



## AGENDA

### METROPOLITAN BOARD OF PUBLIC EDUCATION

2601 Bransford Avenue, Nashville, TN 37204

Regular Meeting – June 28, 2016 - 5:00 p.m.

**Sharon Dixon Gentry, EdD, Chair**

#### TIME

- |      |      |   |        |
|------|------|---|--------|
| 5:00 | I.   | <u>CONVENE and ACTION</u>   |        |
|      | A.   | Establish Quorum  |        |
|      | B.   | Pledge of Allegiance  |        |
| 5:05 | II.  | <u>AWARDS AND RECOGNITIONS</u>  | GP-3   |
|      | A.   | Tennessee FFA National Chapter Finalist - Whites Creek High School  |        |
| 5:10 | III. | <u>AND THE GOOD NEWS IS...</u>  | GP-3.1 |
|      | A.   | RePublic Chamber Singers  |        |
| 5:15 | IV.  | <u>GOVERNANCE ISSUES</u>  |        |
|      | A.   | Actions   |        |
|      | 1.   | Consent   | GP-8.3 |
|      | a.   | Approval of Minutes – 2/23/2016 – Regular Meetings  |        |
|      | b.   | Recommended Award of Contract for Professional Services – District-wide Testing & Balancing Services – United Testing & Balancing, Inc.           |        |
|      | c.   | Recommended Award of Contract for Professional Services – District-wide Testing & Balancing Services – Systems Analysis, Inc.                     |        |
|      | d.   | Recommended Award of Contract for Pennington Elementary School Classroom Additions – Kerry G. Campbell Inc.                                       |        |
|      | e.   | Recommended Award of Contract for Large Scope Projects at Various Schools – Kerry G. Campbell Inc.  |        |
|      | f.   | Recommended Award of Contract for Large Scope Projects at Various Schools – Southland Constructors, Inc.  |        |
|      | g.   | Recommended Award of Contract for Small Scope Projects at Various Schools – Dowdle Construction Group, LLC  |        |
|      | h.   | Recommended Approval of Change Order #2 for Overton High School Additions and Renovations – American Constructors                                 |        |
|      | i.   | Recommended Approval of Supplement #1 for Overton High School Additions and Renovations – TM Partners   |        |
|      | j.   | Recommended Approval of Supplement #3 for Hillsboro High School Additions and Renovations – Artifice LLC  |        |
|      | k.   | Recommended Approval of Request #2 for Large Scope Projects at Various Schools (Bordeaux Early Learning Center) – Kerry G. Campbell Inc.          |        |
|      | l.   | Recommended Approval of Request #3 for Purchase and Installation of Playground Equipment (Cumberland Elementary School) – Playworld Systems, Inc. |        |
|      | m.   | Recommended Approval of Request #4 for Large Scope Projects at Various Schools (McGavock High School Animal Science Barn) – Carter Group          |        |
|      | n.   | Awarding of Purchases and Contracts   |        |
|      | (1)  | BFI Waste Service   |        |
|      | (2)  | Channing Bete Company   |        |
|      | (3)  | Dell Marketing LLC  |        |
|      | (4)  | Demand Mechanical   |        |
|      | (5)  | Distinguished Professionals Education Institute   |        |
|      | (6)  | Firetrol Protection Systems   |        |

- (7) Horton Group, Inc.
- (8) Lipscomb University
- (9) Lipscomb University
- (10) Nashville Public Library (NPL)
- (11) Noser Consulting, LLC
- (12) PENCIL Foundation
- (13) Plant the Seed
- (14) RePublic Schools Nashville
- (15) Sims Strategic Diversity Consultants
- (16) Teaching Strategies, LLC
- (17) Tennessee Book Company
- (18) Total Mechanical Solutions LLC
- (19) TRA, Inc.
- (20) Vanderbilt University
- o. Legal Settlement Claim - Case No. 3:16-CV-609

2. EE -7 Financial Stewardship – *Governance Committee*

5:30 V. REPORTS

- A. Director's Report
  - 1.
- B. Committee Reports
  - 1.
- C. Board Chairman's Report
  - 1. Announcements
  - 2.

5:30 VI. WRITTEN INFORMATION TO THE BOARD (not for discussion)

- A. Sales Tax Collections as of June 20, 2016
- B. Fiscal Year 2015-2016 Operating Budget Financial Reports
- C. Upcoming Committee Meetings
  - 1.

5:30 VII. ADJOURNMENT

Metropolitan Nashville Public Schools  
Board of Education  
Regular Meeting  
Minutes  
February 23, 2016

TOPIC	DISCUSSION/MOTION	FOLLOW-UP/OUTCOME
<ul style="list-style-type: none"> <li>Roll Call</li> </ul>	<p>Present: Dr. Jo Ann Brannon Amy Frogge Tyese Hunter Dr. Sharon Gentry, Chair Elissa Kim Mary Pierce Will Pinkston Anna Shepherd, Vice-Chair Jill Speering Chris Henson, Interim Director of Schools</p> <p>Dr. Gentry called the meeting to order at 5:03 p.m.</p>	
<ul style="list-style-type: none"> <li>Pledge of Allegiance</li> </ul>		
<b>AWARDS AND RECOGNITIONS</b>		
<ul style="list-style-type: none"> <li>DaQuan Summers – Hillwood High School</li> </ul>	The Board and Mr. Henson presented Mr. Summers with an Award of Recognition for his influential role in Mayor Barry’s Youth Violence Summit.	
<ul style="list-style-type: none"> <li>Prudential Spirit of Community Awards Finalist <ul style="list-style-type: none"> <li>Chelstin Wildun – Overton High School</li> </ul> </li> </ul>	The Board and Mr. Henson presented Ms. Wildun with an Award of Recognition for being a Prudential Spirit of Community Awards finalist.	
<ul style="list-style-type: none"> <li>Career Exploration Essay Winners <ul style="list-style-type: none"> <li>Lindsey Dao - Overton High School</li> <li>Nolan Carrasquillo - Antioch High School</li> </ul> </li> </ul>	The Board and Mr. Henson presented Ms. Dao and Mr. Carrasquillo with Awards of Recognition for winning the Career Exploration Essay contest.	
<b>PUBLIC PARTICIPATION</b>		
<ul style="list-style-type: none"> <li>Erick Huth – Teacher Pay</li> </ul>	Dr. Huth addressed the Board concerning Teacher Pay. He asked the Board to compare salaries with larger districts when considering teacher pay increases.	
<ul style="list-style-type: none"> <li>Byron Harvey – Equity in School Discipline</li> </ul>	Mr. Harvey addressed the Board concerning Equity in School Discipline. He requested that the Board support and partner with NOAH to address efforts to improve equity in school discipline within MNPS.	


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TOPIC	DISCUSSION/MOTION	FOLLOW-UP/OUTCOME
<b>GOVERNANCE ISSUES</b>		
<ul style="list-style-type: none"> <li>Consent Agenda</li> </ul>	<p><b>Ms. Shepherd read the following consent agenda: V-A-1-a- Approval of Minutes – 10/13/2015 – Regular Meeting; V-A-1-b- Recommended Award of Contract for Architectural Services for Library Renovations at Harris-Hillman School and J. T. Moore Middle Prep – Street Dixon Rick Architecture, PLC; V-A-1-c- Recommended Approval of Supplement #1 for Rosebank Elementary School Renovations – Centric Architecture, Inc.; V-A-1-d- Recommended Approval of Supplement #2 for Southeast Early Learning Center – Allard Ward Architects; V-A-1-e- Recommended Approval of Supplement #1 for Stratford STEM Magnet School Renovations – SSOE Group; V-A-1-f- Recommended Approval of Change Order #2 for Waverly-Belmont Elementary School Additions and Renovations - Orion Building Corporation; V-A-1-g- Recommended Approval of Revised Change Order #5 for Stratford STEM Magnet School Renovations – Messer Construction Company; V-A-1-h- Recommended Approval of Request #11 for Purchase of Furniture (Ruby Major Elementary School Additions) – GBI; V-A-1-i- Recommended Approval of Request #12 for Purchase of Furniture (Glencliff Elementary School Additions) – GBI; V-A-1-j- Recommended Approval of Request #13 for Purchase of Furniture (Glenview Elementary School Additions) – GBI; V-A-1-k- Recommended Approval of Request #14 for Purchase of Furniture (Southeast Early Learning Center) – GBI; V-A-1-l- Awarding of Purchases and Contracts (1) ACT Inc., (2) Apple, Inc., (3) Bobcat of Nashville, (4) Dell Marketing (3 Requisitions), (5) Five Stones Research Corporation, (6) Kendall Stage Curtains, (7) Metro Transit Authority (MTA), (8) NES, (9) Neely Coble Company, (10) New Teacher Center, (11) Strategy &amp; Leadership LLC, (12) The Curb Event Center – Belmont University, (13) Williams Restoration &amp; Waterproofing, Inc., (14) US Community Credit Union; V-A-1-m- Compulsory Attendance Waiver; V-A-1-n- Acceptance of Litigation Release – Special Education.</b></p> <p><b>Ms. Shepherd made a motion to approve the consent agenda as read. Dr. Brannon seconded.</b></p>	<p><b>VOTE: 9-0 – Unanimous</b></p>

