAGES**

Not Applicable

**4.0 PAYMENT**

The second party agrees to pay to the first party for the faithful performance of this agreement, subject to additions and deductions as provided in the Specifications or Proposal, in lawful money of the United States.

Total compensation will not exceed the total shown below without an approved Change Order.

**White Plains Chiller Replacement  
Cookeville TN****TOTAL: \$162,900.00**

Total compensation includes add alternate #1 and #2.

**5.0 CURRENT ESTIMATES**

On or before the tenth (10th) day of each month, the first party shall submit a partial payment estimate to the second party. On or before the fifteenth (15th) day of each calendar month, the second party shall make partial payments to the first party on the basis of a duly certified and approved estimate of work performed during the preceding calendar month by the first party, less ten percent (10%) of the amount of such estimate which is to be retained by the second party until all work has been performed strictly in accordance with this agreement and until such work has been accepted by the second party. The Contractor may request a reduction in retainage from ten percent (10%) to five percent (5%) upon the Owner's acceptance of Substantial Completion (95%) of the Work. The Owner reserves the right to refuse this request.

**6.0 FINAL ESTIMATE**

Upon submission by the first party of evidence satisfactory to the second party that all payrolls, material bills and other cost incurred by the first party in connection with the construction of work have been paid in full, final payment on account of this agreement shall be made within thirty (30) days after the completion by the first party of all work covered by this agreement and the acceptance of such work by the second party.

**7.0 ADDITIONAL BOND**

It is further mutually agreed between the parties hereto that if, at any time after the execution of this agreement and surety bond hereto attached for its faithful performance, the second party shall deem the surety or sureties upon such bond to be unsatisfactory, or if, for any reason, such bond ceases to be adequate to cover the performance of the work, the first party shall, at its expense, within five (5) days after receipt of notice from the second party so to do, furnish an additional bond or bonds in such form and amount, and with such surety or sureties as shall be satisfactory to the second part. In such events no further payment to the first party shall be deemed to be due under this agreement until such new or additional security for the faithful performance of the work shall be furnished in manner and form satisfactory to the second party.

**8.0 DISPUTE RESOLUTION**

Anything to the contrary notwithstanding in the Agreement, the Specifications, General Conditions, or anywhere else in the working arrangement, any dispute arising out of this contract shall be decided in the Chancery Court of Putnam

**White Plains Chiller Replacement  
Cookeville TN**

County, Tennessee, as the sole and exclusive venue ad jurisdiction for the resolution of any claims. The parties may voluntarily agree to a non-binding mediation in Cookeville, Putnam County, Tennessee, to resolve disputes prior to litigation, but are not obligated to do so. Each Party shall be responsible for its own fees and cost.

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

**IN WITNESS WHEREOF**, the parties hereto have executed this agreement on the day and date first above written in counterparts, each of which shall, without proof or accounting for the other counterparts, be deemed an original contract.

OWNER:

Putnam County Board of Education

BY:

*Kim Cravens*  
Board Chair  
05-02-24

Attest:

Address for giving notice:

Putnam County Board of Education  
1400 East Spring Street  
Cookeville, TN 38501

CONTRACTOR:

BY:

Attest:

Address for giving notice:

License No.

**END OF SECTION 00-50-00**





**PCSS Board Agenda Request**

Date: April 12, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval of the agreement with Carwile Mechanical, Cookeville, TN for the installation of a new chiller at White Plains Academy as submitted by Maffett Loftis Engineering, LLC, Cookeville, TN in the amount of \$162,900.00 to be paid for from 141-72620-399

**received**  
04-15-24  
JK



**CHS Chiller Replacement  
Cavalier Drive, Cookeville TN**

**THIS AGREEMENT** made and entered into on the **10<sup>th</sup> day of April 2024**, by and between **Lee Company** (Contractor), party of the first part, and **Putnam County Board of Education** (Owner) party of the second part:

**WITNESSETH:**

That the first party, for the consideration hereinafter fully set out, hereby agrees with the second party as follows:

**1.0 SCOPE OF WORK**

That the first party shall furnish all materials and perform all of the work in manner and form as provided by the following which are attached hereto and made a part hereof, as if fully contained herein; General Conditions, Proposal, Contract Documents hereto attached and made part of said contract.

The contact documents shall consist of the Project Manual dated 2/23/2024 and the following plan sheets dated 2/23/2024: CV0.1, M0.1, M1.1, and S1.0.

**2.0 TIME FOR CONTRACTOR'S PERFORMANCE**

The Contractor shall commence the performance of this Contract within Ten (10) calendar days after the date of issuance to the Contractor of a Notice to Proceed by the Owner, however, in no event shall the Notice to Proceed be issued or performance commence prior to the Effective Date of this Contract as hereafter set out. Once timely commenced, Contractor shall diligently continue its performance to and until final completion of the Project. The Contractor shall accomplish Substantial Completion of the Project within the number of calendar days indicated on the Bid Form and Notice to Proceed.

\*\*\*\*\*

**The Contractor shall accomplish Final Completion of the Project on or before April 2025.**

**3.0 LIQUIDATED DAMAGES**

Not Applicable

**4.0 PAYMENT**

The second party agrees to pay to the first party for the faithful performance of this agreement, subject to additions and deductions as provided in the Specifications or Proposal, in lawful money of the United States.

Total compensation will not exceed the total shown below without an approved Change Order.

**CHS Chiller Replacement  
Cavalier Drive, Cookeville TN**

**TOTAL: \$527,926.55**

Total compensation includes add alternates #1 and #2.

**5.0 CURRENT ESTIMATES**

On or before the tenth (10th) day of each month, the first party shall submit a partial payment estimate to the second party. On or before the fifteenth (15th) day of each calendar month, the second party shall make partial payments to the first party on the basis of a duly certified and approved estimate of work performed during the preceding calendar month by the first party, less ten percent (10%) of the amount of such estimate which is to be retained by the second party until all work has been performed strictly in accordance with this agreement and until such work has been accepted by the second party. The Contractor may request a reduction in retainage from ten percent (10%) to five percent (5%) upon the Owner's acceptance of Substantial Completion (95%) of the Work. The Owner reserves the right to refuse this request.

**6.0 FINAL ESTIMATE**

Upon submission by the first party of evidence satisfactory to the second party that all payrolls, material bills and other cost incurred by the first party in connection with the construction of work have been paid in full, final payment on account of this agreement shall be made within thirty (30) days after the completion by the first party of all work covered by this agreement and the acceptance of such work by the second party.

**7.0 ADDITIONAL BOND**

It is further mutually agreed between the parties hereto that if, at any time after the execution of this agreement and surety bond hereto attached for its faithful performance, the second party shall deem the surety or sureties upon such bond to be unsatisfactory, or if, for any reason, such bond ceases to be adequate to cover the performance of the work, the first party shall, at its expense, within five (5) days after receipt of notice from the second party so to do, furnish an additional bond or bonds in such form and amount, and with such surety or sureties as shall be satisfactory to the second part. In such events no further payment to the first party shall be deemed to be due under this agreement until such new or additional security for the faithful performance of the work shall be furnished in manner and form satisfactory to the second party.

**8.0 DISPUTE RESOLUTION**

Anything to the contrary notwithstanding in the Agreement, the Specifications, General Conditions, or anywhere else in the working arrangement, any dispute arising out of this contract shall be decided in the Chancery Court of Putnam

**CHS Chiller Replacement  
Cavalier Drive, Cookeville TN**

County, Tennessee, as the sole and exclusive venue ad jurisdiction for the resolution of any claims. The parties may voluntarily agree to a non-binding mediation in Cookeville, Putnam County, Tennessee, to resolve disputes prior to litigation, but are not obligated to do so. Each Party shall be responsible for its own fees and cost.

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

**IN WITNESS WHEREOF**, the parties hereto have executed this agreement on the day and date first above written in counterparts, each of which shall, without proof or accounting for the other counterparts, be deemed an original contract.

OWNER: Putnam County Board of Education

BY: \_\_\_\_\_

Attest: \_\_\_\_\_

Address for giving notice: Putnam County Board of Education  
1400 East Spring Street  
Cookeville, TN 38501

CONTRACTOR: \_\_\_\_\_

BY: \_\_\_\_\_

Attest: \_\_\_\_\_

Address for giving notice: \_\_\_\_\_  
\_\_\_\_\_

License No. \_\_\_\_\_

**END OF SECTION 00-50-00**





# Burks Elementary School

Heather Tinch, Principal  
Diana Cook, Assistant Principal



April 5, 2024

To the Putnam County School Board Members:

I would like to request that the following be placed on the May board meeting agenda as follows:

1. Consider approval of the Memorandum of Understanding (MOU) requested from Burks Elementary School to continue a partnership between Cambiar Education/Magpie Literacy, formerly known as AERDF and Reading Reimagined, and Putnam County School System (Burks Elementary School) to work towards the collective goals as submitted. (continued pilot of online literacy tools for first and second grade students in the 21st Century after school program to support foundational literacy skills. Continued pilot of online literacy program in Kindergarten after all sounds have been introduced through the ELA curriculum to also support foundational literacy skills.)
2. Consider approval of Data Sharing Agreement requested from Burks Elementary School to collect data based on the digital tools utilized for the project in the partnership between Cambiar Education/Magpie Literacy and Putnam County School System (Burks Elementary School) to work towards the collective goals of the Magpie Literacy Program, as submitted.

Respectfully submitted,

Diana J. Cook

Assistant Principal, Burks Elementary School

[dcook2@pcsstn.com](mailto:dcook2@pcsstn.com)





# Burks Elementary School

Heather Tinch, Principal  
Diana Cook, Assistant Principal

April 5, 2024

To the Putnam County School Board Members:

Burks Elementary would like to continue the partnership with formerly identified as Reading Reimagined and AERFD, now known as Cambiar Education and Magpie Literacy Program, by utilizing their evidence based digital learning tools for the 2024-2025 and 2025-2026 school years. This program would be used in the 21st Century before and after school programs with up to 20 economically disadvantaged and ESL Kindergarten through 2nd Grade students, identified through our district's universal screener.

The digital tools that are currently being developed by Cambiar Education would support the articulation of sounds, letter sound correspondences, letter formation, phonics and comprehension through a combination of explicit instruction, practice and games. ***This program would NOT be utilized until AFTER students have been explicitly taught their sounds in their Tier 1 CKLA Skills class and all other systematic structures identified in our curriculum have been taught in the later grades. This would be utilized in the 21st Century only as a reinforcement tool.***

Attached are all documents that pertain to this request. Please do not hesitate to reach out to Diana Cook, Assistant Principal and 21st Century Site Coordinator for Burks Elementary. We are excited at the opportunity to further our partnership with Cambiar Education and to further support literacy instruction and the science of reading at Burks. I appreciate your consideration of this partnership and request.

Respectfully submitted,

Diana J. Cook

Assistant Principal, Burks Elementary School

[dcook2@pcsstn.com](mailto:dcook2@pcsstn.com)

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## **Memorandum of Understanding**

We are delighted to begin a partnership, outlined in this Memorandum of Understanding, between Cambiar Education (“Cambiar”) and Burks Elementary School (Putnam County School System) to work towards the collective goals of the Magpie Literacy Program. This Memorandum of Understanding (“MOU”), effective on the last date of signature below (“Effective Date”), sets forth the terms and understanding by and between: Cambiar Education (“Cambiar”) and Burks Elementary School (Putnam County School System) (“Partner”). Cambiar and the Partner may be referred to each as a “Party” and collectively referred to as “the Parties.”

The intention of this MOU is to support the development, implementation, and improvement of the Magpie Literacy prototyping project, as described in the Project Activities (see Exhibit A) and Research Plan (see Exhibit B). Hereinafter the Project Activities and Research Plan (or any iteration thereof such that the iteration shall be suitable for either Party’s purposes) may be referred to as the “Project.”

In the event that the Parties have mutually agreed to a technology donation or loan, a separate loan or gift agreement shall be executed and made effective, outlining the terms and conditions governing the technology donation or loan.

### **A. Term, Amendment, and Termination**

1. This MOU will operate as of April 15, 2024 (“Effective Date”) and shall terminate on June 30, 2026.
2. This MOU may be amended by mutual written agreement between the Parties. Any amendment shall be in writing and signed by each Party to be effective. Project activities or the Research Plan may be modified if said modification is in writing and signed by the Parties.
3. The parties will collaborate to ensure the successful management and implementation of the Magpie Literacy prototyping project and agree to the commitments listed in Exhibit A. If at any time either party feels that the commitments outlined in this MOU are not being met or will not be able to be met in the future, they should immediately inform the other party. Both Parties should name the commitment challenge(s) they are experiencing and work towards an agreed upon resolution, which could include future check-in meetings or concluding the partnership before the end date of this partnership. This MOU can be terminated by either Party upon thirty (30) days’ written notice of termination to the other Party. Either Party may also terminate this MOU upon material breach of any terms. The provisions of Sections B, C, and E shall survive any termination of this MOU.

### **B. Confidentiality**

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In connection with this MOU, the Partner's organization, including the Partner's officers, directors, employees, agents, affiliates and beneficiaries (collectively "the Partner's Organization Members") may have access to, receive, and be entrusted with confidential information, including but in no way limited to development, marketing, organizational, financial, management, administrative, production, distribution, information, data, specifications and processes presently owned by or at any time in the future developed by Cambiar or its agents, consultants or portfolio companies, or used presently or at any time in the future course of its business, personal information relating to any officer, director or employee or agent of Cambiar that is not otherwise public knowledge or in the public domain (collectively, "Confidential Material"). All such Confidential Material is considered secret and will be available to the Partner's Organization Members in strict confidence. Except in carrying out the purposes for which the MOU was made, the Partner's Organization Members will not, directly or indirectly for any reason whatsoever, disclose or use any such Confidential Material, unless and until such Confidential Material ceases (through no fault whatsoever or the Partner's Organization Members) to be confidential because it has become public knowledge or part of the public domain. All records, files, drawings, documents, equipment, and other tangible items, wherever located, relating in any way to the Confidential Material or otherwise to Cambiar's business, that the Partner's Organization Members prepare, use or encounter, will be and remain Cambiar's sole and exclusive property and will be included as Confidential Material hereunder. Upon termination of this Agreement by any means, or whenever requested by Cambiar, the Partner's organization will promptly deliver to Cambiar all of the Confidential Material, not previously delivered to Cambiar or certify the destruction of Confidential Material. Partner, Partner's employees, agents and any independent contractors associated with the Partner's Organization Members also agree that the terms of this Section of this Agreement shall survive and continue in perpetuity after the termination of this Agreement for any reason whatsoever.

### **C. Intellectual Property**

Any information contained in publications, studies, or research as a result of this MOU shall be made available to the public in electronic form following such reasonable requirements or procedures as Cambiar may establish from time to time. Promptly after creation, Partner agrees to grant to Cambiar an irrevocable, perpetual, worldwide, nonexclusive, royalty-free license to publish, in Cambiar's discretion, any publications, studies, or other intellectual property related to this MOU and to create derivative works therefrom, and Partner agrees to execute promptly any document or instruments that Cambiar may reasonably request in order to effect such license, including an irrevocable, perpetual, worldwide, nonexclusive, royalty-free license or sublicense, as applicable, to any intellectual property incorporated into or reasonably

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necessary to use the intellectual property created under this MOU, without further consideration.

#### **D. Data Privacy and Security**

A data sharing agreement (“DSA”) between Cambiar and Partner shall be established to outline the requirements relating to data collection and sharing. The DSA will include language complying with all Federal, State, and local laws and regulations, and shall identify safeguards for protecting Personally Identifiable Information (PII).

#### **E. Publication**

Partner agrees to give Cambiar a reasonable opportunity to review and approve or disapprove any mention whatsoever of Cambiar in any publication proposed to be produced and/or disseminated by the Partner’s organization prior to the production of such publication. An approval timeline will be established such that Cambiar has thirty (30) days to approve or disapprove any such materials. In any circumstances in which Cambiar is mentioned in a publication, the publication shall state that Cambiar does not take responsibility for any statements or views expressed in the publication. One (1) electronic copies of any publication that mentions Cambiar and/or that is produced or disseminated related to the Project shall be provided to Cambiar by email at least two (2) business days in advance of public dissemination.

#### **F. Other General Provisions**

1. **Assignment.** Neither Party shall assign or otherwise transfer its rights or obligations under this MOU without the other Party’s prior written consent. Any purported assignment in violation of this paragraph shall be void.
2. **Severability.** Any provision of this MOU that is unenforceable shall not invalidate or render unenforceable the remaining provisions of this MOU. If such provision could be drawn so as to not be prohibited or unenforceable while maintaining the intent of the Parties, it shall be so narrowly drawn without invalidating or affecting the enforceability of the remaining provisions of this MOU.
3. **Limitation of Liability.** Each Party shall bear all costs, risks, and liabilities incurred by it arising out of its obligations and efforts under this MOU. Neither Party shall have any right to any reimbursement, payment, or compensation of any kind from the other Party, unless expressly agreed to in writing by both Parties. Without limitation, each Party is fully responsible for its own compliance with FERPA and any other applicable Federal, State, or local law.
4. **Relationship between the Parties.** Nothing in this MOU shall grant either Party the right to make commitments of any kind for or on behalf of the other Party without prior written consent.

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5. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of California, without giving effect to the principles of conflicts of laws thereof.
  6. **Entire Agreement.** This MOU constitutes the entire agreement and understanding between the Parties and supersedes any and all prior agreements, understandings, or commitments, written or oral, between the Parties.

**IN WITNESS WHEREOF,** Cambiar and Partner execute this MOU as of the Effective Date.

**Cambiar Education**

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

Printed Name: \_\_\_\_\_

Title/Position: Chief Executive Officer, Cambiar Education

**Magpie Literacy**

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

Printed Name: \_\_\_\_\_

Title/Position: Chief Executive Officer, Magpie Literacy

**Partner: Burks Elementary School (Putnam County School System)**

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

Printed Name: \_\_\_\_\_

Title/Position: \_\_\_\_\_

## **EXHIBIT A: Contacts, Project Activities and Responsibilities**

### **Lead Point People:**

- The following individuals will serve as the responsible parties from each team who will be accountable to the participation and completion of the project:
  - The following individuals will serve as the Magpie Literacy team lead point person(s):
    - Colette Owens, 314-753-5073, [cowens@magpie.org](mailto:cowens@magpie.org)
  - The following individuals will serve as the Burks Elementary team lead point person(s):
    - Diana Cook, [dcook2@pcsstn.com](mailto:dcook2@pcsstn.com)
- If at any point in time, a lead point person needs to be changed, the organization will promptly notify the other party in writing.
- In addition, Burks Elementary will identify participants to fulfill the following roles:

<b>Partner Roles</b>	
Role	Responsibilities
Project Approver	<ul style="list-style-type: none"> <li>● Sign this MOU committing the organization to the terms and conditions in this MOU;</li> <li>● Commit agreed upon personnel to project;</li> <li>● Engage the school board, district, and community, as needed and desired, to ensure successful implementation of this project in accordance with all school, organization, and/or district policies.</li> </ul>
Implementation Lead (Project Lead)	<ul style="list-style-type: none"> <li>● Serve as the point of contact with Magpie Literacy and all project teams and partners and have full accountability for deliverables, activities and educator participation in the Project as set forth in this MOU;</li> <li>● Maintain the project vision;</li> <li>● Coordinate and facilitate the Magpie Literacy partnership within the school;</li> <li>● Ensure alignment with existing curricula and determine engagement only as it fits into the foundational literacy scope and sequence of the school/district</li> </ul>

	<ul style="list-style-type: none"> <li>● Maintain strong relationships with teachers and ensure they are fully participatory in the project and are prepared for a successful implementation;</li> <li>● Create a culture of learning and iteration;</li> <li>● Clearly communicate project details to leaders and teachers;</li> <li>● Provide regular feedback to the Magpie Literacy team to support a successful prototyping experience and iterations to the digital tools and their implementation that serve learners and educators' needs.</li> </ul>
Building-Level Leaders	<ul style="list-style-type: none"> <li>● Understand the program, support staff participation and have awareness of core content;</li> <li>● Allocate time for teachers to participate in inclusive R&amp;D activities;</li> <li>● Support implementation.</li> </ul>
Teachers	<ul style="list-style-type: none"> <li>● Participate in the inclusive R&amp;D process as members of the prototype team to include working in collaboration with and providing ongoing input and feedback to the Magpie Literacy team;</li> <li>● Participate in focus groups, an orientation, and surveys before, during and after implementation;</li> <li>● Reflect on qualitative and quantitative data from prototyping to inform iterations to the digital tools and implementation models moving forward.</li> </ul>

Burks Elementary (Putnam County School System) will participate in the following activities and report on progress towards goals according to the following schedule:

<b>Partner Expectations &amp; Deliverables</b>			
<b>Expectation/ Deliverable</b>	<b>Purpose and Description</b>	<b>Timing/Notes</b>	<b>Responsible Individual(s)</b>
MOU Signing	<b>Purpose:</b> Partner and Cambiar sign this MOU to formalize the partnership. Identify needed individuals to review, approve and sign this MOU	April 15, 2024	Project Approver

<i>Gifted Agreement Signing and Device Procurement</i>	<i>Purpose: If Partner needs devices for participation in this Project, Partner will complete a device inventory and then Partner and Cambiar will sign a Gifting Agreement specifying the devices to be gifted by Cambiar to Partner</i>	NA	<i>Project Approver, Implementation Lead, District Stakeholders as needed</i>
Data Sharing Agreement Signing	<b>Purpose:</b> Identify needed individuals to review, approve and sign a Data Sharing Agreement specifying all data sharing and management through this Project	April 15, 2024	Project Approver
Onboarding	<b>Purpose:</b> Virtual meetings and asynchronous activities to introduce the partner team to the Magpie Literacy program and their project team partners and to prepare for inclusive R&D. Plan engagement to align with school/district foundational literacy scope and sequence and existing instructional practices	May 1, 2024	Implementation Lead, Building-Level Leaders
Supporting the Research and Development Process	<b>Purpose:</b> Assist with data collection per the data sharing agreement, participate in regular check-ins during implementation, and co-plan site visit(s) with the Magpie Literacy team as agreed by Partner and Magpie Literacy	Ongoing and as requested <i>(April 2024 - June 2026)</i>	Implementation Lead
Site Visits, Feedback Surveys	<b>Purpose:</b> Contribute feedback and learning to help continuously improve the Magpie Literacy Program and digital tools	Ongoing and as requested <i>(April 2024 - June 2026)</i>	Implementation Lead, Building-Level Leaders, Teachers
Shape Ongoing Partnership	<b>Purpose:</b> Reflect on the project and partnership and discuss and define the next phase of partnership	Quarterly <i>(April 2024 - June 2026)</i>	Project Approver, Implementation Lead

### **Cambiar/Magpie Literacy Commitments**

Cambiar intends, but is under no legal obligation, to provide the following additional support to Burks Elementary (Putnam County School System):

- Support Burks Elementary in project onboarding to include providing relevant background and support materials to successfully participate in prototyping, meeting with Implementation Lead to ensure staff are well-versed on roles and requirements, align engagement in activities to the existing foundational literacy scope and sequence, responding to questions as needed and meeting on at least quarterly basis to ensure project is proceeding to expectations.
- Provide training and professional development to Burks Elementary staff on topics related to implementing the Magpie Literacy Program in preparation for the project and as support throughout the project.
- Partner with Burks Elementary in the support of participating teachers to include providing informational sessions, ensuring new staff members are selected in the case of attrition, providing professional learning opportunities to principals and teachers and supporting on-boarding schools and teachers to the project.
- Facilitate working relationships among other Magpie Literacy partners to work collaboratively on the Magpie Literacy prototyping goals.
- Monitor the progress of Burks Elementary and their project team partners throughout the process.
- Conduct research of the K-2 tools and their implementation. Work with district staff to collect all relevant data (as defined collaboratively with Burks Elementary and their project team partner).
- Facilitate a data sharing agreement (“DSA”) with Cambiar, which will be established to guide data collection and sharing. The DSA will include language complying with all Federal, State, and local laws and regulations, and shall identify safeguards for protecting Personally Identifiable Information (PII).
- Conduct ethical review of research to mitigate the risks associated with research. The AERDF internal ethics review functions as an internal Institutional Review Board (IRB), assessing the potential harms and benefits of all research carried out with AERDF funding support and ensures that research and R&D proposals adhere to defined ethical standards. External IRB approvals will be completed for all human subjects research.

## **EXHIBIT B: Research Plan**

Describe the plan for research.<sup>1</sup> For example, you should include a statement of the research question, the purpose and significance of the study, your research design and procedures, and your plan for the recruitment of participants and informed consent. Information related to specific data collection methods can be provided in the chart below.

### **RESEARCH STATEMENT**

#### **Purpose and Summary of the Research**

Cambiar Education (the “Researcher”) supports programs designed to tackle intractable teaching & learning challenges that disproportionately affect Black, Latino, and Native students and students of all races experiencing poverty.

Cambiar will conduct research studies on digital literacy tools that are designed and developed to deliver research-based instructional methods on technology, be simple and engaging enough to sustain learner attention, and be valuable to educators and caregivers, and ultimately get every child over the decoding threshold and proficient in foundational reading skills in grades PK-2.

The data collected through these research studies will then be incorporated for future inclusion in integrative Cambiar studies to improve the development of personalized reading programs and for related research, development and improvement of educational sites, services and applications (“the Research Project”)

#### **Description of the Research Project**

Cambiar, through the program Magpie Literacy, will be designing, developing and prototyping tech-enabled literacy tools and studying their usage and impact on learning in a variety of settings to generate an understanding of four key questions:

1. How do learners respond to explicit instruction, practice, and activities within the Magpie Literacy tools?
2. How do Magpie Literacy tools integrate into real-world learning settings? Which in-setting factors impact implementation of the tools? How does learner onboarding, login, and tool usage impact learning routines?

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1

3. To what extent are the Magpie Literacy tools perceived by learners as usable and engaging? To what extent are the tools perceived as usable and helpful to educators and caregivers?

4. What can we learn about learners' foundational literacy development in relation to using the Magpie Literacy tools from foundational skills assessments?

All aspects of this study will be part of normal instructional practices and will be supplemental to existing literacy instruction in schools, tutoring programs, and community-based organizations' afterschool and summer literacy programs. All aspects of this project will be conducted in the service of advancing and improving literacy practices with technology.

This study will collect data over a two year period starting in April 2024 and concluding in June 2026.

### **Research Study Procedures**

- The study will be a mixed method designed to study the usability and feasibility of Magpie Literacy tools.
- Magpie Literacy tools will be used in a variety of learning environments: during the school day, before/after school, during tutoring programs, or at home.
- Learners will access the web-based tools (Magpie Literacy) using individual logins in their learning environments.
- Learners will consist of students in grades pre-kindergarten through eighth grade.
- Engagement windows with the Magpie Literacy tools will occur at various times across the multi-year study period.
- Learners will take foundational literacy assessments, administered within their educational setting over the course of the study.
- Learners may interact with digital reading and writing foundations instruction, including explicit instruction, practice, and games within the Magpie Literacy tools.
- Learners may be observed by members of the study team while using the Magpie Literacy tools (in person and/or virtually) at various points throughout the study.
- A subset of the study group as well as caregivers and educators will complete surveys and be interviewed 1:1 and/or in small groups (3-6 participants) regarding their experiences with the Magpie Literacy tool. The surveys and interviews will take place throughout the study window.

### **Study Timeline**

This study will be conducted over two years starting April 2024 and concluding June 30, 2026.

### ***Participant Recruitment***

Participants will include learners between the ages of 4 and 15 years old (pre-kindergarten through eighth grade). We anticipate up to 150,000 total participants in this project over the course of the three school years. Prospective participants will be identified through partnerships with schools. The majority of participants will align with the demographics for which the tool is intended: individuals identifying as Black, Latino, Native American, and individuals experiencing poverty. We will not however selectively recruit participants within schools so our sample may include learners from any sex, gender identity, ethnicity, race, or socioeconomic background. The participant group may include individuals with a disability status. As this testing will include standard educational practices, we do not anticipate any additional risks to participants who represent protected classes.

### ***Participant Consent***

The partner school will be informed about the study, and a letter with detailed information about the study will be sent home to the participant's parent/guardian. This letter will include information about the purpose, procedures, risks, benefits, and rights of participation in the study.

The letter will also include an option for parental opt-out. If a parent/guardian does not want their child to participate, they will notify the partner school. If the parent/guardian does not opt-out, it will be assumed that they are giving their consent for their child to participate in using the Magpie Literacy tools during regular classroom instruction, collection of data, and to being observed while using the tool in their classrooms by the research team for the purposes of this study.

The letter will also include direct consent for participant interviews and focus groups; if the parent/guardian does not opt in, it will be assumed that they do not give consent for participation in these aspects of the study. The notification forms will be written in accessible language to ensure that the participants can understand. Information for parents and guardians will be provided in English and Spanish and additional languages as requested.

## **Data**

Data will be requested from the LEA as outlined in detail in the Data Sharing Agreement. Demographic and contextual data will be collected from the LEA, not from participants directly.

The following information will be collected directly from participants while using the digital tools:

- Location (IP Address)
- Metadata and Telemetrics on user interaction with application
- Short voice recordings

## **Reporting Results to the LEA**

Through this study, teachers and students get access to research-based, supplemental digital learning activities to enhance foundational literacy skills. Teachers will have access to summary level information about students' interactions with the application and performance on tasks through basic reports of usage and task completion.

Teachers and site-based staff will also receive updates on and the opportunity to debrief and discuss the understanding generated from this study and the opportunity for ongoing engagement as part of our inclusive research and development approach.

## **Cambiar Subprocessors**

### *Description*

Researcher relies on a number of third party vendors to perform vital services on behalf of the Researcher, such as hosting services, data analysis and similar functions. All subprocessors that may have access to Student Data have contractual agreements with the Researcher with specific data governance, management, and privacy requirements that align with this agreement.



# Burks Elementary School

Heather Tinch, Principal  
Diana Cook, Assistant Principal



April 5, 2024

To the Putnam County School Board Members:

I would like to request that the following be placed on the May board meeting agenda as follows:

1. Consider approval of the Memorandum of Understanding (MOU) requested from Burks Elementary School to continue a partnership between Cambiar Education/Magpie Literacy, formerly known as AERDF and Reading Reimagined, and Putnam County School System (Burks Elementary School) to work towards the collective goals as submitted. (continued pilot of online literacy tools for first and second grade students in the 21st Century after school program to support foundational literacy skills. Continued pilot of online literacy program in Kindergarten after all sounds have been introduced through the ELA curriculum to also support foundational literacy skills.)
2. Consider approval of Data Sharing Agreement requested from Burks Elementary School to collect data based on the digital tools utilized for the project in the partnership between Cambiar Education/Magpie Literacy and Putnam County School System (Burks Elementary School) to work towards the collective goals of the Magpie Literacy Program, as submitted.

Respectfully submitted,

Diana J. Cook

Assistant Principal, Burks Elementary School

[dcook2@pcsstn.com](mailto:dcook2@pcsstn.com)





# Burks Elementary School

Heather Tinch, Principal  
Diana Cook, Assistant Principal

April 5, 2024

To the Putnam County School Board Members:

Burks Elementary would like to continue the partnership with formerly identified as Reading Reimagined and AERFD, now known as Cambiar Education and Magpie Literacy Program, by utilizing their evidence based digital learning tools for the 2024-2025 and 2025-2026 school years. This program would be used in the 21st Century before and after school programs with up to 20 economically disadvantaged and ESL Kindergarten through 2nd Grade students, identified through our district's universal screener.

The digital tools that are currently being developed by Cambiar Education would support the articulation of sounds, letter sound correspondences, letter formation, phonics and comprehension through a combination of explicit instruction, practice and games. ***This program would NOT be utilized until AFTER students have been explicitly taught their sounds in their Tier 1 CKLA Skills class and all other systematic structures identified in our curriculum have been taught in the later grades. This would be utilized in the 21st Century only as a reinforcement tool.***

Attached are all documents that pertain to this request. Please do not hesitate to reach out to Diana Cook, Assistant Principal and 21st Century Site Coordinator for Burks Elementary. We are excited at the opportunity to further our partnership with Cambiar Education and to further support literacy instruction and the science of reading at Burks. I appreciate your consideration of this partnership and request.

Respectfully submitted,

Diana J. Cook

Assistant Principal, Burks Elementary School

[dcook2@pcsstn.com](mailto:dcook2@pcsstn.com)

# Data Sharing Agreement between Cambiar Education and Local Education Agencies

Version Date: 02/23/2024

This Data Sharing Agreement (“Agreement”) is entered into by Putnam County School System [Local Education Agency] (the “LEA”) and Cambiar Education (the “Researcher”) for the purpose of sharing information between the parties in a manner consistent with the Family Educational Rights and Privacy Act (“FERPA”) Studies Exception. The information will be used by the Researcher to conduct studies on digital literacy tools to improve the development of personalized reading programs and research-based instructional methods and technologies (the “Research”), as set in detail in Exhibit “A”.

## ARTICLE I: PURPOSE AND SCOPE

1. **Purpose of Agreement.** The purpose of this Agreement is to describe the duties and responsibilities to protect Student Data, including compliance with all applicable federal, state, and local privacy laws, rules, and regulations, all as may be amended from time to time. The Researcher shall be conducting research for, or on behalf of educational agencies or institutions to: (1) Develop, validate, or administer predictive tests; (2) Administer student aid programs; or (3) Improve instruction. This Agreement fulfills the requirements of a “written agreement” under FERPA’s Studies exception (34 CFR § 99.31(a)(6)).
2. **Student Data to Be Provided.** In order to perform the Research hereinafter described, LEA shall provide existing Student Data to the Researcher as identified in the Research Statement, attached as Exhibit “B”.
3. **Agreement Definitions.** The definition of terms used in this Agreement is found in Exhibit “C.” In the event of a conflict, definitions used in this Agreement shall prevail over terms used in any other writing.

## ARTICLE II: DATA OWNERSHIP AND AUTHORIZED ACCESS

1. **Student Data Property of LEA.** All existing Student Data transmitted to the Researcher pursuant to this Agreement is and will continue to be the property of and under the control of the LEA. The Researcher further acknowledges and agrees that all copies of such Student Data transmitted to the Researcher, including any modifications or additions or any portion thereof from any source, are subject to the provisions of this Agreement in the same manner as the original Student Data. The Parties agree that as between them, all rights, including all intellectual property rights in and to Student Data contemplated per the Agreement, shall remain the exclusive property of the LEA. The Researcher also commits to only use Student Data for the purposes outlined in the Research Statement, identified in Exhibit A.
2. **Researcher License and Property Rights.** The Parties agree that as between them, all rights in and to the research itself and any publication relating to the research

contemplated under this Agreement, including all intellectual property rights, shall remain the exclusive property of the Researcher.

3. **Parent Access.** The Researcher shall respond in a reasonably timely manner (and no later than thirty (30) days from the date of the request or pursuant to the time frame required under state law for an LEA to respond to a parent or student, whichever is sooner) to the LEA's request for Student Data held by the Researcher to view or correct as necessary. If a parent of a student or other individual contacts the Researcher to review any of the Student Data accessed pursuant to the Services, the Researcher shall refer the parent or individual to the LEA, who will follow the necessary and proper procedures regarding the requested information. The Researcher will only provide requested data to the LEA, who may then provide the requested information to the parent or student.
4. **Law Enforcement Requests.** Should law enforcement or other government entities ("Requesting Party(ies)") contact the Researcher with a request for Student Data held by the Researcher pursuant to the Agreement, the Researcher shall notify the LEA in advance of a compelled disclosure to the Requesting Party, unless lawfully directed by the Requesting Party not to inform the LEA of the request. Whenever possible, and when not prohibited by law, the Researcher will inform the LEA of any legal request prior to disclosing any information.
5. **Subprocessors.** The Researcher shall enter into written agreements with all subprocessors performing functions for the Researcher in order for activities pursuant to the Agreement, whereby the subprocessors agree to protect Student Data in a manner no less stringent than the terms of this Agreement. Upon request of the LEA, the Researcher will provide a list of the subprocessors and purpose.

### **ARTICLE III: DUTIES OF LEA**

1. **Provide Data in Compliance with Applicable Laws.** LEA shall provide Student Data for the purposes of conducting the Research in compliance with all applicable federal, state, and local privacy laws, rules, and regulations, all as may be amended from time to time. The LEA shall also provide the name and contact information for the LEA-identified project lead and/or alternate.
2. **Annual Notification of Rights.** If the LEA has a policy of disclosing Education Records and/or Student Data under FERPA (34 CFR § 99.31(a)(1)), LEA shall include a specification of criteria for determining who constitutes a Researcher and what constitutes a legitimate educational interest in its annual notification of rights.
3. **Reasonable Precautions.** LEA shall take reasonable precautions to secure usernames, passwords, and any other means of gaining access to the services and hosted Student Data.
4. **Unauthorized Access Notification.** The LEA shall notify the Researcher within 48 hours of any known unauthorized access or ransomware attacks on LEA infrastructure.

LEA will assist the Researcher in any efforts by the Researcher to investigate and respond to any unauthorized access.

5. **Review Process.** The LEA shall have an official process and policies for review and sign off on the project and/or identify a designated representative to work with the Researcher to ensure the requirements of this Agreement are followed.
6. **FERPA Adherence.** The LEA shall only enter into agreements with those organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction, if applicable requirements are met (34 CFR § 99.31(a)(6)). The LEA must record the disclosure made under the studies exception per FERPA (34 CFR § 99.32(a)).

#### **ARTICLE IV: DUTIES OF RESEARCHER**

1. **Privacy Compliance.** The Researcher shall comply, in all material respects, with all applicable federal, state, and local laws, rules, and regulations pertaining to Student Data privacy and security, all as may be amended from time to time. The Researcher shall conduct the study in a manner that does not permit personal identification of parents and/or students by anyone other than the Researcher with legitimate educational interests and a need to know and the Researcher's subprocessors with legitimate educational interests and a need to know. The Researcher shall also comply with all applicable federal, state, and local laws, rules, and regulations pertaining to adolescent web site access.
2. **Authorized Use.** The Student Data shared pursuant to the Agreement, including persistent unique identifiers, shall be used for no purpose other than the Research outlined in Exhibit A and/or otherwise authorized under the statutes referred to herein this Agreement.
3. **Researcher Employee Obligation.** Researcher shall require all of Researcher's employees and subprocessors who have access to Student Data to comply with all applicable provisions of the Agreement with respect to the Student Data shared under the Agreement. The Researcher agrees to require and maintain an appropriate confidentiality agreement from each employee or subprocessor with access to Student Data pursuant to the Agreement.
4. **Redisclosure.** The Researcher acknowledges and agrees that it shall not make any redisclosure of any Student Data or any portion thereof, including without limitation, user content or other non-public information and/or personally identifiable information contained in the Student Data other than as directed or permitted by the LEA or the Agreement. Notwithstanding any restrictions in this Section 4 of Article IV, Student Data may be disclosed without limitation pursuant to a lawfully issued subpoena or other legal processes or to subprocessors conducting research for or performing services on behalf of the Researcher pursuant to the Agreement.

- a. Except for disclosures pursuant to a subpoena or to subprocessors as set forth above, the Researcher will not re-disclose any Personally Identifiable Information (PII) to which the Researcher has access for the purpose of this study and will only use the PII and Sensitive Information to meet the purposes stated and will amend this Agreement should the purpose of use within the study change.
  - b. The Researcher will take any necessary steps to maintain the confidentiality of the PII at all stages of the study and will not permit the personal identification of parents and students by anyone other than the representatives of the Researcher with legitimate educational interests and a need to know, including subprocessors acting on behalf of the Researcher. These limitations will include contractual provisions forbidding attempts to re-identify people if de-identified data are shared.
  - c. The Researcher will conduct the study so as not to publicly identify students or their parents and will allow internal access to PII only to individuals with legitimate educational interests and a need to know, including subprocessors acting on behalf of and under the direct control of the Researcher.
5. **De-Identified Data.** To the extent LEA provides the Researcher with De-Identified Data, the Researcher agrees not to attempt to re-identify such data. Researcher's use of De-Identified Data shall survive termination of this DSA or any request by LEA to return or destroy Student Data. Except for Subprocessors, Researcher agrees not to transfer De-Identified Data to any third party unless (a) that party agrees in writing not to attempt re-identification, and (b) prior to such disclosure, the Researcher provides a deidentification plan that must be approved by the LEA. Prior to publishing any document that names the LEA explicitly or indirectly, the Researcher shall obtain the LEA's written approval of the manner in which de-identified data is presented.
6. **Disposition of Data.** Upon written request from the LEA, or automatically at the end of the research project, the Researcher shall dispose of or provide a mechanism for the LEA to transfer Student Data obtained under the Agreement, within sixty (60) days of the date of said request and according to a schedule and procedure as the Parties may reasonably agree. Upon termination of this Agreement, if no written request from the LEA is received, the Researchers shall dispose of all Student Data at the earliest of (a) the Researcher's standard destruction schedule, if applicable; (b) when the Student Data is no longer needed for the purpose for which it was received; or (c) as otherwise required by law. The duty to dispose of Student Data shall not extend to Student Data that had been De-Identified.
7. **Publication of Findings.** The Researcher shall provide the LEA with the right to review any data or findings 30 days prior to publication and to verify proper disclosure avoidance techniques have been used based on the U.S. Department of Education's Guidance for Reasonable Methods and Written Agreements and Data De-identification:

## ARTICLE V: DATA PROVISIONS

1. **Data Storage.** Where required by applicable law, Student Data shall be stored within the United States. Upon request of the LEA, the Researcher will provide a list of the locations where Student Data is stored.
2. **Audits.** No more than once a year, or following data breach, upon receipt of a written request from the LEA with at least ten (10) business days' notice and upon the execution of an appropriate confidentiality agreement, the Researcher will allow the LEA to audit the security and privacy measures that are in place to ensure protection of Student Data or any portion thereof as it pertains to the delivery of services to the LEA. The Researcher will cooperate reasonably with the LEA and any local, state, or federal agency with oversight authority or jurisdiction in connection with any audit or investigation of the Researcher and/or conducting Research and shall provide reasonable access to the Researcher's facilities, staff, agents, and LEA's Student Data and all records pertaining to the Researcher, LEA, and conducting research to the LEA. Failure to reasonably cooperate shall be deemed a material breach of the Agreement.
3. **Data Security.** The Researcher agrees to utilize adequate and appropriate administrative, physical, and technical safeguards designed to protect Student Data from unauthorized access, disclosure, acquisition, destruction, use, or modification. The Researcher shall adhere to any applicable law relating to data security.
4. **Data Breach.** In the event of an unauthorized release, disclosure or acquisition of Student Data that compromises the security, confidentiality, or integrity of the Student Data maintained by the Researcher, the Researcher shall provide notification to LEA within seventy-two (72) hours of confirmation of the incident, unless notification within this time limit would disrupt investigation of the incident by law enforcement. In such an event, notification shall be made within a reasonable time after the incident. The Researcher shall follow the Cambiar incident response plan process:
  - a. The security breach notification described above shall include, at a minimum, the following information to the extent known by the Researcher and as it becomes available:
    - i. The name and contact information of the reporting LEA subject to this section;
    - ii. A list of the types of personally identifiable information that were or are reasonably believed to have been the subject of a breach;
    - iii. If the information is possible to determine at the time the notice is provided, then either (1) the date of the breach, (2) the estimated date of

the breach, or (3) the date range within which the breach occurred. The notification shall also include the date of the notice;

- iv. Whether the notification was delayed as a result of a law enforcement investigation, if that information is possible to determine at the time the notice is provided; and
  - v. A general description of the breach incident, if that information is possible to determine at the time the notice is provided.
- b. The Researcher agrees to adhere to all federal and state requirements with respect to a data breach related to the Student Data, including, when appropriate or required, the required responsibilities and procedures for notification and mitigation of any such data breach.
  - c. The Researcher further acknowledges and agrees to have a written incident response plan that reflects best practices and is consistent with industry standards and federal and state law for responding to a data breach, breach of security, privacy incident, or unauthorized access or use of Student Data or any portion thereof, including personally identifiable information, and agrees to provide LEA, upon request, with a summary of said written incident response plan.
  - d. LEA shall provide notice and facts surrounding the breach to the affected students, parents, or guardians.

## **ARTICLE VI: MISCELLANEOUS**

1. **Termination.** In the event that either Party seeks to terminate the Agreement, they may do so by mutual written consent, so long as the Agreement has not lapsed or has not been terminated. Either party may terminate the Agreement and any other Agreement or contract, if the other party breaches any terms of the Agreement. If the Agreement is terminated, the Researcher shall destroy all of LEA's Student Data pursuant to Article IV, section 6.
2. **Priority of Agreements.** This Contract, together with any attachments, constitutes the entire Data Sharing Agreement between the Parties and supersedes all prior agreements, understandings, and writings with respect to the subject matter hereof.
3. **Entire Agreement.** This Agreement constitutes the privacy agreement of the Parties relating to the subject matter hereof and supersedes all prior communications, representations, or agreements, oral or written, by the Parties relating thereto. This Agreement may be amended and the observance of any provision of this Agreement may be waived (either generally or in any particular instance and either retroactively or prospectively) only with the signed written consent of both Parties. Neither failure nor delay on the part of any Party in exercising any right, power, or privilege hereunder shall operate as a waiver of such right, nor shall any single or partial exercise of any such

right, power, or privilege preclude any further exercise thereof or the exercise of any other right, power, or privilege.

4. **Severability.** Any provision of this Agreement that is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this Agreement, and any such prohibition or unenforceability in any jurisdiction shall not invalidate or render unenforceable such provision in any other jurisdiction. Notwithstanding the foregoing, if such provision could be more narrowly drawn so as not to be prohibited or unenforceable in such jurisdiction, while, at the same time, maintaining the intent of the Parties, it shall, as to such jurisdiction, be so narrowly drawn without invalidating the remaining provisions of this Agreement or affecting the validity or enforceability of such provision in any other jurisdiction.
5. **Governing Law, Venue, and Jurisdiction.** This Contract will be interpreted in accordance with the laws of the State of California, without regard to choice of law principles. The parties agree to submit to the jurisdiction of the State of California, County of Alameda, for the resolution of any dispute that may arise hereunder.
6. **Successors Bound.** The Agreement is and shall be binding upon the respective successors in interest to the Researcher in the event of a merger, acquisition, consolidation, or other business reorganization or sale of all or substantially all of the assets of such business. In the event that the Researcher sells, merges, or otherwise disposes of its business to a successor during the term of the Agreement, the Researcher shall provide written notice to the LEA no later than sixty (60) days after the closing date of sale, merger, or disposal. Such notice shall include a written, signed assurance that the successor will assume the obligations of the Agreement and any obligations with respect to Student Data within the Agreement. The LEA has the authority to terminate the Agreement if it disapproves of the successor to whom the Researcher is selling, merging, or otherwise disposing of its business.
7. **Authority.** Each party represents that it is authorized to bind to the terms of this Agreement, including confidentiality and destruction of Student Data and any portion thereof contained therein, all related or associated institutions, individuals, employees, or contractors who may have access to the Student Data and/or any portion thereof.
8. **Waiver.** No delay or omission by either party to exercise any right hereunder shall be construed as a waiver of any such right, and both parties reserve the right to exercise any such right from time to time, as often as may be deemed expedient.

**IN WITNESS WHEREOF**, LEA and Researcher execute this Data Sharing Agreement as of the Effective Date.

**LEA - Putnam County School System**

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Printed Name Title/Position

**Cambiar Education**

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Printed Name Title/Position

CEO, Magpie Literacy

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Printed Name Title/Position

CEO, Cambiar Education

## **EXHIBIT “A”**

### **RESEARCH STATEMENT**

#### **Purpose and Summary of the Research**

Cambiar Education (the “Researcher”) supports programs designed to tackle intractable teaching & learning challenges that disproportionately affect Black, Latino, and Native students and students of all races experiencing poverty.

Cambiar will conduct research studies on digital literacy tools that are designed and developed to deliver research-based instructional methods on technology, be simple and engaging enough to sustain learner attention, and be valuable to educators and caregivers, and ultimately get every child over the decoding threshold and proficient in foundational reading skills in grades PK-8.

The data collected through these research studies will then be incorporated for future inclusion in integrative Cambiar studies to improve the development of personalized reading programs and for related research, development and improvement of educational sites, services and applications (“the Research Project”)

#### **Description of the Research Project**

Cambiar, through the program Magpie Literacy, will be designing, developing and prototyping tech-enabled literacy tools and studying their usage and impact on learning in a variety of settings to generate an understanding of four key questions:

1. How do learners respond to explicit instruction, practice, and activities within the Magpie Literacy tools?
2. How do Magpie Literacy tools integrate into real-world learning settings? Which in-setting factors impact implementation of the tools? How does learner onboarding, login, and tool usage impact learning routines?
3. To what extent are the Magpie Literacy tools perceived by learners as usable and engaging? To what extent are the tools perceived as usable and helpful to educators and caregivers?
4. What can we learn about learners’ foundational literacy development in relation to using the Magpie Literacy tools from foundational skills assessments?

All aspects of this study will be part of normal instructional practices and will be supplemental to existing literacy instruction in schools, tutoring programs, and community-based organizations’ afterschool and summer literacy programs. All aspects of this project will be conducted in the service of advancing and improving literacy practices with technology.

This study will collect data over a two year period starting in April 2024 and concluding in June 2026.

### **Research Study Procedures**

- The study will be a mixed method designed to study the usability and feasibility of Magpie Literacy tools.
- Magpie Literacy tools will be used in a variety of learning environments: during the school day, before/after school, during tutoring programs, or at home.
- Learners will access the web-based tools (Magpie Literacy) using individual logins in their learning environments.
- Learners will consist of students in grades pre-kindergarten through eighth grade.
- Engagement windows with the Magpie Literacy tools will occur at various times across the multi-year study period.
- Learners will take foundational literacy assessments, administered within their educational setting over the course of the study.
- Learners may interact with digital reading and writing foundations instruction, including explicit instruction, practice, and games within the Magpie Literacy tools.
- Learners may be observed by members of the study team while using the Magpie Literacy tools (in person and/or virtually) at various points throughout the study.
- A subset of the study group as well as caregivers and educators will complete surveys and be interviewed 1:1 and/or in small groups (3-6 participants) regarding their experiences with the Magpie Literacy tool. The surveys and interviews will take place throughout the study window.

### **Study Timeline**

This study will be conducted over two years starting April 2024 and concluding June 30, 2026.

### **Participant Recruitment**

Participants will include learners between the ages of 4 and 15 years old (pre-kindergarten through eighth grade). We anticipate up to 150,000 total participants in this project over the course of the three school years. Prospective participants will be identified through partnerships with schools. The majority of participants will align with the demographics for which the tool is intended: individuals identifying as Black, Latino, Native American, and individuals experiencing poverty. We will not however selectively recruit participants within schools so our sample may include learners from any sex, gender identity, ethnicity, race, or socioeconomic background. The participant group may include individuals with a disability status. As this testing will include standard educational practices, we do not anticipate any additional risks to participants who represent protected classes.

## ***Participant Consent***

The partner school will be informed about the study, and a letter with detailed information about the study will be sent home to the participant's parent/guardian. This letter will include information about the purpose, procedures, risks, benefits, and rights of participation in the study.

The letter will also include an option for parental opt-out. If a parent/guardian does not want their child to participate, they will notify the partner school. If the parent/guardian does not opt-out, it will be assumed that they are giving their consent for their child to participate in using the Magpie Literacy tools during regular classroom instruction, collection of data, and to being observed while using the tool in their classrooms by the research team for the purposes of this study.

The letter will also include direct consent for participant interviews and focus groups; if the parent/guardian does not opt in, it will be assumed that they do not give consent for participation in these aspects of the study. The notification forms will be written in accessible language to ensure that the participants can understand. Information for parents and guardians will be provided in English and Spanish and additional languages as requested.

## ***Data***

Data will be requested from the LEA as outlined in detail in Exhibit B ("Student Data"). Demographic and contextual data will be collected from the LEA, not from participants directly.

The following information will be collected directly from participants while using the digital tools:

- Location (IP Address)
- Metadata and Telemetry on user interaction with application
- Short voice recordings

## ***Reporting Results to the LEA***

Through this study, teachers and students get access to research-based, supplemental digital learning activities to enhance foundational literacy skills. Teachers will have access to summary level information about students' interactions with the application and performance on tasks through basic reports of usage and task completion.

Teachers and site-based staff will also receive updates on and the opportunity to debrief and discuss the understanding generated from this study and the opportunity for ongoing engagement as part of our inclusive research and development approach.

## **Cambiar Subprocessors**

### *Description*

Researcher relies on a number of third party vendors to perform vital services on behalf of the Researcher, such as hosting services, data analysis and similar functions. All subprocessors that may have access to Student Data have contractual agreements with the Researcher with specific data governance, management, and privacy requirements that align with this agreement.

## Exhibit “B”

### Schedule of Student Data

The following list of student data elements may be used under the Studies exception. By checking the boxes below, the Researcher agrees to abide by the following FERPA Studies exception implementation regulations and LEA requirements. **Any additional data collected after this Agreement is signed must be updated in this exhibit through an amendment to this Agreement.**

Category of Data (ordered alphabetically)	Elements	Check if Used
Application Technology Metadata	IP Addresses of users, Use of cookies, etc.	X
	Other application technology metadata - Please specify:	X
Application Use Statistics	Metadata on user interaction with application	X
Assessment	Standardized test scores	x
	Observation data	X
	Other assessment data - Please specify:  Assessment data on foundational literacy skills collected within the application	X
Attendance	Student school (daily) attendance data	x
	Student class attendance data	
Communications	Online communications captured (emails, blog entries)	
Conduct	Conduct or behavioral data	

Category of Data (ordered alphabetically)	Elements	Check if Used
Demographics	Date of Birth	X
	Place of Birth	
	Gender	X
	Ethnicity or race	X
	Language information (native, or primary language spoken by student)	X
	Other demographic information - Please specify:	
Enrollment	Student school enrollment	x
	Student grade level	X
	Homeroom	X
	Guidance counselor	
	Specific curriculum programs	X
	Year of graduation	
	Other enrollment information - Please specify:	
Parent/Guardian Contact Information	Address	
	Email	
	Phone	
Parent/Guardian ID	Parent ID number (created to link parents to students)	
Parent/Guardian Name	First and/or Last	
Schedule	Student scheduled courses	
	Teacher names	X
Special Indicator	English language learner information	X
	Low-income status	X

Category of Data (ordered alphabetically)	Elements	Check if Used
	Medical alerts/ health data	
	Student disability information	
	Specialized education services (IEP or 504)	X
	Living situations (homeless/foster care)	
	Other indicator information - Please specify:	
Student Contact Information	Address	
	Email	
	Phone	
Student Identifiers	Local (School district) ID number	
	State ID number	
	Provider/App assigned student ID number	X
	Student app username	X
	Student app passwords	X
Student Name	First and/or Last	X
Student In App Performance	Program/application performance	X
Student Program Membership	Academic or extracurricular activities a student may belong to or participate in	
Student Survey Responses	Student responses to surveys or questionnaires	X
Student work	Student generated content within the application; writing, letter formation, etc.	X
	Other student work data - Please specify: Audio files of responses produced during use of the application	X
Transcript	Student course grades	
	Student course data	

<b>Category of Data</b> (ordered alphabetically)	<b>Elements</b>	<b>Check if Used</b>
	Student course grades/ performance scores	
	Other transcript data - Please specify:	
Transportation	Student bus assignment	
	Student pick up and/or drop off location	
	Student bus card ID number	
	Other transportation data – Please specify:	

## EXHIBIT “C”

### DEFINITIONS

**Breach of Security:** a successful attempt by an attacker to gain unauthorized access to an organization’s computer systems, including ransomware attacks or phishing attacks.

**De-Identified Data and De-Identification:** Records and information are considered to be de-identified when all personally identifiable information has been removed or obscured, such that the remaining information does not reasonably identify a specific individual, including, but not limited to, any information that, alone or in combination, whether through single or multiple releases, and taking into account other reasonably available information is linkable to a specific student and provided that the LEA , has made a reasonable determination that a student’s identity is not personally identifiable, taking into account reasonable available information.

**Educational Records:** Educational Records are records, files, documents, and other materials directly related to a student and maintained by LEA , or by a person acting for such LEA , including but not limited to, records encompassing all the material kept in the student’s cumulative folder, such as general identifying data, records of attendance and of academic work completed, records of achievement, and results of evaluative tests, health data, disciplinary status, test protocols and individualized education programs.

**Metadata:** means information that provides meaning and context to other data being collected; including, but not limited to date and time records and purpose of creation. Metadata that have been stripped of all direct and indirect identifiers are not considered Personally Identifiable Information.

**Operator:** means the operator of an internet website, online service, online application, or mobile application with actual knowledge that the site, service, or application is used for K–12 school purposes. Any entity that operates an internet website, online service, online application, or mobile application that has entered into a signed, written agreement with a LEA to provide a service to that LEA shall be considered an “operator” for the purposes of this section.

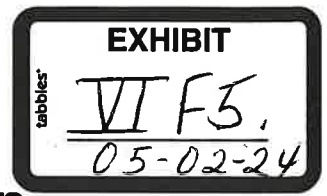
**Persistent Unique Identifiers:** A persistent identifier is a unique identifier that can be used to recognize a consumer, a family, or a device across different services.

**Student Generated Content:** The term “student-generated content” means materials or content created by a student in the services including, but not limited to, essays, research reports, portfolios, creative writing, music or other audio files, photographs, videos, and account information that enables ongoing ownership of student content.

**Student Data:** Student Data includes any existing data, whether gathered by Researcher or provided by LEA or its users, students, or students’ parents/guardians, for the purpose of the Research Project, that is descriptive of the student. This includes data, including direct or indirect identifiers, that are related to a student including, but not limited to, information in the student’s educational record or email, first and last name, birthdate, home or other physical address, telephone number, email address, or other information allowing physical or online

contact, discipline records, videos, test results, special education data, juvenile dependency records, grades, evaluations, criminal records, medical records, health records, social security numbers, biometric information, disabilities, socioeconomic information, individual purchasing behavior or preferences, food purchases, political affiliations, religious information, text messages, documents, student identifiers, search activity, photos, voice recordings, geolocation information, parents' names, or any other information or identification number that would provide information about a specific student. Student Data includes Metadata. Student Data further includes "personally identifiable information (PII)," as defined in 34 C.F.R. § 99.3 and as defined under any applicable state law. Student Data shall constitute Education Records for the purposes of this Agreement and for the purposes of federal, state, and local laws and regulations. Student Data shall not constitute that information that has been anonymized or de-identified (as de-identification is defined above), or anonymous usage data regarding a student's use of Researcher's services.

**Subprocessor:** For the purposes of this Agreement, the term "Subprocessor" means a party other than LEA or Researcher, who Researcher uses for data collection, analytics, storage, or other service to operate and/or improve its service, and who has access to Student Data.



# Putnam County Board of Education Agenda Request

Name of Person Making Request: Angie Knight

Department: Human Resources

Phone Number of Person Making Request:

Account Funding Code (if appropriate)

Backup included

Backup to follow

Requesting approval of Employer Acceptance between PCSS and TN Department of Labor & Workforce Development, Office of Apprenticeship with TN Department of Education .

Respectfully submitted,

A handwritten signature in cursive script that reads "Angie Knight".

Angie Knight, HR Director  
4/15/24

\_\_\_\_\_  
Signature of Person Making Request

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature of Director of Schools

\_\_\_\_\_  
Date

**received**  
04-15-24  
[Signature]



## **Appendix D**

### **EMPLOYER ACCEPTANCE AGREEMENT**

#### **ADOPTED BY**

#### **Putnam County Schools**

**DEVELOPED IN COOPERATION WITH THE  
TN DEPARTMENT OF LABOR & WORKFORCE DEVELOPMENT, OFFICE OF APPRENTICESHIP**





**APPENDIX D**

**EMPLOYER ACCEPTANCE AGREEMENT**

The foregoing undersigned employer hereby subscribes to the provisions of the Apprenticeship Standards formulated and registered by **Tennessee Department of Education . Putnam County Schools** agrees to carry out the intent and purpose of said Standards and to abide by the rules and decisions of the Program Sponsor established under these Apprenticeship Standards. We have been furnished a true copy of the Standards and have read and understood them and do hereby request certification to train apprentices under the provisions of these Standards, with all attendant rights and benefits thereof, until cancelled voluntarily or revoked by the Program Sponsor or Registration Agency. On-the-job, the apprentice is hereby guaranteed assignment to a skilled and competent journey worker and is guaranteed that the work assigned to the apprentice will be rotated to ensure training in all phases of work.

This form must be signed and returned to **Tennessee Department of Education** no later than the first day of class for the apprenticeship to become effective.

Employer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

Name of School District: Putnam County School District

Address: 1400 East Spring Street

City/State/Zip Code: Cookeville, TN 38506

Phone Number: 931.526.9777

FAX: 931.526.7962

Email: angela.knight@pcsstn.com

RAPIDS Code: **3024CB**

NAICS Code (Optional): 923110

Employer Identification Number (Optional): 62-6000-796

Insert Occupation (s): K-12 Teacher (3024CB) Journey Worker Wage(s): \$15.86

# Apprenticeship TN



Apprentices  will  will not be paid for hours spent attending related instruction classes.

**Wage Progression**

Entry Wage	\$15.00/hour
First Period	\$15.42/hour
Journey Worker Wage	\$15.86/hour

Total Workforce:

Total Workers Employed by the School District: 1844

Total Apprentices to be employed: \_\_\_\_\_ Program Probation will be: 500 hours

Ratio: 1 Apprentices to 1 Journeyworkers/Licensed Teacher

# Apprenticeship TN



Applicants will meet the following minimum qualifications. These qualification standards, and the score required on any standard for admission to the applicant pool, must be directly related to job performance.

An apprentice must be at least # years of age, except where a higher age is required by law, and must be employed to learn an apprenticeable occupation. Please include any additional qualification requirements as appropriate(optional):

- There is an educational requirement of GED or High School Diploma
- There is a physical requirement of \_\_\_\_\_
- The following aptitude test(s) will be administered \_\_\_\_\_
- A valid driver's license is required.
- Other \_\_\_\_\_

\*\*\*\*\*

Reviewed and Approved by:  
TN Department of Education:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_

Office of Apprenticeship

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_

cc: Registration Agency



# Putnam County Board of Education Agenda Request

Name of Person Making Request: Angie Knight

Department: Human Resources

Phone Number of Person Making Request:

Account Funding Code (if appropriate)

Backup included

Backup to follow

Requesting approval of Employer Acceptance between PCSS and TN Department of Labor & Workforce Development, Office of Apprenticeship with Volunteer State Community College.

Respectfully submitted,

A handwritten signature in black ink that reads "Angie Knight".

Angie Knight, HR Director  
4/15/24

---

Signature of Person Making Request Date

A handwritten signature in black ink, appearing to be "SK".

---

Signature of Director of Schools Date

**received**  
04-15-24  
SK



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## **Appendix D**

### **EMPLOYER ACCEPTANCE AGREEMENT**

**ADOPTED BY**

**Putnam County Schools**

**DEVELOPED IN COOPERATION WITH THE  
TN DEPARTMENT OF LABOR & WORKFORCE DEVELOPMENT, OFFICE OF APPRENTICESHIP**

---



**APPENDIX D**

**EMPLOYER ACCEPTANCE AGREEMENT**

The foregoing undersigned employer hereby subscribes to the provisions of the Apprenticeship Standards formulated and registered by **Volunteer State Community College. Putnam County Schools** agrees to carry out the intent and purpose of said Standards and to abide by the rules and decisions of the Program Sponsor established under these Apprenticeship Standards. We have been furnished a true copy of the Standards and have read and understood them and do hereby request certification to train apprentices under the provisions of these Standards, with all attendant rights and benefits thereof, until cancelled voluntarily or revoked by the Program Sponsor or Registration Agency. On-the-job, the apprentice is hereby guaranteed assignment to a skilled and competent journey worker and is guaranteed that the work assigned to the apprentice will be rotated to ensure training in all phases of work.

This form must be signed and returned to **Volunteer State Community College** no later than the first day of class for the apprenticeship to become effective.

Employer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

Name of School District: Putnam County School District  
Address: 1400 East Spring Street \_\_\_\_\_  
City/State/Zip Code: Cookeville, TN 38506 \_\_\_\_\_  
Phone Number: 931.526.9777 \_\_\_\_\_  
FAX: 931.526.7962 \_\_\_\_\_  
Email: \_angela.knight@pcsstn.com \_\_\_\_\_

RAPIDS Code: **0657CB**

NAICS Code (Optional): Click or tap here to enter text.

Employer Identification Number (Optional): 62-6000-796

Insert Occupation (s): Paraprofessional (0657CB) Journey Worker Wage(s): \$15.86



Apprentices  will  will not be paid for hours spent attending related instruction classes.

Wage Progression

Entry Wage	\$15.00/hour
First Period	\$15.42/hour
Journey Worker Wage	\$15.86/hour

Total Workforce:

Total Workers Employed by the School District: 1844\_\_\_\_\_

Total Apprentices to be employed: 10 Program Probation will be: 500 hours

Ratio: 1 Apprentices to 1 Journeyworkers/Licensed Teacher

# Apprenticeship TN



Applicants will meet the following minimum qualifications. These qualification standards, and the score required on any standard for admission to the applicant pool, must be directly related to job performance.

An apprentice must be at least 18 years of age, except where a higher age is required by law, and must be employed to learn an apprenticeable occupation. Please include any additional qualification requirements as appropriate(optional):

- There is an educational requirement of GED or High School Diploma
  - There is a physical requirement of \_\_\_\_\_
- The following aptitude test(s) will be administered Para Pro Test \_\_\_\_\_
- A valid driver's license is required.
- Other \_\_\_\_\_

\*\*\*\*\*

Reviewed and Approved by:  
TN Department of Education:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_

Office of Apprenticeship

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_

cc: Registration Agency



**PCSS Board Agenda Request**

Date: April 9, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into a contract with Richard C Rinks & Associates, Cookeville, TN for an assessment of all roofs older than five years (as outlined in your April 9,2024 letter) at a cost of \$17,000.00 to be paid for from 141-72310-399

received  
04-12-24 *[Signature]*

# RCR&A

## RICHARD C. RINKS & ASSOCIATES, INC.

**Engineering and Architectural Services**

**Building Enclosure Consultants**

**ASCE - NSPE - TSPE - IIBEC - EDI**

30 North Jefferson Avenue - P.O. Box 691 - Cookeville, Tennessee 38503-0691

Telephone 931-528-5543 Patrick@Rinks-Consulting.com Facsimile 931-528-5544

April 9, 2024

Mr. John Magura  
Facilities Maintenance Supervisor  
Putnam County Schools (PCS)  
240 Raider Drive  
Cookeville, Tennessee 38506  
maguraj@pcsstn.com

Dear Mr. Magura:

We offer the following Proposal to observe the schools with roofs older than five years. Based on that criteria and conversation with you, we will look at Algood ES, Algood MS, Avery Trace MS, Burks ES/MS, Capshaw ES, Cookeville HS Fieldhouse, Cornerstone ES, Jere Whitson ES, Monterey HS, Prescott South ES/MS, Sycamore ES, Upperman MS, White Plains Academy, Technology Center, Central Office and Transportation Building.

Based on the observations and staff reports, we will assist PCS in prioritizing and budgeting the roofs for replacement. This will aid PCS obtain funding for future roof replacements.

We will issue a brief Report of our findings in letter form to include representative photos.

Our firm will perform this work for the Lump Sum Fee of Seventeen Thousand Dollars (\$17,000.00).

Should you have any questions concerning this matter, please contact me.

Respectfully submitted,

*Patrick Rinks*

Patrick Rinks, PE  
Principal



## PCSS Board Agenda Request

Date: April 9, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into a contract with Covington Flooring Company, Birmingham, AL for the gym floor repairs (as noted in your April 8, 2024 proposal) at Cookeville High School in the amount of \$17,249.00, to be paid from 141-72620-399 with pricing to be reflective of TIPS Buying Group (TIPS # 23010401)

**received**  
04-12-24 *JK*



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709 First Avenue North Birmingham, AL 35203  
(205)328.2330 Office • (615)969.4080 Cell  
E mail: [eparker@covington.com](mailto:eparker@covington.com) • Web: <http://www.covington.com>

---

## Proposal

Date: April 8, 2024  
Attention: Toby Rippetoe  
Project: Putnam County - Cookeville High School  
Description: Repair to the Gymnasiums #B2300754

TIPS Purchasing Cooperative Contract #23010401 Member #TN991855

---

Covington Flooring proposes to furnish all required labor and materials to perform the following:

Repair Area: Based on 11' x 15' – no repair in the stained area

- Dumpster for Debris
- Replace system (25/32" X 2-1/4" 2nd & btr Northern Hard Maple MFMA) 7/16" shock pad and two layers of plywood
- System to be laced
- Sand the area and apply two coats of water base seal
- Re-stripe and apply the affected game lines noted as follows:
  - One End Border 4' Wide - Red
  - Lettering: "LADY CAVS" – One color – Blue – 3' tall
- Sand repair area
- Apply two coats of Water Based gymnasium finish to the repair area.

Furnished and Installed .... \$17,249.00

This proposal does not include the following:

- Power for equipment
- Additional game lines
- Removal and reinstallation of base or threshold
- Additional repair

Thank you for the opportunity to work with you on this project. If you have any questions or comments, please feel free to contact me at 615-969-4080 or email me at [eparker@covington.com](mailto:eparker@covington.com) .

Respectfully,

*Erica Parker*

Athletic Sales - TN



**PCSS Board Agenda Request**

Date: April 9, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into a contract with Covington Flooring Company, Birmingham, AL for the gym floor repairs (as noted in your April 8, 2024 proposal) at Algood Elementary School in the amount of \$14,487.00, to be paid from 141-72620-399 with pricing to be reflective of TIPS Buying Group (TIPS # 23010401)

**received**  
04-12-24  
sh



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709 First Avenue North Birmingham, AL 35203  
(205)328.2330 Office • (615)969.4080 Cell  
E mail: [eparker@covington.com](mailto:eparker@covington.com) • Web: <http://www.covington.com>

---

## Proposal

Date: April 8, 2024  
Attention: Toby Rippetoe  
Project: Putnam County – Algood Elementary School  
Description: Repair to the Gymnasiums #B2300756

TIPS Purchasing Cooperative Contract #23010401 Member #TN991855

---

Covington Flooring proposes to furnish all required labor and materials to perform the following: *Please note this floor does not have much left and will need replacement.*

Repair Area: Based on 7' x 11' Dumpster for Debris

- Remove the floor system based on 117 sf
- Replace system (1/2" X 2-1/4" 2nd & btr Northern Hard Maple MFMA), aqua bar, 7/16" shock pad and two layers of plywood
- System to be laced
- Sand the area and apply two coats of oil base seal
- Sand repair area
- Apply two coats of oil based gymnasium finish to the repair area.

Furnished and Installed .... \$14,487.00

This proposal does not include the following:

- Game lines: Repair area does not affect lines
- Power for equipment
- Additional game lines
- Removal and reinstallation of base or threshold
- Additional repair

Thank you for the opportunity to work with you on this project. If you have any questions or comments, please feel free to contact me at 615-969-4080 or email me at [eparker@covington.com](mailto:eparker@covington.com) .

Respectfully,

*Erica Parker*

Athletic Sales - TN



## PCSS Board Agenda Request

Date: April 9, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into a contract with Covington Flooring Company, Birmingham, AL for the gym floor repairs (as noted in your April 8, 2024 proposal) at Capshaw Elementary School in the amount of \$13,865.00, to be paid from 141-72620-399 with pricing to be reflective of TIPS Buying Group (TIPS # 23010401)

received  
04-12-24  
JK  
SK



---

709 First Avenue North Birmingham, AL 35203  
(205)328.2330 Office • (615)969.4080 Cell  
E mail: [eparker@covington.com](mailto:eparker@covington.com) • Web: <http://www.covington.com>

---

## Proposal

Date: April 8, 2024  
Attention: Toby Rippetoe  
Project: Putnam County – Capshaw Elementary School  
Description: Repair to the Gymnasiums #B2300758

TIPS Purchasing Cooperative Contract #23010401 Member #TN991855

---

Covington Flooring proposes to furnish all required labor and materials to perform the following: *Please note this floor does not have much left and will need replacement.*

Repair Area: Based on 7' x 11' Dumpster for Debris

- Remove the floor system based on 117 sf
- Replace system (25/32" X 2-1/4" 2nd & btr Northern Hard Maple MFMA) 7/16" shock pad and two layers of plywood
- System to be laced
- Sand the area and apply two coats of oil base seal
- Game lines noted as follows: (Note line in repair area only)
  - Black
  - Red
  - Blue
  - Orange
- Sand repair area
- Apply two coats of oil based gymnasium finish to the repair area.

Furnished and Installed .... \$13,865.00

This proposal does not include the following:

- Power for equipment
- Additional game lines
- Removal and reinstallation of base or threshold
- Additional repair

Thank you for the opportunity to work with you on this project. If you have any questions or comments, please feel free to contact me at 615-969-4080 or email me at [eparker@covington.com](mailto:eparker@covington.com) .

Respectfully,

*Erica Parker*

Athletic Sales - TN



## PCSS Board Agenda Request

Date: April 9, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into a contract with Mechanical Resources Group, Nashville, TN for the scope of work (as outlined in your March 5, 2024 proposal) at Cookeville High School in the amount of \$11,265.63, to be paid from 141-72620-399

**received**  
04-12-24  
JK



# Proposal

## OWNER

Cookeville High School  
1 Cavalier Drive  
Cookeville, Tennessee 38501  
Attn: Tony Simmons

## PROJECT

Cookeville High School  
1 Cavalier Drive  
Cookeville, Tennessee 38501  
Project Name: CHS\_York Chiller-1 Display & Power board replacement

**Mechanical Resource Group is pleased to provide this proposal for your review and approval.**

### Scope of Work:

- Provide and replace the display board, power supply board, and ribbon cable on York Chiller-1.

**Total Price: \$11,265.63**

### Clarifications:

- Any additional deficiencies will be reported in writing.
- MRG does not accept liability for the current defects and or condition.
- All work is quoted using regular working hours (7am – 3:30pm M-F) unless specifically noted.

### **Execution of Agreement**

This Agreement, including the following pages attached hereto, constitutes the entire Agreement, intending to be bound on the date and year stated below.

**MRG: Mechanical Resource Group LLC**

*Shane Heady*

Authorized Signature

Shane Heady

Name (Print / Type)

, sheady@mechanicalresource.com

Phone & Email Address

3/5/2024, P00921

Proposal Date & Number

**Customer: Cookeville High School**

Authorized Signature

Name (Print / Type)

Title

Date & Purchase Order Number



## ***Project Terms and Conditions***

---

The following terms and conditions are incorporated into and a part of the agreement between Contractor and Customer (the "Agreement"):

### **General Terms:**

- This proposal is valid for (30) days.
- MRG will perform the laser alignment on said pieces of equipment. If any pre-existing conditions such as "pipe-strain", or "bolt bound" prohibit a complete laser alignment, MRG will notify customer.
- All proposed costs are complete lump-sum costs. If specific breakout costs are needed, please contact the salesperson as volume discounts have been applied to several line items.
- Any work to be performed outside of the above scope shall be performed only upon the mutual acceptance of a written Change Order from the Purchaser or designated agent.
- Purchaser shall pay MRG for equipment and material items delivered to and held by MRG either on or off the project site pending construction progress; and Purchaser shall have the right to inspect such stored items, but such inspection shall not delay prompt payment to MRG for said items.
- MRG shall not be held responsible or liable for any loss, damage, detention, or delay caused by accidents, defective materials, casualties, strikes, lockouts, or by any other cause which is unavoidable or beyond MRG's exclusive control.
- This agreement does not include responsibility for design of the system, obsolescence, electrical power failures, low voltage, burned-out main or branch fuses, low water pressure, water chemical treatment, vandalism, misuse, or abuse of the system by others (including the customer).
- We will warranty all material and workmanship to be free of defects for a period of 90 days after the completion of work. We reserve the right to perform all warranty work during normal business hours.
- The Purchaser shall assume risk of loss or damage to equipment and/or material furnished by MRG on the date that such items are set in place and connected to the owner's system, and the Purchaser shall cause MRG to be added as a named insured on such insurance policy until final acceptance and final payment by Purchaser.
- Price is based on crew completing all work in one mobilization. Additional mobilizations will be charged accordingly.