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TOPIC	DISCUSSION/MOTION	FOLLOW-UP/OUTCOME
<b>REPORTS</b>		
A. Director's Report 1. Community Achieves Update	Mr. Brown and Ms. McArthur presented the Community Achieves Update to the Board.	
B. Committee Reports 1. Teaching and Learning	Ms. Speering stated that the Teaching and Learning Committee met on January 25 <sup>th</sup> to discuss Reading Proficiency. The next meeting will be held February 24 <sup>th</sup> at 11:30 a.m.	
2. Director Search	Dr. Gentry stated that the Director Search Committee hired Jim Huge and Associates as the recruiter for the director search.	
3. Budget, Finance, and Capital Needs	Ms. Pierce stated that the Budget, Finance, and Capital Needs Committee has started developing a timeline for the next steps in the budget process. The next scheduled meeting is March 8 <sup>th</sup> .	
4. CLASS	Ms. Shepherd gave a brief CLASS report.	
<b>REPORTS</b>		
A. Director's Report 1. Announcements	Ms. Shepherd announced that on January 27 <sup>th</sup> , Dr. Jill Biden, The Second Lady of the United States of America, visited McGavock High School.	
• Second Lady Visits McGavock High School		
• Thank You Letter	Ms. Shepherd thanked Sabrina McCore, a student at Whites Creek, for a thank you letter she received from her.	
• Read to be Ready Campaign	Ms. Speering announced that Dr. Candice McQueen, Commissioner of Education, launched her new literacy campaign, "Read to be Ready".	
• MNPS Employee Wellness Center	Ms. Speering announced that the new MNPS Employee Wellness Center was under construction and set to open in early 2017.	
• Employee Benefits Department	Ms. Speering congratulated Mr. Hines and the Employee Benefits Department for being nominated to receive an award in honor of their work to improve teacher and employee health.	
• Hunters Lane High School	Ms. Speering announced that Hunters Lane High School was offering free tutoring to students. Staff also recently presented at the National Title I Conference in Austin, TX.	
• Southeast Community Meeting	Ms. Hunter announced that there will be a Southeast Community Meeting on March 10 <sup>th</sup> at the Southeast Community Center.	

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TOPIC	DISCUSSION/MOTION	FOLLOW-UP/OUTCOME
<ul style="list-style-type: none"> <li>Governor's Academy for School Leadership</li> </ul>	Dr. Gentry congratulated Dr. James Bailey, Principal of Whites Creek High School, for being selected as a mentor for the Governor's Academy for School Leadership.	
<ul style="list-style-type: none"> <li>Hillsboro High School</li> </ul>	Ms. Pierce announced that Hillsboro High School will perform "Godspell" on February 29 <sup>th</sup> at 7:00 p.m.	
<b>WRITTEN INFORMATION TO THE BOARD</b>		
<ul style="list-style-type: none"> <li>Sales Tax Collections as of February 20, 2016</li> </ul>		
<ul style="list-style-type: none"> <li>Fiscal Year 2015-2016 Operating Budget Financial Reports</li> </ul>		
<ul style="list-style-type: none"> <li>Transportation Update</li> </ul>		
<ul style="list-style-type: none"> <li>Substitute Update</li> </ul>		
<ul style="list-style-type: none"> <li>Priority Schools Updates</li> </ul>		
<ul style="list-style-type: none"> <li>Adjournment</li> </ul>	Ms. Frogge adjourned the meeting at 6:23 p.m.	
<ul style="list-style-type: none"> <li>Signatures</li> </ul>	 <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div>Chris M. Henson Board Secretary</div> <div>Sharon Dixon Gentry Board Chair</div> <div>Date</div> </div>	

Metropolitan Nashville Public Schools  
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March 8, 2016

TOPIC	DISCUSSION/MOTION	FOLLOW-UP/OUTCOME
<ul style="list-style-type: none"> <li>Roll Call</li> </ul>	<p>Present: Amy Frogge Tyese Hunter Dr. Sharon Gentry, Chair Elissa Kim Mary Pierce Will Pinkston Anna Shepherd, Vice-Chair Jill Speering Chris Henson, Interim Director of Schools</p> <p>Absent: Dr. Jo Ann Brannon</p> <p>Dr. Gentry called the meeting to order at 5:00 p.m.</p>	
<ul style="list-style-type: none"> <li>Pledge of Allegiance</li> </ul>		
<b>AWARDS AND RECOGNITIONS</b>		
<ul style="list-style-type: none"> <li>Introduction of Office of Priority Schools Staff</li> </ul>	Mr. Henson introduced the Office of Priority Schools staff.	
<b>AND THE GOOD NEWS IS...</b>		
<ul style="list-style-type: none"> <li>Antioch High School Chamber Choir</li> </ul>	The Antioch High School Chamber Choir performed at the Board meeting.	
<ul style="list-style-type: none"> <li>Nashville School of the Arts Artwork</li> </ul>	Nashville School of the Arts displayed art work at the Board meeting.	
<b>PUBLIC PARTICIPATION</b>		
<ul style="list-style-type: none"> <li>Nancy Stetten – Education is Not a Race</li> </ul>	Ms. Stetten addressed the Board concerning Education is Not a Race. She asked the Board to ensure that children are cultivating a love for learning while in MNPS and spoke about the lack of planning time for teachers.	
<ul style="list-style-type: none"> <li>Chris Moth – Busing, Magnets, Pathways: Thursday 5:30 Rose Park</li> </ul>	Mr. Moth addressed the Board concerning magnet pathways. He asked the Board to consider whether academic magnets accomplish anything measureable for MNPS students. He also invited the Board to attend the Hillsboro Cluster PAC meeting at Rose Park Middle Magnet on March 10 <sup>th</sup> .	
<ul style="list-style-type: none"> <li>Erick Huth – Issues Impacting Employees</li> </ul>	Dr. Huth addressed the Board concerning Issues Impacting Employees. He asked the Board to remove the focus from TNReady to cultivating student's love of learning.	
<ul style="list-style-type: none"> <li>Jessica Velasco and Darnesjia Buford – College Access and Postsecondary Planning</li> </ul>	Ms. Velasco and Ms. Buford addressed the Board concerning college access and postsecondary planning for students. They asked the Board for a meeting to discuss the issues further.	

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TOPIC	DISCUSSION/MOTION	FOLLOW-UP/OUTCOME
<ul style="list-style-type: none"> <li>Dwana Wade – Thank You for Committed Support</li> </ul>	Ms. Wade thanked the Board for their support of the Community Engagement Equity in School Discipline committee.	
<ul style="list-style-type: none"> <li>Thomas Weber – Tusculum Elementary School</li> </ul>	Mr. Weber addressed the Board concerning Tusculum Elementary School. He asked the Board to ensure that the additions at Tusculum Elementary continue and are not delayed.	
<b>GOVERNANCE ISSUES</b>		
<ul style="list-style-type: none"> <li>Consent Agenda</li> </ul>	<p><b>Ms. Shepherd read the following consent agenda: V-1-A-a- Recommended Award of Contract for Mechanical Engineering at Various Schools – Olert Engineering; V-1-A-a- b- Recommended Approval of Supplement #1 for Cane Ridge Area Elementary School – EOA Architects, PLLC; V-1-A-c- Recommended Approval of Supplement #1 for East Nashville Magnet High School Band Room Renovation – Vivid1 Architecture; V-1-A-d- Recommended Approval of Request #1 for Playground Equipment (Southeast Early Learning Center) – Playworld Systems, Inc.; V-1-A-e- Recommended Approval of Request #2 for Playground Equipment (Glenciff Elementary School) – Playworld Systems, Inc.; V-1-A-f- Recommended Approval of Request #16 for Purchase of Furniture (Hume-Fogg Magnet High School Renovations) – Guy Brown Interiors (GBI); V-1-A-g- Recommended Approval of Request #1 for Materials Testing (Martin Luther King, Jr. Magnet High School Additions) – Beaver Engineering, Inc.; V-1-A-h- Recommended Approval of Request #1 for Small Scope Projects at Various Schools (McGavock High School Auto Diesel Classroom) – Bomar Construction Company; V-1-A-i- Recommended Approval of Request #2 for Small Scope Projects at Various Schools (Global Mall Enrollment Center) – Bomar Construction Company; V-1-A-j- Awarding of Purchases and Contracts (1) Awardees from RFP #16-25 for Maintenance and Repair Service for HVAC Controls, (2) BleachersandSeats.com, (3) CDW Government, Inc. (2 requisitions), (4) Earthwalk Communications, (5) Education Networks of America, LLC, (6) eSchool Solutions dba TeacherMatch, (7) PHP Locker Company, (8) Rush Trucking Center, (9) SSDC Services Corporation, (10) Walick-Kemp &amp; Associates, Inc; V-1-A-k- Compulsory Attendance Waivers.</b></p>	



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TOPIC	DISCUSSION/MOTION	FOLLOW-UP/OUTCOME
<ul style="list-style-type: none"> <li>Consent Agenda - continued</li> </ul>	<p>Mr. Pinkston asked Mr. Henson to give a brief summary of Item V-A-1-j-(5). Mr. Henson gave the summary to the Board.</p> <p><b>Ms. Shepherd made a motion to approve the consent agenda. Mr. Pinkston seconded.</b></p>	<b>VOTE: 8-0 Unanimous</b>
<b>REPORTS</b>		
A. Director's Report	Ms. McAdams presented the Exceptional Education report to the Board.	
1. Exceptional Education		
2. Advanced Academics	Dr. Matt Nelson presented the Advanced Academics report to the Board. Dr. Shunn Turner presented the Board with the Encore/Gifted Program report.	
3. Transportation Update	Ms. Marsh gave the Board a brief Transportation update.	
B. Committee Reports	Mr. Pinkston presented the CLASS report on behalf of Ms. Shepherd.	
1. CLASS		
2. Budget, Finance, and Capital Needs	Ms. Pierce gave a Budget, Finance, and Capital Needs Committee report. The next meeting will be held on March 16 <sup>th</sup> .	
3. Teaching and Learning	Ms. Speering gave a Teaching and Learning Committee report.	
C. Board Chairman's Report	Ms. Frogge announced that on March 17 <sup>th</sup> at 6:00 p.m. at the Bellevue Library, a community meeting would be held.	
1. Announcements		
<ul style="list-style-type: none"> <li>Bellevue Community Meeting</li> </ul>		
<ul style="list-style-type: none"> <li>Hillsboro High School Boys Basketball Team</li> </ul>	Ms. Pierce congratulated the Hillsboro High School Boys Basketball Team for making it to the State Tournament.	
<ul style="list-style-type: none"> <li>Notice of a Motion</li> </ul>	Mr. Pinkston gave notice that he would be bringing a resolution concerning the ASD at the next Board meeting.	
<ul style="list-style-type: none"> <li>Music Makes Us Meeting</li> </ul>	Mr. Pinkston read the following announcement on behalf of Ms. Shepherd. She congratulated Dr. Jones and Ms. Schell for hosting a great Music Makes Us Meeting at McGavock High School.	
<ul style="list-style-type: none"> <li>The Nashville City-wide Track Meet</li> </ul>	Mr. Pinkston read the following announcement on behalf of Ms. Shepherd. The Nashville City-wide Track Meet will be held at McGavock High School. The event will be hosted by The F.A.N.S.	
<ul style="list-style-type: none"> <li>Gra-Mar Middle Prep</li> </ul>	Ms. Speering announced that the Family Matters Organization held a spaghetti cook-off at Gra-Mar Middle School during a meeting to discuss school-related issues within the Maplewood Cluster. In addition, a workshop will be held on March 15 <sup>th</sup> at 10:00 a.m. to discuss developing social and job-related skills.	
<ul style="list-style-type: none"> <li>Gra-Mar Middle Prep</li> </ul>	Ms. Speering announced that on March 10 <sup>th</sup> at 10 a.m. parents of Gra-Mar Middle Prep students are invited to have breakfast with the principal.	

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TOPIC	DISCUSSION/MOTION	FOLLOW-UP/OUTCOME
<ul style="list-style-type: none"> <li>Antioch/Cane Ridge Community Meeting</li> </ul>	Ms. Hunter announced that she will host a community meeting at the Southeast Community Center on March 10 <sup>th</sup> at 6:00 p.m.	
<ul style="list-style-type: none"> <li>Director Search Process</li> </ul>	Ms. Hunter announced that on March 15 <sup>th</sup> , Mr. Pinkston would update the South and Southeast area communities on the Director Search Process.	
<ul style="list-style-type: none"> <li>Tennessee State University</li> </ul>	Ms. Hunter invited the community to participate in the Summer Speech Camp that will be held at Tennessee State University from June 20 <sup>th</sup> - July 14 <sup>th</sup> .	
<ul style="list-style-type: none"> <li>Whites Creek High School Boys Basketball Team</li> </ul>	Dr. Gentry congratulated the Whites Creek High School Boys Basketball Team for advancing to the State Tournament.	
<ul style="list-style-type: none"> <li>East Nashville High School Girls Basketball Team</li> </ul>	Mr. Henson congratulated the East Nashville High School Girls Basketball Team for advancing to the State Tournament.	
<b>WRITTEN INFORMATION TO THE BOARD</b>		
<ul style="list-style-type: none"> <li>Priority Schools Update</li> </ul>		
<ul style="list-style-type: none"> <li>Adjournment</li> </ul>	Ms. Frogge adjourned the meeting at 7:15 p.m.	
<ul style="list-style-type: none"> <li>Signatures</li> </ul>	<div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div> <hr style="width: 200px;"/> Chris M. Henson Board Secretary </div> <div> <hr style="width: 200px;"/> Sharon Dixon Gentry Board Chair </div> <div> Date </div> </div>	

## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### b. RECOMMENDED AWARD OF CONTRACT FOR PROFESSIONAL SERVICES – DISTRICT-WIDE TESTING & BALANCING SERVICES – UNITED TESTING & BALANCING, INC.

We are requesting a five-year contract with United Testing & Balancing, Inc. to perform Testing & Balancing Services for various projects as determined by Metro Schools.

Compensation is monthly, at an hourly rate, as assigned work is completed.

It is recommended that this contract be approved.

Legality approved by Metro Department of Law.

FUNDING: Various funds used depending on project

DATE: June 28, 2016

#### c. RECOMMENDED AWARD OF CONTRACT FOR PROFESSIONAL SERVICES – DISTRICT-WIDE TESTING & BALANCING SERVICES – SYSTEM ANALYSIS, INC.

We are requesting a five-year contract with System Analysis, Inc. to perform Testing & Balancing Services for various projects as determined by Metro Schools.

Compensation is monthly, at an hourly rate, as assigned work is completed.

It is recommended that this contract be approved.

Legality approved by Metro Department of Law.

FUNDING: Various funds used depending on project

DATE: June 28, 2016

## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### d. RECOMMENDED AWARD OF CONTRACT FOR PENNINGTON ELEMENTARY SCHOOL CLASSROOM ADDITIONS – KERRY G. CAMPBELL, INC.