### **Payment Terms:**

- Projects with upfront material costs:
  - 20% of job invoice upfront.
  - 100% of job invoiced upon completion.
- T&M and labor only projects will be invoiced 100% upon completion.
- All credit card payments may be subject to a 3% surcharge.
- All payment terms are NET 30 days upon receipt. Overdue payments are subject to a 1.5% financing fee.



# Putnam County Board of Education Agenda Request

Name of Person Making Request: Candice Waites

Department: Finance

Date: April 5, 2024

Re: Credit card limit request for Jaclyn Vester

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

Agenda item for May 2, 2024 Board meeting.

Consider approval to issue a school board credit card from First Horizon to Jaclyn Vester for the purpose of securing hotel rooms, conferences and other CTSO events in the amount of \$5,000.

**received**  
04-05-24  
*[Signature]*



PCSS Board Agenda Request

Date: April 1, 2023

Department: Future Ready VITAL-Teaching and Learning

Person Submitting: Sam Brooks

Account Number (if appropriate) 141-E-71100-399-01501 at \$1,800.00 per district account

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to enter into a Pilot agreement with Magic School AI, 4845 Pearl East Circle Ste 118 PMB, Boulder, CO. for the remainder (until July 1) of the 2023-2024 school year to be paid from VITAL: 141-71100-399-01501 (\$1,800 - District Use).

**received**  
04-02-24  
*[Signature]*

received



## ORDER FORM

**Order:** This Order Form is subject to the MagicSchool Terms of Service terms at <https://www.magicschool.ai/privacy-security/terms-of-service> incorporated by reference, unless the parties have signed another written agreement governing this order form (as applicable, the "Contract"). In the event of a conflict between the provisions of this Order Form and those of the Contract, the provisions of this Order Form will govern.

**Term:** The term of this Contract will commence upon countersignature (the Contract Effective Date) and shall have an initial "Pilot" term encompassing the period between the commencement date until 7/1/2024. Thereafter, this Order Form will automatically renew for subsequent twelve (12) months periods at the renewal rate set forth in the Fee Schedule below unless either party provides notice of non-renewal to the other party at least sixty (60) days prior to the end of the then current period.

**Fee Schedule:**

Service	Students	Sales Price	Total Price	Invoice Date
Pilot Period (through 7/1/2024)		\$2000	\$1800 with 10%	
Tax				
<b>Pilot Total</b>	-	-	<b>\$1800 USD</b>	Upon Signature
Platform Fee		\$2000	\$0	Waived for 2024
MagicSchool Enterprise	11500	\$3 per student = \$34500	\$31050 with 10%	
Tax				
<b>Renewal Total</b>	-	-	<b>\$31050 USD</b>	07/01/2024

**Key Contacts:**

**School Admin Contact** (e.g. Principal, Director of Instructional Tech, CTO, etc.)

Name: Sam Brooks

Email: brookss4@pcsstn.com

**Billing Contact** (Who should we send invoices to?)

Name: Sam Brooks

Email: brookss4@pcsstn.com

**PO Number or Invoicing Submission Requirements:** \_\_\_\_\_

**Additional Terms and Conditions:**

**Precedence of Special Terms.** Notwithstanding any other provision in this Agreement, including but not limited to the Order Form, General Terms and Conditions, and Privacy Policy, in the event of any conflict or inconsistency, the terms and conditions set forth in the "Special Terms" section of this Agreement shall prevail. The Special Terms are hereby incorporated by reference and shall supersede any conflicting or inconsistent terms to the extent of such conflict or inconsistency.

**Special Terms:**

Platform fee will be waived for 2024  
10% discount for the 2024-2025 school year.

**Payment.** Unless specified otherwise in the Contract, all Fees are due in advance within thirty days after delivery of the invoice by email to the billing contact above.

**Delinquent Payments.** Customer will be responsible for all reasonable expenses (including attorneys' fees) incurred by MagicSchool in collecting undisputed delinquent amounts.

**Taxes.** Customer is responsible for any Taxes, and Customer will pay MagicSchool for the Services without any reduction for Taxes. If MagicSchool is obligated to collect or pay Taxes, the Taxes will be invoiced to Customer, unless Customer provides MagicSchool with a valid tax exemption certificate authorized by the appropriate taxing authority. If Customer is required by law to withhold any Taxes from its payments to MagicSchool, Customer must provide MagicSchool with an official tax receipt or other appropriate documentation to support such payments.

**User Accounts and Customer Administration of the Services.**

Customer will not exceed the number of authorized User accounts specified above. User accounts may not be shared or otherwise used on a concurrent user basis, and may not be used by more than one (1) named individual per account, provided, however, the Customer may reassign an account when the named individual no longer works for the Customer or otherwise no longer needs access.

Customer will specify one or more Administrators ("Admin" or "Admins") as mutually agreed who are responsible for the provisioning of End User Accounts authorized and authenticated by the Customer, and who are authorized to contact MagicSchool's designated support representative.

**Confidential Information.**

Each party will: (a) protect the other party's Confidential Information with the same standard of care it uses to protect its own Confidential Information; and (b) not disclose the Confidential Information, except to Affiliates, employees, independent contractors and agents who need to know it and who have agreed in writing to keep it confidential. Each party (and any Affiliates, employees and agents to whom it has disclosed Confidential Information) may use Confidential Information only to exercise rights and fulfill its obligations under this Agreement. Each party is responsible for any actions of its Affiliates, employees and agents in violation of this Section.

Confidential Information does not include information that: (a) the recipient of the Confidential Information already knew; (b) becomes public through no fault of the recipient; (c) was independently developed by the recipient; or (d) was rightfully given to the recipient by another party.

**Customer Name and Logo Use.** During the Term, MagicSchool may include Customer's name and logo in MagicSchool's standard marketing materials and customer lists. MagicSchool agrees to follow any usage or brand guidelines provided by Customer when using Customer's name and logo for such purposes.

**Notices.** Unless specified otherwise herein: (a) all notices must be in writing and addressed to the attention of the other party's legal department or primary point of contact; and (b) notice will be deemed given: (i) when verified by written receipt if sent by personal courier, overnight courier, or when received if sent by mail without verification of receipt; or (ii) when verified by automated receipt or electronic logs if sent by facsimile or email.

**Entire Agreement.** This Order Form and the Contract, and all documents referenced herein, is the parties' entire agreement relating to its subject and supersedes any prior or contemporaneous agreements on that subject. Any different or additional terms or conditions stated on purchase orders or otherwise by either party are rejected and void.

**Miscellaneous.** Neither party will be liable for inadequate performance to the extent caused by a condition (for example, natural disaster, act of war or terrorism, riot, labor condition, governmental action, and Internet disturbance) that was beyond the party's reasonable control. The parties are independent contractors, and this Contract does not create an agency, partnership or joint venture. Neither party may assign this Contract, provided that MagicSchool may assign this Contract to a successor-in-interest in a merger, acquisition, corporate reorganization, or sale of substantially all its assets.



BY SIGNING BELOW, EACH PARTY REPRESENTS IT HAS READ AND AGREES TO BE BOUND BY THIS ORDER FORM AND THE LICENSE AGREEMENT, WHICH IS INCORPORATED HEREIN BY REFERENCE. THIS ORDER FORM AGREEMENT MAY BE EXECUTED IN ONE OR MORE COUNTERPARTS, EACH OF WHICH WILL BE DEEMED AN ORIGINAL AND ALL OF WHICH TOGETHER WILL CONSTITUTE ONE AND THE SAME INSTRUMENT.

\_\_\_\_\_  
Signature  
School or District Representative

Sam Brooks

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

\_\_\_\_\_  
Adeel Khan  
CEO, MagicSchool, Inc.

\_\_\_\_\_  
Date





GOVERNMENT CERTIFICATE OF EXEMPTION

TO: Vendor's Name: **Magic School Enterprise**  
Vendor's Address: **4845 Pearl East Circle Ste 118 PMB  
Boulder, CO. 80301-6112**

The undersigned hereby certifies that the purchases of tangible personal property or services being made on this certificate of exemption are being made by the State of Tennessee, or a county or municipality within the State of Tennessee, or the Federal Government, or an agency thereof and are for the use of the government or agency.

The undersigned further certifies that the said government or agency is making the purchase direct from the above named vendor, will obtain title or has title to the property immediately when it is delivered, and will use public funds to pay directly to the above named vendor for the tangible personal property or services obtained upon this certificate of exemption.

Name of government or agency **Putnam County Board of Education 265006951**

Date:

**Signed: Sam Brooks** \_\_\_\_\_

**Title: Future Ready Supervisor**





Reid, Sharon <reids2@pcsstn.com>

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## Pilot agreement with Magic School AI

1 message

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Reid, Sharon <reids2@pcsstn.com>

Wed, Apr 3, 2024 at 8:30 AM

To: Sam Brooks <brookss4@pcsstn.com>

Sam,

Corby wants you to come by the office the next time you are here and talk to him about the May Agenda item to approve a Pilot agreement with Magic School AI.

--

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





# Putnam County Board of Education Agenda Request

Name of Person Making Request: Judy Schinbeckler

Department: Educator Support

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

Account Funding Code (if appropriate)

Backup included

Backup to follow

Consider approval of the following for the May 2, 2024 BOE meeting:

Renewal of the Student Teaching Affiliation Agreement between  
Freed-Hardeman University and the Putnam County School System  
effective July 1, 2023 to June 30, 2024.

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

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

\_\_\_\_\_  
Signature of School Board Chairperson Date

**received**  
04-03-24  
[Signature]



**Memoranda of Understanding Between Freed-Hardeman University College of Education and Behavioral Sciences and Cooperating Schools for Student Teachers, School Counselors in Training, and Field Experience Candidates**

This is an agreement concerning the placement of student teachers, field experience candidates, counselors-in-training, job-embedded, and permit students between the College of Education and Behavioral Sciences at Freed-Hardeman University (UNIVERSITY) and Putnam County School System (DISTRICT).

WHEREAS, the UNIVERSITY provides educational programs that include opportunities for provisional primary and secondary teacher certification and school counseling licensure in the State of Tennessee; and

WHEREAS, Student teachers, field experience candidates, counselors-in-training, job-embedded, and permit students from the UNIVERSITY must complete field experiences and a clinical placement program; and

WHEREAS, the DISTRICT recognizes the importance of providing student teaching, practicum teaching, job-embedded, and permit opportunities to emerging educators as well as practicums and internships to emerging school counseling candidates and the benefits received for its teachers and counselors being able to mentor such candidates; and

WHEREAS, the DISTRICT desires to provide clinical, practicum, student teaching, job-embedded, and permit experiences.

NOW THEREFORE, in consideration of the mutual obligations and benefits set forth in this Agreement, the parties agree to the following:

1. Student teachers and counseling candidates will be selected for student teaching, field experiences, and clinical experiences as follows:
  - A. Student teachers and counseling candidates must have met all UNIVERSITY and State of Tennessee eligibility requirements to engage in clinical experiences, student teaching, or pre-teaching experiences.
2. Student placement procedures will be as follows:
  - A. The UNIVERSITY representative will submit all requests for student

teacher and counseling placements in the DISTRICT to the superintendent or the superintendent's designee.

1. This includes placement for observation, pre-teaching, practicums, and any student teaching or internship experiences.
  2. The duration of these experiences will be verified in the letter to the designee.
- B. All requests for any placement will be submitted by the UNIVERSITY to the DISTRICT in writing.
- a. Field experience student requests (all clinical experiences prior to full-day student teaching or counseling internship) will be submitted by email.
  - b. Student teacher (full-day experience) requests will be submitted on the *Student Teacher Placement Request* form.
  - c. Counseling practicum requests will be submitted by email request or on the *Counseling Practicum Placement Request* form.
- C. The DISTRICT designee will notify UNIVERSITY of requests that can be accepted during the semester.
- D. The DISTRICT designee shall coordinate the UNIVERSITY requests for student teacher and counseling candidates' placements to determine if placements are possible in the subject areas requested.
- E. The DISTRICT shall ensure that assignments are made with the approval of the cooperating staff member and the principal.
- F. When a student teacher or counseling candidate placement is confirmed, the DISTRICT designee will send a confirmation letter to the UNIVERSITY representative.
- G. The UNIVERSITY will send a copy of the Candidate's resume and a complete description of the placement to the principal and cooperating teacher or counselor.
- H. When the UNIVERSITY receives the confirmation letter, the UNIVERSITY will inform the student teacher or counseling candidate of the placement.
3. The DISTRICT will select job-embedded candidates and complete the provided Intent to Hire form with the following information on DISTRICT letterhead. The DISTRICT will submit this information to the UNIVERSITY Licensure Officer ([jjackson@fhu.edu](mailto:jjackson@fhu.edu)).
- A. The required information on DISTRICT letterhead shall include: the Name of the School, the Principal, the grade and/or subject of the job offer, and the names of the two mentors assigned to this candidate with their license numbers.
  - B. The candidate will create a TN Compass account and upload the necessary documents. The candidate will enroll each semester at the UNIVERSITY. The UNIVERSITY will identify candidates who do not maintain continuous enrollment as off-track in TNCompass.

4. Permit Candidates must first request and receive an enrollment verification letter from UNIVERSITY Registrar to be determined by DISTRICT as a Permit teacher. The DISTRICT is responsible for applying for Permit status via TNCompass.
  
5. The DISTRICT and the UNIVERSITY will select cooperating teachers using the following requirements:
  - A. Selection of cooperating/mentoring counselors is the responsibility of the superintendent's designee and the UNIVERSITY's representative.
  - B. The minimum requirements for cooperating teachers are:
    1. The cooperating teacher and/or assigned mentors will have four or more years of successful teaching experience, be highly qualified, and hold a professional teaching license from Tennessee and the proper endorsements for the current supervisory assignment. (In extreme situations, the EPP will allow three years of successful teaching experience)
    2. The cooperating teacher and/or assigned mentors will be a level 4 or 5 teacher.
    3. The cooperating teacher and/or assigned mentors will hold a conferred degree in Education for the endorsement area they are serving.
    4. The cooperating teacher and/or assigned mentors will be highly qualified and experienced at the appropriate level and in the specific content area.
    5. The school principal will recommend cooperating teachers.
  - B. Cooperating teachers and/or assigned mentors are responsible for their classrooms and will always exemplify professional behavior in the mentoring relationship.
  - C. Student teachers will complete a satisfaction survey regarding their experiences in the cooperating teachers' classroom.
  
6. The DISTRICT and the UNIVERSITY will select cooperating/mentoring counselors (to supervise school counseling field experience or job-embedded placements) using the following requirements:
  - A. Selection of cooperating/mentoring counselors is the responsibility of the superintendent's designee and the UNIVERSITY representative.
  - B. The minimum requirements for cooperating/mentoring counselors are:
    1. The cooperating/mentoring counselors will have two or more years of successful school counseling experience, be highly qualified, and hold a school counseling license from the state of Tennessee and the proper endorsements for the current supervisory assignment.
    2. The cooperating/mentoring counselors will hold a master's degree.
    3. The cooperating/mentoring counselors will have training in supervision (a minimum of 2 clock hours of training; the EPP can provide low-cost

- options upon request to meet this requirement).
4. The cooperating/mentoring counselors will be highly qualified and experienced at the appropriate level and in the counseling area.
  5. The school principal may recommend cooperating/mentoring counselors.
- C. Cooperating/mentoring counselors are responsible for the counseling duties at the DISTRICT and will exemplify professional behavior at all times in the mentoring relationship.
  - D. Students will complete a satisfaction survey regarding their experiences in the cooperating teachers' classroom.
7. While on DISTRICT premises, the student teacher or counseling candidate will be under the direct supervision of the DISTRICT and will be subject to the policies of the DISTRICT.
- A. The DISTRICT shall provide student teachers and/or counseling candidates with an orientation to the DISTRICT, including its procedures, programs, activities, rules, and, where applicable, its customs and traditions.
  - B. Student teachers may not conduct unsupervised classes.
  - C. Student teachers may not be used as substitute teachers.
  - D. Student teachers may not prepare and/or issue student evaluations unless reviewed and approved by the cooperating teacher.
  - E. Student teachers should observe the same conditions of employment as regular teachers; however, they may not represent themselves as a DISTRICT employee.
  - F. Student teachers must use appropriate channels established by the DISTRICT for contacting parents or other members of the community. Student teachers may only confer/consult with parents about their children with supervision.
  - G. Student teachers may not lead field trips or conduct student activities unless the activities are directly related to competencies in the student's academic discipline.
  - H. Job-embedded and permit candidates are hired by the DISTRICT and considered DISTRICT employees.
8. Job-embedded and permit candidates are hired by the DISTRICT and are considered employees of the DISTRICT.
- A. The following documentation for the job-embedded license must be submitted to the UNIVERSITY by the candidate prior to the UNIVERSITY submitting the request to TNCompass:
    1. Acceptance to the UNIVERSITY's EPP; confirmation of registration for the current semester and remaining enrolled until all licensure requirements have been met in the student's Program of Study and the required assessments for the endorsement area being pursued.
    2. Completion of the UNIVERSITY *Intent to Hire* form by the DISTRICT.

3. Completion of the Application and Personal Affirmation.
  4. Completion of the *Experience Verification* form by the DISTRICT.
  5. Documentation of a request for all official transcripts to be sent to [educator.licensure@tn.gov](mailto:educator.licensure@tn.gov).
  6. Completion of the Tennessee Literacy Success Act Training.
  7. Submission of the following information on DISTRICT letterhead: Name of school, principal, grade, and/or subject of the position, and the names of the two mentors assigned to the student and their license numbers.
  8. Submission of the signed *Job-Embedded Teacher Licensure Agreement* form.
  9. Submission of passing the Content Praxis or qualifying content major or degree, depending on the endorsement requirement.
  10. Submission of a qualifying GPA of 2.75 or a GPA of 3.0 over the last 60 hours.
- B. Once the candidate's eligibility has been determined, the UNIVERSITY will submit the licensure request to TNCompass for review and/or approval by the Office of Educator Licensure and Preparation.
- C. Questions regarding the job-embedded pathway may be directed to Jill Jackson at [jjackson@fhu.edu](mailto:jjackson@fhu.edu).
9. The UNIVERSITY is obligated to comply with all licensure requirements established by the Tennessee Department of Education (TDOE). The TDOE may change licensure requirements as directed by the appropriate oversight commission at any given time. The UNIVERSITY will make appropriate modifications to the curriculum based on the directives received by the TDOE. Thus, the course of study is subject to change at any time during the academic year.
  10. The DISTRICT is responsible for permits. The UNIVERSITY can provide an enrollment verification letter upon request.
  11. The UNIVERSITY representative will coordinate on-site visits to meet with the student teachers, supervising teachers, and observe classrooms where student teachers are assigned.
  12. The UNIVERSITY will confer periodically with the DISTRICT's cooperating teachers and principals concerning the student teachers' progress and evaluation.
  13. The UNIVERSITY representative will provide the student teaching handbook to prepare the cooperating teachers for their role and provide support throughout the placement.
  14. While participating in the clinical experiences, all candidates will be subject to applicable policies of the DISTRICT and the UNIVERSITY. When an issue involving a candidate occurs, the school principal may notify the superintendent or superintendent's designee to discuss the concern. The UNIVERSITY's representative shall be informed of the issue by the superintendent, superintendent's designee, or the principal and included in any decision involving moving, transferring, or terminating a candidate's placement. The DISTRICT may immediately remove any candidate who poses an immediate threat or danger.

15. When the DISTRICT designee requests, the UNIVERSITY representative will submit electronic copies of all reports, papers, and/or projects based on the placement in the DISTRICT.

16. Miscellaneous Terms

- A. The UNIVERSITY assures diversity in student teaching, practicum, and field experience placements by ensuring that candidates are placed in a variety of settings.
- B. Consideration for this Agreement shall consist of the mutual promises herein.
- C. The UNIVERSITY may directly grant monetary compensation to the cooperating teacher or mentor counselor at the conclusion of each placement. The UNIVERSITY will only grant monetary compensation for student teacher and counseling practicum and internship mentors. The DISTRICT will have no responsibility or role in the UNIVERSITY'S decision and process of granting such monetary compensation.
- D. The UNIVERSITY shall be responsible for complying with all requirements of Tennessee Board of Education Rule 0520-02-.04 and all applicable Tennessee Board of Education policies to receive approval to serve as an Educator Preparation Provider (EPP).
- E. The UNIVERSITY hereby acknowledges that it is aware of the provision of Tennessee Code Annotated §49-5-413 requiring the background check and fingerprinting of anyone that works on DISTRICT grounds at any time when students are present and prohibiting any person with a history of the criminal offenses cited in the statute from working on a DISTRICT campus during such times. The UNIVERSITY hereby certifies that it has, and will, at all times during the performance of the clinical experience, comply with the provisions of this statute and will provide to the DISTRICT proof of its compliance with this provision. Each candidate will be required to obtain a current TBI background check through the UNIVERSITY, and this background check will be kept on file. A default by the UNIVERSITY of the requirements of this Section shall automatically be grounds for termination of this Agreement.
- F. The DISTRICT and the UNIVERSITY agree to comply with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Genetic Information Nondiscrimination Act (GINA) of 2008, and Section 504 of the Rehabilitation Act of 1973, Executive Order 11,246, the Americans with Disabilities Act of 1990, and the related regulations to each, subject to applicable exemptions and constitutional protections. The DISTRICT and the UNIVERSITY represent that they will not unlawfully discriminate against any individual, including, but not limited to, employees or applicants for employment and/or students, because of race, religion, creed, color, sex, age, disability, veteran status or national origin.
- G. It is understood that, as a part of this Agreement, the DISTRICT may disclose to the UNIVERSITY confidential and proprietary information relating to DISTRICT's

student information and records and that the information therein should remain confidential and in compliance with the provisions of the Family Educational Rights and Privacy Act ("FERPA") and Individuals with Disabilities Education Act (IDEA) (20 U.S.C. §01232g; 34 CFR Part 99). Accordingly, the UNIVERSITY agrees that all UNIVERSITY students and persons employed by the UNIVERSITY will keep confidential all such information relating to the DISTRICT's students. The UNIVERSITY shall not communicate said information in any form to any third party without the DISTRICT's prior written consent. Upon termination of this Agreement, the UNIVERSITY's employees will: (i) continue to hold all such information in strictest confidence, and (ii) promptly return to the DISTRICT any confidential information and documents belonging to the DISTRICT, including any copies, extracts, summaries and/or statements of such confidential information that may have been made.

- H. This Agreement shall not be interpreted as creating an agency or employment relationship between the parties.
- I. It is expressly agreed that the DISTRICT will not assume liability for any injury (including death) to any persons or damage to any property arising from the acts or omissions of the UNIVERSITY or any of its agents, students, or staff. Additionally, to the maximum extent allowed by applicable law, the UNIVERSITY shall be responsible for personal injury or property damage or loss that results from the acts and omissions, including negligence, of its agents, staff, or others for whom it is legally responsible.
- J. If requested, the UNIVERSITY representative will provide written evidence of professional liability insurance coverage for students participating in the clinical experience. The UNIVERSITY's director of field experience will have this information on file. The minimum amount of coverage per individual shall be \$1,000,000.00. The coverage shall extend through the term of the student's participation in activities associated with this agreement. If requested, evidence of satisfactory insurance coverage shall be provided to the DISTRICT prior to the commencement of the services hereunder. If the DISTRICT requests, the UNIVERSITY will provide one copy of a properly endorsed insurance certificate issued by a company authorized to write insurance in Tennessee. This certificate shall indicate that the contractual liability coverage is enforced.
- K. Either party shall have the right to terminate this Agreement at any time and without cause by giving the other party ninety (90) days advance notice of termination in writing. Once termination notice is given, it shall become effective at the conclusion of the semester in which notice is given. Placements will continue through the end of the semester in which notice is given.
- L. All notices and other communications permitted or required under or in connection with this Agreement shall be in writing. Notices shall be delivered by U.S. Mail to the appropriate party at the following address:

If to UNIVERSITY:

Name: Beverly Ivy  
Title: Director Field Experiences  
Street: 158 E Main  
City: Henderson  
State: TN  
Zip: 38340  
Email Address: bivy@fhu.edu

If to the DISTRICT:

Name: Putnam County School System, Judy Schinbeckler  
Title: Educator Support Supervisor  
Street: 1400 East Spring Street  
City: Cookeville, TN  
State: TN  
Zip: 38506  
Email Address: schinbecklerj@pcsstn.com

This Memoranda of Understanding is valid from the last date noted below until July 31, 2025.

\_\_\_\_\_  
*Superintendent or Superintendent's Designee*

\_\_\_\_\_  
*Date*

  
\_\_\_\_\_  
*Director of Field Experience*  
Freed-Hardeman University

3-29-2024  
*Date*

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## Fwd: Updated MOU Agreement - Putnam County Schools

1 message

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**Knight, Angela** <angela.knight@pcsstn.com>  
To: Judy Schinbeckler <schinbecklej@pcsstn.com>

Wed, Apr 3, 2024 at 9:26 AM

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

From: **Micah Turner** <mturner@fhu.edu>  
Date: Mon, Apr 1, 2024 at 8:38 AM  
Subject: Updated MOU Agreement - Putnam County Schools  
To: <Angela.Knight@pcsstn.com>  
Cc: Beverly Ivy <bivy@fhu.edu>, Jill Jackson <jjackson@fhu.edu>

Hello,

Please see the updated MOU agreement for the 2024-2025 school year. If possible, please "**reply all**" and return the form to us by **May 1st**. If you have any questions or concerns, we will be happy to help you with those. We look forward to our partnership with you!

**Freed-Hardeman University**

--  
Angie Knight  
HR Director  
Putnam County Schools  
1400 E. Spring Street  
Cookeville, TN 38506  
angela.knight@pcsstn.com  
931-526-9777  
931-526-7962 (fax)



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 **Putnam Co 24-25.pdf**  
271K



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

Date \_\_\_\_\_ 5/2/24  
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 the Quarterly Reports for quarter ending 3/31/24 for the following funds:

- 141 General Purpose Schools
- 142 Federal Projects
- 143 Central Cafeteria
- 146 Extended School Program

received  
04-19-24  
*SM*

**PUTNAM COUNTY BOARD OF EDUCATION  
FUND 141 - GENERAL PURPOSE SCHOOL FUND  
BUDGET TO ACTUAL QUARTERLY REPORT AS OF MARCH 2024**

	2023-2024 Budget	Actual Jul-Sept 2023	Actual Oct-Dec 2023	Actual Jan-Mar 2024	Actual Apr-Jun 2024	Total Year to Date
<b>Revenues:</b>						
40000 Local Revenue	37,500,914	3,108,711	13,491,123	14,936,547	-	31,536,381
41000 Licenses and Permits	6,000	1,435	2,081	1,017	-	4,532
43000 Charges for Current Services	289,000	51,851	81,797	83,918	-	217,567
44000 Other Local Revenue	23,800	25,066	10,652	35,584	-	71,302
46000 State of Tennessee	83,862,504	15,239,402	25,060,828	24,944,194	-	65,244,424
47000 Federal Thru State	680,468	(257,844)	323,803	275,522	-	341,481
48000 Donations/Other	123,300	48,704	96,912	127,722	-	273,337
49000 Other Sources	1,082,035	145,241	263,716	279,717	-	688,674
<b>TOTAL</b>	<b>123,568,022</b>	<b>18,362,565</b>	<b>39,330,912</b>	<b>40,684,220</b>	<b>-</b>	<b>98,377,698</b>
<b>Encumbrances / Expenditures:</b>						
71100 Regular Education	54,479,082	10,968,952	13,063,846	13,266,704	-	37,299,502
71150 Alternative Education	946,577	167,745	225,176	234,167	-	627,088
71200 Special Education	12,303,752	2,053,931	3,012,725	3,244,778	-	8,311,433
71300 Vocational Education	6,444,313	723,615	926,821	923,104	-	2,573,541
71600 Adult Education	782,199	98,477	142,661	150,135	-	391,273
72110 Attendance	392,913	179,162	69,525	74,428	-	323,115
72120 Health Services	1,725,516	291,224	397,717	406,837	-	1,095,777
72130 Other Student Services	4,193,083	581,894	905,524	929,760	-	2,417,178
72210 Regular Ed. Support	3,988,498	757,393	893,676	1,027,560	-	2,678,629
72215 Alternative Ed. Support	164,664	27,576	44,962	66,548	-	139,087
72220 Special Ed. Support	2,068,995	416,739	477,432	547,329	-	1,441,500
72230 Vocational Ed. Support	137,204	38,439	36,898	33,701	-	109,037
72250 Technology	1,921,308	323,864	783,015	417,185	-	1,524,065
72260 Adult Ed. Support	181,666	43,557	47,813	45,872	-	137,242
72310 Board of Education	2,154,783	861,352	406,931	449,316	-	1,717,599
72320 Office of the Director	183,170	42,672	49,388	47,316	-	139,376
72410 Office of Principal	8,012,747	1,487,342	2,166,923	2,061,183	-	5,715,448
72510 Fiscal Services	1,147,301	351,875	255,069	277,679	-	884,623
72520 Human Services/Personnel	307,625	85,806	74,439	75,086	-	235,331
72610 Operation of Plant	9,190,666	2,187,260	1,920,274	1,916,392	-	6,023,927
72620 Maintenance of Plant	4,977,786	819,943	698,119	729,592	-	2,247,654
72710 Transportation	5,247,841	1,026,276	1,145,034	1,132,311	-	3,303,621
73100 Food Services	686,387	139,633	151,208	213,940	-	504,781
73300 Community Services	800,389	73,765	216,482	194,048	-	484,295
73400 Early Childhood Education	2,079,194	398,315	519,820	547,378	-	1,465,513
76100 Regular Capital Outlay	394,676	17,629	244,725	49,985	-	312,338
99100 Operating Transfers	-	28,589	(1,755)	(13,659)	-	13,175
<b>TOTAL</b>	<b>124,912,335</b>	<b>24,193,024</b>	<b>28,874,449</b>	<b>29,048,674</b>	<b>-</b>	<b>82,116,147</b>

**PUTNAM COUNTY BOARD OF EDUCATION  
FUND 142 - SCHOOL FEDERAL PROJECTS FUND  
BUDGET TO ACTUAL QUARTERLY REPORT AS OF MARCH 2024**

	2023-2024 Budget	Actual Jul-Sept 2023	Actual Oct-Dec 2023	Actual Jan-Mar 2024	Actual Apr-Jun 2024	Total Year to Date
<b>Revenues:</b>						
46000 State of Tennessee	-	-	-	-	-	-
47000 Federal Thru State	19,506,896	4,240,459	5,017,114	3,851,588	-	13,109,161
49000 Other Sources	395,700	89,833	92,909	79,428	-	262,170
<b>TOTAL</b>	<b>19,902,596</b>	<b>4,330,292</b>	<b>5,110,024</b>	<b>3,931,016</b>	<b>-</b>	<b>13,371,332</b>
<b>Encumbrances / Expenditures:</b>						
71100 Regular Instruction Program	6,221,500	1,213,710	1,410,436	1,222,501	-	3,846,647
71200 Special Education Program	3,077,233	574,281	741,191	727,186	-	2,042,658
71300 Vocational Education Program	313,698	117,760	130,114	28,746	-	276,619
72120 Health Services	2,000	-	200	74	-	274
72130 Other Student Support	337,596	47,936	94,281	77,681	-	219,899
72210 Regular Instruction Program	3,055,991	496,781	757,182	605,699	-	1,859,662
72220 Special Education Program	366,271	64,364	78,466	83,173	-	226,003
72250 Technology	77,762	366	-	54,124	-	54,490
72710 Transportation	13,200	1,119	1,563	1,563	-	4,244
73300 Community Services	280,000	22,073	61,147	52,413	-	135,634
76100 Regular Capital Outlay	5,567,238	76,735	-	-	-	1,155,582
99100 Operating Transfers	590,107	113,721	154,569	152,174	-	420,464
<b>TOTAL</b>	<b>19,902,596</b>	<b>2,728,845</b>	<b>3,429,149</b>	<b>3,005,335</b>	<b>-</b>	<b>10,242,177</b>

**PUTNAM COUNTY BOARD OF EDUCATION  
FUND 143 - CENTRAL CAFETERIA FUND  
BUDGET TO ACTUAL QUARTERLY REPORT AS OF MARCH 2024**

	2023-2024 Budget	Actual Jul-Sept 2023	Actual Oct-Dec 2023	Actual Jan-Mar 2024	Actual Apr-Jun 2024	Total Year to Date
<b>Revenues:</b>						
43000 Charges for Current Services	1,375,000	229,157	484,555	392,557	-	1,106,269
46500 State of Tennessee	66,000	-	104,689	111,052	-	215,741
47100 Federal Thru State	7,181,100	791	1,869,562	2,506,363	-	4,376,716
<b>TOTAL</b>	<b>8,622,100</b>	<b>229,948</b>	<b>2,458,806</b>	<b>3,009,972</b>	<b>-</b>	<b>5,698,726</b>
<b>Encumbrances / Expenditures:</b>						
73100 Food Services	7,907,100	1,870,994	2,271,271	2,213,805	-	6,356,070
99100 Operating Transfers	715,000	127,241	196,168	206,971	-	530,380
<b>TOTAL</b>	<b>8,622,100</b>	<b>1,998,235</b>	<b>2,467,439</b>	<b>2,420,776</b>	<b>-</b>	<b>6,886,450</b>

**PUTNAM COUNTY BOARD OF EDUCATION  
FUND 146 - EXTENDED SCHOOL PROGRAM FUND  
BUDGET TO ACTUAL QUARTERLY REPORT AS OF MARCH 2024**

	2023-2024 Budget	Actual Jul-Sept 2023	Actual Oct-Dec 2023	Actual Jan-Mar 2024	Actual Apr-Jun 2024	Total Year to Date
<b>Revenues:</b>						
43000 Charges for Current Services	1,686,310	372,508	363,112	434,914	-	1,170,534
TOTAL	1,686,310	372,508	363,112	434,914	-	1,170,534
<b>Encumbrances / Expenditures:</b>						
73300 Community Services	1,686,310	353,717	415,644	434,914	-	1,204,275
TOTAL	1,686,310	353,717	415,644	434,914	-	1,204,275



Board Agenda Request  
For May 2, 2024 Meeting

Date 4/18/24

Department CTE

Person Submitting Jaclyn Vester

Account Number (if appropriate) N/A

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Approval of the Dual Enrollment Agreement between Tennessee College of Applied Technology (TCAT) - Livingston, Tennessee and Putnam County School System to establish the terms and conditions for the 2024-2025 school year. Once approved, a docusign will follow to Ms. Cravens and Mr. King.

**received**  
04-15-24

***INSTRUCTIONS FOR USING THIS FORM: LANGUAGE IN RED MAY BE EDITED BY INSTITUTION. LANGUAGE IN BLACK SHOULD NOT BE EDITED WITHOUT TALKING TO THE OFFICE OF GENERAL COUNSEL***

**Dual Enrollment Agreement for Tennessee Colleges of Applied Technology  
Between  
Tennessee College of Applied Technology Livingston  
and  
Putnam County School System (Cookeville High School, Monterey High  
School Upperman High School)**

This Dual Enrollment Agreement (“Agreement”), by and between Tennessee College of Applied Technology Livingston (“Institution”) and Putnam County School System (Cookeville High School, Monterey High School, Upperman High School (“High School”), is for the purpose of 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 further defined herein.

**OVERVIEW**

In accordance with the guidelines and policies set forth by the Tennessee Higher Education Commission and Tennessee Board of Regents (“TBR”) Policy 2:03:00:01, and the procedures established by Institution, Institution desires to provide eligible high school students the opportunity to earn both college and high school graduation credits simultaneously upon successful completion of qualified course(s) (each a “Dual Enrollment Course”) toward a program of study (a “Program”).

The following classes that are listed in the Institution’s catalog and use the course syllabus, including outcomes and requirements, and text and materials approved by the respective Institution department are offered as Dual Enrollment Courses:

- Aesthetics Technology
- Automotive Technology
- Computer Information Technology (CIT)
- Cosmetology
- Electrical & Plumbing Technology
- Industrial Maintenance/Robotics
- Welding Technology

Eligible students (“Students”) must be enrolled as 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade students in a Tennessee public or nonpublic secondary school, or in a home education program. In order to enroll in a specific Dual Enrollment Course, Students must meet the Program’s specific placement requirements as determined by the Institution.

In order to participate in a Dual Enrollment Course, Students must submit the following to the Office of Student Services:

- A completed application for admission signed by the Student;
- Required signatures from Student and parent or legal guardian of the Student.

In order to remain eligible to participate in Dual Enrollment Courses, Students must be in compliance with the Institution’s attendance policy, or the High School’s attendance policy for Dual Enrollment Courses held at the High School, and maintain a cumulative GPA of at least 2.0,

or higher based on individual academic program GPA standards in the Dual Enrollment Course(s) that the Student is taking in order to register for subsequent Dual Enrollment Courses. Exceptions must be submitted in writing to the Institution's Vice President for Academic Affairs.

Dual Enrollment Courses may be held on the campus of the Institution or the High School as mutually agreed to by the parties.

A. RESPONSIBILITIES OF THE PARTIES

A.1 The Institution:

- Is responsible for ensuring that a qualified faculty or adjunct faculty member is the instructor for the Dual Enrollment Course.
- Reserves the right to schedule an observation of all Dual Enrollment Courses held on the campus(es) of the High School at any time to ensure that Institution's expectations for the quality of the Dual Enrollment Course are met.
- Will initially classify Students enrolled in a Dual Enrollment Course as non-degree seeking. However, upon high school graduation or GED completion, the Dual Enrollment Course credit(s) may be applied toward an appropriate college-degree program so long as regular admissions requirements are met.
- Will adhere to High School's standard operating procedures for the reservation and utilization of school equipment for all Dual Enrollment Courses operated on the High School's campus.
- May require that the High School maintain science and computer laboratories and equipment appropriate and compatible for delivery of a Dual Enrollment Course held on the High School's campus.
- May cancel any Dual Enrollment Course with enrollment insufficient to cover Institution's expenses, so long as no invoices are sent to High School for such Dual Enrollment Course.
- On the schedule requested by High School, provide to High School for all Students completed grade reporting sheets and attendance reporting sheets.