Bid Date: June 14, 2016

Bid Time: 2:00p.m.

Architect: Melvin Gill & Associates

Bidder:	Base Bid:
Kerry G. Campbell, Inc.	\$2,989,256
Orion Building Corporation	\$3,362,000
Carden Company	\$3,925,000
Bomar Construction Company, Inc.	\$4,256,000

Projects recently successfully completed:

- Columbia State Community College
- Middle Tennessee State University
- McFadden Community Center

It is recommended that this contract be approved.

FUNDING: 45016.80406116

DATE: June 28, 2016

#### e. RECOMMENDED AWARD OF CONTRACT FOR LARGE SCOPE PROJECTS AT VARIOUS SCHOOLS – KERRY G. CAMPBELL, INC.

Competitive proposals were evaluated for qualifications and costs by the Evaluation Committee, and scores were assigned for each qualification and cost component. The composite scores were as follows:

Contractor:	Score
Orion Building Corporation	90.49
Carter Group, LLC	88.82
<b>Kerry G. Campbell, Inc.</b>	<b>86.19</b>
Southland Constructors, Inc.	85.55

Contracts were issued to the top two scoring contractors in October 2015. At this time, we are requesting a one-year contract also be awarded to Kerry G. Campbell, Inc. The original contract may be extended for four (4) one-year terms not to exceed five years total.

It is recommended that this contract be approved.

Legality approved by Metro Department of Law.

FUNDING: Funding will vary based on project.

Date: June 28, 2016

## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### f. RECOMMENDED AWARD OF CONTRACT FOR LARGE SCOPE PROJECTS AT VARIOUS SCHOOLS – SOUTHLAND CONSTRUCTORS, INC.

Competitive proposals were evaluated for qualifications and costs by the Evaluation Committee, and scores assigned for each qualification and cost component. The composite scores were as follows:

Contractor:	Score
Orion Building Corporation	90.49
Carter Group, LLC	88.82
Kerry G. Campbell, Inc.	86.19
<b>Southland Constructors, Inc.</b>	<b>85.55</b>

Contracts were issued to the top two scoring contractors in October 2015. At this time, we are requesting a one-year contract also be awarded to Southland Constructors, Inc. The original contract may be extended for four (4) one-year terms not to exceed five years total.

It is recommended that this contract be approved.

Legality approved by Metro Department of Law.

FUNDING: Funding will vary based on project.

Date: June 28, 2016

## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### g. RECOMMENDED AWARD OF CONTRACT FOR SMALL SCOPE PROJECTS AT VARIOUS SCHOOLS – DOWDLE CONSTRUCTION GROUP, LLC

Competitive proposals were evaluated for qualifications and costs by the Evaluation Committee, and scores assigned for each qualification and cost component. The composite scores were as follows:

Contractor:	Score
Bomar Construction Company, Inc.	95.00
<b>Dowdle Construction Group, LLC</b>	<b>84.96</b>

A contract was issued to the top scoring contractor in October 2015. At this time, we are requesting a one-year contract also be awarded to Dowdle Construction Group, LLC. The original contract may be extended for four (4) one-year terms not to exceed five years total.

It is recommended that this contract be approved.

Legality approved by Metro Department of Law.

FUNDING: Funding will vary based on project.

Date: June 28, 2016

#### h. RECOMMENDED APPROVAL OF CHANGE ORDER #2 FOR OVERTON HIGH SCHOOL ADDITIONS AND RENOVATIONS – AMERICAN CONSTRUCTORS

We are requesting approval to make the following changes to this contract:

1. Add Alternate #1 – Renovate 1995 Wing	\$2,153,504.00
2. Add Alternate #3 – Construct 2 Classroom Additions	\$ 466,000.00
3. Add Lockers and Bottle Fillers	\$ 159,648.45
4. Add Warm Air Hand Dryers	<u>\$ 50,029.93</u>
Total	\$2,829,182.38

It is recommended that this change order be approved.

Legality approved by Metro Department of Law.

FUNDING: 45016.80406816

DATE: June 28, 2016

## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

##### i. RECOMMENDED APPROVAL OF SUPPLEMENT #1 FOR OVERTON HIGH SCHOOL ADDITIONS AND RENOVATIONS – TM PARTNERS

We are requesting approval to make the following changes to this contract:

1. Adjustment to contract amount for bid cost above contracted amount	\$129,001.00
2. Adjustment to contract amount for Change Order #2	<u>\$185,912.00</u>
Total	\$314,913.00

It is recommended that this supplement be approved.

Legality approved by Metro Department of Law.

FUNDING: 45016.80406816

DATE: June 28, 2016

##### j. RECOMMENDED APPROVAL OF SUPPLEMENT #3 FOR HILLSBORO HIGH SCHOOL ADDITIONS AND RENOVATIONS – ARTIFICE LLC

We are requesting approval to make the following changes to this contract:

1. Adjustment to contract amount to add field verification of the existing building	\$ 3,600.00
2. Adjustment to contract amount to design an additional site plan for Phase 1	<u>\$ 7,900.00</u>
Total	\$11,500.00

It is recommended that this supplement be approved.

Legality approved by Metro Department of Law.

FUNDING: 45016.80405416

DATE: June 28, 2016

## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### k. RECOMMENDED APPROVAL OF REQUEST #2 FOR LARGE SCOPE PROJECTS AT VARIOUS SCHOOLS (BORDEAUX EARLY LEARNING CENTER) – KERRY G. CAMPBELL, INC.

We are requesting approval to issue a purchase order for the Office Addition at Bordeaux Early Learning Center in the amount of \$35,200.12.

It is recommended that this request be approved.

FUNDING: 45015.80404515

DATE: June 28, 2016

#### l. RECOMMENDED APPROVAL OF REQUEST #3 FOR PURCHASE AND INSTALLATION OF PLAYGROUND EQUIPMENT (CUMBERLAND ELEMENTARY SCHOOL) – PLAYWORLD SYSTEMS INC.

We are requesting approval to issue a purchase order for Playground Equipment and Installation at Cumberland Elementary School in the amount of \$51,890.80.

It is recommended that this request be approved.

FUNDING: 45016.80405916

DATE: June 28, 2016

#### m. RECOMMENDED APPROVAL OF REQUEST #4 FOR LARGE SCOPE PROJECTS AT VARIOUS SCHOOLS (MCGAVOCK HIGH SCHOOL ANIMAL SCIENCE BARN) – CARTER GROUP

We are requesting approval to issue a purchase order for a small scope project at McGavock High School in the amount of \$92,952.00.

It is recommended that this request be approved.

FUNDING: 45015.80405916

DATE: June 28, 2016



## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### n. AWARDING OF PURCHASES AND CONTRACTS

##### (1) VENDOR: BFI Waste Services, LLC

SERVICE/GOODS: Trash and recycling dumpster pickup for all MNPS locations. This contract is awarded from MNPS Invitation to Bid (ITB) #B16-22.

TERM: July 1, 2016 through June 30, 2021

FOR WHOM: All MNPS

COMPENSATION: Total compensation under this contract is not to exceed \$5,000,000.

OVERSIGHT: Facility and Grounds Maintenance

EVALUATION: Quality and timeliness of services provided.

MBPE CONTRACT NUMBER: Pending

SOURCE OF FUNDS: Operating Budget

##### n. Awarding of Purchases and Contracts

##### (2) VENDOR: Channing Bete Company

SERVICE/GOODS: Requisition #135101 for CPR AED workbooks, manuals, and DVD sets.

TERM: June 29, 2016 through December 31, 2016

FOR WHOM: MNPS students

COMPENSATION: Total purchase is not to exceed \$27,711.70.

OVERSIGHT: Central Services - Textbooks

EVALUATION: Quality of products and timeliness of delivery.

MBPE CONTRACT NUMBER: N/A

SOURCE OF FUNDS: Operating Budget

## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### n. Awarding of Purchases and Contracts

#### (3) VENDOR: Dell Marketing LLC

SERVICE/GOODS: Requisition for Audio Codes phones and digital gateways needed to support the new MNPS centralized phone system that will utilize the *Skype for Business Platform*. This purchase piggybacks the Metro Government contract with Dell Marketing LLC.