A.2. The High School shall:

- Award high school graduation credit(s) for each Dual Enrollment Course successfully completed.
- Provide appropriate classroom space and instructional equipment, as determined by the Institution, for Dual Enrollment Courses offered on the High School campus.
- Pursuant to 0520-1-3-.06(4) (c) 1. of Tennessee Board of Education Rules, Regulations, and Minimum Standards for the Governance of Tennessee Public School (1994), retain the right to observe and supervise instruction, which is conducted on the High School campus during regular school hours.
- Agree to follow the Institution's academic calendar for all Dual Enrollment Courses if requested by the Institution.
- Provide Institution with any grade reporting sheets or attendance reporting sheets that Institution will be requested to complete for Students.
- Ensure that each Student applies for the Dual Enrollment Lottery Grant and any other Tennessee Student Assistance Corporation ("TSAC") grants available to pay for Dual Enrollment Courses prior to the deadlines set by TSAC.
- Not permit any Student to enroll in a Dual Enrollment Course unless that Student has either (i) provided to High School health information that establishes that the Student has complied with the recommended immunization schedule for measles, mumps, rubella and varicella for adults, issued by the Center for Disease Control and Prevention Advisory Committee on Immunization Practices or (ii) provided to High

School documentation that meets the requirements of Rule 0140-02-09-.03 of the Tennessee Board of Regents regarding exemptions from vaccination requirements.

- Ensure that Students enrolling in a nursing, laboratory or allied health profession Dual Enrollment Course are aware of the need to comply with immunization requirements of entities providing clinical experiences associated with such courses.

A.3. The Institution and the High School shall:

- Each designate a individual to provide oversight of details and distribute general program information and necessary forms to Students.
- Jointly determine the Dual Enrollment Courses to be offered, subject to Institution's staffing and scheduling limitations and any enrollment or financial limitations.
- Provide appropriate information to the Students regarding Dual Enrollment Lottery Grant and any other TSAC grants available to pay for Dual Enrollment Courses.

B. AGREEMENT TERM:

B.1. Term. This Agreement shall be effective for the period of no more than one (1) year, commencing on 8/5/2024 and ending on 5/30/2025.

B.2. Term Extension. The parties may agree to extend the term of this Agreement for additional periods of time not to exceed five (5) years in length, so long as an amendment extending the term of this Agreement is executed prior to the expiration date of this Agreement.

C. FACULTY/COSTS

C.1. Instructors for the Dual Enrollment Courses shall be subject to the approval of both parties and will adhere to Institution's policies regarding academic standards and documentation of attendance and grades. The Institution reserves the right to replace any Dual Enrollment Course instructor provided by the High School for non-performance and/or violation of Institution policies and guidelines. The parties will promptly enter into an amendment of this Agreement if the replacement results in the Institution then being responsible for compensating the instructor of the affected Dual Enrollment Course. The parties agree that the primary employer of a Dual Enrollment Course instructor (Institution or High School) shall be responsible to arrange and compensate, if required, a substitute in the event that the instructor will be absent for a class meeting.

C.2. In the event the instructor is provided and compensated by the Institution, such compensation will be based upon applicable Institution policies as to Institution faculty.

C.3. In the event the instructor is provided and directly compensated by the High School, such compensation will be based upon applicable High School policies and no funds shall be due to the High School from the Institution unless otherwise specified in Section C.6 below. This does not prevent the Institution from entering into separate agreements with instructors who are also employees of the High School to engage such instructors as adjuncts.

C.4. All costs associated with enrollment of Students in Dual Enrollment Courses shall be the responsibility of the High School, Student or Student's parent or legal guardian. Institution shall invoice High School for such costs, and it shall be High School's responsibility to seek any reimbursement of any such amounts from Student or Student's parent or legal guardian, at High School's discretion. Invoices will be sent to High School once Student enrollment numbers and Dual Enrollment Course schedules & registration have been finalized. High School shall remit payment to Institution at the address set

forth in Section D.9 within thirty (30) days of receipt of an invoice. The costs shall be as set forth in Sections C.5. and C.6.

- Institution shall credit against amounts due from High School for each Dual Enrollment Course, all amounts received under the Tennessee Dual Enrollment Lottery Grant, Middle College Scholarship, or any other TSAC grant intended to pay for the costs of a particular Student's enrollment in a Dual Enrollment Course (collectively, "Grant Monies").
- Invoices shall include the names of all Students for enrolled in each Dual Enrollment Course and the names of all Students for whom Grant Monies were received.

C.5. For Dual Enrollment Courses held at Institution's facilities, the per Student cost per Dual Enrollment Course shall be equal to the per student cost that the Institution has set as the per student cost for enrollment in such course by other students of the Institution (the "Institution's Class Cost"). The Institution's Class Cost includes the cost of providing the instructor, classroom space, all maintenance and mandatory fees, textbooks and other class materials. The Institution's Class Cost will not include any fees that the Tennessee Higher Education Commission has determined may not be charged for Dual Enrollment Courses. The following costs are not included in the Institution's Class Cost but are associated and due for each Student in each Dual Enrollment Course. The parties acknowledge that the per student enrollment cost for each course the Institution offers, and all fees are approved by TBR and available for review by High School upon request.

C.6. For Dual Enrollment Courses held at High School's facilities, the parties agree as follows:

In the event the High School provides the instructor and other Dual Enrollment Course needs as mutually agreed to by the parties, the Institution shall pay the High School a stipend of fifty dollars (\$50.00) per student enrolled in each dual enrollment course per term in order to compensate the High School for the costs associated with providing the Dual Enrollment Course at the High School. This amount shall not be subject to escalation for any reason or increased unless this Agreement is amended.

If other costs are anticipated to be incurred by Institution in connection with a Dual Enrollment Course, such as for supplies, Institution will obtain High School's written approval of such costs prior to invoicing High School for the same.

C.7. In the event that a Student drops a Dual Enrollment Course by the Institution's Drop/Add Deadline, Grant Monies will be returned to TSAC in accordance with Institution and TSAC policies.

D. TERMS AND CONDITIONS:

D.1. Required Approvals. The Institution is not bound by this Agreement until it is approved by the appropriate officials in accordance with applicable Tennessee laws and regulations as shown on the signature page of this Agreement.

D.2. Modification and Amendment. This Agreement may be modified only by a written amendment executed by all parties hereto and approved by the appropriate officials.

D.3. Performance. Each party agrees to work in good faith to achieve the objectives of this Agreement.

D.4. Termination. Either party may terminate this Agreement with or without cause for any reason by providing written notice to the other party. However, in no event shall termination be effective until the end of the academic year then in progress.

- D.5. Nondiscrimination. Each party hereby agrees that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Agreement or in the employment practices of either party on the grounds of disability, age, race, color, religion, sex, veteran status, national origin, or any other classification protected by Federal, or State constitutional or statutory law.
- D.6. State and Federal Compliance. Each party shall comply with all applicable State and Federal laws and regulations, including without limitation with the Family Educational Rights and Privacy Act (FERPA) (collectively, the "Laws"). Each party agrees that its officers, employees and agents will use personally identifiable information from an education record disclosed pursuant to this Agreement only for the purposes for which the disclosure was made and not for any other purpose unless permitted by the Laws or necessary in order to comply with this Agreement. For purposes of clarity, the parties acknowledge that Students enrolled in Dual Enrollment Courses are students of both the Institution and the High School with educational records created by the instructors of such Dual Enrollment Courses being records of both the Institution and the High School. The parties further acknowledge that the Laws applicable to educational records held by the Institution differ from those applicable to educational records held by the High School and agree that the Laws applicable to educational records held by the Institution shall apply only to the Institution, and the Laws applicable to educational records held by the High School shall apply only to the High School. The personally identifiable information may not be disclosed or re-disclosed by either party to any but the other party without prior written consent of the Student, the parent or legal guardian of the Student, or as otherwise permitted by FERPA or this Agreement.
- D.7. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee.
- D.8. Severability. If any terms or conditions of this Agreement are held to be invalid or unenforceable as a matter of law, the other terms and conditions hereof shall not be affected thereby and shall remain in full force and effect. To this end, the terms and conditions of this Agreement are declared severable.
- D.9. Communications and Contacts.
- The Institution:  
Charles Mitchell  
Tennessee College of Applied Technology Livingston  
740 Hi Tech Drive Livingston, TN 38570  
931-823-5525  
931-823-7484
- The High School:  
Jackie Vester, CTE Director  
Putnam County School System (Cookeville, Monterey, Upperman High Schools)  
1400 East Spring Street Cookeville TN, 38501  
931-526-9777  
931-528-6942
- D.10. Relationship of the Parties. This Agreement shall in no way be interpreted as creating an agency or employment relationship between the parties.
- D.11. Liability. Institution is a public institution of higher education and a member of the State University and Community College System of Tennessee governed by the Tennessee

Board of Regents. As a state entity, its liability arising from performance under this Agreement shall be subject to and limited to those rights and remedies, if any, available under T. C. A. §§ 9-8-101 through 9-8-407. The High School is a political subdivision of the state and, as, such its liability for injuries which may result from its performance under this Agreement shall be subject to and limited to those rights and remedies, if any, available under the Tennessee Governmental Tort Liability Act, §§ T. C. A. 29-20-201, et seq

Each party shall be solely liable for payment of its portion of all claims, liability, costs, expenses, demands, settlements, or judgments resulting from action or omissions of itself or those for whom it is legally responsible, relating to or arising under this Agreement.

IN WITNESS WHEREOF:

**Putnam County School System:**

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Corby King, Director of Schools

**Date**

**Putnam County School System:**

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Kim Cravens, PCSSTN Board Chairman

**Date**

**Tennessee College of Applied Technology Livingston:**

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Cliff Wightman, President

**Date**

**TENNESSEE BOARD OF REGENTS:**

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Flora W. Tydings, Chancellor

**Date**



# Putnam County Board of Education Agenda Request

Name of Person Making Request: Chris Winningham, Diana Wood,  
Judy Schinbeckler

Department: Teaching and Learning

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

Account Funding Code (if appropriate)

Backup included

Backup to follow

Consider approval of the following for the May 2, 2024 BOE meeting:

To amend the 24-25 and 25-26 school calendar to reflect an additional opening in-service day for teachers at the beginning of the school year. This was voted on unanimously by the district Guiding Coalition and will aid teachers in earning the state required 30 hours of professional development each year as well as providing valuable collaboration time for teachers. This will not affect students nor parents. The student registration and first student school day of the year will remain the same.

*Diana Wood*

Signature of Person Making Request

4-16-24

Date

*Judy Schinbeckler*

4/16/24

4/16/24

*[Signature]*

*[Signature]*

Signature of Director of Schools

Date

**received**

04-16-24

*[Signature]*

# Putnam County School System School Year Calendar 2024-2025

	(Two weeks Fall Break and One week Spring Break)	
<i>Thursday</i>	<i>July 25</i>	<i>County-Wide Inservice</i>
<b>Day</b>	<b>Date</b>	<b>Event</b>
Monday	July 29	County-wide Inservice
Tuesday	July 30	School Inservice
Wednesday	July 31	Registration Day ( 10 a.m. dismissal)
Thursday	August 1	Election Day (no school)
Friday	August 2	Teacher Work Day (no students)
Monday	August 5	First Full Day of School
Monday	September 2	Labor Day (no school)
Monday	September 9	Parent/Teacher Conf. (PK-8)
Tuesday	September 10	Parent/Teacher Conf. (9-12)
Friday	<b>October 4</b>	<b>End of First 9 weeks (45 Days) #45</b>
<b>Mon-Fri</b>	<b>October 7-18</b>	<b>Fall Break</b>
Thursday	October 24	Report Cards #1
Tuesday	November 5	Election Day- (no school)
Wed-Fri	November 27-29	Thanksgiving Holiday
Friday	<b>December 20</b>	<b>End of 2nd 9 Weeks (41 Days) #86</b>
<b>Mon-Fri</b>	<b>Dec 23 - Jan 3</b>	<b>Winter Break</b>
Monday	January 6	Begin 2nd Semester
Thursday	January 16	Report Cards #2
Monday	January 20	Martin Luther King, Jr. Holiday
Monday	February 3	Parent/Teacher Conference (PreK-8)
Tuesday	February 4	Parent/Teacher Conference (9-12)
Monday	February 17	Presidents Day Holiday
Friday	<b>March 14</b>	<b>End of 3rd 9 Weeks (48 Days) #130</b>
<b>Mon-Fri</b>	<b>March 17-21</b>	<b>Spring Break</b>
Thursday	March 27	Report Card #3
Fri-Mon	April 18-21	Easter Holiday
Monday	May 26	Memorial Day Holiday
Thursday	May 29	Teacher Work Day (no students)
Friday	<b>May 30</b>	<b>Last Day of School - 10:00 a.m. Dismissal</b> <b>End of 2nd Semester - (45 Days) #180</b>

Add an additional day possibly

TCA 49-6-3004(e) and PCSS Board policy 1.800 requires PCSS to maintain a calendar of no less than 200 days that consists of:

- 180 instructional classroom days
- A minimum of five (5) days in-service education for all certificated personnel; 3 opening days built into calendar
- One (1) day for parent-teacher conferences (Two (2) half days)
- Ten (10) days paid vacation for all certified personnel
- Four (4) discretionary days
- Should Putnam County Schools exceed 13 days stockpiled Inclement Weather Days, make-up days will be designated using the Spring Break week beginning with March 21, 20, etc., as needed.

# Putnam County School System School Year Calendar 2025-2026

(Two weeks Fall Break and One week Spring Break)		
<i>Monday</i>	<i>July 28</i>	<i>County Wide Inservice</i>
<b>Day</b>	<b>Date</b>	<b>Event</b>
Tuesday	July 29	County-wide Inservice
Wednesday	July 30	School Inservice
Thursday	July 31	Registration Day ( 10 a.m. dismissal)
Friday	August 1	Teacher Work Day (no students)
Monday	August 4	First Full Day of School
Monday	September 1	Labor Day (no school)
Monday	September 8	Parent/Teacher Conf. (PK-8)
Tuesday	September 9	Parent/Teacher Conf. (9-12)
Friday	October 3	<b>End of First 9 weeks (45 days) #45</b>
<b>Mon-Fri</b>	<b>October 6-17</b>	<b>Fall Break</b>
Thursday	October 23	Report Cards #1
Wed-Fri	November 26-28	Thanksgiving Holiday
Friday	December 19	<b>End of 2nd 9 Weeks (42 Days) #87</b>
<b>Mon-Fri</b>	<b>Dec 22 - Jan 2</b>	<b>Winter Break</b>
Monday	January 5	Begin 2nd Semester
Thursday	January 15	Report Cards #2
Monday	January 19	Martin Luther King, Jr. Holiday
Monday	February 9	Parent/Teacher Conference (PreK-8)
Tuesday	February 10	Parent/Teacher Conference (9-12)
Monday	February 16	Presidents Day Holiday
Friday	March 13	<b>End of 3rd 9 Weeks (48 Days) #135</b>
<b>Mon-Fri</b>	<b>March 16-20</b>	<b>Spring Break</b>
Thursday	March 26	Report Card #3
Fri-Mon	April 3-6	Easter Holiday
Tuesday	May 5	Election Day (no school)
Monday	May 25	Memorial Day Holiday
Thursday	May 28	Teacher Work Day (no students)
Friday	May 29	<b>Last Day of School - 10:00 a.m. Dismissal</b> <b>End of 2nd Semester - (45 Days) #180</b>

*Request to add an additional opening day*

TCA 49-6-3004(e) and PCSS Board policy 1.800 requires PCSS to maintain a calendar of no less than 200 days that consists of:

- 180 instructional classroom days
- A minimum of five (5) days in-service education for all certificated personnel; *3 opening days built into calendar*
- One (1) day for parent-teacher conferences (Two (2) half days)
- Ten (10) days paid vacation for all certified personnel
- Four (4) discretionary days
- Should Putnam County Schools exceed 13 days stockpiled Inclement Weather Days, make-up days will be designated using the Spring Break week beginning with March 20, 19, etc., as needed.

32 Committee Members  
33 Voted



### **System Guiding Coalition Members**

Mr. Corby King

Director of Schools

#### **Central Office**

Tim Martin

Diana Wood

Bubba Winningham

Bridgett Carwile

Jackie Vester

Melanie Bussell

Sheri Roberson

Jason Stickler

Sharon Anderson

Judy Schinbeckler

Trey Upchurch

Sam Brooks

#### **PCSS Principals**

##### **Elementary Schools**

Patience Cannon

Marsha Wyatt

Heather Tinch

Rhonda Mahan

Renee Cantrell

Tammy Hoover

Tina Francis

Melissa Palk

Mel Presley

Catherine Jones

Tracy Nabors

##### **Middle Schools**

Rusty Darley

Alma Anderson

Tera Brooks

Jessica Etheredge

##### **High Schools**

Karen Trentham

Bree Wheeler

Steve Robbins

Shannon Pirtle

Ben Herron

PCSS PLC Options for 2024-2025 (Responses)			
Timestamp	If you chose option 1, Do you want to change the (District) day, which day would you like it to be	Any other comments you have regarding this:	My vote is for..
2/2/2024 11:53:21	July 29		Option 1
2/2/2024 11:55:07	July 29	I would love CPR/AEDs to be decided and given to us.	Option 1
2/2/2024 12:10:52	July 29		Option 1
2/2/2024 12:26:28			Option 1
2/2/2024 12:28:43			Option 1
2/2/2024 12:32:15	July 30		Option 1
2/2/2024 12:36:56	July 25 or 26		Option 1
2/2/2024 12:40:53	July 25 or 26		Option 1
2/2/2024 12:41:30	July 25 or 26		Option 1
2/2/2024 12:43:07	July 30		Option 1
2/2/2024 12:53:57	July 30	Schools need to have the chance to gather and take care of in house training and information before a district pull out day.	Option 1
2/2/2024 12:54:22	July 29		Option 1
2/2/2024 12:54:56	July 30		Option 1
2/2/2024 13:05:00	July 25 or 26	**Could you consider moving the April meeting earlier that month to allow for test security training.	Option 1
2/2/2024 13:05:34	July 25 or 26	Would prefer the first day to be Thursday and have Friday off for teachers to have one last long weekend.	Option 1
2/2/2024 13:07:50	July 30		Option 1
2/2/2024 13:11:26	July 25 or 26		Option 1
2/2/2024 13:28:30	July 25 or 26		Option 1
2/2/2024 13:32:12	July 25 or 26	I would like to have the two school days back to back (29/30). Keep district day on July 25th. Give teachers the Friday, July 26th off. One day to get in a groove, day off, then school inservice. If they are out of town then they will miss Thursday or Friday anyway.	Option 1
2/2/2024 13:43:29	July 25 or 26	I would have liked to have seen an option that didn't require so many DAYS of training (condensed days version). I know the hours are set but the number of days aren't.	Option 1
		NA	Option 1
2/2/2024 13:44:33		I would love it if we considered having the entire county meet together like we used to do. It just felt really good to see everyone and know that there are so many of us in this together!	Option 1
2/2/2024 13:55:23	July 25 or 26		Option 1
2/2/2024 14:08:11	July 30	Thank you for this! It is a great idea!	Option 1
2/2/2024 14:10:07	July 29		Option 1
2/2/2024 14:11:40	July 29	I love this plan to have a a district-wide set PLC calendar. I also appreciate the opportunity for our Encore, ESL, SPED ect. to have PD that is relevant to them.	Option 1
2/2/2024 14:14:18	July 25 or 26		Option 1
2/2/2024 14:45:37	July 29		Option 1
2/2/2024 15:02:28	July 30		Option 1
2/2/2024 15:25:47	July 25 or 26		Option 1
2/2/2024 16:34:38			Option 1
2/2/2024 17:09:40	July 29	I'm concerned about the (3) district PLC	Option 1
2/2/2024 18:09:16	July 25 or 26		Option 1
2/4/2024 15:58:41	July 25 or 26		Option 1

Option 1 chosen unanimously by the committee.

Option 1 was to add an additional third day of opening inservice.

- July 25 - 14
- July 29 - 8
- July 30 - 7

Preferred date for additional day.

# PCSS PLC Options for 2024-2025

Please vote on the PLC option you would like for 2024-2025 School Year

\* Indicates required question

# Option 1:

## **Option 1**

### **Opening In-Service (Required) Dates**

<b>Dates</b>	<b>Time</b>
Day 1- July 25th <b>or</b> July 26 (District) SPED, Pre-K, ESL, and Content Groups	8:00-3:00 (6 Hours)
Day 2- July 29th (School)	8:00-3:00 (6 Hours)
Day 3- July 30th (School)	8:00-3:00 (6 Hours)
<b>Total Hours</b>	<b>18 hours</b>

### **School Level PLC (Required) Dates**

<b>Dates</b>	<b>Time</b>
Wednesday, August 14th	3:15-4:45 (1.5 Hours)
Wednesday, September 18th	3:15-4:45 (1.5 Hours)
Wednesday, November 13th	3:15-4:45 (1.5 Hours)
Wednesday, December 11th	3:15-4:45 (1.5 Hours)
Wednesday, February 19th	3:15-4:45 (1.5 Hours)
Wednesday, April 16th	3:15-4:45 (1.5 Hours)
Wednesday, May 14th	3:15-4:45 (1.5 Hours)
<b>Total Hours</b>	<b>10.5 Hours</b>

### **District/Content Level PLC (Required) Dates**

<b>Dates</b>	<b>Time</b>
Wednesday, October 23rd	3:30-5:00 (1.5 Hours)
Wednesday, January 15th	3:30-5:00 (1.5 Hours)
Wednesday, March 12th	3:30-5:00 (1.5 Hours)
<b>Total Hours</b>	<b>4.5 Hours</b>

<b>TOTAL FOR OPTION 1</b>	<b>33 HOURS</b>
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Option 2:

**Option 2**

**Opening In-Service (Required) Dates**

<b>Dates</b>	<b>Time</b>
Day 1- July 29th (District) SPED, Pre-K, ESL, and Content Groups	8:00-3:00 (6 Hours)
Day 2- July 30th (School)	8:00-3:00 (6 Hours)
<b>Total Hours</b>	<b>12 hours</b>

**School Level PLC (Required) Dates**

<b>Dates</b>	<b>Time</b>
Wednesday, August 14th	3:15-4:45 (1.5 Hours)
Wednesday, September 18th	3:15-4:45 (1.5 Hours)
Wednesday, November 13th	3:15-4:45 (1.5 Hours)
Wednesday, December 11th	3:15-4:45 (1.5 Hours)
Wednesday, February 19th	3:15-4:45 (1.5 Hours)
Wednesday, April 16th	3:15-4:45 (1.5 Hours)
Wednesday, May 14th	3:15-4:45 (1.5 Hours)
<b>Total Hours</b>	<b>10.5 Hours</b>

**District/Content Level PLC (Required) Dates**

<b>Dates</b>	<b>Time</b>
Wednesday, October 23rd	3:30-5:00 (1.5 Hours)
Wednesday, January 15th	3:30-5:00 (1.5 Hours)
Wednesday, March 12th	3:30-5:00 (1.5 Hours)
<b>Total Hours</b>	<b>4.5 Hours</b>

<b>TOTAL FOR OPTION 2</b>	<b>27 HOURS</b>
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1. **If you chose option 1, Do you want to want to change the (District) day, which day would you like it to be**

*Mark only one oval.*

July 25 or 26

July 29

July 30

2. **Any other comments you have regarding this:**

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3. **My vote is for.. \***

*Mark only one oval.*

Option 1

Option 2

EXHIBIT  
VI F. 18  
05-02-24  
tabbles



PCSS Board Agenda Request

Date April 18, 2024

Department Teaching and Learning

Person Submitting Dr. Diana Wood and Dr. Bubba Winningham

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

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of :

2024-2025 Elementary and Middle School Supply list as submitted

A large, stylized handwritten signature in black ink.

*Diana Wood*

**received**  
04-18-24  
/ST

## Elementary School Supply List (K-1st)

● #2 Pencils (non mechanical)	24
● Crayons, 24 ct.	2 boxes
● Construction Paper	1 pack
● Erasers - Cap/Block	1 pack
● Folders (2 pocket, 3 prong)	6
● Glue, Liquid	1 bottle
● Glue Sticks	12 sticks
● Headphones or Earbuds	1 pair
● Highlighters	1 pack
● Markers, Expo Dry Erase, Individual	2 markers
● Markers, Washable	1 pack
● Notebooks - 3-ring binders with Clearview Cover (1.5" - 2")	2 binders
● Notebooks - Spiral (single subject, wide-ruled)	2
● Notebooks – Composition	2
● Notecards	1 pack
● Pencil Box	1
● Zippered Pouch	1
● Scissors (rounded edge)	1 pair
● Sheet Protectors	2 packs of 25
● Post-it Notes (self-adhesive notepad)	2 packs
● Backpack (full-size, no wheels)	1 pack

## Elementary School Supply List (2nd-4th)

● #2 Pencils (non-mechanical)	24
● Crayons, 24 ct.	2 boxes
● Colored Pencils	1 pack
● Dividers (5+tabs)	1 pack
● Erasers - Cap/Block	1 pack
● Folders (2 pocket, 3 prong)	6
● Glue, Liquid	bottle
● Glue Sticks	12 sticks
● Headphones or Earbuds	1 pair
● Highlighters	1 pack
● Markers, Expo Dry Erase, Individual	2 markers
● Markers, Washable	1 pack
● Notebooks - 3-ring binders with Clearview Cover (1.5" - 2")	2 binders
● Notebooks - Spiral	2
● Notebooks – Composition	3
● Notecards	1 pack
● Paper - Loose Leaf	1 pack
● Pencil Box/Zippered Pouch	1
● Pens	1 pack
● Protractor (4th grade)	1
● Ruler	1
● Scissors	1 pair
● Sheet Protectors	2 packs of 25
● Graph Paper	1 pack
● Post-it Notes (self-adhesive note pad)	2 packs
● Backpack (full-size, no wheels)	1 pack

## 2024-2025 Middle School School Supply List

● #2 Pencils (non-mechanical)	24
● Colored Pencils	1 pack
● Dividers (5+tabs)	1 pack
● Erasers - Cap/Block	1 pack
● Folders (2 pocket, 3 prong)	6
● Glue, Liquid	bottle
● Glue Sticks	12 sticks
● Headphones or Earbuds	1 pair
● Highlighters	1 pack
● Markers, Expo Dry Erase, Individual	2 markers
● Markers, Washable	1 pack
● Notebooks - 3-ring binders with Clearview Cover (1.5" - 2")	2 binders
● Notebooks - Spiral	2
● Notebooks – Composition	3
● Notecards	1 pack
● Paper - Loose Leaf	1 pack
● Pencil Box/Zippered Pouch	1
● Pens	1 pack
● Ruler	1
● Scissors	1 pair
● Graph Paper	1 pack
● Backpack (full-size, no wheels)	1 Pack



PCSS Board Agenda Request

Date April 18, 2024

Department Teaching and Learning

Person Submitting Dr. Diana Wood and Dr. Bubba Winningham

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

Check one:


Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of :

2024-2025 School Fees as submitted

 Diana Wood

**received**  
04-18-24  
JX

**PCSS Elementary School Fees**

**Fee Amount How is the money used?**

**Required: All students must pay the fee (Fee Waiver may be applied)**  
**Not Required: Not required but may be requested to be paid by the student**

\*Can require fees for activities done outside of the regular school day  
 \*\*Cannot require fees for anything done during the regular school day

Instructional Fee	\$25	Copier fees, instructional supplies, laminating film	Not Required
Club T-shirt	not to exceed \$15	T-shirts for various clubs & groups - i.e. Festival of Movement, Jump rope Team, Dribble Team, Chorus, Student Council, 3D Printing Club, Run Club, Recycling Club, etc.	Not Required
Club Collared Shirt	not to exceed \$30	Collared shirts for various groups - i.e. Beta, Chorus, etc.	Not Required
Organization Uniform	not to exceed \$85	Various extra-curriculars - chorus, jump rope	Required for team members
Beta Club	\$30	T-shirts and registration	Required for club members
Chorus/Ensemble Fee	not to exceed \$60	Sheet music, folders, supplies	Required for chorus/ensemble members
Club Fee	not to exceed \$30	materials and supplies for various clubs	Required for club members



School	Fee	Cost Usage of Fee	Notes	Additional Notes
CHS	Activity Fee	id's and ribbon and to help offset the cost of copies \$26,000 and general exp to school. Also to pay for yearly		
CHS	AP Exam	\$25.00 software fee for ID machine \$98.00 AP Exam fee	Not required by student Not required by student	
CHS	Art	Paint, Clay, drawing pencils, paint brushes, sketch pads, charcoal pencils. This is additional to expenses after use of BEP monies	Not required by student	
CHS	Band (Percussion Ensemble and Symphonic) Fall and Spring	Range of \$60 to not exceed \$175	Uniform, music, travel for games and competition, equipment & repairs	
CHS	Chorus	\$40.00 Music and uniforms	Not required by student	
CHS	Cosmetology/Hair	Range of \$75 to not exceed \$125 and nail supplies	Cost kit and hair supplies and Nail kit	
CHS	Dance I, II, III, IV	Range of \$60 to not exceed \$75	Costumes, Music, shoes	
CHS	Engineering	\$30.00 graphic, etc	lab supplies such as: 3-D printer and for foods labs/hands-on projects in the classroom	
CHS	Family and Consumer Science	\$50.00		
CHS	Graduation fee	\$30.00 specialized CHS diploma & cover; program printing; H/C Sr Grad ad	Not required by the student.	
CHS	IB DP Fees	Range of \$50 to not exceed \$150	Class and exam fees including specific TOK	
CHS	Nutrition and Foods	\$25.00 Food supplies for cooking	Not required by student	
CHS	Parking and Parking Violations	Repaint parking lot, Repair potholes, print parking decals	Not required by student	Estimated Cost associated with parking lot upkeep-\$4,700 for restriping the 867 numbers for student parking lot: \$65,000 for resurfacing the student parking lot. Re-striping is \$6,500 for student parking lot and \$6,000 for remaining campus. Maintenance will paint yellow paint on curbs and speedbumps. The county will fix potholes. Estimated cost of parking decals-\$1,600 for parking decals.
CHS	Piano	\$30.00 Music	Not required by student	Replacing and maintaining equipment
CHS	Replacement ID	\$5.00 ID ribbon and ink	Not required by student	
CHS	Science/Honors	lab supplies such as: chemicals, animals, scales, etc	Not required by student	Use in addition to their BEP Money
UHS	Art	acrylic and water paint; brushes, oil pastels.. This is additional to expenses after use of BEP monies	Not required by student	
UHS	Nutrition	\$15.00		
UHS	Graduation Fee	Range of \$5 to not exceed \$25	Cooking Labs Specialized UHS diploma & cover; program printing	
UHS	Parking Fee	\$30.00	Parking tags / Signs for parking lot/ outside of building/ Maintenance	Getting quotes to restripe entire parking lot- Revamping student parking lot

	Cosmetology/Aesthetics	not to exceed \$125	Aesthetics supplies	Not required by student
MHS	Science (MS)	\$10.00	Ordering Dissecting supplies. This is an addition to BEP monies	Not required by student
MHS	Science (HS)	\$10.00	Chemicals and Dissecting Supplies. This is additional to BEP monies	Not required by student
MHS	Art	\$15.00	Painting boards, Paint, brushes, clay, clay supplies. This is an addition to BEP	Not required by student
MHS	Drama	\$10.00	Makeup, scripts, set supplies	Not required by student
MHS	Food/Nutrition	\$20.00	Food, preparation supplies, tags, paint for parking lot, signage	Not required by student
MHS	Parking	\$30.00	(ballgames/directional)	Not required by student
MHS	AP Exam	\$88.00	AP Exam fee	Not required by student



Date: April 18, 2024

To: Sharon Reid

From: Lynda Huddleston

RE: Roland Contract for Board Approval

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

Approval of the four contracts between Roland Digital Media, Inc. Cookeville, TN and Putnam County Board of Education for digital gold package for Adult Education in the amount of \$895 per month to be paid from Adult Education funds effective May 1, 2024-June 30, 2024.

**received**  
04-18-24  
SH



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

Agreement Start Date:  
 05 / 01 / 2024

**ADVERTISING AGREEMENT**

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

**AGREEMENT**

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

**DELINQUENCIES:**

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

**CUSTOMER DISSATISFACTION:**

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

**UNCONTROLLABLE ACTS:**

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

**COMPLETED AGREEMENT:**

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

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

<b>Description:</b> One Face Each at Location(s) Listed Below: <b>Digital Platinum Package: Jefferson Avenue</b> <b>(Side of El Tap Building) Digital Billboard /</b> <b>Facing South Unit ID: 111031-R1 Cookeville TN</b>	Per Month Rental: \$ <u>895.00</u> Artwork/Design: \$ <u>Included</u> Initial Production Cost: \$ <u>Included</u> Copy Changes \$ <u>Reasonably Unlimited</u>	<b>Illumination:</b> <input type="checkbox"/> Dusk to 12:00 a.m. \$ _____ <input checked="" type="checkbox"/> Other: <u>24 Hrs</u> \$ <u>Included</u> <input type="checkbox"/> Non Illuminated
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THE UNDERSIGNED REPRESENTATIVE OF ADVERTISER HEREBY WARRANTS TO COMPANY THAT HE/SHE IS AUTHORIZED TO EXECUTE THIS AGREEMENT ON BEHALF OF ADVERTISER, FURTHER, THE ADVERTISER'S SIGNATURE ON THE LINE MARKED "INDIVIDUALLY" SHALL CAUSE THE ADVERTISER ALSO TO BE PERSONALLY LIABLE FOR ANY AMOUNTS OWED HEREUNDER AGREEMENT NOT VALID UNTIL APPROVED BY OFFICER OF ROLAND ADVERTISING BY SIGNING BELOW. ADVERTISER AGREES TO TERMS & CONDITIONS LISTED AT WWW.ROLANDDIGITALMEDIA.COM/TERMS

By: Putnam County BOE- Kim Cravens, BOE Chair

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

**Mark Draughon** Digitally signed by Mark Draughon  
 Sales Agent: \_\_\_\_\_ Date: 2024.04.18 09:04:12 -05'00'

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

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

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

092019



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

Agreement Start Date:

05 / 01 / 2024

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

**Mark Draughon** Digitally signed by Mark Draughon  
 Date: 2024 04 18 09:04 12 -05'00'  
 Sales Agent: \_\_\_\_\_

Advertiser Name (Corp, LLC, Partnership, etc)

**X** \_\_\_\_\_  
 Authorized Signature and Title / Individually

1400 East Spring St. Cookeville, TN 38506

Billing Address

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

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



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

**Mark Draughon** Digitally signed by Mark Draughon  
 Sales Agent: \_\_\_\_\_ Date: 2024.04.18 09:00:29 -05'00'

X Advertiser Name (Corp., LLC, Partnership, etc.) \_\_\_\_\_

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

Authorized Signature and Title / Individually \_\_\_\_\_

1400 East Spring St. Cookeville, TN 38506

Billing Address

Phone 931-537-2516 Cell \_\_\_\_\_ Fax \_\_\_\_\_ Email breeden1@pcsstn.com

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



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Agreement Start Date:  
 02 / 01 / 2024

**ADVERTISING AGREEMENT**

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

**AGREEMENT**

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

**DELINQUENCIES:**

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

**CUSTOMER DISSATISFACTION:**

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

**UNCONTROLLABLE ACTS:**

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

**COMPLETED AGREEMENT:**

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

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

<b>Description:</b> One Face Each at Location(s) Listed Below: <b>Digital Split Platinum Package: Digital Billboard – Bockman Way / R26 &amp; R3 Sparta TN</b>	Per Month Rental: \$ <u>895.00</u> Artwork/Design: \$ <u>Included</u> Initial Production Cost: \$ <u>Included</u> Copy Changes \$ <u>Reasonably Unlimited</u>	<b>Illumination:</b> <input type="checkbox"/> Dusk to 12:00 a.m. \$ _____ <input checked="" type="checkbox"/> Other: <u>24 Hrs</u> \$ <u>Included</u> <input type="checkbox"/> Non Illuminated
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THE UNDERSIGNED REPRESENTATIVE OF ADVERTISER HEREBY WARRANTS TO COMPANY THAT HE/SHE IS AUTHORIZED TO EXECUTE THIS AGREEMENT ON BEHALF OF ADVERTISER. FURTHER, THE ADVERTISER'S SIGNATURE ON THE LINE MARKED "INDIVIDUALLY" SHALL CAUSE THE ADVERTISER ALSO TO BE PERSONALLY LIABLE FOR ANY AMOUNTS OWED HEREUNDER. AGREEMENT NOT VALID UNTIL APPROVED BY OFFICER OF ROLAND ADVERTISING BY SIGNING BELOW. ADVERTISER AGREES TO TERMS & CONDITIONS LISTED AT WWW.ROLANDDIGITALMEDIA.COM/TERMS

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

**Mark Draughon** Digitally signed by Mark Draughon  
 Sales Agent: \_\_\_\_\_ Date: 2024.04.18 09:02:39 -0500'

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

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

Phone 931-537-2516 Cell: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: breeden1@pcsstn.com

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



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## Item for May Agenda- Roland Contracts

2 messages

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

Thu, Apr 18, 2024 at 3:04 PM

Sharon,

I have attached an item for the May 2024 Board Agenda. Please let me know if you have any questions. There should be four contracts within the one document.