TERM: June 29, 2016 through December 31, 2017

FOR WHOM: All MNPS employees

COMPENSATION: Total purchase is not to exceed \$700,000.

OVERSIGHT: Technology and Information Services

EVALUATION: Quality of products and timeliness of delivery.

MBPE CONTRACT NUMBER: Metro contract #355070

SOURCE OF FUNDS: Capital Funds – Technology

## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### n. Awarding of Purchases and Contracts

##### (4) VENDOR: Demand Mechanical

SERVICE/GOODS: Second Amendment to the contract, increasing compensation for additional services during the contract term. Contractor provides HVAC and Plumbing installation, repair, and service.

TERM: August 26, 2015 through August 25, 2020

FOR WHOM: Facility and Grounds Maintenance

COMPENSATION: This Amendment increases compensation under the contract by \$1,000,000.

Total compensation under this contract is not to exceed \$1,250,000.

OVERSIGHT: Facility and Grounds Maintenance

EVALUATION:

1. Timely and efficient installation and service.
2. Two-hour response time to service requests.
3. Equipment downtime of less than 48 hours.

MBPE CONTRACT NUMBER: 2-791211-00A3

SOURCE OF FUNDS: Capital Funds

#### n. Awarding of Purchases and Contracts

##### (5) VENDOR: Distinguished Professionals Education Institute

SERVICE/GOODS: Requisition #134758 to purchase the services of Distinguished Professionals to fill critical teacher shortages in specialized courses.

TERM: January 1, 2016 through June 30, 2016

FOR WHOM: Human Resources and Talent Services

COMPENSATION: Total purchase is not to exceed \$110,895.

OVERSIGHT: Human Resources and Talent Services

EVALUATION: Quality of services provided.

MBPE CONTRACT NUMBER: 2-00364-01

SOURCE OF FUNDS: Operating Budget

## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### n. Awarding of Purchases and Contracts

##### (6) VENDOR: Firetrol Protection Systems

SERVICE/GOODS: Fire alarm system improvements at MNPS Central Office complex, Spectrum Academy at Ironwood, and Cole Elementary School. This contract is awarded from MNPS Invitation to Bid (ITB) #B16-36.

TERM: June 29, 2016 through April 30, 2017

FOR WHOM: Facility and Grounds Maintenance

COMPENSATION: Total compensation under this contract is not to exceed \$56,327.01.

OVERSIGHT: Facility and Grounds Maintenance

EVALUATION: Quality of work and timeliness of project completions.

MBPE CONTRACT NUMBER: Pending

SOURCE OF FUNDS: Capital Funds

#### n. Awarding of Purchases and Contracts

##### (7) VENDOR: Horton Group, Inc.

SERVICE/GOODS: First Amendment to the contract, adding creation of a MNPS "News" site to the scope of work and increasing compensation for that task. Contractor will provide website design services to develop and implement a replacement to the existing MNPS website (Edline service provided through Blackboard).

TERM: June 15, 2016 through June 30, 2017

FOR WHOM: All MNPS employees

COMPENSATION: This Amendment increases total compensation under the contract by \$10,000.

Total compensation under this contract is not to exceed \$202,675.

OVERSIGHT: Communications

EVALUATION: Quality and timeliness of services provided.

MBPE CONTRACT NUMBER: 2-187409-00A1

SOURCE OF FUNDS: Operating Budget

## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### n. Awarding of Purchases and Contracts

(8) VENDOR: Lipscomb University

SERVICE/GOODS: Requisition #134344 to purchase the 2015-2016 MNPS Teacher of the Year Banquet venue and catering services.

TERM: May 1, 2016 through June 30, 2016

FOR WHOM: MNPS Teacher of the Year awardees

COMPENSATION: Total purchase is not to exceed \$26,323.73.

OVERSIGHT: Human Resources and Talent Services

EVALUATION: Quality of facility and services provided.

MBPE CONTRACT NUMBER: N/A

SOURCE OF FUNDS: Operating Budget

#### n. Awarding of Purchases and Contracts

(9)(a) VENDOR: Lipscomb University

SERVICE/GOODS: Fifth Amendment to the contract, extending the term through the 2016-2017 school year and increasing the lease rate from \$5.20 per square foot to \$5.30 per square foot. Lessee leases Premises at 3701 Belmont Boulevard Nashville TN.

TERM: July 1, 2012 through June 30, 2017

FOR WHOM: Facility Services

COMPENSATION: Total revenue under this lease will be \$4,732.45 per month.

OVERSIGHT: Facility Services

EVALUATION: Timeliness of lease payments.

MBPE CONTRACT NUMBER: 2-222500-09A5

SOURCE OF FUNDS: Revenue

## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### n. Awarding of Purchases and Contracts

(9)(b) VENDOR: Lipscomb University

SERVICE/GOODS: Third Amendment to the contract, extending the term through the 2016-2017 school year and increasing the monthly lease rate by \$125. Lessee leases additional parking space at 3710 Belmont Boulevard, Nashville TN.

TERM: April 1, 2013 through June 30, 2017

FOR WHOM: Facility Services

COMPENSATION: Total revenue under this lease will be \$2,625 per month.

OVERSIGHT: Facility Services

EVALUATION: Timeliness of lease payments.

MBPE CONTRACT NUMBER: 2-222500-10A3

SOURCE OF FUNDS: Revenue

#### n. Awarding of Purchases and Contracts

(10) VENDOR: Nashville Public Library (NPL)

SERVICE/GOODS: Memorandum of Understanding (MOU) between MNPS and NPL for sharing the services available through NPL's *Limitless Library* program and Integrated Library System.

TERM: July 1, 2016 through June 30, 2021

FOR WHOM: All MNPS students and librarians

COMPENSATION: Total compensation under this contract is not to exceed \$500,000 (\$100,000 per year).

OVERSIGHT: Leadership and Learning – Library Services

EVALUATION: Quality of services provided.

MBPE CONTRACT NUMBER: 2-223432-03

SOURCE OF FUNDS: Operating Budget

## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### n. Awarding of Purchases and Contracts

(11) VENDOR: Noser Consulting, LLC

SERVICE/GOODS: First Amendment to the contract, extending the term and increasing compensation for services during the 2016-2017 school year. Contractor conducts multi-method, multi-informant process and outcome evaluations across the full-service Community School Sites.

TERM: August 12, 2015 through June 30, 2017

FOR WHOM: Support Services – Community Achieves

COMPENSATION: This Amendment increases compensation under the contract by \$118,000.

Total compensation under this contract is not to exceed \$218,000.

OVERSIGHT: Support Services – Community Achieves

EVALUATION: Quality of services provided.

MBPE CONTRACT NUMBER: 2-549794-05A1

SOURCE OF FUNDS: Operating Budget

#### n. Awarding of Purchases and Contracts

(12) VENDOR: PENCIL Foundation

SERVICE/GOODS: Third Amendment to the lease contract, extending the term through the 2017-2018 school year. Under this contract, Lessee occupies approximately 14,200 square feet of space at 1300 56<sup>th</sup> Avenue North in Nashville for use as a “School Supplies Center”.

TERM: July 1, 2013 through June 30, 2018

FOR WHOM: Facility Services

COMPENSATION: There is no compensation under this contract.

OVERSIGHT: Facility Services

EVALUATION: Preservation and routine upkeep of the leased premises.

MBPE CONTRACT NUMBER: 2-171814-10A3

SOURCE OF FUNDS: N/A

## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### n. Awarding of Purchases and Contracts

##### (13) VENDOR: Plant the Seed

SERVICE/GOODS: Fourth amendment to the contract, extending the term and increasing the compensation for services during the 2016-2017 school year. In addition, services will be expanded to include Whitsitt Elementary School and the new Cambridge Early Learning Center (ELC) in Antioch, TN.

TERM: July 1, 2015 through June 30, 2017

FOR WHOM: MNPS Pre-K students

COMPENSATION: This Amendment increases compensation under this contract by \$378,846 (\$160,500 for the additional locations).

Total compensation under this contract is not to exceed \$834,756.

OVERSIGHT: Leadership and Learning – Pre-K

EVALUATION: Timely delivery and quality of programming.

MBPE CONTRACT NUMBER: 2-177008-00A4

SOURCE OF FUNDS: Operating Budget, Federal Funds - Pre-School Expansion Grant

#### n. Awarding of Purchases and Contracts

##### (14) VENDOR: RePublic Schools Nashville

SERVICE/GOODS: Consolidation of separate lease contracts for three of Contractor's subsidiaries (Liberty Collegiate Academy, Nashville Preparatory School, and Nashville Academy of Computer Science) into a single lease contract. The combined square footage under the lease is 104,942 sf.

TERM: July 1, 2016 through June 15, 2020.

FOR WHOM: Office of Charter Schools

COMPENSATION: Total revenue under this lease contract is \$46,349.39 per month.

OVERSIGHT: Office of Charter Schools

EVALUATION: Timeliness of lease payments.

MBPE CONTRACT NUMBER: 2-00588-06

SOURCE OF FUNDS: Revenue



## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### n. Awarding of Purchases and Contracts

(15) VENDOR: Sims Strategic Diversity Consultants

SERVICE/GOODS: Gwendolyn Sims Davis, Senior Executive Consultant, will be personally engaged to work directly with the MNPS Facility Planning and Construction and Purchasing Departments to manage the district's Diversity Business Enterprise (DBE) Program.

TERM: June 29, 2016 through June 30, 2019

FOR WHOM: Facility Planning and Construction, Purchasing

COMPENSATION: Contractor will be paid at a rate of \$90 per hour, plus travel expenses.

Total compensation under this contract is not to exceed \$100,000.

OVERSIGHT: Facility Planning and Construction, Purchasing

EVALUATION: Successful management of the district's Diversity Business Enterprise (DBE) Program.

MBPE CONTRACT NUMBER: 2-903715-01

SOURCE OF FUNDS: Operating Budget

## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### n. Awarding of Purchases and Contracts

(16) VENDOR: Teaching Strategies, LLC

SERVICE/GOODS: Fifth Amendment to the contract, extending the term and increasing compensation for services during the 2016-2017 school year. Contractor provides professional development, online assessments, and curriculum for Pre-K classes.

TERM: June 10, 2015 through June 30, 2017

FOR WHOM: Pre-K staff and students

COMPENSATION: This Amendment increases compensation under the contract by \$362,216.

Total compensation under this contract is not to exceed \$1,141,536.

OVERSIGHT: Leadership and Learning – Pre-K

EVALUATION: Timely delivery and quality of services.

MBPE CONTRACT NUMBER: 2-214201-01A5

SOURCE OF FUNDS: Federal Funds - Pre-School Expansion Grant

#### n. Awarding of Purchases and Contracts

(17) VENDOR: Tennessee Book Company

SERVICE/GOODS: Requisitions #134363, #134542, #134588, and #134599 to purchase Integrated Math, Handwriting, Social Studies, and Information Technology textbooks.

TERM: June 29, 2016 through June 30, 2016

FOR WHOM: All MNPS students

COMPENSATION: Total purchases are not to exceed \$775,927.60.

OVERSIGHT: Central Services – Textbooks

EVALUATION: Quality of products and timeliness of deliveries.

MBPE CONTRACT NUMBER: N/A

SOURCE OF FUNDS: Operating Budget

## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### n. Awarding of Purchases and Contracts

(18) VENDOR: Total Mechanical Solutions LLC

SERVICE/GOODS: Second Amendment to the contract, increasing compensation for additional services during the contract term. Contractor provides HVAC and Plumbing installation, repair, and service.

TERM: August 26, 2015 through August 25, 2020

FOR WHOM: Facility and Grounds Maintenance

COMPENSATION: This Amendment increases compensation under the contract by \$350,000.

Total compensation under this contract is not to exceed \$1,000,000.

OVERSIGHT: Facility and Grounds Maintenance

#### EVALUATION:

1. Timely and efficient installation and service.
2. Two-hour response time to service requests.
3. Equipment downtime of less than 48 hours.

MBPE CONTRACT NUMBER: 2-00652-00A2

SOURCE OF FUNDS: Capital Funds

## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### n. Awarding of Purchases and Contracts

(19) VENDOR: TRA, Inc.

SERVICE/GOODS: First Amendment to the contract, extending the term and increasing compensation to cover the license fee for School Funds Online during the 2016-2017 school year.

TERM: August 12, 2015 through July 31, 2017

FOR WHOM: All MNPS schools

COMPENSATION: This Amendment increases compensation under the contract by \$57,672.

Total compensation under this contract is not to exceed \$115,344.

OVERSIGHT: School Audit

EVALUATION: Service quality and responsiveness.

MBPE CONTRACT NUMBER: 2-100125-02A1

SOURCE OF FUNDS: Operating Budget

## GOVERNANCE ISSUES

### A. ACTIONS

#### 1. CONSENT

#### n. Awarding of Purchases and Contracts

(20) VENDOR: Vanderbilt University

SERVICE/GOODS: First Amendment to the contract, increasing compensation during the 2016-2017 school year for services provided. Contractor provides science and math instruction through its Center for Science and Math for up to 104 MNPS students.

TERM: June 1, 2014 through May 31, 2019

FOR WHOM: Selected students in grades 9-12

COMPENSATION: This Amendment increases annual compensation under the contract by \$25,000.

Total Compensation under this contract is not to exceed \$1,350,000.

OVERSIGHT: Leadership and Learning

EVALUATION: Improved test scores of students participating in the program.

MBPE CONTRACT NUMBER: 2-218740-19 Annex 53A1

SOURCE OF FUNDS: Operating Budget



METROPOLITAN  
**Nashville**  
PUBLIC SCHOOLS

2601 Bransford Ave. · Nashville, TN 37204

April 18, 2016

Metropolitan Board of Public Education  
2601 Bransford Avenue  
Nashville, TN 37204

Attention: Dr. Sharon Gentry, Board Chair  
Anna Shepherd, Board Vice-Chair

Dear Dr. Gentry and Ms. Shepherd,

Current Board Policy EE-7, paragraph 6 requires the Director to “Seek approval of the Board before committing to any single expenditure greater than \$25,000.” For context, a single expenditure of \$25,000 represents less than one hundredth of one percent of the school district’s annual expenditures (not including payroll and utilities).

Over the past twelve months, there were a total of 845 contracts and purchases submitted to the Board for approval. That averages 70 per month. The volume increase has raised concerns by some Board members about the ability to adequately review the number of consent items prior to Board meetings.

The number of expenditure items (purchases and contracts) placed on the Board agenda in compliance with this Policy has increased in the past few years, primarily due to: (a) increased expenditure budgets for the school district (including grant funding); (b) improved diligence in strictly complying with Policy EE-7; and (c) an increasing capture rate of spending transactions in the MNPS Procure-to-Pay system, which identifies in advance the purchase expenditures that need Board approval. The effect of these factors is expected and by strategy is intended to continue increasing the number of approval expenditures included on Board agendas.

The volume of contracts and purchases submitted to the Board for approval can be reduced by raising the threshold for mandatory approval by the Board. An increase in the Policy threshold to \$100,000 would reduce by half the number of expenditures requiring Board approval.

Purchase requisitions that require Board approval under EE-7 are the most time-sensitive of the items on the consent agenda. These requisitions include



METROPOLITAN  
**Nashville**  
PUBLIC SCHOOLS

2601 Bransford Ave. · Nashville, TN 37204

supplies and services used in MNPS classrooms. Board approval delays obtaining these supplies and services by an average of 3-4 weeks. In context, the average cycle time for executing all other purchases is less than 3 days.

Purchase requisitions represent about half of the contract and purchase items on the consent agenda. Most of the volume reduction that would result from increasing the EE-7 threshold would impact purchase requisitions. For example, a threshold increase to \$100,000 would reduce the number of requisitions awaiting Board approval by over 75%.

Among the membership of the Council of the Great City Schools, the average threshold for Board approval among all members is \$110,000; the average threshold for member districts with student enrollments between 75,000 and 99,000 is \$80,000.