Thanks,  
Lynda

PS. I'm so sad you are leaving...you have always been a supporter of adult ed and I very much appreciate it. :)

---  
Lynda Huddleston  
Upper Cumberland Adult Education Coordinator  
Putnam County Schools

**Office location:**

**620 South Jefferson Avenue Suite 202**  
**(Co-located with American Job Center)**  
**Cookeville, TN 38501**

931-520-6020

FAX 931-537-2516



**Roland Contracts May 2024.pdf**  
8511K

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

Thu, Apr 18, 2024 at 3:55 PM

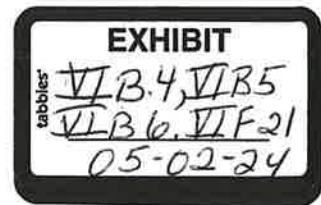
Thank you for the kind words. I have always enjoyed working with you.

Received and will place on agenda.

[Quoted text hidden]

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





DEPARTMENT OF EDUCATION  
PUTNAM COUNTY  
SCHOOL NUTRITION PROGRAM

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

Putnam County Board of Education  
Agenda Request

Name of Person Making Request: Jennifer Mitchell

Department: School Nutrition

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

Account Funding Code (if appropriate):

Backup included  
 Backup- to follow

Request Board of Education approval for the following:

VI B.4  
VI F.21  
VI B.5  
VI B.6

1. Renewal of the following bids for SY 2024-25:
  - Food/Non-Food Bid with IWC/US Foods
  - Ready to Eat, Delivery Pizza Bid with Papa Johns
  - Milk and Milk Products Bid with Mayfield Dairy
  - Beverage Bid with PepsiCo
2. Annual renewal of contracted services in the amount of \$27,750.35 for the provision of school nutrition management software with **EMS LINQ Inc.** To be paid from fund 143-73100-399.
3. Permission to bid Ice Cream Products with Jackson, Macon and Trousdale County School Nutrition Programs. MOU currently in place with these districts.
4. To award the Kitchen Equipment Bid to, and purchase from **Douglas Equipment**, at bottom-line total of \$206,314.38. To be paid from 143-73100-710. Douglas Equipment is not the lowest bidder, however after reviewing all bid submissions, Douglas Equipment best meets the bid specifications and maintains consistency among our equipment.

Jennifer Mitchell, SNP Supervisor 4.18.24  
Signature of Person Making Request Date





## PCSS Board Agenda Request

Date: April 19, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

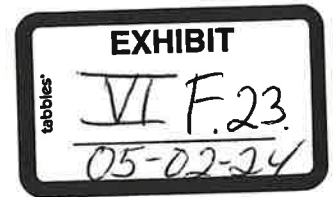
Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into a contract with Pure Maxx, LLC, Knoxville, TN, for system wide air filters in the amount of \$33,075.90 per filter change (2 needed for 2024/2025 school year) to be paid for from 141-72620-499

**received**  
04-19-24  
[Signature]



**PCSS Board Agenda Request**

Date: April 18, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into a contract with Copeland DRP, LLC, Cookeville, TN, for asphalt work at Algood Middle School in the amount of \$13,600.00 to be paid for from 141-72620-399

**received**  
04-18-24  
[Signature]

**COPELAND DRP, LLC.**  
**3012 DACCO QUARRY ROAD**  
**COOKEVILLE, TN 38506**  
**PHONE (931) 526-7146**  
**FAX (931) 528-8658**

April 5, 2022

To: Bubba Winningham

Re: Algood School – Paved Access to Ball Fields

We at Copeland DRP, LLC quote the following for paving.

Scope of Work: New Asphalt Quote

Includes:

App. 479 Square Yards of Paved Area  
Fine Grade of Existing Stone  
Stone Needed to Grade Areas  
2” Compacted 411 E Surface Asphalt

**Asphalt Paving Quote = \$13,600.00**

**Quote Excludes : Undercut of Unsuitable Soils if Encountered / Backfill of undercut Area.**

If you have any questions, or need any further information, please feel free to give me a call. 931-544-5993

Sincerely,  
Daniel Odom  
Copeland DRP, LLC



Memo to: Corby King  
Director of Schools

From: Tim Martin  
Assistant Director of Schools

Date: April 18, 2024

Subject: Renewal of CRMC Athletic Trainer Services Contract, 2024-25

**Agenda Item, May 2, 2024, Board Meeting**

Request to renew the Athletic Trainer Services Agreement with Cookeville Regional Medical Center for the 2024-25 school year. The renewal is effective July 1, 2024 through June 30, 2025.

Thank you for your consideration.

Attachment: Athletic Trainer Services Agreement 2024-25

**received**  
04-19-24  
*SM*

**ATHLETIC TRAINER SERVICES AGREEMENT**  
**2024-2025**

This Athletic Trainer Services Agreement (the "Agreement") is entered into as of **July 1, 2024**, by and between **COOKEVILLE REGIONAL MEDICAL CENTER (CRMC)** and **PUTNAM COUNTY SCHOOLS ("PUTNAM COUNTY SCHOOLS")**. The Effective Date of this Agreement shall be **July 1, 2024**.

WHEREAS, **PUTNAM COUNTY SCHOOLS** and **CRMC** desire that **CRMC** provide athletic training services to **PUTNAM COUNTY SCHOOLS**.

NOW THEREFORE, it is mutually agreed as follows:

1. Services Provided: **CRMC** will provide the following services:
  - 1.1 **CRMC** will make available (4) Board of Certification (BOC) Certified Athletic Trainers (AT) that are licensed to practice in the State of Tennessee to:
    1. Provide injury assessment at the school for students who request evaluation.
    2. Provide daily practice coverage including off campus preseason football practices involving injury prevention, assessment and rehabilitation.
    3. Coverage of all home and away football games.
    4. Coverage of all home contests for sports other than football that are held on campus as agreed to by **CRMC** and Athletic Director.
    5. Coverage of special events and tournaments as agreed to by **CRMC** and Athletic Director.
    6. Work with school to maintain TSSAA health guidelines for athletic participation, physical forms, medical questionnaires and injury records under HIPAA & FERPA compliance.
    7. Develop a rapport with strength, speed and conditioning providers to help ensure the overall care of athletes.
    8. Coordinate the annual student athletic physical screening for all athletes. This service includes coordinating physicians, nursing and administrative support so that the athletes will have access to screening prior to participation in sporting events.
    9. Services will be provided at current levels or greater to the Schools and Athletic Teams.
2. The Putnam County Board of Education shall have the right to approve any and all personnel assigned to provide services under this agreement.
3. **CRMC** and its employees and agents agree to comply with all Tennessee and Federal laws with respect to furnishing services to students and employees of the

Putnam County Board of Education; and to comply with all policies of the Putnam County Board of Education, as well.

4. Term and Termination:

Term: The term of this agreement shall be for one school year commencing July 1, 2024 and expiring June 30, 2025. The Board of Education shall have the option to renew the contract for four one year options at the price noted in section 5.1 (Fees) and on the same terms and conditions. The Board will make a determination with respect to exercising the options to renew at the regular Board meeting in May of each succeeding year.

Termination: This Agreement may also be terminated on the first to occur of the following:

- i) Termination by Agreement. In the event **PUTNAM COUNTY SCHOOLS** and **CRMC** shall mutually agree in writing, this Agreement may be terminated on the terms and date stipulated therein, during the 2024-2025 school year.
- ii) Termination for Cause. This Agreement may be terminated by **CRMC** or **PUTNAM COUNTY SCHOOLS** if either party shall fail by omission or commission in any substantial manner to provide the services and/or fulfill its obligation as specified in this Agreement.
- iii) Termination for Convenience: **PUTNAM COUNTY SCHOOLS** may terminate this agreement at its sole and absolute discretion at any time with a 30-day written notice.

Effects of Termination: The effect of termination of this Agreement as hereinabove provided shall be that neither party shall have any further obligation hereunder except for obligations accruing prior to the date of termination and obligations by their nature extending beyond the date of termination.

5. Athletic Training Fees and Payment Schedule

5.1 Fees During the term of this Agreement, **PUTNAM COUNTY SCHOOLS** will pay **CRMC** per the schedule below:

2021-2022 School Year	\$1 total
2022-2023 School Year	\$1 total
2023-2024 School Year	\$1 total
<b>2024-2025 School Year</b>	<b>\$1 total</b>
2025-2026 School Year	\$1 total

## 5.2 Payment

**CRMC** will invoice **PUTNAM COUNTY SCHOOLS** for a single annual payment of \$1 due for that year.

6. Advertising: In appreciation and recognition of **CRMC**'s services, **PUTNAM COUNTY SCHOOLS** agrees to grant **CRMC** permission to place an advertising banner in the gym and on all athletic fields at each high school. Banners to be furnished by **CRMC** at no cost to **PUTNAM COUNTY SCHOOLS**. In addition, **PUTNAM COUNTY SCHOOLS** agrees to acknowledge **CRMC**'s services over the public address system at athletic events held at the school or at any sports banquets. **PUTNAM COUNTY SCHOOLS** also agrees to provide **CRMC** with a complimentary full page ad in any sports programs or school directories and a weblink for **CRMC** on the school's website.
7. Supplies: **PUTNAM COUNTY SCHOOLS** agrees to provide **CRMC** with the necessary training room area at each of the schools. **CRMC**, at its sole cost and expense, shall provide all Athletic Training supplies for student use as required.
8. Insurance: **CRMC** is a governmental entity as defined by the Tennessee Governmental Tort Liability Act as set forth in TCA 29-20-101, et seq., and as such has its liability limits defined by law. Hospital is self-insured for general liability and professional liability up to the limits as set out in the statute. This self-insurance is for the benefit of the Hospital only and provides no indemnification for any other entity. Hospital shall notify Company immediately of any material change in Hospital's self-insured status.  
  
In addition, **CRMC** certifies the entity has and will maintain Workers' Compensation Insurance in accordance with statutory limits.
9. Criminal Background Check: Each trainer provided by **CRMC** must meet with the **PUTNAM COUNTY SCHOOLS** Human Resource representative and follow protocol for fingerprinting and criminal background checks. **CRMC** is to pay any necessary fees for the completion of this required service.
10. Policy: **CRMC** will ensure all trainers fully comply with **PUTNAM COUNTY SCHOOL** policy and regulations pertaining to restrictions that affect anyone on **PUTNAM COUNTY SCHOOL** owned property or while in the presence of **PUTNAM COUNTY SCHOOL** students.
11. Safety: All **PUTNAM COUNTY SCHOOL** sites are drug and alcohol-free workplaces. **CRMC** employees or agents will not possess/distribute/consume tobacco, alcohol or any illegal or dangerous substances (such as, but not limited to,

vaping) on **PUTNAM COUNTY SCHOOL** property or in the presence of **PUTNAM COUNTY SCHOOL** students.

12. Independent Contractor: In the performance of the work, duties, and obligations specified in this Agreement, it is mutually understood and agreed by the parties that **CRMC** is at all times acting and performing as an independent contractor to **PUTNAM COUNTY SCHOOLS** in the provision of services. **CRMC** and **PUTNAM COUNTY SCHOOLS** expressly negate any intent to create, and this Agreement shall not be construed as creating, any partnership, joint venture, employer-employee relationship, or any other relationship except that of independent contractor.
13. Prohibition of Assignment: This Agreement is personal to the parties hereto, and neither this Agreement nor any of the rights, privileges or duties arising here from may be assigned, transferred, or delegated unless specifically provided herein.
14. Consent/HIPAA Compliance: **PUTNAM COUNTY SCHOOLS** shall ensure that each student athlete and the parent/legal guardian shall enter into (i) a consent to allow **CRMC** to render services, and (ii) an agreement authorizing the release of their health information to the school's athletic department.
15. Choice of Law: This Agreement shall be governed by and construed in accordance with laws of the State of Tennessee. The exclusive jurisdiction and venue to resolve any disputes is in the Chancery Court of Putnam County, Tennessee. Each party is responsible for its own attorney fees and cost.
16. Severability: This Agreement is intended to be performed in accordance with, and only to the extent permitted by, all applicable laws, ordinances, rules, and regulations. In the event any provision of this Agreement is held to be invalid, illegal, or unenforceable for any reason and in any respect, and the basis of the bargain of this Agreement is not thereby destroyed, such invalidity, illegality, or unenforceability shall not affect the remainder of this Agreement, which shall be and remain in full force and effect, enforceable in accordance with its terms.
17. Entire Agreement: This Agreement and attachments hereto constitute and express the entire agreement of the parties. This Agreement may be changed, amended or modified only by written agreement endorsed hereon and signed by **CRMC** and **PUTNAM COUNTY SCHOOLS** hereto. This Agreement is for the sole benefit of **CRMC** and **PUTNAM COUNTY SCHOOLS**.

**IN WITNESS WHEREOF**, the parties have executed this Agreement this day and year first above written:

**PUTNAM COUNTY SCHOOLS**

By: \_\_\_\_\_  
Name: Kim Cravens  
Title: Board Chair  
05-02-24

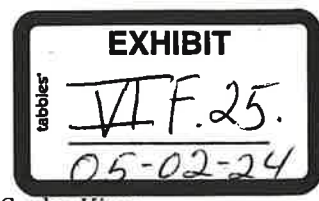
**COOKEVILLE REGIONAL MEDICAL CENTER**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_



# Putnam County School System

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



Corby King  
Director of Schools

**ENGAGE INSPIRE ACHIEVE**

## Putnam County Board of Education Agenda Request

Name of Person Making Request: Tim Martin

Date: April 19, 2024

RE: Upperman High School – Youth in Government

Account Funding Code (if appropriate)

Backup included

Backup to follow

Agenda Item for May 2, 2024, Board meeting.  
Request to allow the formation of the Youth in Government Club at Upperman High School.  
This club will not qualify for a stipend.

  
\_\_\_\_\_  
Supervisor 4/19/24  
Date

  
\_\_\_\_\_  
Director of Schools Date

**received**  
04-19-24  


Dear Members of the Putnam County School Board,

I am writing to propose the establishment of a Youth In Government (YIG) Club within Upperman High School. As educators committed to providing enriching opportunities for our students, I believe implementing a YIG Club will serve as a valuable platform for civic engagement, leadership development, and academic growth. This club will be separate from our student council, allowing participation from all students. Youth In Government is a nationally recognized program that aims to educate and empower young people to become active and responsible participants in our democratic society. Simulated government activities, legislative sessions, and court proceedings are some of the ways through which students gain first-hand experience in the democratic process and Government.

The benefits of participating in a Youth In Government Club are numerous and far-reaching. Students will develop critical thinking, public speaking, and debate skills by engaging in lively discussions on current issues and proposing legislation. Additionally, students will enhance their understanding of government structures, procedures, and legal principles, providing a solid foundation for future civic involvement.

I am thrilled to share that a group of four students from UHS took part in the YIG state competition this year and achieved outstanding success. Not only did our supreme court team win the superior brief, but they also earned a prestigious seat on judicial review and were awarded the model case. Their achievements demonstrate the talent, dedication, and potential of our Upperman students.

The YIG Club will be a welcoming space for all students who are interested in learning about Government, regardless of their academic background or career aspirations. It is designed to be especially beneficial for students who are considering careers in law, politics, public service, or related fields. By providing students with hands-on experience in Government and lawmaking, the YIG Club will help them make informed decisions about their future and develop valuable skills for success in their chosen professions.

In conclusion, I urge the Putnam County School Board to support the creation of a Youth In Government Club at Upperman High School. By offering students the opportunity to participate in this prestigious program, we can inspire a new generation of leaders, advocates, and changemakers committed to shaping a better future for our community and our country.

Thank you for considering this proposal. I look forward to discussing this initiative further and working together to make the YIG Club a reality for our students.

Sincerely,

Mr. Ross Fanning UHS - Assistant Principal / Athletic Director  
Susie Dobbs YIG Advisor/AV Broadcasting Instructor



Memo to: Corby King  
Director of Schools

From: John Magura   
Maintenance Supervisor

Date: April 18, 2024

Subject: Renewal of System-Wide Pest Control Contract for 2024-25


**Agenda Item, May 2, 2024, Board Meeting**

Request approval to renew the System-wide Pest Control agreement with Optimus Pest Solutions, for the 2024-25 school year. The renewal will be effective July 1, 2024 through June 30, 2025 for year 3, extension #2 of the contract.

Thank you for your consideration.

- Smithville, TN

Attachment: Pest Control Services Agreement 2024-2025

**received**  
04-18-24 



# PEST CONTROL SERVICES AGREEMENT

## **2024-2025 (Extension #2, Year 3)**

This Pest Control Services Agreement (the "Agreement") is entered into as of **July 1, 2024**, by and between **OPTIMUS PEST SOLUTIONS** and **PUTNAM COUNTY SCHOOLS**. **The Effective Date of this Agreement shall be July 1, 2024 through June 30, 2025.**

WHEREAS, **PUTNAM COUNTY SCHOOLS** and **OPTIMUS PEST SOLUTIONS** desire that **OPTIMUS PEST SOLUTIONS** provide pest control services to **PUTNAM COUNTY SCHOOLS**.

NOW THEREFORE, it is mutually agreed as follows:

1. Services Provided:

**OPTIMUS PEST SOLUTIONS** will provide all services as stipulated within the bid and agree to fulfill all requirements as outlined or implied in the Pest Control bid opened May 20, 2022, and awarded by the Board of Education at the June 2, 2022, Board meeting to **OPTIMUS PEST SOLUTIONS**.

**OPTIMUS PEST SOLUTIONS** shall be required to meet all conditions of the "Tennessee Application of Pesticides Act of 1978" (T.C.A. 62-21-101 through 62-21-127) and shall be required to provide Material Safety Data Sheets on all chemicals.

2. The Putnam County Board of Education shall have the right to approve any and all personnel assigned to provide services under this agreement.

**OPTIMUS PEST SOLUTIONS** and its employees and agents agree to comply with all Tennessee and Federal laws with respect to furnishing pest control services to Putnam County Board of Education facilities; and to comply with all policies of the Putnam County Board of Education that affect anyone on **PUTNAM COUNTY SCHOOL** owned property or while in the presence of **PUTNAM COUNTY SCHOOL** personnel/students.

3. Term, Renewal and Termination:

Term: The term of this agreement shall be for one school year commencing July 1, 2024 and expiring June 30, 2025. The Board of Education shall have the option to renew the contract for four one year options at the price noted in section 4.1 (Fees) and on the same terms and conditions. The Board will make a determination with respect to exercising the options to renew at a regular Board meeting each succeeding year.

Renewal: The District reserves the right to renew all aspects of the bid on a year to year basis for four (4) additional years, not to exceed five (5) years in total for the contract maintaining all bid conditions as stated in the Request for Bid. Price re-determination will allow for price increases/decreases annually. The vendor will be allowed to submit a request for price re-determination at annual bid renewal. The Bureau of Labor, Producer Price Index for Other Goods and Services

will be the comparison index that will be used for price re-determinations. This information may be accessed at <http://www.bls.gov/ppi/>

**Termination:** If **OPTIMUS PEST SOLUTIONS** fails to properly perform its obligations under this contract in a timely or proper manner, or if the contractor violates any terms of this contract, the District shall have the right to terminate the contract and withhold payments in excess of fair compensation for completed services. In the event the contract is terminated for due cause by the District, the District shall have the option of awarding the contract to the next lowest bidder or bid again. The District may, by written notice to the vendor, terminate this contract without cause for any reason. Said termination shall not be deemed a breach of contract by the District. The District must give notice of termination to the vendor at least ten (10) days prior to the effective date of termination. The contractor shall be entitled to receive compensation for satisfactory, authorized service completed as of the termination date, but in no event shall the District be liable to the contractor for compensation for any service which has not been rendered. Upon such termination, the contractor shall have no right to any actual general, special, incidental, consequential or any other damages whatsoever of any description or amount.

4. **Pest Control Fees and Payment Schedule**

4.1 **Fees** During the term of this Agreement, **PUTNAM COUNTY SCHOOLS** will pay **OPTIMUS PEST SOLUTIONS** per the schedule below:

2022-2023 School Year	\$16,560
2023-2024 School Year	\$16,560
<b>2024-2025 School Year</b>	<b>\$16,560</b>
2025-2026 School Year	\$16,560
2026-2027 School Year	\$16,560

4.2 **Payment** Date of monthly service will be arranged with each school principal and nutrition manager as well as arrangements for service of food service area in summer months. The nutrition manager and principal (during the school year) or their designees must be present for the monthly service and must sign the invoice; a copy of the signed invoice for the food service area will be left with the nutrition manager or designee and appropriate school invoice with the principal or appointed designee. **OPTIMUS PEST SOLUTIONS** shall be required to service the indicated area at the close of the day. Additional treatments at no extra cost will be required if evidence of pests or rodents is seen between treatment periods. Such treatments must be conducted within two (2) business days following request. Continued evidence of the presence of pests/rodents and failure of **OPTIMUS PEST SOLUTIONS** to control the problem or delays in responses to requests for additional treatment will result in the contract being voided and the exclusion of the contractor from bidding for a minimum of one (1) year.

**OPTIMUS PEST SOLUTIONS** will invoice **PUTNAM COUNTY SCHOOLS** monthly for services rendered within that month.

5. **Insurance**

Pest Control shall be interpreted to mean total rodent and pest removal from the designated area. Service shall be performed by a trained, bonded and insured professional, licensed to perform services and do business in Putnam County Tennessee. **OPTIMUS PEST SOLUTIONS** is

required to provide documentation of license and certificate of liability and workers compensation in the amount of \$1,000,000.

6. Safety

All **PUTNAM COUNTY SCHOOL** sites are drug and alcohol-free workplaces. **OPTIMUS PEST SOLUTIONS** employees or agents will not possess/distribute/consume tobacco, alcohol or any illegal or dangerous substances (such as, but not limited to, vaping) on **PUTNAM COUNTY SCHOOL** property or in the presence of **PUTNAM COUNTY SCHOOL** personnel/students.

In compliance with Tennessee Code Annotated 50-9-113, employers with five or more employees are required to submit an affidavit, which states that they have a "Drug Free Workplace Program" that complies with TCA Title 50 Chapter 9 in effect at the time of bid submission. **OPTIMUS PEST SOLUTIONS** will submit such affidavit prior to signing contract.

7. Independent Contractor:

In the performance of the work, duties, and obligations specified in this Agreement, it is mutually understood and agreed by the parties that **OPTIMUS PEST SOLUTIONS** is at all times acting and performing as an independent contractor to **PUTNAM COUNTY SCHOOLS** in the provision of services. **OPTIMUS PEST SOLUTIONS** and **PUTNAM COUNTY SCHOOLS** expressly negate any intent to create, and this Agreement shall not be construed as creating, any partnership, joint venture, employer-employee relationship, or any other relationship except that of independent contractor.

8. Prohibition of Assignment:

This Agreement is personal to the parties hereto, and neither this Agreement nor any of the rights, privileges or duties arising here from may be assigned, transferred, or delegated unless specifically provided herein.

9. Disputes:

Any disputes arising from the execution of this contract, from the bid process or the performance of any contract awarded will be determined exclusively in the Chancery Court of Putnam County Tennessee. Non-binding arbitration taking place in Cookeville Tennessee may be undertaken with the agreement of both parties. Each party will be responsible for its own fees and costs.

10. Severability:

This Agreement is intended to be performed in accordance with, and only to the extent permitted by, all applicable laws, ordinances, rules, and regulations. In the event any provision of this Agreement is held to be invalid, illegal, or unenforceable for any reason and in any respect, and the basis of the bargain of this Agreement is not thereby destroyed, such invalidity, illegality, or unenforceability shall not affect the remainder of this Agreement, which shall be and remain in full force and effect, enforceable in accordance with its terms.

11. Entire Agreement: This Agreement and attachments hereto constitute and express the entire agreement of the parties. This Agreement may be changed, amended or modified only by written agreement endorsed hereon and signed by **OPTIMUS PEST SOLUTIONS** and **PUTNAM COUNTY SCHOOLS** hereto. This Agreement is for the sole benefit of **OPTIMUS PEST SOLUTIONS** and **PUTNAM COUNTY SCHOOLS**.

**IN WITNESS WHEREOF**, the parties have executed this Agreement this day and year first above written:

**PUTNAM COUNTY SCHOOLS**

By: \_\_\_\_\_  
(Signature)

Name: \_\_\_\_\_  
(Printed)

Title: \_\_\_\_\_

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

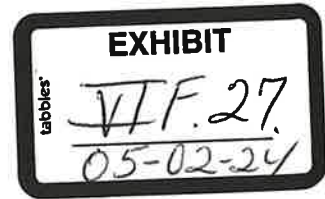
**OPTIMUS PEST SOLUTIONS**

By: Jason Murphy  
(Signature)

Name: Jason Murphy  
(Printed)

Title: Owner

Date: 03/26/2024



**PCSS Board Agenda Request**

Date: April 19, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into a contract with Maffett Loftis Engineering, LLC, Cookeville, TN for the design of bid documents for the auditorium lighting system at Cookeville High School in the of \$29,550.00 to be paid for from 141-72620-399

*Amount*

**received**  
04-19-24 *CK*

REVISED



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

---

Date: April 17<sup>th</sup>, 2023

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

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

Re: Engineering services for Theatrical Lighting Upgrades at Cookeville High School.  
Hereafter called "Project".

Dear John,

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

- 1) Auditorium Theatrical / House Lighting:
  - a. Design trades include the following:
    - i. Electrical: lighting
  - b. All theatrical and general (House) lighting shall be replaced with new LED light fixtures.
  - c. Designer shall coordinate theatrical light locations with owner.
  - d. House lights shall be added to the emergency lighting circuit in the space to provide additional emergency egress lighting per minimum code requirements.
  - e. New lighting controls shall be defined to provide DMX and 0-10V dimming of light fixtures.
  - f. New scene switches shall be defined for occupant control of the auditorium lighting.
  - g. New DMX plug-in stations shall be defined.
  - h. New low-voltage cabling shall be defined to theatrical and house lighting as required.
  - i. New detection devices shall be defined to force the lighting system into emergency mode due to loss of normal power or a fire alarm event.
  - j. A new connection between the lighting controls and the existing fire alarm system shall be defined.
  - k. The existing 400A 208V feeder to existing lighting controls shall be reused to feed the new lighting system.
  - l. Existing branch circuit wiring and pathways shall be reused as practical. Where extending existing circuits, new wiring and pathways shall be defined.

- 2) Electrical services and electrical distribution equipment will be defined as required to provide circuits for all electrical loads listed in this proposal.
- 3) Overcurrent protective devices will be defined for all branch circuits as required.
- 4) Grounding and bonding systems will be defined.
- 5) Performance specifications shall be provided on plans.
- 6) Applicable Building Codes:
  - a. 2017 National Electric Code (NFPA 70)
  - b. 2012 Life Safety Code (NFPA 101)
  - c. 2018 International Building Code (IBC)
  - d. 2018 International Energy Conservation Code (IECC)

**Designer's proposed services include:**

- 1) Stamped plans suitable for:
  - a. State Fire Marshal / local plans review
  - b. Client and owner review
  - c. Biddable plans with detailed work scope and equipment specifications
- 2) Electrical power and lighting design as defined above
- 3) Assistance with bid questions regarding electrical design
- 4) Contractor submittal review and approval
- 5) Construction observations as required

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

- 1) Mechanical design of HVAC systems.
- 2) Fire protection system design intent
- 3) Fire alarm system design intent
- 4) Construction observations other than those associated with the engineering services described.
- 5) Trade coordination other than design trades
- 6) Full size plots

**Responsibilities of the Client prior to Designer beginning engineering efforts:**

- 1) Read, agree to, sign, and return this proposal to the Designer.
- 2) Provide CAD or Revit background files showing the following:
  - a. Floor plan of existing auditorium, balcony, and catwalk shown to scale
- 3) Provide PDF scans of existing drawings from the original construction.
- 4) Provide information about any special equipment loads and locations.

**Deliverables:**

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

- 1) Multiple details, legends, and equipment schedule plans
- 2) Two electrical plans
- 3) Two riser, panel schedule, and one-line diagram plans

**Engineering Phases:**

- 1) Preliminary Phase:
  - a. One site visit to review existing conditions and design scope with the Client.
  - b. Coordinate with the Client for lighting and lighting control system designs.

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

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

The proposal is valid for thirty days.

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

This proposal is based on continuous project workflow. Additional fees will be charged for work stoppages exceeding 30 days. Additional restart fee shall be calculated at 10% of the fee billed at the time of the work stoppage.

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

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

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

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

Gary D. Loftis, PE  
Maffett Loftis Engineering, LLC  
See next sheet for fees and signatures.

## Engineering Fees and Signature Sheet

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

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

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

**Engineering fee structure for services outlined in this proposal:**

- 1) Preliminary Phase ----- \$ 7,400.00
- 2) Construction Document Phase ----- \$ 16,250.00
- 3) Construction Administration Phase ----- \$ 5,900.00

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

**Authorization / Approval**

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

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

<p><b>Maffett Loftis Engineering, LLC (Designer)</b></p> <p>By: _____</p> <p>Print Name: _____</p> <p>Title: _____</p> <p>Date: _____</p>	<p><b>Putnam County (TN) Board of Education (Client)</b></p> <p>By: _____</p> <p>Print Name: _____</p> <p>Title: _____</p> <p>Date: _____</p>
---	---



**Maffett Loftis Engineering, LLC**

1 South Jefferson Ave, Suite 101

Cookeville, TN 38501

Tel: (931) 526-5143

[www.maffett-loftis.com](http://www.maffett-loftis.com)

---

Date: April 17<sup>th</sup>, 2024

To: John Magura  
Putnam County Board of Education  
1400 East Spring Street  
Cookeville, TN 38506

Re: Auditorium Lighting Upgrades for Cookeville High School

Dear John,

Maffett Loftis Engineering conducted a site visit to Cookeville High School on Monday, April 1<sup>st</sup>, 2024 to examine the existing theatrical lighting systems in the auditorium. After reviewing the existing lighting system, we would recommend the following upgrades:

- Replacement of the existing theatrical dimmer panel with new equipment capable of DMX and 0-10V dimming/control.
- Replacement of all theatrical and house lighting with new LED fixtures.
- Installation of DMX control cabling to new theatrical lighting.
- Installation of 0-10V control cabling to house lighting.
- Tie existing fire alarm system to new lighting controls to provide life safety illumination during a fire alarm event.
- Add additional house lights to emergency lighting circuit to provide the code-required life safety light levels.

We estimate the upgrades to the theatrical lighting system to cost \$524,520.00. This estimate includes all materials, labors, incidentals, system startup, and other items required for a fully functional system. The cost above does not include the engineering design fee for the project.

These upgrades will allow for higher quality lighting in the high school's theatrical productions, color changing theatrical lighting, and improved life safety lighting while also providing the long-term cost savings of LED lighting.

We appreciate the opportunity to provide this recommendation and would be happy to answer any questions or provide additional assistance, if needed.

Sincerely,

Gary D. Loftis, PE  
Maffett Loftis Engineering, LLC.





# Putnam County School System

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



Corby King  
Director of Schools

## ENGAGE INSPIRE ACHIEVE

# Putnam County Board of Education Agenda Request

Name of Person Making Request: **Buddy Pearson**

Date: **4-24-2024**

RE: **\$9,637.50 for ParentSquare onboarding**

Account Funding Code (if appropriate) 141-72310-599

Backup included

Backup to follow

Agenda Item for May 2, 2024, Board meeting.

Approval to enter <sup>into</sup> a contract with ParentSquare (Goleta, CA), <sup>for Parent Square onboarding,</sup> a digital communications platform, in the amount of \$9,637.50 to be paid from ~~account~~ 141-72310-599.

Buddy Pearson 4-24-2024  
Supervisor Date

[Signature]  
Director of Schools Date

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

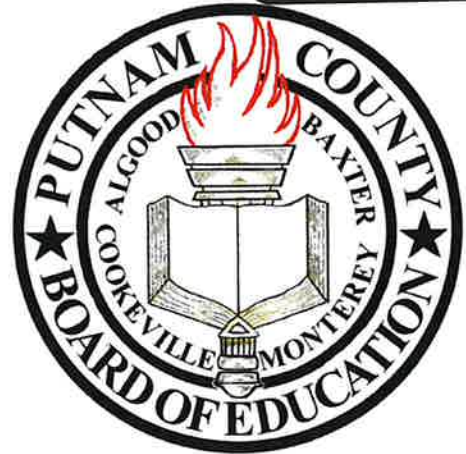
## Agenda Item for May 2 Board Meeting

We are entering a contract with **ParentSquare**, a digital communications platform, which will replace Blackboard/Final Site. This new digital communications platform will provide an app, two-way communication between teachers and parents, mass communication capabilities, newsletters, secure and translated documents, and a website. This **\$9,637.50** enters us into a contract with ParentSquare to begin the onboarding process until July 1, when we will enter a one-year contract of **\$69,9125** for their services.

PUTNAM COUNTY SCHOOL SYSTEM  
BOARD AGENDA REQUEST

EXHIBIT  
VI F.29  
05-02-24

Date: April 19, 2024  
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 the annual site license subscription for ClassLink SSO effective 6/1/24 to 5/31/25 (per National TIPS contract #230105 pricing on attached Invoice #e-116536) in the amount of \$41,007.00, to be paid from 141-71100-722-01607, Technology.

NOTES:

[Empty box for notes]

received  
04-25-24  
SL

## Renewal Invoice #e-116536

W-9 can be downloaded via the link to the right

**Action Required - Your subscription will expire in less than 90 days, please see renewal instructions below**

### To renew your ClassLink Service:

- **Pay the attached invoice before the expiration date listed on your invoice.** Please note expiration date differs from invoice due date.
- or
- **Email a copy of your renewal PO to [billing@classlink.com](mailto:billing@classlink.com) prior to the expiration date noted on your invoice.**

#### From

ClassLink, Inc.  
45 East Madison Ave., Ste. 7  
Clifton, NJ 07011

#### Bill To

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

#### Ship To

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

#### Invoice Summary

**Invoice Number** e-116536

**Invoice Date** 06/01/2024

**Terms** Net 30

**Invoice Due Date** 07/01/2024

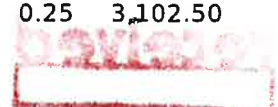
**Ops Expiration Date** 05/31/2024

**Ops ID** 1884

#### Purchasing Consortia

**Amount Due (USD)** \$ 41,007.00

Item / Description	Quantity	Rate	Amount
<b>RENEWAL - ClassLink Analytics Plus Annual License - per user (501+ users) - Ambassador Discount</b>	12,410	-0.02	-248.20
RENEWAL - ClassLink Analytics Plus Annual License - per user (501+ users) - Ambassador Discount from 06/01/2024 to 05/31/2025			
<b>ClassLink Renewal Ambassador Discount</b>	12,410	-0.34	-4,219.40
ClassLink Renewal Ambassador Discount from 06/01/2024 to 05/31/2025			
<b>ClassLink Renewal Roster Hosting License (10,001 to 100,000 users)</b>	1	1,295.00	1,295.00
ClassLink Renewal Roster Hosting License (10,001 to 100,000 users) from 06/01/2024 to 05/31/2025			
<b>ClassLink Renewal License</b>	12,410	-0.14	-1,737.40
ClassLink Renewal License from 06/01/2024 to 05/31/2025 - 3-Years Upfront - Year 3 of 3			
<b>ClassLink Renewal License</b>	12,410	3.45	42,814.50
ClassLink Renewal License from 06/01/2024 to 05/31/2025			
<b>RENEWAL - ClassLink Analytics Plus Annual License - per user (501+ users)</b>	12,410	0.25	3,102.50
RENEWAL - ClassLink Analytics Plus Annual License - per user (501+ users) from 06/01/2024 to 05/31/2025			



**Customer Message**

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**Amount Due (USD)** \$ 41,007.00

Please note user count is based on students and FTE

**Memo**

---

National - TIPS Contract #230105

**Remit Payment to:**

ClassLink, Inc.

PO Box 51100

Newark, NJ 07101-5100





**PCSS Board Agenda Request**

Date: April 4<sup>th</sup>, 2024

Department: Data / Testing

Person Submitting: Jason Stickler

Account Number (if appropriate): N / A

Check one:

Backup included (CER: 24-25 Membership Agreement)

Backup to follow

Statement to be included in Board Agenda Packet:

- **Consider approval of:** PCSS becoming <sup>a</sup> members of the 2024 – 2025 Comprehensive Educational Resources consortium and to transfer PCSS data to Comprehensive Educational Resources (Correlated w/ Mastery View Benchmark Assessments).

1. Achievement Data

- In July, after the embargo is lifted, unsuppressed district and school level assessment files. These don't include teacher or student data.
- These are used to provide district-specific reports.
- These are also used to create a CER overview of pass rates and rankings.
- District data will most likely not include demographic data since it is usually suppressed.

2. Benchmark Data

- After each benchmark, we request the consortium extracts. These are created by Jonathan Isgett at Instructure. They are added to the district Sharefile or Mastery Connect. These are by teacher, for each benchmark given.
- These are used to provide district-specific reports. The teacher level data is only given back to the district.
- These are also used to create a district average and school average for the CER file.

received  
04-25-24  
*[Signature]*



# CER Membership Agreement

## 2024-25 School Year

Comprehensive Educational Resources (CER) is an educational consortium that currently serves twenty-eight school districts in Northeast Tennessee and across the state. CER is a collaboration between these twenty-eight districts and The Niswonger Foundation that currently reaches approximately 134,000 students. CER began in May 2020.

### **Vision**

Comprehensive Educational Resources aims to improve student outcomes as measured by the state assessment by giving students and teachers equal access to a variety of teacher created and reviewed materials that are aligned to Tennessee state standards, rigorous, and easily accessible. We are also committed to analyzing state assessment and benchmark data collaboratively with districts to guide instructional adjustments and improve student outcomes.

### **District Participation**

By March 1, existing CER districts must complete a "membership agreement." The membership agreement will include the number of students from the state report card as of March 1. Districts will be invoiced from the Niswonger Foundation at the cost of \$2/per student based on the state report card as a "membership fee". For districts that join after March 1, they will complete the membership agreement based on the number of students on the state report card at the time of joining.

The membership agreement and membership fee will provide the district with access to the CER website and all materials. It will also give the district one representative on the Steering Committee and a monthly progress report to Superintendents. Finally, it will also give the district yearly reports using the state assessment data.