Based on the factors described above, I request that the Governance Committee of the Board consider recommending a change to EE-7 that increases to \$100,000 the threshold for expenditure approval by the Board.

Respectfully,

Gary Appenfelder  
Director of Purchasing

cc: C. Henson  
C. Harkey

*Build and sustain effective and efficient systems to support finances, operations and the academic and personal growth of students*

## **Financial Stewardship**

In order to be good stewards of the district's financial resources, the director shall provide for policies and practices that cover budgeting, planning, financial administration, and asset protection.

Accordingly, the Director will:

1. Develop a budget that is summarized and understandable to the Board, and adequately describes revenues and expenditures.
2. Develop a budget that discloses planning assumptions and budget allocations.
3. Develop a budget that reflects anticipated changes in employee compensation, including inflationary adjustments, step increases, performance increases, and benefits.
4. Refrain from proposing to reduce the projected year-end fund balance to an amount less than 5% or recommend the use of one-time dollars to fund recurring expenses.
5. Refrain from expending more funds than have been allocated through the budget appropriation unless funds are made available through other legal means, including the use of fund balances or reserves.
6. Seek approval of the Board before committing to any single expenditure greater than ~~\$25,000~~ **\$100,000**.
7. Commit to the following before making purchases:
  - a. exercise reasonable precaution against conflict of interest;
  - b. consider comparative prices based on items of similar quality;
  - c. consider a balance between long-term quality and cost.
8. Ensure reports or filings required by the state or federal agency meet the deadlines and are accurately filed.
9. Receive, process, or disburse funds under controls that are sufficient under generally accepted accounting principles and keep complete and accurate financial records by funds and accounts in accordance with generally accepted principles of governmental accounting.
10. Work with Metro Government with respect to risk management issues.
11. Maintain an awareness of liability issues as it relates to the district, the Board, or staff.
12. Ensure that facilities and equipment are properly maintained and not subject to improper wear and tear.
13. Protect intellectual property, information and files from loss or significant damage.
14. Properly preserve and dispose of all records related to the affairs of the district.
15. Work to maintain the district's public trust, thereby allowing it to accomplish its mission.



16. Assure the approval process for external funding is consistent with relevant MNPS District Standard Operating Policies and Procedures. Any outside entities seeking external funding on behalf of Metro Nashville Public Schools that impacts the budget of Metropolitan Nashville Public Schools must follow FM 2.101 and FMp 2.139 (Grants Management Policy and Grant, Submission, Approval, and Monitoring Procedures) of the MNPS District Standard Operating Policies and Procedures.

Adopted: 4/22/03

Changed to Executive Expectations 10/12/04

Amended: 8/23/05

7/27/07

6/22/10

6/28/16

Reviewed: 1/25/14

**Monitoring Method:** *Internal report*

**Monitoring Frequency:** *Annually, during budget season*

**Metropolitan Nashville Public Schools**  
**Sales Tax Collections**  
**As of June 20, 2016**

**General Purpose Fund**

<b>MONTH</b>	<b>2015-2016 Projection</b>	<b>TOTAL 2015-2016 COLLECTIONS</b>	<b>\$ Change For Month - FY16 Projection</b>	<b>% Change For Month - FY16 Projection</b>	<b>% Increase / Decrease Year To-Date</b>
September	\$16,451,223.00	\$14,924,830.91	(\$1,526,392.09)	-10.23%	-10.23%
October	16,896,474.00	17,209,957.25	\$313,483.25	1.82%	-3.77%
November	17,346,786.00	18,178,739.54	\$831,953.54	4.58%	-0.76%
December	17,093,563.00	18,013,092.72	\$919,529.72	5.10%	0.79%
January	16,739,414.00	17,191,682.87	\$452,268.87	2.63%	1.16%
February	21,615,305.00	22,823,220.62	\$1,207,915.62	5.29%	2.03%
March	15,370,787.00	15,431,185.74	\$60,398.74	0.39%	1.83%
April	15,624,198.00	16,276,487.42	\$652,289.42	4.01%	2.08%
May	18,713,808.00	18,592,116.78	(\$121,691.22)	-0.65%	1.76%
June	17,587,875.00	17,723,684.51	\$135,809.51	0.77%	1.66%
July	17,992,611.00	-			
August	19,434,356.00	-			
<b>TOTAL</b>	<b>\$210,866,400.00</b>	<b>\$176,364,998.36</b>	<b>\$2,925,565.36</b>		<b>1.66%</b>

**Debt Service Fund**

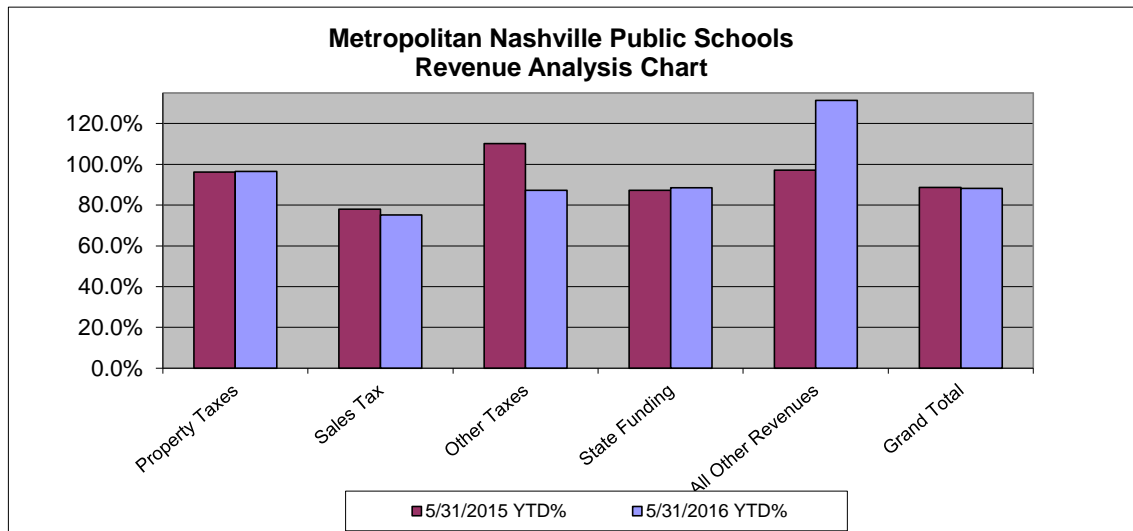
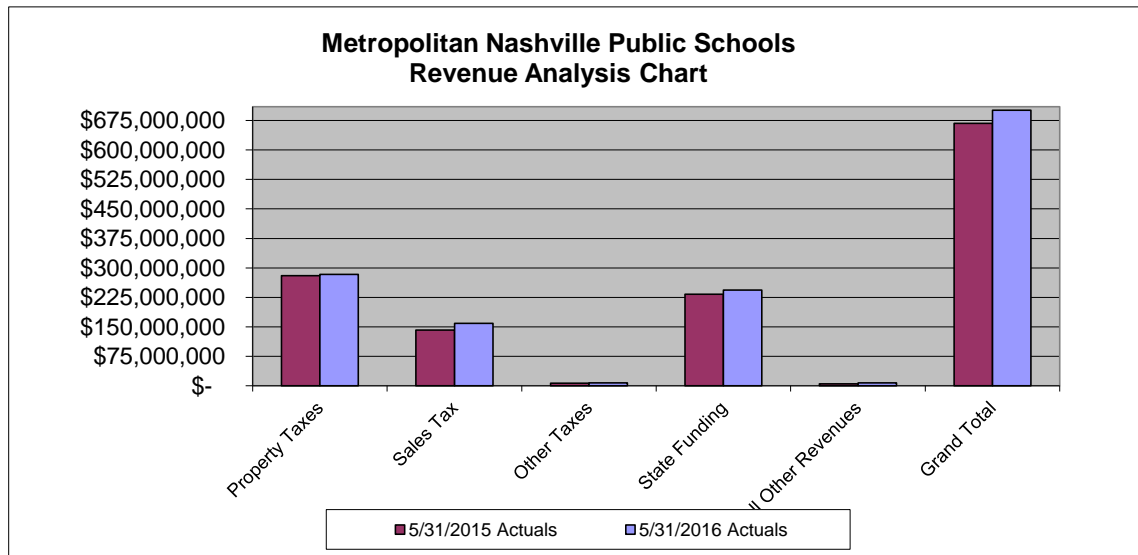
<b>MONTH</b>	<b>2015-2016 Projection</b>	<b>TOTAL 2015-2016 COLLECTIONS</b>	<b>\$ Change For Month - FY16 Projection</b>	<b>% Change For Month - FY16 Projection</b>	<b>% Increase / Decrease Year To-Date</b>
September	\$2,719,479.00	\$2,467,158.36	(\$252,320.64)	-10.23%	-10.23%
October	2,793,082.00	2,844,902.57	\$51,820.57	1.82%	-3.77%
November	2,867,522.00	3,005,047.72	\$137,525.72	4.58%	-0.76%
December	2,825,662.00	2,977,665.37	\$152,003.37	5.10%	0.79%
January	2,767,120.00	2,841,881.72	\$74,761.72	2.63%	1.16%
February	3,573,132.00	3,772,806.53	\$199,674.53	5.29%	2.03%
March	2,540,877.00	2,550,861.65	\$9,984.65	0.39%	1.83%
April	2,582,767.00	2,690,594.77	\$107,827.77	4.01%	2.08%
May	3,093,498.00	3,889,095.23	\$795,597.23	20.46%	4.72%
June	2,907,374.00	3,745,538.50	\$838,164.50	22.38%	6.87%
July	2,974,279.00	-			
August	3,212,608.00	-			
<b>TOTAL</b>	<b>\$34,857,400.00</b>	<b>\$30,785,552.42</b>	<b>\$2,115,039.42</b>		<b>6.87%</b>