### **District Costs**

In addition to the membership fee, there are optional costs associated with CER. If districts contribute a teacher to a curriculum team, districts will be responsible for compensating each teacher. This compensation could include three (3) days of flex time to compensate for creating materials. Districts can decide how this flex time will be provided to each teacher. In addition, each teacher on a curriculum team may need to be provided with three (3) days of a substitute and travel to review materials. By May 1, the Steering Committee will finalize the curriculum team compensation.

If districts participate in the CASE benchmark, there will be an annual contract with Instructure that meets the needs of the district.

If districts participate in Learning Together, our common professional development day, there will be a per person registration fee. Districts will have to decide by January if they are going to participate in Learning Together.

District: Putnam County

Number of students on the state report card: 11482

By signing and returning the membership agreement, your district will participate in CER for the 2024-25 school year.

Name: Kim Cravens

Signature: \_\_\_\_\_

Board Chair  
05-02-24



**PCSS Board Agenda Request**

Date: April 25<sup>th</sup>, 2024

Department: Data / Testing

Person Submitting: Jason Stickler

Account Number (if appropriate): N / A

Check one:

Backup included

Backup to follow (TNDOE / Screener: Data Share Document)

Statement to be included in Board Agenda Packet:

- **Consider approval of "Data Share" process:** Seeking approval for approved vendors (aimswebPlus / iReady) and PCSS to send applicable student Screener data to the Tennessee Department of Education. This data will be used to process "Ground 1" appeals for the 3rd grade retention law.

From TNDOE

*"For the 2023-24 school year, 3rd grade students that score "approaching" on the ELA TCAP are eligible for a Ground 1 Appeal for promotion purposes if the student's composite score on an approved Universal Reading Screener (URS) is at or above the 40th percentile and if all other conditions in State Board rule are met. See State Board of Education Rule 0520-01-03-.16(7)(f)(4). Districts may submit qualifying composite scores from the state-provided benchmark assessment (aimswebPlus) and **from one other State-Board approved vendor**. The additional vendor must be listed as a current component in the district's Foundational Literacy Skills Plan, and a data-sharing agreement must be in place for accurate data files to be sent to the Department in time for appeals consideration."*

**received**  
04-25-24 *JK*

**DATA SHARING CONSENT FORM**

Curriculum Associates, LLC ("Curriculum Associates") has received a request from the school district listed below (the "District") to provide certain data to the Tennessee Department of Education ("TNDOE") in connection with the Tennessee Literacy Success Act. District hereby acknowledges and agrees as follows:

1. Curriculum Associates is an authorized contractor of District and is entitled to serve as a custodian of certain Customer Data (as defined below) in connection with the provision of educational services to District under the "School Official" exception under the Family Educational Right and Privacy Act (FERPA).
2. District hereby authorizes Curriculum Associates to provide the Customer Data to TNDOE. District hereby consents to the provision of such data to TNDOE by Curriculum Associates by a secure means as reasonably agreed upon by Curriculum Associates and TNDOE.
3. District acknowledges and agrees that TNDOE shall be responsible for all Customer Data in its possession and control. Curriculum Associates shall have no liability or responsibility for any unauthorized disclosures of Customer Data, corruption of Customer Data, or data security breaches that occur as a result of the actions or inactions of TNDOE.
4. Curriculum Associates shall only be responsible for Customer Data that is in its possession or control. Nothing in this Agreement shall in any way limit the obligation of Curriculum Associates to protect and preserve Customer Data that is in its possession or control.

For purposes of this Agreement, "Customer Data" shall mean all Diagnostic data elements and Literacy Task data elements as requested by TNDOE, all of which are to be provided to TNDOE by Curriculum Associates.

This Data Sharing Consent Form is hereby executed by an authorized representative of District, whose signature can be found below.

Signature: \_\_\_\_\_ Date: 05-02-24

Print Name and Title: Kim Cravens, Board Chair

District Name: Putnam County

Telephone Number and E-mail: 931-526-9777



### PCSS Board Agenda Request

Date: April 26, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into an agreement with J&B CounterTops, Cookeville, TN, for installation of solid surface bathroom countertops at Avery Trace Middle School in the amount of \$20,605.84 to be paid for from 141-72620-399

**received**  
04-29-24

*JK*

# J & B Counter Tops 1297 Boyd Farris Rd. Cookeville, TN 38506

## Solid Surface Fabrication

Job Name: Avery Trace Middle school

April 10, 2024

This solid surface quote is based upon the measurements taken at the school. This price includes Livingstone material up to a level 5 countertop, fabrication with eased edge, substrate, and Installation for this price. Removal of existing countertops is not included.

### Vanity countertop: one individual classroom bathroom

- 76" x 23" with backsplash, side splash, and a 6" apron
- Two integrated solid surface sinks

Total: \$2,575.73 each

*x 8 countertops*

### Vanity countertop: one individual Locker room bathroom

- 116 3/4" x 22" with backsplash, side splash, and a 6" apron
- Three integrated solid surface sinks

*\$ 20,605.84*

Total: \$3,036.90 each

**All together Eight classroom bathrooms and four locker room bathrooms –  
Grand Total: \$32,753.44**

Please note that these were quoted as individual bathrooms getting done one at a time. If these bathrooms all get done the \ pricing would be less, because now multiple bathrooms could be done at a time and material can be better used and not wasted.

Sales rep,  
Katlyn Johnson  
Respectfully submitted  
Bety Lopez

Terms: 50% down and 50% once job is completed  
Prices does not include plumbing and/or electricity.  
Pricing does not include removal of existing countertops.  
J & B Countertops is not responsible for any cabinet or house imperfections  
J&B will charge a 4% convenience fee for ALL credit card charges. Checks and Cash will NOT be charged the 4% fee.



# Quotation

2000 Bowser Rd  
Cookeville, TN 38506  
Phone (800)292-6450 Fax (931) 528-5472

**Prepared Date** April 26, 2024  
**Quotation #** 1000-042624-01  
**Revision Date**  
**Revision #**

*Quotation valid until:* July 25, 2024  
*Prepared by:* Brian Soop

**Quoted To:**  
John Magura  
Putnam County Schools  
240 Raider Dr.  
Cookeville, TN 38506  
931-520-6409

**Project Name:**  
Avery Tracy Bathrooms

**Ship To:**  
Avery Tracy Middle School  
ATTN: John Magura  
240 Raider Dr.  
Cookeville, TN 38506  
931-520-6409

**Comments or special instructions:**

Qty	Part #	Description	Unit	Extended
1	LCASE!	Special Order Buyout - Solid Surface Counter top At Boys Locker room- Approximately 130 1/2"L x 22"D includes 6" front apron and 3" back and side splashes - includes 3 undermount solid surface sinks - work includes materials and installation of counters only - (Does not include faucets or plumbing connections) - Existing support blocking to be reused or replaced by customer - Price includes colors up to tier 2 from Wilsonart		
1	LCASE!	Special Order Buyout - Solid Surface Counter top At Boys Locker room- Approximately 76"L x 23"D includes 6" front apron and 3" back and side splashes - includes 3 undermount solid surface sinks - work includes materials and installation of counters only - (Does not include faucets or plumbing connections) - Existing support blocking to be reused or replaced by customer - Price includes colors up to tier 2 from Wilsonart		
<b>Sub-total</b>				<b>\$ 12,256.25</b>

(ONE SET)

**Approximate lead time to ship after receipt of order (ARO)**

**Determined At Order Entry**

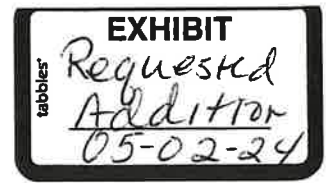
**Note:**

1. Please reference **quotation number** and **revision number** listed in top right hand corner when ordering!
2. Quotation is based on the use of Collins QSE or MTO standard laminate selections unless noted otherwise.
3. All Items are quoted at net price - FOB Factory - Cookeville, TN. unless noted otherwise.
4. Unless different terms have been previously established, terms are 50% deposit with order; with the remaining balance due prior to shipping.
5. If paid by credit card, there will be an additional 2 ½% processing fee added to cover the costs charged to Collins by the credit card companies.

If you have any questions concerning this quotation, contact:  
Brian Soop - phone: (931) 651-1544 - email: BrianS@collins.co

**THANK YOU FOR YOUR BUSINESS!**

PCT/EUCT



PCSS Board Agenda Request

as .VI F.33.

Date: May 2, 2024

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into an agreement with Cookeville Heating & Cooling Services, LLC, Cookeville, TN for the replacement of a 12.5 ton rooftop unit on an emergency basis at Sycamore Elementary School in the amount of \$21,000.000 to be paid for from 141-72620-399

Received  
05-02-24

SM  
CM



QUOTE  
Number 2793

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

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

SYCAMORE ELEMENTARY SCHOOL  
452 ELLIS AVE  
COOKEVILLE, TN 38501

QUOTE DATE	FOR	PAGE
5/2/2024	Replace 12.5-ton RTU	1

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

- Replace a 12.5-ton Trane gas RTU with a new 12.5-ton Trane gas RTU
- Remove old equipment and set the new equipment in place using a crane
- Reconnect to existing electrical and gas piping
- Once installation is complete start up and test system operations

**TOTAL AMOUNT     \$21,000.00**

### WE SINCERELY APPRECIATE YOUR BUSINESS!

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

Signature of Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Name/Title (Please Print): \_\_\_\_\_

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

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



Full Name	Hire Date	Rehire Date	Building Code Desc	Position Assignment Desc	Date of T
HUNLEY, KASSONDRA	12/12/2017		ALGOOD MIDDLE S	RTI INTERVENTIONIST TEACHER	
PULLEN, KEVIN A	01/21/2013	07/01/2018	ALGOOD MIDDLE S	5TH-8TH GRADE PE TEACHER	
DYCUS, PATRICK CLARK	09/05/2018		AVERY TRACE MID	SPANISH TEACHER	
GREENWOOD, HEATHER DANIELLE	08/07/2017		AVERY TRACE MID	8TH GRADE ENGLISH/LANGUAGE ART	
HIBBARD, ANTHONY	6/13/2018		AVERY TRACE MID	BAND/MUSIC TEACHER	
FOX, AMY	06/11/2018		CANE CREEK ELEM	EXTENDED RESOURCE TEACHER	
WHITE, KELSEY BUSSELL	12/28/2016		CAPSHAW ELEMENT	SPED RESOURCE TEACHER	
ALOTAIBI, JANICE	06/27/2018		CENTRAL OFFICE	ESL TEACHER	
GANTKOWSKI, VIRGINIA	02/20/2018	07/01/2018	COOKEVILLE HIGH	GRADE 9-12 VOCATIONAL TEACHER	
GILLESPIE, SARAH MICHELLE	06/25/2018	07/25/2019	COOKEVILLE HIGH	GERMAN TEACHER	
MATSON, SAMUEL M	08/21/2014	07/25/2019	COOKEVILLE HIGH	GRADE 9-12 ENGLISH TEACHER	
PACE, DEMETRIA E	07/21/2017		COOKEVILLE HIGH	SPED CDC TEACHER	
STOCKTON-BURNETT, TRACEY	08/28/2017		CORNERSTONE ELE	K-4 GRADE ASSISTANT PRINCIPAL	
LEE, CHRISTY A	11/01/2012	03/21/2018	JERE WHITSON EL	K-4 GRADE - PE TEACHER	
DICKENS, LAUREN GRACE	08/22/2018		NORTHEAST ELEME	PRE-K TEACHER	
GUNNELS, ELIZABETH ANNETTE	06/18/2018		PARK VIEW ELEM	PRE-K TEACHER	
BEATY, ALYSSA PAIGE	03/23/2017		PRESCOTT ELEMEN	KINDERGARTEN TEACHER	
BEATY, RENEE M	06/08/2018		PRESCOTT ELEMEN	GRADE 1	
CLEMENTS, ERIKA L	07/20/2018		PRESCOTT MIDDLE	INTERVENTION TEACHER	
OLIVER, JONATHAN A	07/02/2018		UPPERMAN HIGH	BAND/MUSIC TEACHER	

PHILLIPS, EMILY JANE

06/14/2018

UPPERMAN HIGH

MUSIC/CHORUS TEACHER



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

Date \_\_\_\_\_ 5/2/2024

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

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

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

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay American Constructors, Inc. in the amount of \$2,867,091.29 and Pinnacle Bank (retainage) in the amount of \$138,370.81 for pay application #20 related to the Parkview School project to be paid from the Putnam County Bond Issue.

received  
04-19-24 *[Signature]*

# APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

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

**PROJECT:** Park View Elementary

**APPLICATION NO:** 750-20

**Distribution to:**  
 OWNER  
 ARCHITECT  
 CONTRACTOR

**PERIOD TO:** April 30, 2024

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

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

**ARCHITECT'S CONTACT:** kchamberlin@uplanddesigngroup.com

**PROJECT NO:**

**CONTRACT DATE:**

## CONTRACTOR'S APPLICATION FOR PAYMENT

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


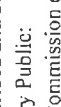
1. ORIGINAL CONTRACT SUM .....	45,521,772.00
2. Net change by Change Orders .....	0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2) .....	45,521,772.00
4. TOTAL COMPLETED & STORED TO DATE .....	39,039,228.33
(Column G on G703)	
5. RETAINAGE:	
a. Retainage Added this Month	138,370.81
Retainage Previous Balance	1,610,167.58
b. _____ % of Stored Material	
(Column F on G703)	
Total Retainage (Lines 5a + 5b or	
Total in Column I of G703) .....	1,748,538.39
6. TOTAL EARNED LESS RETAINAGE .....	37,290,689.94
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT .....	34,423,598.65 **
8. CURRENT PAYMENT DUE .....	2,867,091.29
9. BALANCE TO FINISH, INCLUDING RETAINAGE .....	8,231,082.06
(Line 3 less Line 6)	

\*\* Unpaid Balance 0.00

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

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

CONTRACTOR: AMERICAN CONSTRUCTORS, INC.

By:   
 Matthew T. McCall, CFO  
 State of: Tennessee  
 County of: Madison  
 Subscribed and sworn to before me this 18th day of April, 2024.  
 Notary Public:   
 My Commission expires: March 7, 2026




## ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED ..... \$2,867,091.29

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

ARCHITECT: UDG, Inc.  
 By:  Pres. Date: 4/18/24

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

Application for Payment, Continued

Project Park View Elementary School, Cookeville, TN

Application No.

20

Date:

04/30/24

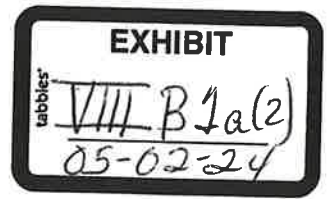
Description of Work	C Scheduled Value	D Work Completed		E This Period	F Stored Material	G Total Completed To Date	H Balance to Finish	I Retainage
		Previous Applications	Applications					
02.35 Cap Grouting Allowance	1,150,750.00	1,150,750.00	-	-	-	1,150,750.00	100.00%	57,537.50
03.00 Cast In Place Concrete	2,359,381.00	2,359,381.00	-	-	-	2,359,381.00	100.00%	117,969.05
03.30 Hollow Core Concrete Planks	424,000.00	424,000.00	-	-	-	424,000.00	100.00%	21,200.00
04.00 Masonry	6,242,868.00	6,212,381.84	-	-	-	6,212,381.84	99.51%	310,619.09
05.00 Steel and Metals	3,346,013.00	3,345,202.20	-	-	-	3,345,202.20	99.98%	167,260.11
06.05 Rough Carpentry / Blocking	174,396.00	173,296.00	-	-	-	173,296.00	99.37%	8,664.80
07.00 Caulk / Waterproof / Dampproof	402,954.00	255,450.00	-	-	-	255,450.00	63.39%	12,772.50
07.04 ACM Panels	145,000.00	-	-	-	-	-	0.00%	-
07.08 Horizontal Wall Panels	250,400.00	-	-	-	-	-	0.00%	-
07.20 Roofing	1,473,000.00	1,382,830.00	31,860.00	-	-	1,414,690.00	96.04%	70,734.50
08.00 Overhead Doors	84,287.00	-	-	-	-	-	0.00%	-
08.10 Glass and Glazing	1,552,377.00	1,290,854.63	166,540.00	-	-	1,457,394.63	93.88%	72,869.73
08.15 Doors / Frames / Hardware	761,222.00	110,738.54	543,227.56	-	-	653,966.10	85.91%	32,698.31
09.00 LG Framing & Gypsum Board	947,205.00	925,124.00	20,081.00	-	-	945,205.00	99.79%	47,260.25
09.20 Resilient Flooring	347,000.00	112,300.00	79,030.00	-	-	191,330.00	55.14%	9,566.50
09.25 Resinous Flooring	132,560.00	-	130,292.81	-	-	130,292.81	98.29%	6,514.64
09.30 Wood Flooring	164,854.00	118,970.00	45,884.00	-	-	164,854.00	100.00%	8,242.70
09.40 Acoustical Ceilings	331,000.00	176,264.25	86,150.00	-	-	262,414.25	79.28%	13,120.71
09.45 Acoustical Panels	97,000.00	-	-	-	-	-	0.00%	-
09.90 Painting	346,526.00	162,275.00	53,185.00	-	-	215,460.00	62.18%	10,773.00
10.00 Accordion Partitions	18,952.00	-	-	-	-	-	0.00%	-
10.10 Lockers	83,176.00	69,976.00	-	-	-	69,976.00	84.13%	3,498.80
10.20 Display Boards	53,400.00	-	-	-	-	-	0.00%	-
10.30 Signage	55,150.00	-	-	-	-	-	0.00%	-
10.40 Toilet Partitions	90,910.00	-	75,782.00	-	-	75,782.00	83.36%	3,789.10
10.50 Toilet Accessories	32,400.00	-	-	-	-	-	0.00%	-
10.60 Fire Protection Specialties	4,850.00	-	-	-	-	-	0.00%	-
10.70 Flagpole	4,900.00	-	-	-	-	-	0.00%	-
10.80 Display Cases	31,100.00	-	-	-	-	-	0.00%	-
11.00 Food Service	1,149,713.00	131,000.00	-	-	-	131,000.00	11.39%	6,550.00
11.11 Building Athletic Equipment	153,588.00	134,587.00	-	-	-	134,587.00	87.63%	6,729.35
12.00 Casework	600,785.00	276,985.00	131,514.50	-	-	408,499.50	67.99%	20,424.98

**Application for Payment, Continued**

Project Park View Elementary School, Cookeville, TN

Application No. 20  
Date: 04/30/24

Description of Work	C Scheduled Value	D Work Completed		E This Period	F Stored Material	G Total Completed To Date	H Balance to Finish	I Retainage
		Previous Applications	%					
12.10 Telescoping Bleachers	235,000.00	-	235,000.00	-	-	235,000.00	-	11,750.00
12.30 Window Coverings	53,515.00	-	-	-	-	-	53,515.00	-
14.00 Elevators	95,890.00	-	-	-	-	-	95,890.00	-
21.00 Fire Protection	595,285.00	484,922.00	75,300.00	-	-	560,222.00	35,063.00	28,011.10
22.00 Plumbing	1,558,015.00	1,260,306.00	167,930.50	-	-	1,428,236.50	129,778.50	71,411.83
23.00 Mechanical / HVAC	4,161,432.00	3,881,009.70	130,999.50	-	-	4,012,009.20	149,422.80	200,600.46
23.10 Test and Balance	47,370.00	-	-	-	-	-	47,370.00	-
26.00 Electrical	4,232,000.00	3,344,369.60	437,242.50	-	-	3,781,612.10	450,387.90	189,080.61
27.00 Low Voltage Systems	342,848.00	128,989.00	63,200.00	-	-	192,189.00	150,659.00	9,609.45
31.00 Earthwork	3,369,279.00	3,212,905.73	37,332.00	-	-	3,250,237.73	119,041.27	162,511.89
32.00 Exterior Improvements	1,512,932.00	96,566.00	158,000.00	-	-	254,566.00	1,258,366.00	12,728.30
33.00 Utilities	866,777.00	864,777.00	-	-	-	864,777.00	2,000.00	43,238.85
96.00 Contingency Allowances	750,000.00	117,141.06	98,864.95	-	-	216,006.01	533,993.99	10,800.30
97.00 General Conditions	2,304,285.00	1,856,299.50	107,846.00	-	-	1,964,145.50	340,139.50	-
97.60 Taxes and Insurance	634,620.00	588,204.32	14,699.78	-	-	602,904.10	31,715.90	-
99.99 Fee	1,750,807.00	1,385,910.86	115,500.00	-	-	1,501,410.86	249,396.14	-
	<b>45,521,772.00</b>	<b>36,033,766.23</b>	<b>3,005,462.10</b>	-	-	<b>39,039,228.33</b>	<b>6,482,543.67</b>	<b>1,748,538.39</b>



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

Date \_\_\_\_\_ 5/2/2024

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

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

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

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Upland Design Group, Inc. – Crossville, Tennessee in the amount of \$30,044.37 for architectural services for the Park View School project, to be paid from 141-76100-304-02504.

**received**  
04-19-24  
[Signature]

# Upland Design Group Inc

PO Box 1026  
Crossville, TN 38557

# INVOICE

Invoice Number: 1921 Inv. 30

Invoice Date: Apr 18, 2024

Page: 1

Voice: 931-484-7541

Fax: 931-484-2351

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

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

Customer ID	Customer PO	Payment Terms	
1921	New Putnam Co.	Net Due	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Elem. School		5/18/24

Quantity	Item	Description	Unit Price	Amount
		Const. Cost - \$45,521,772.00 x 5% (A/E Fee)= \$2,276,088.60 x 95.15% (thru 85.76% CA)= \$2,165,698.30 - less previously billed \$2,135,653.93= \$30,044.37		30,044.37
Subtotal				30,044.37
Sales Tax				
Total Invoice Amount				30,044.37
Payment/Credit Applied				
<b>TOTAL</b>				<b>30,044.37</b>

Check/Credit Memo No:



# Putnam County School System

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



Director of Schools

**ENGAGE INSPIRE ACHIEVE**

## Putnam County Board of Education Agenda Request

Name of Person Making Request: Tim Martin

Date: April 19, 2024


RE: Park View School

Account Funding Code (if appropriate)

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

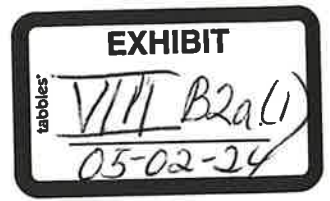
\_\_\_\_\_ Backup to follow

Request that we officially declare the new construction at 2000 Lee Seminary Road to be Park View School and permission to request a new school number from the Department of Education.

  
\_\_\_\_\_  
Supervisor 4/19/24  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Director of Schools \_\_\_\_\_  
Date

**received**  
04-19-24  

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

Date \_\_\_\_\_ 5/2/2024

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

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

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

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay King Construction Group, Inc. in the amount of \$62,149.68 and First Horizon Bank (retainage) in the amount of \$3,271.04 for pay application #19 related to the Upperman High School Addition project to be paid from 142 76100 707 933 (ESSER 3.0).

**received**  
04-19-24 

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER/CLIENT:

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

PROJECT:

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

APPLICATION NO: 19

INVOICE NO: 19

PERIOD: 03/22/24 - 04/30/24

PROJECT NO: C011-22

CONTRACT DATE: 9/1/2022

FROM CONTRACTOR:

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

VIA ARCHITECT/ENGINEER:

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

CONTRACT FOR:

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1.	Original Contract Sum	\$4,739,900.00
2.	Net change by change orders	\$0.00
3.	Contract Sum to date (Line 1 ± 2)	\$4,739,900.00
4.	Total completed and stored to date (Column G on detail sheet)	\$4,709,885.15
5.	Retainage:	
	a. 2.12% of completed work	\$99,863.29
	b. 0.00% of stored material	\$0.00
	Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$99,863.29
6.	Total earned less retainage (Line 4 less Line 5 Total)	\$4,610,021.86
7.	Less previous certificates for payment (Line 6 from prior certificate)	\$4,547,872.18
8.	Current payment due:	\$62,149.68
9.	Balance to finish, including retainage (Line 3 less Line 6)	\$129,878.14

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

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

CONTRACTOR: King Construction Group, Inc.

By: 

Date: 4-18-24



State of: Tennessee  
County of: Putnam  
Subscribed and sworn to before me this 18th day of April 2024  
Notary Public: Felicia Lack  
My commission expires: September 25, 2024

ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED: \$62,149.68

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

ARCHITECT/ENGINEER: UDG, Inc.

By:  Pres.

Date: 4/18/24

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

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

APPLICATION NUMBER: 19  
 APPLICATION DATE: 4/18/2024  
 PERIOD: 03/22/24 - 04/30/24

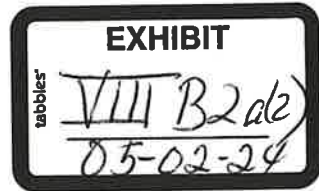
Contract Lines

A ITEM NO.	B BUDGET CODE	C DESCRIPTION OF WORK	D SCHEDULED VALUE	E WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H % (G / C)	I BALANCE TO FINISH (C - G)	J RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1		General Conditions	\$269,043.00	\$262,662.14	\$5,360.86	\$0.00	\$268,043.00	100.00%	\$0.00	\$5,762.92
2		Permits & Startup Costs	\$96,755.00	\$96,755.00	\$0.00	\$0.00	\$96,755.00	100.00%	\$0.00	\$1,935.10
3		Mobilization	\$34,135.00	\$34,135.00	\$0.00	\$0.00	\$34,135.00	100.00%	\$0.00	\$692.70
4		Allowance: Contingency	\$175,000.00	\$123,444.00	\$21,541.15	\$0.00	\$144,985.15	82.85%	\$30,014.85	\$3,545.94
5		Allowance: Unsuitable Soils	\$105,000.00	\$105,000.00	\$0.00	\$0.00	\$105,000.00	100.00%	\$0.00	\$2,100.00
6		Stework	\$78,053.00	\$72,589.29	\$5,463.71	\$0.00	\$78,053.00	100.00%	\$0.00	\$1,935.72
7		Site Utilities & Storm Drainage	\$194,964.00	\$194,964.00	\$0.00	\$0.00	\$194,964.00	100.00%	\$0.00	\$3,899.28
8		Asphalt Paving	\$87,300.00	\$61,110.00	\$26,190.00	\$0.00	\$87,300.00	100.00%	\$0.00	\$2,531.70
9		Concrete: Foundations	\$121,672.00	\$121,672.00	\$0.00	\$0.00	\$121,672.00	100.00%	\$0.00	\$2,433.44
10		Concrete: Interior	\$141,803.00	\$141,803.00	\$0.00	\$0.00	\$141,803.00	100.00%	\$0.00	\$2,836.06
11		Concrete: Exterior	\$28,800.00	\$27,360.00	\$1,440.00	\$0.00	\$28,800.00	100.00%	\$0.00	\$1,111.68
12		Rebar Material Only	\$72,995.00	\$72,995.00	\$0.00	\$0.00	\$72,995.00	100.00%	\$0.00	\$1,459.90
13		Masonry	\$916,618.00	\$916,618.00	\$0.00	\$0.00	\$916,618.00	100.00%	\$0.00	\$19,707.29
14		Structural Steel	\$481,036.00	\$481,036.00	\$0.00	\$0.00	\$481,036.00	100.00%	\$0.00	\$9,620.72
15		Light Gauge Metal Framing	\$98,184.00	\$98,184.00	\$0.00	\$0.00	\$98,184.00	100.00%	\$0.00	\$1,963.68
16		Rough Carpentry	\$20,031.00	\$20,031.00	\$0.00	\$0.00	\$20,031.00	100.00%	\$0.00	\$400.62
17		Dampproofing	\$16,286.00	\$16,286.00	\$0.00	\$0.00	\$16,286.00	100.00%	\$0.00	\$325.72
18		Insulation	\$6,226.00	\$6,226.00	\$0.00	\$0.00	\$6,226.00	100.00%	\$0.00	\$124.52
19		Roofing	\$426,066.00	\$426,066.00	\$0.00	\$0.00	\$426,066.00	100.00%	\$0.00	\$9,799.52
20		Joint Sealants	\$15,500.00	\$10,075.00	\$5,425.00	\$0.00	\$15,500.00	100.00%	\$0.00	\$472.75
21		Doors, Frames & Hardware	\$104,465.00	\$104,465.00	\$0.00	\$0.00	\$104,465.00	100.00%	\$0.00	\$2,089.30
22		Storefront & Glazing	\$82,000.00	\$82,000.00	\$0.00	\$0.00	\$82,000.00	100.00%	\$0.00	\$1,640.00
23		Sheetrock	\$20,500.00	\$20,500.00	\$0.00	\$0.00	\$20,500.00	100.00%	\$0.00	\$410.00
24		Flooring	\$62,610.00	\$62,610.00	\$0.00	\$0.00	\$62,610.00	100.00%	\$0.00	\$1,252.20
25		Acoustical Ceilings	\$88,000.00	\$88,000.00	\$0.00	\$0.00	\$88,000.00	100.00%	\$0.00	\$1,760.00
26		Painting	\$40,351.00	\$40,351.00	\$0.00	\$0.00	\$40,351.00	100.00%	\$0.00	\$807.02
27		Display Surfaces, Signage, FE's	\$15,099.00	\$15,099.00	\$0.00	\$0.00	\$15,099.00	100.00%	\$0.00	\$301.98
28		Operable Partition	\$21,618.00	\$21,618.00	\$0.00	\$0.00	\$21,618.00	100.00%	\$0.00	\$432.36
29		Casework	\$17,540.00	\$17,540.00	\$0.00	\$0.00	\$17,540.00	100.00%	\$0.00	\$350.80
30		Mechanical: Rough-In	\$230,265.00	\$230,265.00	\$0.00	\$0.00	\$230,265.00	100.00%	\$0.00	\$4,605.30
31		Mechanical: Trim-Out	\$25,585.00	\$25,585.00	\$0.00	\$0.00	\$25,585.00	100.00%	\$0.00	\$511.70
32		Fire Sprinkler	\$62,000.00	\$62,000.00	\$0.00	\$0.00	\$62,000.00	100.00%	\$0.00	\$1,240.00
33		Electrical: Rough-In	\$409,780.00	\$409,780.00	\$0.00	\$0.00	\$409,780.00	100.00%	\$0.00	\$8,195.60
34		Electrical: Trim-Out	\$175,620.00	\$175,620.00	\$0.00	\$0.00	\$175,620.00	100.00%	\$0.00	\$3,617.77

A	B	C	D	E	F	G	H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD				
		SCHEDULED VALUE	\$4,644,464.43	\$65,420.72	\$0.00	\$4,709,885.15	\$30,014.85	\$99,863.29
		TOTALS:	\$4,739,900.00	\$65,420.72	\$0.00	\$4,709,885.15	\$30,014.85	\$99,863.29

Grand Totals

A	B	C	D	E	F	G	H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD				
		SCHEDULED VALUE	\$4,644,464.43	\$65,420.72	\$0.00	\$4,709,885.15	\$30,014.85	\$99,863.29
		GRAND TOTALS:	\$4,739,900.00	\$65,420.72	\$0.00	\$4,709,885.15	\$30,014.85	\$99,863.29



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

Date \_\_\_\_\_ 5/2/2024

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

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

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

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of a payment to Upland Design Group, Inc. – Crossville, Tennessee in the amount of \$639.89 to be paid from 142-76100-707-933 for architectural services for the Upperman High School Expansion project (School Federal Program Fund-ESSER 3.0).

received  
04-19-24

**Upland Design Group Inc**

PO Box 1026  
 Crossville, TN 38557

**INVOICE**

Invoice Number: 2195 Inv. 16  
 Invoice Date: Apr 18, 2024  
 Page: 1

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

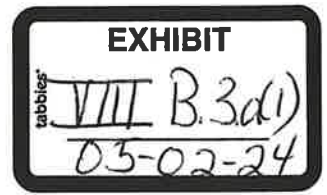
<b>Bill To:</b>
Putnam County School System 1400 East Spring St. Cookeville, TN 38506

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

<b>Customer ID:</b>	<b>Customer PO</b>	<b>Payment Terms</b>	
2195	Upperman HS	Net Due	
<b>Sales Rep ID</b>	<b>Shipping Method</b>	<b>Ship Date</b>	<b>Due Date</b>
	Expansion		5/18/24

Quantity	Item	Description	Unit Price	Amount
		Const. Cost \$4,739,900.00 x 5% (A/E Fee) = \$236,995.00 x 99.87% complete = \$236,686.91 - less previously billed \$236,047.02= \$639.89		639.89
Subtotal				639.89
Sales Tax				
Total Invoice Amount				639.89
Payment/Credit Applied				
<b>TOTAL</b>				<b>639.89</b>

Check/Credit Memo No:



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

Date \_\_\_\_\_ 5/2/2024

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

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

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

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Southern Roofing of TN in the amount of \$34,314.72 and First National Bank (retainage) in the amount of \$1,806.03 for pay application #7 related to the existing Park View Elementary School Roof Replacement project to be paid from 142 76100 707 933 (ESSER 3.0).

**received**  
04-19-24 *CK*

# RCR&A

## RICHARD C. RINKS & ASSOCIATES, INC.

Engineering and Architectural Services

Building Enclosure Consultants

ASCE - NSPE - TSPE - IIBEC - EDI

30 North Jefferson Avenue - P.O. Box 691 - Cookeville, Tennessee 38503-0691  
Telephone 931-528-5543 Rinks-Consulting.com Facsimile 931-528-5544

April 18, 2024

Mr. John Magura  
Facilities Maintenance Supervisor  
Putnam County Schools  
240 Raider Drive  
Cookeville, Tennessee 38506  
maguraj@pcsstn.com

Re: Roof Replacement  
Park View Elementary School  
Cookeville, Tennessee

Dear Mr. Magura:

Attached for further processing is an electronic copy of Pay Request No. 7 in the amount of \$36,120.75 from Southern Roofing Company of TN (Southern) for the above captioned project. I have signed and dated the Pay Request recommending payment.

Please pay Southern \$34,314.72 and deposit \$1,806.03 into the retainage escrow account.

Should you have any questions concerning this project, please contact me.

Sincerely yours,

*Patrick Rinks*

Patrick Rinks, PE

c: Southern Roofing of TN

via email

**APPLICATION AND CERTIFICATE FOR PAYMENT**

AIA Document G703

PAGE ONE OF 2 PAGES

**TO OWNER:**  
Putnam County Board of Education  
1400 East Spring Street  
Cookeville, TN 38506

**FROM CONTRACTOR:**  
Southern Roofing Company  
2929 Kraft Drive  
Nashville, TN 37204

**PROJECT:**  
Roof Replacement of Park View Elementary School  
545 Scott Ave.  
Cookeville, TN 38501  
VIA ARCHITECT:  
Richard C. Rinks & Assoc., Inc.  
30 N. Jackson Ave.  
Cookeville, TN 38501

**APPLICATION #:** #7  
**PERIOD TO:** 04/30/24  
**PROJECT NOS:** 23-013

**Distribution to:**

Owner	
Const. Mgr	
Architect	
Contractor	
Consultant	X

**CONTRACT DATE:** 10/31/23

**CONTRACT FOR:** Roof Replacement of Park View Elementary School

**CONTRACTOR'S APPLICATION FOR PAYMENT**

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

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

1. ORIGINAL CONTRACT SUM	\$ 1,650,409.00
2. Net change by Change Orders	\$
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$ 1,650,409.00
4. TOTAL COMPLETED & STORED TO DATE- (Column G on Continuation Sheet)	\$ 1,188,301.05

5. RETAINAGE:

a. 5.0% of Completed Work (Columns D+E on Continuation Sheet)	\$ 59,415.05
b. 10.0% of Stored Material (Column F on Continuation Sheet)	\$
Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet)	\$ 59,415.05

6. TOTAL EARNED LESS RETAINAGE	\$ 1,128,886.00
(Line 4 less Line 5 Total)	

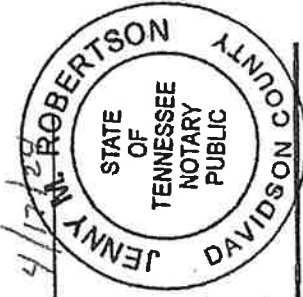
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ 1,094,571.28
8. CURRENT PAYMENT DUE	\$ 34,314.72

9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 521,523.00
---	---------------

**CONTRACTOR:**

By: [Signature] Date: 4/17/24  
Paul A. Stigamier, President  
State of: Tennessee  
County of: Davidson  
Subscribed and sworn to before  
me this 17 day of April 2024

Notary Public: [Signature]  
My Commission expires: 7/7/2025



**CERTIFICATE FOR PAYMENT**

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

**AMOUNT CERTIFIED** \$ 34,314.72  
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

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

**ARCHITECT:** [Signature]

By: [Signature] Date: 4-18-24  
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

**CONTINUATION SHEET**

AIA Document G702

Page 2 of 2 Pages

ATTACHMENT TO PAY APPLICATION

APPLICATION NUMBER: #7

PROJECT:

04/17/24

Roof Replacement of Park View Elementary School

30-Apr-24

545 Scott Ave.

PERIOD TO: ARCHITECT'S PROJECT NO: 23-013

Cookeville, TN 38501

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		E This Period	F Materials Presently Stored (Not In D or E)	G Total Completed And Stored To Date (D + E + F)	H Balance To Finish (C - G)	I Retainage	
			From Previous Application (D + E)	% (G/C)						
1	Mobilization	25,982.00	25,982.00				25,982.00	100%	1,298.10	
2	Bonds & Insurance	22,640.00	22,640.00				22,640.00	100%	1,132.00	
3	EPDM Roof Materials	599,896.00	599,896.00				599,896.00	100%	29,994.80	
4	EPDM Labor	251,497.00	150,898.20				150,898.20	60%	7,544.91	
5	Shingle Roof Materials	80,414.00	80,414.00				80,414.00	100%	4,020.70	
6	Shingle Labor	119,790.00	107,811.00				107,811.00	90%	5,390.55	
7	Metal Panel Materials	17,670.00							11,979.00	
8	Metal Panel Labor	3,548.00							17,670.00	
9	Soffit Materials	23,822.00							3,548.00	
10	Soffit Labor	11,827.00	3,548.10		23,822.00		23,822.00	100%	1,191.10	
11	Plumbing Materials	52,000.00							8,278.90	
12	Plumbing Labor	104,000.00							52,000.00	
13	Abatement Labor	66,000.00	33,000.00				33,000.00	50%	104,000.00	
14	Roof Ladders	9,495.00							33,000.00	
15	Sheet Metal Materials	108,313.00	108,313.00				108,313.00	100%	9,495.00	
16	Sheet Metal Labor	48,195.00	19,678.00		12,298.75		31,976.75	65%	17,218.25	
17	Allowance	60,000.00							60,000.00	
18	Warranty	6,320.00							6,320.00	
19	Close-Out	38,000.00							38,000.00	
20										
21										
22										
23										
24										
25										
26										
27										
28										
	<b>SUBTOTALS PAGE 2</b>	<b>1,650,409.00</b>	<b>1,152,180.30</b>	<b>36,120.75</b>			<b>1,188,301.05</b>	<b>72%</b>	<b>462,107.95</b>	<b>59,415.05</b>

EXHIBIT

tabbies

VIII C.  
05-02-24

Putnam County, Tennessee  
General Purpose School Budget  
Fund 141  
For Fiscal Year  
July 1, 2024 to June 30, 2025  
Draft #1

received

04-29-24

*ML*

PUTNAM COUNTY BOARD OF EDUCATION  
GENERAL PURPOSE SCHOOL FUND (141)  
PROPOSED BUDGET FOR FY25 (DRAFT #1)

		Requested Appropriations 2024- 2025	Original Appropriations 2023-2024	Current (4/2/24) Appropriations 2023-2024	Current (4/2/24) FYTD Activity 2023-2024
<b>Local Taxes</b>					
141 R 40110 000 000 00000 000	CURRENT PROPERTY TAX	18,835,414.19	18,835,414.19	18,835,414.19	17,812,600.76
141 R 40120 000 000 00000 000	TRUSTEE'S COLLECTIONS - PRIOR	250,000.00	250,000.00	250,000.00	6,370.20
141 R 40130 000 000 00000 000	CIR CLK/CLK & MASTER COLLECTIO	210,000.00	230,000.00	230,000.00	104,501.29
141 R 40140 000 000 00000 000	INTEREST AND PENALTY	70,000.00	75,000.00	75,000.00	31,228.38
141 R 40161 000 000 00000 000	PAYMENTS IN LIEU OF TAXES - T.	1,500.00	500.00	500.00	336.31
141 R 40163 000 000 00000 000	PAYMENTS IN LIEU OF TAXES - OT	240,000.00	180,000.00	180,000.00	131,596.80
141 R 40210 000 000 00000 000	LOCAL OPTION SALES TAX	17,500,000.00	17,500,000.00	17,500,000.00	10,208,333.31
141 R 40275 000 000 00000 000	MIXED DRINK TAX	260,000.00	260,000.00	260,000.00	197,508.46
141 R 40290 000 000 00000 000	OTHER COUNTY LOCAL OPTION TAXE	280,000.00	170,000.00	170,000.00	-
	<b>TOTAL LOCAL TAXES</b>	<b>37,646,914.19</b>	<b>37,500,914.19</b>	<b>37,500,914.19</b>	<b>28,492,475.51</b>
<b>Licenses</b>					
141 R 41110 000 000 00000 000	MARRIAGE LICENSES	6,000.00	6,000.00	6,000.00	4,123.00
	<b>TOTAL LICENSES</b>	<b>6,000.00</b>	<b>6,000.00</b>	<b>6,000.00</b>	<b>4,123.00</b>
<b>Charges for Current Services</b>					
141 R 43380 000 000 00000 000	VENDING MACHINE COLLECTIONS	-	-	-	(422.91)
141 R 43531 000 000 00000 000	TRANSPORTATION - OTHER STATE S	3,000.00	3,000.00	3,000.00	-
141 R 43533 000 000 00000 000	TRANSPORTATION FROM INDIVIDUAL	135,000.00	100,000.00	100,000.00	80,344.75
141 R 43570 000 000 00000 000	RECEIPTS FROM INDIVIDUAL SCHOO	189,000.00	186,000.00	186,000.00	118,877.12
	<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>327,000.00</b>	<b>289,000.00</b>	<b>289,000.00</b>	<b>198,798.96</b>
<b>Other Local Revenues</b>					
141 R 44130 000 000 00000 000	SALE OF MATERIALS AND SUPPLIES	1,500.00	1,500.00	1,500.00	3,839.37
141 R 44170 000 000 00000 000	MISCELLANEOUS REFUNDS	20,000.00	21,000.00	21,000.00	12,691.50
141 R 44180 000 000 00000 000	EXPENDITURE CREDITS	-	-	-	-
141 R 44530 000 000 00000 000	SALE OF EQUIPMENT	1,000.00	1,000.00	1,000.00	23,400.27
141 R 44560 000 000 00000 000	DAMAGES RECOVERED FROM INDIVID	500.00	300.00	300.00	420.00
	<b>TOTAL OTHER LOCAL REVENUES</b>	<b>23,000.00</b>	<b>23,800.00</b>	<b>23,800.00</b>	<b>40,351.14</b>
<b>State of Tennessee</b>					
141 R 46510 000 000 00000 000	TN INVEST STUDENT ACHIEVEMENT	79,465,284.34	74,483,642.03	75,495,188.03	53,225,310.79
141 R 46511 000 000 00000 000	BASIC EDUCATION PROGRAM	-	-	-	-
141 R 46515 000 000 00000 000	EARLY CHILDHOOD EDUCATION	1,588,552.00	1,588,552.00	1,922,671.35	1,043,386.71
141 R 46590 000 000 00000 000	OTHER STATE EDUCATION FUNDS	833,353.42	-	6,205,818.31	1,702,395.20
141 R 46610 000 000 00000 000	CAREER LADDER PROGRAM	93,488.20	105,303.00	105,303.00	53,162.49
141 R 46981 000 000 00000 000	SAFE SCHOOLS REVENUE	-	-	133,523.63	-

PUTNAM COUNTY BOARD OF EDUCATION  
GENERAL PURPOSE SCHOOL FUND (141)  
PROPOSED BUDGET FOR FY25 (DRAFT #1)

		Requested Appropriations 2024- 2025	Original Appropriations 2023-2024	Current (4/2/24) Appropriations 2023-2024	Current (4/2/24) FYTD Activity 2023-2024
	<b>TOTAL STATE OF TENNESSEE</b>	<b>81,980,677.96</b>	<b>76,177,497.03</b>	<b>83,862,504.32</b>	<b>56,024,255.19</b>
<b>Federal Government</b>					
141 R 47120 000 000 00000 000	ADULT BASIC EDUCATION	-	-	568,927.15	319,866.77
141 R 47139 000 000 00000 000	OTHER VOCATIONAL	-	-	-	59,744.73
141 R 47143 000 000 00000 000	EDUCATION OF THE HANDICAPPED A	93,995.89	70,000.00	11,540.86	101,581.68
141 R 47590 000 000 00000 000	OTHER FEDERAL THROUGH STATE	-	-	-	(300,083.05)
141 R 47640 000 000 00000 000	ROTC REIMBURSEMENT	140,000.00	100,000.00	100,000.00	83,956.39
	<b>TOTAL FEDERAL GOVERNMENT</b>	<b>233,995.89</b>	<b>170,000.00</b>	<b>680,468.01</b>	<b>265,066.52</b>
<b>Other Government and Citizens Groups</b>					
141 R 48610 000 000 00000 000	DONATIONS	6,000.00	9,000.00	118,300.00	131,012.02
141 R 48990 000 000 00000 000	OTHER	5,000.00	5,000.00	5,000.00	133,797.17
	<b>TOTAL OTHER GOVERNMENT AND CITIZEN GROUPS</b>	<b>11,000.00</b>	<b>14,000.00</b>	<b>123,300.00</b>	<b>264,809.19</b>
<b>Other Sources (Non-Revenue)</b>					
141 R 49800 000 000 00000 000	TRANSFERS IN	1,200,000.00	1,000,000.00	1,082,035.00	619,551.19
	<b>Total Other Sources (Non-Revenue)</b>	<b>1,200,000.00</b>	<b>1,000,000.00</b>	<b>1,082,035.00</b>	<b>619,551.19</b>
	<b>TOTAL REVENUE</b>	<b>121,428,588.04</b>	<b>115,181,211.22</b>	<b>123,568,021.52</b>	<b>85,909,430.70</b>
<b>Regular Instruction Program</b>					
141 E 71100 116 000 00000 000	TEACHERS	36,839,228.88	33,999,268.13	34,369,348.13	22,832,966.97
141 E 71100 117 000 00000 000	CAREER LADDER PROGRAM	49,000.00	55,000.00	55,000.00	32,054.18
141 E 71100 128 000 00000 000	HOMEBOUND TEACHERS	59,125.12	54,846.20	56,846.20	37,890.48
141 E 71100 140 000 00000 000	SALARY SUPPLEMENTS	734,580.00	734,580.00	734,580.00	515,956.31
141 E 71100 163 000 00000 000	AIDES	2,778,267.39	1,962,348.15	1,877,348.15	1,321,801.57
141 E 71100 185 000 00000 000	Incentive Pay	-	-	381,900.00	370,115.00
141 E 71100 189 000 00000 000	OTHER SALARIES & WAGES	-	-	19,000.00	18,904.74
141 E 71100 195 000 00000 000	CERTIFIED SUBSTITUTE TEACHERS	242,000.00	298,830.44	298,830.44	140,860.60
141 E 71100 198 000 00000 000	NON-CERTIFIED SUBSTITUTE TEACH	696,292.00	507,700.00	507,700.00	477,086.25
141 E 71100 201 000 00000 000	SOCIAL SECURITY	2,566,682.59	2,333,466.47	2,213,971.47	1,471,953.07
141 E 71100 204 000 00000 000	STATE RETIREMENT	1,594,934.59	1,661,646.76	2,748,193.76	1,793,426.11
141 E 71100 206 000 00000 000	LIFE INSURANCE	24,043.49	22,440.77	17,690.77	12,753.53
141 E 71100 207 000 00000 000	MEDICAL INSURANCE	6,654,437.02	6,333,526.40	6,069,726.40	4,582,554.57

PUTNAM COUNTY BOARD OF EDUCATION  
GENERAL PURPOSE SCHOOL FUND (141)  
PROPOSED BUDGET FOR FY25 (DRAFT #1)

		Requested Appropriations 2024- 2025	Original Appropriations 2023-2024	Current (4/2/24) Appropriations 2023-2024	Current (4/2/24) FYTD Activity 2023-2024
141 E 71100 208 000 00000 000	DENTAL INSURANCE	121,848.96	106,192.92	82,292.92	62,205.35
141 E 71100 210 000 00000 000	UNEMPLOYMENT COMPENSATION	72,268.50	66,788.00	66,788.00	9,225.36
141 E 71100 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	599,613.65	546,771.44	519,511.44	348,187.38
141 E 71100 217 000 00000 000	RET HYBRID STABILIZATION	1,372,446.36	1,126,394.42	156,174.42	101,713.99
141 E 71100 336 000 00000 000	MAINTENANCE AND REPAIR SERVICE	15,000.00	15,000.00	15,000.00	5,719.77
141 E 71100 399 000 00000 000	OTHER CONTRACTED SERVICES	957,405.20	1,129,700.00	1,069,700.00	325,446.87
141 E 71100 429 000 00000 000	INSTRUCTIONAL SUPPLIES	567,930.00	567,930.00	567,930.00	469,318.74
141 E 71100 449 000 00000 000	TEXTBOOKS	250,000.00	1,800,000.00	1,800,000.00	1,941,963.99
141 E 71100 499 000 00000 000	OTHER SUPPLIES AND MATERIALS	-	-	5,000.00	2,642.00
141 E 71100 524 000 00000 000	INSERVICE/STAFF DEVELOPMENT	-	-	-	10,862.24
141 E 71100 535 000 00000 000	FEE WAIVERS	90,000.00	80,000.00	80,000.00	27,245.73
141 E 71100 599 000 00000 000	OTHER CHARGES	234,750.00	234,750.00	234,750.00	139,109.67
141 E 71100 722 000 00000 000	REGULAR INSTRUCTION EQUIPMENT	452,800.00	452,800.00	452,800.00	244,958.26
141 E 71100 729 000 00000 000	TRANSPORTATION EQUIPMENT	-	-	60,000.00	-
141 E 71100 790 000 00000 000	OTHER EQUIPMENT	19,000.00	19,000.00	19,000.00	2,578.80
	<b>Total Regular Instruction Program</b>	<b>56,991,653.77</b>	<b>54,108,980.10</b>	<b>54,479,082.10</b>	<b>37,299,501.53</b>
<b>Alternative Instruction Program</b>					
141 E 71150 116 000 00000 000	TEACHERS	730,146.20	636,084.69	698,084.69	451,577.87
141 E 71150 117 000 00000 000	CAREER LADDER PROGRAM	1,000.00	1,000.00	1,000.00	666.72
141 E 71150 163 000 00000 000	AIDES	54,084.16	-	-	-
141 E 71150 185 000 00000 000	Incentive Pay	-	-	6,000.00	5,500.00
141 E 71150 201 000 00000 000	SOCIAL SECURITY	48,684.28	39,499.25	40,469.25	25,979.00
141 E 71150 204 000 00000 000	STATE RETIREMENT	37,679.72	33,590.25	50,520.25	32,560.00
141 E 71150 206 000 00000 000	LIFE INSURANCE	483.84	369.60	369.60	236.08
141 E 71150 207 000 00000 000	MEDICAL INSURANCE	157,375.79	119,400.82	133,400.82	101,287.60
141 E 71150 208 000 00000 000	DENTAL INSURANCE	2,452.03	1,749.00	1,749.00	1,296.92
141 E 71150 210 000 00000 000	UNEMPLOYMENT COMPENSATION	1,440.00	1,100.00	1,100.00	130.00
141 E 71150 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	11,385.84	9,237.73	9,477.73	6,075.75
141 E 71150 217 000 00000 000	RET HYBRID STABILIZATION	17,955.00	12,945.22	2,005.22	1,278.08
141 E 71150 429 000 00000 000	INSTRUCTIONAL SUPPLIES	800.00	800.00	800.00	-
141 E 71150 499 000 00000 000	OTHER SUPPLIES AND MATERIALS	800.00	800.00	800.00	499.79
141 E 71150 790 000 00000 000	OTHER EQUIPMENT	800.00	800.00	800.00	-
	<b>Total Alternative Instruction Program</b>	<b>1,065,086.87</b>	<b>857,376.56</b>	<b>946,576.56</b>	<b>627,087.81</b>
<b>Special Education Program</b>					
141 E 71200 116 000 00000 000	TEACHERS	6,192,328.53	6,235,642.77	5,873,172.77	3,882,017.42
141 E 71200 117 000 00000 000	CAREER LADDER PROGRAM	6,000.00	8,000.00	6,330.00	4,327.82

PUTNAM COUNTY BOARD OF EDUCATION  
GENERAL PURPOSE SCHOOL FUND (141)  
PROPOSED BUDGET FOR FY25 (DRAFT #1)

		Requested Appropriations 2024- 2025	Original Appropriations 2023-2024	Current (4/2/24) Appropriations 2023-2024	Current (4/2/24) FYTD Activity 2023-2024
141 E 71200 128 000 00000 000	HOMEBOUND TEACHERS	59,124.88	54,846.20	56,946.20	37,890.32
141 E 71200 163 000 00000 000	AIDES	2,113,215.16	1,954,676.82	1,984,446.95	1,273,528.45
141 E 71200 171 000 00000 000	SPEECH PATHOLOGIST	701,778.38	649,644.74	668,644.74	441,365.68
141 E 71200 185 000 00000 000	Incentive Pay	-	-	136,600.00	136,945.00
141 E 71200 189 000 00000 000	OTHER SALARIES & WAGES	203,575.68	195,596.12	195,596.12	119,434.26
141 E 71200 195 000 00000 000	CERTIFIED SUBSTITUTE TEACHERS	3,400.00	4,500.00	6,500.00	2,005.00
141 E 71200 198 000 00000 000	NON-CERTIFIED SUBSTITUTE TEACH	14,200.00	12,200.00	16,200.00	11,418.75
141 E 71200 199 000 00000 000	OTHER PER DIEM & FEES	57,000.00	34,300.00	34,300.00	40,931.25
141 E 71200 201 000 00000 000	SOCIAL SECURITY	579,738.60	567,263.21	515,086.08	334,188.02
141 E 71200 204 000 00000 000	STATE RETIREMENT	380,060.52	388,945.04	649,944.93	427,381.92
141 E 71200 206 000 00000 000	LIFE INSURANCE	6,823.82	6,938.06	5,653.26	3,638.26
141 E 71200 207 000 00000 000	MEDICAL INSURANCE	1,787,073.08	1,717,487.17	1,730,163.21	1,289,862.34
141 E 71200 208 000 00000 000	DENTAL INSURANCE	34,582.17	32,831.91	25,579.91	17,804.84
141 E 71200 210 000 00000 000	UNEMPLOYMENT COMPENSATION	20,309.00	20,649.00	2,629.00	2,629.00
141 E 71200 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	135,584.03	132,666.39	120,823.16	78,952.90
141 E 71200 217 000 00000 000	RET HYBRID STABILIZATION	322,920.52	314,494.33	36,012.68	24,129.77
141 E 71200 312 000 00000 000	CONTRACTS WITH PRIVATE AGENCIE	66,000.00	66,000.00	66,000.00	21,287.33
141 E 71200 429 000 00000 000	INSTRUCTIONAL SUPPLIES	42,500.00	42,500.00	112,930.00	121,055.82
141 E 71200 499 000 00000 000	OTHER SUPPLIES AND MATERIALS	3,500.00	3,500.00	3,500.00	1,523.32
141 E 71200 725 000 00000 000	SPECIAL EDUCATION EQUIPMENT	21,000.00	21,000.00	56,693.00	39,115.40
	<b>Total Special Education Program</b>	<b>12,750,714.36</b>	<b>12,463,681.76</b>	<b>12,303,752.01</b>	<b>8,311,432.87</b>
	<b>Vocational Education Program</b>				
141 E 71300 116 000 00000 000	TEACHERS	2,480,018.88	1,476,634.11	3,765,863.07	1,573,817.45
141 E 71300 117 000 00000 000	CAREER LADDER PROGRAM	1,000.00	-	-	-
141 E 71300 162 000 00000 000	CLERICAL PERSONNEL	24,534.97	11,714.73	70,289.32	23,918.05
141 E 71300 185 000 00000 000	Incentive Pay	-	-	21,800.00	21,630.00
141 E 71300 189 000 00000 000	OTHER SALARIES & WAGES	162,402.20	147,954.04	293,284.86	117,085.21
141 E 71300 195 000 00000 000	CERTIFIED SUBSTITUTE TEACHERS	4,400.00	6,500.00	6,500.00	3,012.50
141 E 71300 198 000 00000 000	NON-CERTIFIED SUBSTITUTE TEACH	43,300.00	16,500.00	16,500.00	28,293.75
141 E 71300 201 000 00000 000	SOCIAL SECURITY	168,370.68	102,876.78	202,600.83	101,507.04
141 E 71300 204 000 00000 000	STATE RETIREMENT	82,053.29	52,826.79	250,798.57	127,380.16
141 E 71300 206 000 00000 000	LIFE INSURANCE	1,445.14	966.34	2,209.40	824.93
141 E 71300 207 000 00000 000	MEDICAL INSURANCE	463,745.22	316,554.85	603,250.11	324,057.15
141 E 71300 208 000 00000 000	DENTAL INSURANCE	7,323.74	4,572.84	8,890.04	4,143.61
141 E 71300 210 000 00000 000	UNEMPLOYMENT COMPENSATION	4,301.00	2,876.00	2,876.00	287.00
141 E 71300 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	39,377.01	24,059.89	47,528.10	23,773.33
141 E 71300 217 000 00000 000	RET HYBRID STABILIZATION	124,054.72	77,827.46	17,756.16	8,869.45

PUTNAM COUNTY BOARD OF EDUCATION  
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		Requested Appropriations 2024- 2025	Original Appropriations 2023-2024	Current (4/2/24) Appropriations 2023-2024	Current (4/2/24) FYTD Activity 2023-2024
141 E 71300 336 000 00000 000	MAINTENANCE AND REPAIR SERVICE	2,500.00	3,000.00	3,000.00	714.57
141 E 71300 355 000 00000 000	TRAVEL	2,500.00	1,500.00	2,700.00	1,648.73
141 E 71300 399 000 00000 000	OTHER CONTRACTED SERVICES	-	-	300.00	300.00
141 E 71300 429 000 00000 000	INSTRUCTIONAL SUPPLIES	54,725.00	24,600.00	145,294.83	29,112.51
141 E 71300 499 000 00000 000	OTHER SUPPLIES AND MATERIALS	-	-	11,066.77	-
141 E 71300 730 000 00000 000	VOCATIONAL INSTRUCTION EQUIPME	16,000.00	21,350.00	971,805.26	183,165.47
	<b>Total Vocational Education Program</b>	<b>3,682,051.84</b>	<b>2,292,313.83</b>	<b>6,444,313.32</b>	<b>2,573,540.91</b>
	<b>Adult Education Program</b>				
141 E 71600 116 000 00000 000	TEACHERS	-	-	324,903.00	182,790.92
141 E 71600 185 000 00000 000	Incentive Pay	-	-	3,700.00	3,050.00
141 E 71600 189 000 00000 000	OTHER SALARIES & WAGES	-	-	147,372.00	87,389.16
141 E 71600 201 000 00000 000	SOCIAL SECURITY	-	-	30,746.00	14,799.53
141 E 71600 204 000 00000 000	STATE RETIREMENT	-	-	37,844.00	15,420.88
141 E 71600 206 000 00000 000	LIFE INSURANCE	-	-	193.00	99.53
141 E 71600 207 000 00000 000	MEDICAL INSURANCE	-	-	66,604.00	16,552.60
141 E 71600 208 000 00000 000	DENTAL INSURANCE	-	-	176.00	169.29
141 E 71600 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	-	-	7,160.00	3,822.68
141 E 71600 217 000 00000 000	RET HYBRID STABILIZATION	-	-	2,598.00	748.36
141 E 71600 355 000 00000 000	TRAVEL	-	-	19,787.00	8,947.93
141 E 71600 399 000 00000 000	OTHER CONTRACTED SERVICES	-	-	7,000.00	6,719.61
141 E 71600 429 000 00000 000	INSTRUCTIONAL SUPPLIES	-	-	125,816.00	49,604.06
141 E 71600 790 000 00000 000	OTHER EQUIPMENT	-	-	8,300.00	1,158.37
	<b>Total Adult Education Program</b>	<b>-</b>	<b>-</b>	<b>782,199.00</b>	<b>391,272.92</b>
	<b>Attendance</b>				
141 E 72110 105 000 00000 000	SUPERVISOR/DIRECTOR	103,556.34	98,690.00	100,190.00	75,042.90
141 E 72110 162 000 00000 000	CLERICAL PERSONNEL	26,624.00	25,366.12	25,366.12	19,024.21
141 E 72110 185 000 00000 000	Incentive Pay	-	-	1,300.00	1,250.00
141 E 72110 189 000 00000 000	OTHER SALARIES & WAGES	88,827.00	85,726.79	88,426.79	66,170.34
141 E 72110 201 000 00000 000	SOCIAL SECURITY	13,578.46	13,006.54	13,086.54	9,474.74
141 E 72110 204 000 00000 000	STATE RETIREMENT	14,840.93	14,663.93	15,053.93	11,289.47
141 E 72110 206 000 00000 000	LIFE INSURANCE	84.00	84.00	84.00	52.38
141 E 72110 207 000 00000 000	MEDICAL INSURANCE	31,813.75	27,595.78	28,095.78	21,006.40
141 E 72110 208 000 00000 000	DENTAL INSURANCE	425.70	397.50	397.50	125.64
141 E 72110 210 000 00000 000	UNEMPLOYMENT COMPENSATION	250.00	250.00	250.00	36.00
141 E 72110 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	3,175.61	3,041.85	3,061.85	2,215.96
141 E 72110 399 000 00000 000	OTHER CONTRACTED SERVICES	110,000.00	110,000.00	110,000.00	106,985.08

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		Requested Appropriations 2024- 2025	Original Appropriations 2023-2024	Current (4/2/24) Appropriations 2023-2024	Current (4/2/24) FYTD Activity 2023-2024
141 E 72110 499 000 00000 000	OTHER SUPPLIES AND MATERIALS	3,500.00	1,100.00	1,100.00	3,124.39
141 E 72110 524 000 00000 000	INSERVICE/STAFF DEVELOPMENT	7,600.00	2,500.00	2,500.00	7,317.32
141 E 72110 704 000 00000 000	ATTENDANCE EQUIPMENT	4,000.00	4,000.00	4,000.00	-
	<b>Total Attendance</b>	<b>408,275.78</b>	<b>386,422.51</b>	<b>392,912.51</b>	<b>323,114.83</b>
<b>Health Services</b>					
141 E 72120 105 000 00000 000	SUPERVISOR/DIRECTOR	108,011.89	102,439.52	103,739.52	77,768.91
141 E 72120 130 000 00000 000	SOCIAL WORKERS	170,269.20	70,395.55	178,395.55	116,344.94
141 E 72120 131 000 00000 000	MEDICAL PERSONNEL	686,554.52	668,938.03	766,438.03	451,746.89
141 E 72120 161 000 00000 000	SECRETARY(S)	25,620.88	41,649.69	36,649.69	24,782.94
141 E 72120 185 000 00000 000	Incentive Pay	-	-	13,200.00	13,490.00
141 E 72120 189 000 00000 000	OTHER SALARIES & WAGES	107,607.96	106,424.01	106,424.01	69,853.94
141 E 72120 199 000 00000 000	OTHER PER DIEM & FEES	1,680.00	2,880.00	2,880.00	1,180.00
141 E 72120 201 000 00000 000	SOCIAL SECURITY	68,184.16	61,549.06	64,319.06	42,115.51
141 E 72120 204 000 00000 000	STATE RETIREMENT	77,765.16	70,621.88	89,671.88	54,720.55
141 E 72120 206 000 00000 000	LIFE INSURANCE	906.53	866.88	866.88	494.70
141 E 72120 207 000 00000 000	MEDICAL INSURANCE	276,732.22	237,605.12	277,305.12	199,611.36
141 E 72120 208 000 00000 000	DENTAL INSURANCE	4,594.15	4,102.20	4,102.20	2,578.44
141 E 72120 210 000 00000 000	UNEMPLOYMENT COMPENSATION	2,698.00	2,580.00	2,580.00	88.00
141 E 72120 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	15,946.29	14,394.54	15,384.54	9,864.30
141 E 72120 217 000 00000 000	RET HYBRID STABILIZATION	-	-	4,420.00	2,485.09
141 E 72120 355 000 00000 000	TRAVEL	9,200.00	8,200.00	8,200.00	4,423.17
141 E 72120 399 000 00000 000	OTHER CONTRACTED SERVICES	20,000.00	18,000.00	18,000.00	13,037.50
141 E 72120 413 000 00000 000	DRUGS AND MEDICAL SUPPLIES	6,500.00	6,500.00	6,500.00	2,844.24
141 E 72120 435 000 00000 000	OFFICE SUPPLIES	280.00	280.00	280.00	202.97
141 E 72120 499 000 00000 000	OTHER SUPPLIES AND MATERIALS	5,300.00	5,300.00	12,050.00	2,265.37
141 E 72120 524 000 00000 000	INSERVICE/STAFF DEVELOPMENT	6,360.00	6,360.00	13,110.00	4,927.30
141 E 72120 599 000 00000 000	OTHER CHARGES	1,000.00	1,000.00	1,000.00	951.25
	<b>Total Health Services</b>	<b>1,595,210.96</b>	<b>1,430,086.48</b>	<b>1,725,516.48</b>	<b>1,095,777.37</b>
<b>Other Student Support</b>					
141 E 72130 117 000 00000 000	CAREER LADDER PROGRAM	3,000.00	4,000.00	4,000.00	2,083.50
141 E 72130 123 000 00000 000	GUIDANCE PERSONNEL	2,247,545.41	2,146,643.92	2,138,487.92	1,411,352.94
141 E 72130 124 000 00000 000	PSYCHOLOGICAL PERSONNEL	117,967.33	97,838.67	97,838.67	61,527.48
141 E 72130 130 000 00000 000	SOCIAL WORKERS	213,590.31	71,568.52	97,768.52	63,400.44
141 E 72130 135 000 00000 000	ASSESSMENT PERSONNEL	14,235.59	12,700.62	13,200.62	8,690.40
141 E 72130 185 000 00000 000	Incentive Pay	-	-	20,600.00	19,075.00
141 E 72130 189 000 00000 000	OTHER SALARIES & WAGES	103,896.00	95,938.56	99,938.56	74,649.60

PUTNAM COUNTY BOARD OF EDUCATION  
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		Requested Appropriations 2024- 2025	Original Appropriations 2023-2024	Current (4/2/24) Appropriations 2023-2024	Current (4/2/24) FYTD Activity 2023-2024
141 E 72130 201 000 00000 000	SOCIAL SECURITY	167,414.54	150,578.79	151,858.79	93,322.96
141 E 72130 204 000 00000 000	STATE RETIREMENT	97,761.48	122,686.12	170,366.12	117,211.23
141 E 72130 206 000 00000 000	LIFE INSURANCE	1,338.96	1,281.84	1,281.84	737.68
141 E 72130 207 000 00000 000	MEDICAL INSURANCE	384,229.66	374,434.84	385,434.84	278,723.50
141 E 72130 208 000 00000 000	DENTAL INSURANCE	6,785.66	6,065.85	6,065.85	3,889.49
141 E 72130 210 000 00000 000	UNEMPLOYMENT COMPENSATION	3,985.00	3,815.00	3,815.00	61.00
141 E 72130 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	39,153.41	35,216.01	35,516.01	22,223.77
141 E 72130 217 000 00000 000	RET HYBRID STABILIZATION	94,541.50	56,763.46	10,763.46	6,357.68
141 E 72130 309 000 00000 000	CONTRACTS WITH GOVERNMENT AGEN	85,000.00	85,000.00	85,000.00	-
141 E 72130 322 000 00000 000	EVALUATION AND TESTING	126,900.00	126,900.00	126,900.00	78,408.66
141 E 72130 355 000 00000 000	TRAVEL	8,600.00	7,600.00	7,600.00	5,815.63
141 E 72130 399 000 00000 000	OTHER CONTRACTED SERVICES	60,000.00	66,000.00	675,596.35	162,698.93
141 E 72130 499 000 00000 000	OTHER SUPPLIES AND MATERIALS	1,400.00	1,400.00	1,400.00	173.88
141 E 72130 524 000 00000 000	INSERVICE/STAFF DEVELOPMENT	1,000.00	3,150.00	59,150.00	567.47
141 E 72130 599 000 00000 000	OTHER CHARGES	-	-	500.00	6,207.15
	<b>Total Other Student Support</b>	<b>3,778,344.85</b>	<b>3,469,582.20</b>	<b>4,193,082.55</b>	<b>2,417,178.39</b>
<b>Regular Instruction Program</b>					
141 E 72210 105 000 00000 000	SUPERVISOR/DIRECTOR	665,427.32	531,047.72	545,047.72	408,359.52
141 E 72210 117 000 00000 000	CAREER LADDER PROGRAM	8,000.00	8,000.00	8,000.00	5,667.12
141 E 72210 129 000 00000 000	LIBRARIANS	1,234,758.75	1,185,598.76	1,185,598.76	799,301.93
141 E 72210 162 000 00000 000	CLERICAL PERSONNEL	231,968.67	128,422.86	175,422.86	124,800.31
141 E 72210 163 000 00000 000	AIDES	-	-	40,850.00	23,003.52
141 E 72210 185 000 00000 000	Incentive Pay	-	-	29,600.00	28,105.00
141 E 72210 189 000 00000 000	OTHER SALARIES & WAGES	1,083,537.45	636,619.46	736,532.42	507,607.72
141 E 72210 201 000 00000 000	SOCIAL SECURITY	199,790.52	158,160.71	163,334.71	109,806.85
141 E 72210 204 000 00000 000	STATE RETIREMENT	168,615.14	159,529.35	193,673.35	130,634.93
141 E 72210 206 000 00000 000	LIFE INSURANCE	1,536.25	1,233.85	1,293.85	788.61
141 E 72210 207 000 00000 000	MEDICAL INSURANCE	479,145.58	342,229.89	378,887.89	284,387.79
141 E 72210 208 000 00000 000	DENTAL INSURANCE	7,785.51	5,838.77	5,838.77	4,014.08
141 E 72210 210 000 00000 000	UNEMPLOYMENT COMPENSATION	4,572.18	3,672.18	3,672.18	461.00
141 E 72210 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	46,892.14	39,650.48	40,773.61	25,801.66
141 E 72210 217 000 00000 000	RET HYBRID STABILIZATION	53,329.92	18,989.46	2,779.46	2,056.96
141 E 72210 355 000 00000 000	TRAVEL	13,500.00	13,500.00	13,500.00	7,534.24
141 E 72210 399 000 00000 000	OTHER CONTRACTED SERVICES	724,840.64	29,600.00	29,600.00	20,611.88
141 E 72210 432 000 00000 000	LIBRARY BOOKS	88,000.00	88,000.00	88,000.00	40,260.70
141 E 72210 435 000 00000 000	OFFICE SUPPLIES	5,840.00	5,340.00	5,340.00	1,852.94
141 E 72210 499 000 00000 000	OTHER SUPPLIES AND MATERIALS	19,700.00	14,480.00	70,432.87	32,611.12

PUTNAM COUNTY BOARD OF EDUCATION  
GENERAL PURPOSE SCHOOL FUND (141)  
PROPOSED BUDGET FOR FY25 (DRAFT #1)

		Requested Appropriations 2024- 2025	Original Appropriations 2023-2024	Current (4/2/24) Appropriations 2023-2024	Current (4/2/24) FYTD Activity 2023-2024
141 E 72210 524 000 00000 000	INSERVICE/STAFF DEVELOPMENT	48,470.00	44,470.00	44,470.00	27,126.41
141 E 72210 599 000 00000 000	OTHER CHARGES	162,750.00	159,250.00	223,050.00	92,734.76
141 E 72210 790 000 00000 000	OTHER EQUIPMENT	2,800.00	2,800.00	2,800.00	1,099.80
	<b>Total Regular Instruction Program</b>	<b>5,251,260.06</b>	<b>3,576,433.49</b>	<b>3,988,498.45</b>	<b>2,678,628.85</b>
<b>Alternative Instruction Program</b>					
141 E 72215 105 000 00000 000	SUPERVISOR/DIRECTOR	86,373.54	92,344.06	93,444.06	86,902.43
141 E 72215 117 000 00000 000	CAREER LADDER PROGRAM	1,000.00	1,000.00	1,000.00	666.72
141 E 72215 161 000 00000 000	SECRETARY(S)	43,610.84	41,581.63	41,631.63	27,722.72
141 E 72215 185 000 00000 000	Incentive Pay	-	-	1,500.00	1,500.00
141 E 72215 201 000 00000 000	SOCIAL SECURITY	8,121.03	8,365.39	8,455.39	7,106.00
141 E 72215 204 000 00000 000	STATE RETIREMENT	3,181.77	9,329.82	9,529.82	8,336.43
141 E 72215 206 000 00000 000	LIFE INSURANCE	100.80	100.80	100.80	51.72
141 E 72215 207 000 00000 000	MEDICAL INSURANCE	-	6,248.40	6,248.40	4,636.80
141 E 72215 208 000 00000 000	DENTAL INSURANCE	510.84	477.00	477.00	208.65
141 E 72215 210 000 00000 000	UNEMPLOYMENT COMPENSATION	300.00	300.00	300.00	29.00
141 E 72215 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	1,899.27	1,956.42	1,976.42	1,661.92
141 E 72215 217 000 00000 000	RET HYBRID STABILIZATION	7,773.62	-	-	264.26
	<b>Total Alternative Instruction Program</b>	<b>152,871.72</b>	<b>161,703.52</b>	<b>164,663.52</b>	<b>139,086.65</b>
<b>Special Education Program</b>					
141 E 72220 105 000 00000 000	SUPERVISOR/DIRECTOR	95,904.00	89,192.88	92,692.88	69,400.80
141 E 72220 117 000 00000 000	CAREER LADDER PROGRAM	2,000.00	2,000.00	2,000.00	1,416.78
141 E 72220 124 000 00000 000	PSYCHOLOGICAL PERSONNEL	471,868.58	391,354.67	391,354.67	246,109.71
141 E 72220 131 000 00000 000	MEDICAL PERSONNEL	419,216.67	414,418.82	414,418.82	273,021.60
141 E 72220 135 000 00000 000	ASSESSMENT PERSONNEL	128,120.61	114,305.58	117,505.58	78,213.76
141 E 72220 161 000 00000 000	SECRETARY(S)	61,342.55	58,557.48	58,557.48	43,914.06
141 E 72220 185 000 00000 000	Incentive Pay	-	-	12,800.00	12,465.00
141 E 72220 189 000 00000 000	OTHER SALARIES & WAGES	429,938.97	228,790.16	343,790.16	260,378.52
141 E 72220 199 000 00000 000	OTHER PER DIEM & FEES	2,400.00	2,640.00	2,640.00	1,680.00
141 E 72220 201 000 00000 000	SOCIAL SECURITY	99,869.07	80,678.09	81,468.09	55,671.68
141 E 72220 204 000 00000 000	STATE RETIREMENT	81,488.63	77,560.77	96,350.77	69,013.41
141 E 72220 206 000 00000 000	LIFE INSURANCE	797.33	676.03	676.03	418.63
141 E 72220 207 000 00000 000	MEDICAL INSURANCE	262,034.35	208,997.03	210,147.03	168,097.47
141 E 72220 208 000 00000 000	DENTAL INSURANCE	3,870.46	3,199.08	3,199.08	2,274.73
141 E 72220 210 000 00000 000	UNEMPLOYMENT COMPENSATION	2,273.00	2,012.00	2,012.00	305.00
141 E 72220 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	23,356.47	18,868.26	19,058.26	13,277.37
141 E 72220 217 000 00000 000	RET HYBRID STABILIZATION	31,694.75	17,049.59	2,549.59	1,888.07

PUTNAM COUNTY BOARD OF EDUCATION  
GENERAL PURPOSE SCHOOL FUND (141)  
PROPOSED BUDGET FOR FY25 (DRAFT #1)

		Requested Appropriations 2024- 2025	Original Appropriations 2023-2024	Current (4/2/24) Appropriations 2023-2024	Current (4/2/24) FYTD Activity 2023-2024
141 E 72220 307 000 00000 000	COMMUNICATION	2,750.00	2,750.00	2,750.00	665.66
141 E 72220 312 000 00000 000	CONTRACTS WITH PRIVATE AGENCIE	60,000.00	60,000.00	31,000.00	12,075.11
141 E 72220 355 000 00000 000	TRAVEL	33,875.00	33,875.00	33,875.00	24,644.04
141 E 72220 399 000 00000 000	OTHER CONTRACTED SERVICES	33,300.00	33,300.00	33,300.00	17,835.23
141 E 72220 499 000 00000 000	OTHER SUPPLIES AND MATERIALS	32,100.00	32,100.00	32,100.00	21,956.04
141 E 72220 524 000 00000 000	INSERVICE/STAFF DEVELOPMENT	29,600.00	29,600.00	70,600.00	65,432.71
141 E 72220 599 000 00000 000	OTHER CHARGES	21,350.00	21,350.00	11,350.00	2,130.61
141 E 72220 790 000 00000 000	OTHER EQUIPMENT	2,800.00	2,800.00	2,800.00	528.18
	<b>Total Special Education Program</b>	<b>2,331,950.44</b>	<b>1,926,075.44</b>	<b>2,068,995.44</b>	<b>1,442,814.17</b>
<b>Vocational Education Program</b>					
141 E 72230 105 000 00000 000	SUPERVISOR/DIRECTOR	99,900.00	82,476.67	95,976.67	71,733.60
141 E 72230 185 000 00000 000	Incentive Pay	-	-	500.00	500.00
141 E 72230 201 000 00000 000	SOCIAL SECURITY	6,193.80	5,113.55	5,693.55	4,284.52
141 E 72230 204 000 00000 000	STATE RETIREMENT	6,353.64	5,616.66	6,556.66	4,919.09
141 E 72230 206 000 00000 000	LIFE INSURANCE	33.60	33.60	33.60	22.86
141 E 72230 207 000 00000 000	MEDICAL INSURANCE	16,882.29	13,774.08	14,074.08	12,045.60
141 E 72230 208 000 00000 000	DENTAL INSURANCE	170.28	159.00	159.00	125.61
141 E 72230 210 000 00000 000	UNEMPLOYMENT COMPENSATION	100.00	100.00	100.00	15.00
141 E 72230 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	1,448.55	1,195.91	1,335.91	1,002.03
141 E 72230 355 000 00000 000	TRAVEL	1,000.00	3,500.00	1,200.00	1,019.05
141 E 72230 399 000 00000 000	OTHER CONTRACTED SERVICES	500.00	375.00	456.86	456.86
141 E 72230 499 000 00000 000	OTHER SUPPLIES AND MATERIALS	4,500.00	400.00	4,400.00	4,418.71
141 E 72230 524 000 00000 000	INSERVICE/STAFF DEVELOPMENT	5,500.00	4,500.00	6,718.14	8,494.36
	<b>Total Vocational Education Program</b>	<b>142,582.16</b>	<b>117,244.47</b>	<b>137,204.47</b>	<b>109,037.29</b>
<b>Technology</b>					
141 E 72250 105 000 00000 000	SUPERVISOR/DIRECTOR	106,753.14	100,938.56	102,438.56	76,792.50
141 E 72250 117 000 00000 000	CAREER LADDER PROGRAM	1,000.00	1,000.00	1,000.00	750.06
141 E 72250 120 000 00000 000	COMPUTER PROGRAMMER(S)	735,456.97	631,421.39	637,921.39	491,833.01
141 E 72250 162 000 00000 000	CLERICAL PERSONNEL	82,598.81	78,673.44	78,673.44	59,007.05
141 E 72250 185 000 00000 000	Incentive Pay	-	-	6,000.00	5,750.00
141 E 72250 199 000 00000 000	OTHER PER DIEM & FEES	720.00	1,440.00	1,440.00	540.00
141 E 72250 201 000 00000 000	SOCIAL SECURITY	57,444.79	50,435.35	48,305.35	35,591.56
141 E 72250 204 000 00000 000	STATE RETIREMENT	63,484.03	57,082.07	58,132.07	43,396.18
141 E 72250 206 000 00000 000	LIFE INSURANCE	420.00	386.40	386.40	248.22
141 E 72250 207 000 00000 000	MEDICAL INSURANCE	143,708.00	120,005.33	127,005.33	94,692.80
141 E 72250 208 000 00000 000	DENTAL INSURANCE	2,128.50	1,828.50	1,828.50	1,256.28

PUTNAM COUNTY BOARD OF EDUCATION  
GENERAL PURPOSE SCHOOL FUND (141)  
PROPOSED BUDGET FOR FY25 (DRAFT #1)

		Requested Appropriations 2024- 2025	Original Appropriations 2023-2024	Current (4/2/24) Appropriations 2023-2024	Current (4/2/24) FYTD Activity 2023-2024
141 E 72250 210 000 00000 000	UNEMPLOYMENT COMPENSATION	1,250.00	1,150.00	1,150.00	152.00
141 E 72250 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	13,434.67	11,795.36	11,885.36	8,556.58
141 E 72250 330 000 00000 000	LEASE EXPENSE	420,000.00	432,962.00	432,962.00	418,237.50
141 E 72250 336 000 00000 000	MAINTENANCE AND REPAIR SERVICE	20,000.00	20,000.00	20,000.00	-
141 E 72250 350 000 00000 000	INTERNET CONNECTIVITY	300,000.00	266,400.00	266,400.00	199,351.38
141 E 72250 355 000 00000 000	TRAVEL	11,000.00	11,000.00	11,000.00	4,702.84
141 E 72250 399 000 00000 000	OTHER CONTRACTED SERVICES	46,500.00	46,500.00	46,500.00	43,250.00
141 E 72250 435 000 00000 000	OFFICE SUPPLIES	400.00	400.00	400.00	-
141 E 72250 499 000 00000 000	OTHER SUPPLIES AND MATERIALS	42,880.00	42,880.00	42,880.00	30,335.19
141 E 72250 790 000 00000 000	OTHER EQUIPMENT	25,000.00	25,000.00	25,000.00	9,621.69
	<b>Total Technology</b>	<b>2,074,178.92</b>	<b>1,901,298.40</b>	<b>1,921,308.40</b>	<b>1,524,064.84</b>
<b>Adult Programs</b>					
141 E 72260 105 000 00000 000	SUPERVISOR/DIRECTOR	-	-	81,000.00	60,000.03
141 E 72260 117 000 00000 000	CAREER LADDER PROGRAM	-	-	-	750.06
141 E 72260 162 000 00000 000	CLERICAL PERSONNEL	-	-	37,386.00	27,245.80
141 E 72260 185 000 00000 000	Incentive Pay	-	-	1,000.00	950.00
141 E 72260 201 000 00000 000	SOCIAL SECURITY	-	-	7,400.00	5,245.39
141 E 72260 204 000 00000 000	STATE RETIREMENT	-	-	8,270.00	6,151.44
141 E 72260 206 000 00000 000	LIFE INSURANCE	-	-	54.00	40.33
141 E 72260 207 000 00000 000	MEDICAL INSURANCE	-	-	15,840.00	12,045.60
141 E 72260 208 000 00000 000	DENTAL INSURANCE	-	-	168.00	125.61
141 E 72260 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	-	-	1,728.00	1,226.75
141 E 72260 399 000 00000 000	OTHER CONTRACTED SERVICES	-	-	28,820.00	23,461.00
	<b>Total Adult Programs</b>	<b>-</b>	<b>-</b>	<b>181,666.00</b>	<b>137,242.01</b>
<b>Board of Education</b>					
141 E 72310 118 000 00000 000	SECRETARY TO BOARD	73,860.13	71,547.44	71,547.44	53,663.94
141 E 72310 185 000 00000 000	Incentive Pay	-	-	500.00	500.00
141 E 72310 189 000 00000 000	OTHER SALARIES & WAGES	18,900.00	18,900.00	18,900.00	12,508.27
141 E 72310 191 000 00000 000	BOARD AND COMMITTEE MEMBERS FE	24,300.00	24,300.00	24,300.00	13,950.00
141 E 72310 201 000 00000 000	SOCIAL SECURITY	7,257.73	7,114.34	7,144.34	4,544.79
141 E 72310 204 000 00000 000	STATE RETIREMENT	6,483.04	6,402.73	7,392.73	4,745.61
141 E 72310 206 000 00000 000	LIFE INSURANCE	33.60	33.60	33.60	10.80
141 E 72310 207 000 00000 000	MEDICAL INSURANCE	14,964.67	13,749.12	63,749.12	37,668.06
141 E 72310 208 000 00000 000	DENTAL INSURANCE	170.28	159.00	159.00	125.64
141 E 72310 210 000 00000 000	UNEMPLOYMENT COMPENSATION	100.00	100.00	100.00	15.00
141 E 72310 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	1,697.37	1,663.84	1,673.84	1,102.10

PUTNAM COUNTY BOARD OF EDUCATION  
GENERAL PURPOSE SCHOOL FUND (141)  
PROPOSED BUDGET FOR FY25 (DRAFT #1)

		Requested Appropriations 2024- 2025	Original Appropriations 2023-2024	Current (4/2/24) Appropriations 2023-2024	Current (4/2/24) FYTD Activity 2023-2024
141 E 72310 217 000 00000 000	RET HYBRID STABILIZATION	-	-	-	4.37
141 E 72310 305 000 00000 000	AUDIT SERVICES	14,000.00	14,000.00	14,000.00	14,000.00
141 E 72310 307 000 00000 000	COMMUNICATION	290,000.00	290,000.00	290,000.00	123,408.36
141 E 72310 320 000 00000 000	DUES AND MEMBERSHIPS	35,000.00	35,000.00	35,000.00	9,399.00
141 E 72310 331 000 00000 000	LEGAL SERVICES	75,000.00	75,000.00	75,000.00	44,281.43
141 E 72310 355 000 00000 000	TRAVEL	8,500.00	8,500.00	8,500.00	2,885.42
141 E 72310 399 000 00000 000	OTHER CONTRACTED SERVICES	32,500.00	28,000.00	28,000.00	11,617.19
141 E 72310 435 000 00000 000	OFFICE SUPPLIES	1,400.00	1,400.00	1,400.00	-
141 E 72310 499 000 00000 000	OTHER SUPPLIES AND MATERIALS	1,600.00	1,600.00	1,600.00	-
141 E 72310 506 000 00000 000	LIABILITY INSURANCE	568,345.00	187,665.00	187,665.00	305,121.00
141 E 72310 510 000 00000 000	TRUSTEE'S COMMISSION	670,000.00	670,000.00	670,000.00	494,489.56
141 E 72310 513 000 00000 000	WORKMAN'S COMPENSATION INSURAN	81,162.00	101,452.00	101,452.00	91,226.00
141 E 72310 524 000 00000 000	INSERVICE/STAFF DEVELOPMENT	7,000.00	7,000.00	7,000.00	6,688.84
141 E 72310 533 000 00000 000	CRIMINAL INVESTIGATION OF APPL	20,000.00	20,000.00	20,000.00	4,943.95
141 E 72310 599 000 00000 000	OTHER CHARGES	293,525.00	519,666.00	519,666.00	438,893.30
	<b>Total Board of Education</b>	<b>2,245,798.82</b>	<b>2,103,253.07</b>	<b>2,154,783.07</b>	<b>1,675,792.63</b>
	<b>Director of Schools</b>				
141 E 72320 101 000 00000 000	COUNTY OFFICIAL/ADMINISTRATIVE	145,000.00	135,000.00	135,000.00	108,749.97
141 E 72320 185 000 00000 000	Incentive Pay	-	-	500.00	500.00
141 E 72320 201 000 00000 000	SOCIAL SECURITY	8,990.00	8,370.00	8,400.00	6,488.63
141 E 72320 204 000 00000 000	STATE RETIREMENT	9,222.00	9,193.50	9,233.50	7,439.93
141 E 72320 206 000 00000 000	LIFE INSURANCE	33.60	33.60	33.60	22.86
141 E 72320 207 000 00000 000	MEDICAL INSURANCE	16,882.29	16,226.16	16,426.16	12,045.60
141 E 72320 208 000 00000 000	DENTAL INSURANCE	170.28	159.00	159.00	125.61
141 E 72320 210 000 00000 000	UNEMPLOYMENT COMPENSATION	100.00	100.00	100.00	15.00
141 E 72320 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	2,102.50	1,957.50	1,967.50	1,517.53
141 E 72320 355 000 00000 000	TRAVEL	3,000.00	7,400.00	7,400.00	1,661.53
141 E 72320 435 000 00000 000	OFFICE SUPPLIES	-	1,600.00	1,600.00	-
141 E 72320 599 000 00000 000	OTHER CHARGES	3,000.00	1,100.00	1,100.00	809.59
141 E 72320 701 000 00000 000	ADMINISTRATION EQUIPMENT	-	1,250.00	1,250.00	-
	<b>Total Director of Schools</b>	<b>188,500.67</b>	<b>182,389.76</b>	<b>183,169.76</b>	<b>139,376.25</b>
	<b>Office of the Principal</b>				
141 E 72410 104 000 00000 000	PRINCIPALS	1,796,418.16	1,719,193.32	1,735,193.32	1,209,520.81
141 E 72410 117 000 00000 000	CAREER LADDER PROGRAM	10,000.00	12,000.00	12,000.00	6,917.22
141 E 72410 119 000 00000 000	ACCOUNTANTS/BOOKKEEPERS	823,888.52	828,531.78	804,531.78	543,059.16
141 E 72410 139 000 00000 000	ASSISTANT PRINCIPALS	2,146,863.41	2,069,421.94	2,066,123.67	1,368,065.91

PUTNAM COUNTY BOARD OF EDUCATION  
GENERAL PURPOSE SCHOOL FUND (141)  
PROPOSED BUDGET FOR FY25 (DRAFT #1)

		Requested Appropriations 2024- 2025	Original Appropriations 2023-2024	Current (4/2/24) Appropriations 2023-2024	Current (4/2/24) FYTD Activity 2023-2024
141 E 72410 161 000 00000 000	SECRETARY(S)	1,418,461.88	1,402,414.76	1,373,414.76	916,894.27
141 E 72410 185 000 00000 000	Incentive Pay	-	-	50,900.00	51,250.00
141 E 72410 201 000 00000 000	SOCIAL SECURITY	384,129.18	373,956.83	341,606.83	235,188.28
141 E 72410 204 000 00000 000	STATE RETIREMENT	383,585.46	391,794.63	424,674.63	287,397.10
141 E 72410 206 000 00000 000	LIFE INSURANCE	3,444.00	3,444.00	3,444.00	2,086.23
141 E 72410 207 000 00000 000	MEDICAL INSURANCE	1,171,361.35	1,074,253.15	1,068,253.15	803,772.80
141 E 72410 208 000 00000 000	DENTAL INSURANCE	17,453.70	16,297.50	13,797.50	10,320.71
141 E 72410 210 000 00000 000	UNEMPLOYMENT COMPENSATION	10,250.00	10,250.00	10,250.00	1,458.00
141 E 72410 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	89,836.66	87,457.65	80,397.65	55,003.51
141 E 72410 217 000 00000 000	RET HYBRID STABILIZATION	39,865.05	35,074.82	6,074.82	3,307.93
141 E 72410 320 000 00000 000	DUES AND MEMBERSHIPS	1,085.00	1,085.00	1,085.00	-
141 E 72410 348 000 00000 000	POSTAL CHARGES	14,500.00	9,500.00	9,500.00	10,000.00
141 E 72410 435 000 00000 000	OFFICE SUPPLIES	2,000.00	2,000.00	2,000.00	2,206.25
141 E 72410 599 000 00000 000	OTHER CHARGES	114,500.00	9,500.00	9,500.00	209,000.00
	<b>Total Office of the Principal</b>	<b>8,427,642.38</b>	<b>8,046,175.38</b>	<b>8,012,747.11</b>	<b>5,715,448.18</b>
<b>Fiscal Services</b>					
141 E 72510 105 000 00000 000	SUPERVISOR/DIRECTOR	190,300.00	188,375.69	188,375.69	141,282.00
141 E 72510 119 000 00000 000	ACCOUNTANTS/BOOKKEEPERS	319,616.68	304,218.72	309,318.72	231,855.42
141 E 72510 122 000 00000 000	PURCHASING PERSONNEL	62,501.99	59,668.92	59,668.92	44,713.42
141 E 72510 162 000 00000 000	CLERICAL PERSONNEL	43,800.77	41,714.89	43,514.89	32,705.97
141 E 72510 185 000 00000 000	Incentive Pay	-	-	5,500.00	5,500.00
141 E 72510 189 000 00000 000	OTHER SALARIES & WAGES	123,093.06	118,309.60	118,309.60	88,732.80
141 E 72510 201 000 00000 000	SOCIAL SECURITY	45,837.37	44,161.85	44,501.85	30,603.20
141 E 72510 204 000 00000 000	STATE RETIREMENT	52,860.84	50,928.58	51,568.58	38,806.06
141 E 72510 206 000 00000 000	LIFE INSURANCE	369.60	369.60	369.60	212.76
141 E 72510 207 000 00000 000	MEDICAL INSURANCE	157,317.17	141,415.63	141,415.63	106,027.20
141 E 72510 208 000 00000 000	DENTAL INSURANCE	1,873.08	1,749.00	1,749.00	1,256.40
141 E 72510 210 000 00000 000	UNEMPLOYMENT COMPENSATION	1,100.00	1,100.00	1,100.00	158.00
141 E 72510 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	10,720.03	10,328.17	10,408.17	7,157.26
141 E 72510 355 000 00000 000	TRAVEL	2,000.00	2,000.00	2,000.00	949.48
141 E 72510 399 000 00000 000	OTHER CONTRACTED SERVICES	142,000.00	135,000.00	135,000.00	132,576.00
141 E 72510 435 000 00000 000	OFFICE SUPPLIES	18,000.00	10,500.00	10,500.00	16,434.38
141 E 72510 524 000 00000 000	INSERVICE/STAFF DEVELOPMENT	3,500.00	2,500.00	2,500.00	2,753.66
141 E 72510 599 000 00000 000	OTHER CHARGES	8,000.00	17,000.00	17,000.00	2,898.56
141 E 72510 701 000 00000 000	ADMINISTRATION EQUIPMENT	4,500.00	4,500.00	4,500.00	-
	<b>Total Fiscal Services</b>	<b>1,187,390.60</b>	<b>1,133,840.65</b>	<b>1,147,300.65</b>	<b>884,622.57</b>

PUTNAM COUNTY BOARD OF EDUCATION  
GENERAL PURPOSE SCHOOL FUND (141)  
PROPOSED BUDGET FOR FY25 (DRAFT #1)

		Requested Appropriations 2024- 2025	Original Appropriations 2023-2024	Current (4/2/24) Appropriations 2023-2024	Current (4/2/24) FYTD Activity 2023-2024
<b>Human Services/Personnel</b>					
141 E 72520 105 000 00000 000	SUPERVISOR/DIRECTOR	107,437.00	106,687.12	106,687.12	80,015.22
141 E 72520 185 000 00000 000	Incentive Pay	-	-	1,500.00	1,500.00
141 E 72520 189 000 00000 000	OTHER SALARIES & WAGES	113,517.01	108,209.60	108,209.60	81,166.86
141 E 72520 201 000 00000 000	SOCIAL SECURITY	13,699.15	13,323.60	13,413.60	9,041.32
141 E 72520 204 000 00000 000	STATE RETIREMENT	15,798.21	15,365.12	15,475.12	11,631.77
141 E 72520 206 000 00000 000	LIFE INSURANCE	100.80	100.80	100.80	54.00
141 E 72520 207 000 00000 000	MEDICAL INSURANCE	31,846.96	29,975.28	29,975.28	22,168.80
141 E 72520 208 000 00000 000	DENTAL INSURANCE	510.84	477.00	477.00	251.28
141 E 72520 210 000 00000 000	UNEMPLOYMENT COMPENSATION	300.00	300.00	300.00	43.00
141 E 72520 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	3,203.83	3,116.00	3,136.00	2,114.47
141 E 72520 320 000 00000 000	DUES AND MEMBERSHIPS	1,400.00	1,400.00	1,400.00	294.00
141 E 72520 355 000 00000 000	TRAVEL	4,300.00	2,500.00	2,500.00	4,163.85
141 E 72520 399 000 00000 000	OTHER CONTRACTED SERVICES	18,500.00	18,500.00	18,500.00	18,352.36
141 E 72520 435 000 00000 000	OFFICE SUPPLIES	4,000.00	3,600.00	3,600.00	3,617.00
141 E 72520 524 000 00000 000	INSERVICE/STAFF DEVELOPMENT	850.00	850.00	850.00	771.00
141 E 72520 701 000 00000 000	ADMINISTRATION EQUIPMENT	1,500.00	1,500.00	1,500.00	145.81
	<b>Total Human Services/Personnel</b>	<b>316,963.80</b>	<b>305,904.52</b>	<b>307,624.52</b>	<b>235,330.74</b>
<b>Operation of Plant</b>					
141 E 72610 307 000 00000 000	COMMUNICATION	80,000.00	80,000.00	80,000.00	47,781.42
141 E 72610 328 000 00000 000	JANITORIAL SERVICES	3,647,600.00	3,170,816.35	3,170,816.35	2,328,664.35
141 E 72610 330 000 00000 000	LEASE EXPENSE	403,284.00	403,284.00	403,284.00	336,070.00
141 E 72610 399 000 00000 000	OTHER CONTRACTED SERVICES	305,000.00	260,000.00	260,000.00	167,105.08
141 E 72610 410 000 00000 000	CUSTODIAL SUPPLIES	123,000.00	123,000.00	123,000.00	110,033.81
141 E 72610 415 000 00000 000	ELECTRICITY	3,100,000.00	3,450,000.00	3,450,000.00	1,992,882.34
141 E 72610 434 000 00000 000	NATURAL GAS	600,000.00	700,000.00	700,000.00	340,571.66
141 E 72610 454 000 00000 000	WATER AND SEWER	590,000.00	590,000.00	590,000.00	385,113.45
141 E 72610 499 000 00000 000	OTHER SUPPLIES AND MATERIALS	33,200.00	33,200.00	33,200.00	-
141 E 72610 502 000 00000 000	BUILDING AND CONTENTS INSURANC	349,312.00	375,866.00	375,866.00	349,312.00
141 E 72610 599 000 00000 000	OTHER CHARGES	4,500.00	4,500.00	4,500.00	-
	<b>Total Operation of Plant</b>	<b>9,235,896.00</b>	<b>9,190,666.35</b>	<b>9,190,666.35</b>	<b>6,057,534.11</b>
<b>Maintenance of Plant</b>					
141 E 72620 105 000 00000 000	SUPERVISOR/DIRECTOR	286,155.00	162,419.32	246,419.32	170,312.57
141 E 72620 161 000 00000 000	SECRETARY(S)	51,422.97	48,974.28	48,974.28	34,969.13
141 E 72620 167 000 00000 000	MAINTENANCE PERSONNEL	906,890.74	891,290.13	887,290.13	660,292.39
141 E 72620 185 000 00000 000	Incentive Pay	-	-	11,500.00	11,500.00

PUTNAM COUNTY BOARD OF EDUCATION  
GENERAL PURPOSE SCHOOL FUND (141)  
PROPOSED BUDGET FOR FY25 (DRAFT #1)

		Requested Appropriations 2024- 2025	Original Appropriations 2023-2024	Current (4/2/24) Appropriations 2023-2024	Current (4/2/24) FYTD Activity 2023-2024
141 E 72620 201 000 00000 000	SOCIAL SECURITY	77,157.06	68,366.39	72,426.39	51,914.52
141 E 72620 204 000 00000 000	STATE RETIREMENT	88,979.51	78,841.89	85,371.89	62,710.70
141 E 72620 206 000 00000 000	LIFE INSURANCE	772.80	705.60	705.60	419.50
141 E 72620 207 000 00000 000	MEDICAL INSURANCE	134,804.47	119,228.74	162,228.74	119,880.38
141 E 72620 208 000 00000 000	DENTAL INSURANCE	3,916.44	3,339.00	3,339.00	1,986.98
141 E 72620 210 000 00000 000	UNEMPLOYMENT COMPENSATION	2,300.00	2,100.00	2,100.00	317.00
141 E 72620 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	18,044.80	15,988.91	16,938.91	12,141.39
141 E 72620 399 000 00000 000	OTHER CONTRACTED SERVICES	600,000.00	600,000.00	600,000.00	573,931.13
141 E 72620 499 000 00000 000	OTHER SUPPLIES AND MATERIALS	600,000.00	855,883.43	855,883.43	442,059.12
141 E 72620 717 000 00000 000	MAINTENANCE EQUIPMENT	30,000.00	30,000.00	30,000.00	-
141 E 72620 799 000 00000 000	OTHER CAPITAL OUTLAY	1,100,000.00	1,954,608.00	1,954,608.00	105,219.65
	<b>Total Maintenance of Plant</b>	<b>3,900,443.78</b>	<b>4,831,745.69</b>	<b>4,977,785.69</b>	<b>2,247,654.46</b>
<b>Transportation</b>					
141 E 72710 105 000 00000 000	SUPERVISOR/DIRECTOR	77,305.00	75,431.38	75,431.38	56,573.28
141 E 72710 142 000 00000 000	MECHANIC(S)	187,634.79	191,909.19	180,409.19	123,158.89
141 E 72710 146 000 00000 000	BUS DRIVERS	2,001,086.48	1,789,200.58	1,859,500.58	1,386,419.74
141 E 72710 162 000 00000 000	CLERICAL PERSONNEL	28,761.89	28,905.86	28,905.86	21,637.26
141 E 72710 169 000 00000 000	PART TIME PERSONNEL	19,372.72	21,246.17	23,946.17	23,279.81
141 E 72710 185 000 00000 000	Incentive Pay	-	-	48,000.00	49,750.00
141 E 72710 189 000 00000 000	OTHER SALARIES & WAGES	623,721.99	433,800.31	472,800.31	364,756.03
141 E 72710 201 000 00000 000	SOCIAL SECURITY	182,157.85	160,550.59	153,530.59	114,941.67
141 E 72710 204 000 00000 000	STATE RETIREMENT	210,050.58	183,925.29	196,855.29	145,547.81
141 E 72710 206 000 00000 000	LIFE INSURANCE	3,696.00	3,259.20	3,259.20	1,275.20
141 E 72710 207 000 00000 000	MEDICAL INSURANCE	549,071.69	465,602.64	528,902.64	390,780.18
141 E 72710 208 000 00000 000	DENTAL INSURANCE	18,730.80	15,423.00	9,123.00	6,270.51
141 E 72710 210 000 00000 000	UNEMPLOYMENT COMPENSATION	11,000.00	9,700.00	9,700.00	959.00
141 E 72710 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	42,599.17	39,677.16	40,477.16	27,231.62
141 E 72710 313 000 00000 000	CONTRACTS WITH PARENTS	2,000.00	2,000.00	2,000.00	2,260.14
141 E 72710 329 000 00000 000	LAUNDRY SERVICE	4,500.00	4,500.00	4,500.00	1,110.86
141 E 72710 355 000 00000 000	TRAVEL	3,000.00	3,000.00	3,000.00	4,945.49
141 E 72710 399 000 00000 000	OTHER CONTRACTED SERVICES	75,000.00	75,000.00	75,000.00	69,302.16
141 E 72710 412 000 00000 000	DIESEL FUEL	420,000.00	420,000.00	420,000.00	242,632.93
141 E 72710 425 000 00000 000	GASOLINE	100,000.00	100,000.00	100,000.00	82,928.51
141 E 72710 433 000 00000 000	LUBRICANTS	20,000.00	20,000.00	20,000.00	9,416.55
141 E 72710 450 000 00000 000	TIRES AND TUBES	35,000.00	35,000.00	35,000.00	20,805.89
141 E 72710 453 000 00000 000	VEHICLE PARTS	195,000.00	195,000.00	195,000.00	69,530.49
141 E 72710 499 000 00000 000	OTHER SUPPLIES AND MATERIALS	4,600.00	4,600.00	4,600.00	3,362.08

PUTNAM COUNTY BOARD OF EDUCATION  
GENERAL PURPOSE SCHOOL FUND (141)  
PROPOSED BUDGET FOR FY25 (DRAFT #1)

		Requested Appropriations 2024- 2025	Original Appropriations 2023-2024	Current (4/2/24) Appropriations 2023-2024	Current (4/2/24) FYTD Activity 2023-2024
141 E 72710 599 000 00000 000	OTHER CHARGES	7,900.00	7,900.00	7,900.00	2,869.47
141 E 72710 729 000 00000 000	TRANSPORTATION EQUIPMENT	-	670,000.00	750,000.00	133,185.88
	<b>Total Transportation</b>	<b>4,822,188.96</b>	<b>4,955,631.37</b>	<b>5,247,841.37</b>	<b>3,354,931.45</b>
<b>Food Service</b>					
141 E 73100 105 000 00000 000	SUPERVISOR/DIRECTOR	91,160.00	89,937.63	89,937.63	67,453.56
141 E 73100 119 000 00000 000	ACCOUNTANTS/BOOKKEEPERS	54,385.96	51,774.44	51,774.44	38,828.34
141 E 73100 162 000 00000 000	CLERICAL PERSONNEL	219,841.24	163,996.96	213,416.96	142,734.78
141 E 73100 165 000 00000 000	CAFETERIA PERSONNEL	-	-	-	-
141 E 73100 167 000 00000 000	MAINTENANCE PERSONNEL	121,633.03	172,315.56	116,715.56	87,627.42
141 E 73100 185 000 00000 000	Incentive Pay	-	-	53,800.00	50,750.00
141 E 73100 199 000 00000 000	OTHER PER DIEM & FEES	1,200.00	1,920.00	970.00	820.00
141 E 73100 201 000 00000 000	SOCIAL SECURITY	30,269.65	29,756.56	31,100.56	22,585.42
141 E 73100 204 000 00000 000	STATE RETIREMENT	34,907.75	34,309.51	37,693.51	26,858.42
141 E 73100 206 000 00000 000	LIFE INSURANCE	268.80	268.80	268.80	146.72
141 E 73100 207 000 00000 000	MEDICAL INSURANCE	77,629.66	80,531.66	81,331.66	60,639.20
141 E 73100 208 000 00000 000	DENTAL INSURANCE	1,362.24	1,272.00	1,272.00	949.76
141 E 73100 210 000 00000 000	UNEMPLOYMENT COMPENSATION	800.00	800.00	800.00	101.00
141 E 73100 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	7,079.19	6,959.20	7,306.20	5,286.13
	<b>Total Food Service</b>	<b>640,537.53</b>	<b>633,842.32</b>	<b>686,387.32</b>	<b>504,780.75</b>
<b>Community Services</b>					
141 E 73300 105 000 00000 000	SUPERVISOR/DIRECTOR	-	-	68,000.00	50,567.22
141 E 73300 116 000 00000 000	TEACHERS	-	-	312,840.00	195,243.75
141 E 73300 162 000 00000 000	CLERICAL PERSONNEL	-	-	36,200.00	27,044.27
141 E 73300 163 000 00000 000	AIDES	-	-	55,080.00	44,910.17
141 E 73300 185 000 00000 000	Incentive Pay	-	-	5,500.00	11,175.00
141 E 73300 189 000 00000 000	OTHER SALARIES & WAGES	26,041.29	20,272.40	170,852.40	74,021.17
141 E 73300 199 000 00000 000	OTHER PER DIEM & FEES	-	-	240.00	144.00
141 E 73300 201 000 00000 000	SOCIAL SECURITY	1,614.56	1,256.89	38,773.25	23,109.98
141 E 73300 204 000 00000 000	STATE RETIREMENT	1,861.95	1,449.48	56,019.68	24,166.45
141 E 73300 206 000 00000 000	LIFE INSURANCE	11.76	10.42	53.98	38.97
141 E 73300 207 000 00000 000	MEDICAL INSURANCE	3,749.80	3,175.15	29,003.79	21,947.52
141 E 73300 208 000 00000 000	DENTAL INSURANCE	59.60	49.29	365.21	245.01
141 E 73300 210 000 00000 000	UNEMPLOYMENT COMPENSATION	35.00	31.00	31.00	-
141 E 73300 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	377.60	293.95	9,070.76	5,502.41
141 E 73300 217 000 00000 000	RET HYBRID STABILIZATION	-	-	2,400.00	738.98
141 E 73300 355 000 00000 000	TRAVEL	3,000.00	3,000.00	5,000.00	948.26

PUTNAM COUNTY BOARD OF EDUCATION  
GENERAL PURPOSE SCHOOL FUND (141)  
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		Requested Appropriations 2024- 2025	Original Appropriations 2023-2024	Current (4/2/24) Appropriations 2023-2024	Current (4/2/24) FYTD Activity 2023-2024
141 E 73300 499 000 00000 000	OTHER SUPPLIES AND MATERIALS	1,000.00	1,000.00	6,294.95	1,907.73
141 E 73300 599 000 00000 000	OTHER CHARGES	-	-	4,163.56	2,584.42
141 E 73300 790 000 00000 000	OTHER EQUIPMENT	-	-	500.00	-
	<b>Total Community Services</b>	<b>37,751.55</b>	<b>30,538.58</b>	<b>800,388.58</b>	<b>484,295.31</b>
<b>Early Childhood Education</b>					
141 E 73400 105 000 00000 000	SUPERVISOR/DIRECTOR	50,409.48	47,846.92	48,346.92	36,260.01
141 E 73400 116 000 00000 000	TEACHERS	945,347.43	919,017.80	880,017.80	601,773.01
141 E 73400 162 000 00000 000	CLERICAL PERSONNEL	29,329.34	14,548.03	28,548.03	21,412.04
141 E 73400 163 000 00000 000	AIDES	488,830.06	463,427.30	497,027.30	329,020.55
141 E 73400 185 000 00000 000	Incentive Pay	-	-	17,000.00	17,500.00
141 E 73400 201 000 00000 000	SOCIAL SECURITY	93,862.81	89,580.08	83,830.08	57,590.98
141 E 73400 204 000 00000 000	STATE RETIREMENT	70,849.06	73,089.53	104,689.53	71,793.91
141 E 73400 206 000 00000 000	LIFE INSURANCE	1,192.80	1,176.00	1,176.00	673.27
141 E 73400 207 000 00000 000	MEDICAL INSURANCE	335,834.00	241,753.80	270,353.80	212,890.44
141 E 73400 208 000 00000 000	DENTAL INSURANCE	6,044.94	5,565.00	5,615.00	3,239.66
141 E 73400 210 000 00000 000	UNEMPLOYMENT COMPENSATION	3,550.00	3,500.00	3,500.00	-
141 E 73400 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	21,951.79	20,950.18	21,200.18	13,483.49
141 E 73400 217 000 00000 000	RET HYBRID STABILIZATION	41,787.00	35,589.25	5,589.25	3,401.80
141 E 73400 355 000 00000 000	TRAVEL	500.00	500.00	500.00	-
141 E 73400 399 000 00000 000	OTHER CONTRACTED SERVICES	87,000.00	87,000.00	87,000.00	66,207.34
141 E 73400 422 000 00000 000	FOOD SUPPLIES	1,000.00	1,000.00	1,000.00	-
141 E 73400 429 000 00000 000	INSTRUCTIONAL SUPPLIES	15,000.00	15,000.00	15,000.00	7,775.15
141 E 73400 499 000 00000 000	OTHER SUPPLIES AND MATERIALS	5,000.00	5,000.00	5,000.00	20,364.84
141 E 73400 524 000 00000 000	INSERVICE/STAFF DEVELOPMENT	1,200.00	1,200.00	1,200.00	869.84
141 E 73400 599 000 00000 000	OTHER CHARGES	1,600.00	1,600.00	1,600.00	1,257.06
141 E 73400 790 000 00000 000	OTHER EQUIPMENT	1,000.00	1,000.00	1,000.00	-
	<b>Total Early Childhood Education</b>	<b>2,201,288.71</b>	<b>2,028,343.89</b>	<b>2,079,193.89</b>	<b>1,465,513.39</b>
<b>Regular Capital Outlay</b>					
141 E 76100 399 000 00000 000	OTHER CONTRACTED SERVICES	-	-	139,639.68	217,302.53
141 E 76100 706 000 00000 000	BUILDING CONSTRUCTION	-	-	195,035.84	95,035.84
141 E 76100 707 000 00000 000	BUILDING IMPROVEMENTS	-	-	60,000.00	-
	<b>Total Regular Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>394,675.52</b>	<b>312,338.37</b>
<b>Transfers Out</b>					
141 E 99100 590 000 00000 000	TRANSFERS TO OTHER FUNDS	-	-	-	63,292.72
	<b>Total Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>63,292.72</b>

PUTNAM COUNTY BOARD OF EDUCATION  
 GENERAL PURPOSE SCHOOL FUND (141)  
 PROPOSED BUDGET FOR FY25 (DRAFT #1)

		Requested Appropriations 2024- 2025	Original Appropriations 2023-2024	Current (4/2/24) Appropriations 2023-2024	Current (4/2/24) FYTD Activity 2023-2024
	<b>TOTAL EXPENDITURES</b>	<b>123,428,584.52</b>	<b>116,133,530.34</b>	<b>124,912,334.64</b>	<b>82,210,691.37</b>
	<b>(Over) / Under Budget</b>	<b>(1,999,996.49)</b>	<b>(952,319.12)</b>	<b>(1,344,313.12)</b>	<b>3,698,739.33</b>