**Metropolitan Nashville Public Schools  
General Purpose Fund # 35131  
Monthly Budget Accountability Report  
May 31, 2016**

	<b>FY15 Annual Budget</b>	<b>FY15 YTD Actuals Through May</b>	<b>FY15 YTD % Through May</b>	<b>FY16 Annual Budget</b>	<b>FY16 YTD Actuals Through May</b>	<b>FY16 YTD % Through May</b>	<b>FY16 YTD Budget Available May</b>
<b>REVENUES:</b>							
Charges, Commissions, & Fees	\$ 570,000	\$ 1,921,031	337.02%	\$ 1,230,000	\$ 3,084,485	250.77%	\$ (1,854,485)
Other Governments & Agencies	266,976,900	232,948,407	87.25%	274,940,000	243,248,550	88.47%	31,691,450
Taxes, Licenses, & Permits	479,364,600	428,670,775	89.42%	512,950,800	449,510,756	87.63%	63,440,044
Fines, Forfeits, & Penalties	6,200	0	0.00%	1,200	483	40.25%	717
Transfers From Other Funds and Units	3,696,800	1,354,081	36.63%	2,500,000	2,324,825	92.99%	175,175
All Other Revenues	1,448,000	2,284,527	157.77%	2,378,000	2,620,721	110.21%	(242,721)
<b>TOTAL REVENUES</b>	<b>\$ 752,062,500</b>	<b>\$ 667,178,821</b>	<b>88.71%</b>	<b>\$ 794,000,000</b>	<b>\$ 700,789,820</b>	<b>88.26%</b>	<b>\$ 93,210,180</b>
<b>EXPENSES:</b>							
Salaries:							
Regular Pay	\$ 406,267,587	\$ 389,177,766	95.79%	\$ 425,619,251	\$ 402,933,083	94.67%	\$ 22,686,168
Overtime	915,700	1,855,326	202.61%	975,700	1,666,495	170.80%	(690,795)
All Other Salary Codes	14,925,813	9,603,890	64.34%	6,670,949	8,890,000	133.26%	(2,219,051)
<b>Total Salaries</b>	<b>422,109,100</b>	<b>400,636,982</b>	<b>94.91%</b>	<b>433,265,900</b>	<b>413,489,578</b>	<b>95.44%</b>	<b>19,776,322</b>
 Fringes	 145,982,100	 138,007,658	 94.54%	 147,401,600	 140,217,981	 95.13%	 7,183,619
Other Expenses:							
Utilities	28,135,300	20,547,609	73.03%	26,448,479	19,720,393	74.56%	6,728,086
Professional and Purchased Services	44,512,366	38,194,405	85.81%	43,763,995	36,576,640	83.58%	7,187,355
Travel, Tuition, and Dues	1,991,803	1,556,648	78.15%	2,580,031	1,557,700	60.38%	1,022,331
Communications	2,973,996	2,246,999	75.55%	3,324,780	2,408,592	72.44%	916,188
Repairs and Maintenance Services	2,922,389	4,688,901	160.45%	4,814,675	4,547,339	94.45%	267,336
Internal Service Fees	1,437,400	1,317,609	91.67%	1,856,600	1,749,116	94.21%	107,484
Transfers To Other Funds and Units	81,230,163	74,506,201	91.72%	86,449,521	78,556,291	90.87%	7,893,230
All Other Expenses	58,772,883	50,021,258	85.11%	60,094,419	57,344,470	95.42%	2,749,949
<b>Total Other Expenses:</b>	<b>221,976,300</b>	<b>193,079,630</b>	<b>86.98%</b>	<b>229,332,500</b>	<b>202,460,541</b>	<b>88.28%</b>	<b>26,871,959</b>
<b>TOTAL EXPENSES</b>	<b>\$ 790,067,500</b>	<b>\$ 731,724,270</b>	<b>92.62%</b>	<b>\$ 810,000,000</b>	<b>\$ 756,168,100</b>	<b>93.35%</b>	<b>\$ 53,831,900</b>

**METROPOLITAN NASHVILLE PUBLIC SCHOOLS**  
**Revenue Analysis**  
**FY2015 and FY2016**

Description	FY15 YTD Actuals through May 2015	FY15 Annual Revenue Budget	YTD %	FY16 YTD Actuals through May 2016	FY16 Annual Revenue Budget	YTD %
Property Taxes	\$ 280,106,874	\$ 291,326,300	96.1%	\$ 283,318,092	\$ 293,426,500	96.6%
Local Option Sales Tax	142,006,755	182,083,300	78.0%	158,641,314	210,866,400	75.2%
Other Taxes, License, Permits	6,557,146	5,955,000	110.1%	7,551,350	8,657,900	87.2%
State Funding	232,948,407	266,976,900	87.3%	243,248,550	274,940,000	88.5%
All Other Revenues	5,559,639	5,721,000	97.2%	8,030,514	6,109,200	131.4%
<b>Grand Total</b>	<b>\$ 667,178,821</b>	<b>\$ 752,062,500</b>	<b>88.7%</b>	<b>\$ 700,789,820</b>	<b>\$ 794,000,000</b>	<b>88.3%</b>



**Metropolitan Nashville Public Schools**  
**General Purpose Fund #35131**  
**Expenditures by Function**  
**For the Fiscal Year Ending June 30, 2016**

Function #	Function Name	FY2016 Budget	FY2016 YTD Actuals @ May 31, 2016	% Spent
<b>ADMINISTRATION</b>				
1100	OFFICE OF DIRECTOR OF SCHOOLS	\$ 745,300	\$ 613,760	82.4%
1110	BOARD OF EDUCATION	417,000	384,313	92.2%
1150	CHIEF FINANCIAL OFFICER	353,400	127,631	36.1%
1190	ALIGNMENT NASHVILLE	200,000	200,000	100.0%
1200	HUMAN CAPITAL	6,245,700	4,757,272	76.2%
1205	EMPLOYEE RELATIONS	689,000	648,272	94.1%
1300	EMPLOYEE BENEFITS	803,700	847,428	105.4%
1400	CHIEF OPERATING OFFICER	216,600	210,467	97.2%
1500	PURCHASING	846,400	673,099	79.5%
1600	FISCAL SERVICES	1,612,700	1,361,588	84.4%
1625	SCHOOL AUDIT	696,400	630,314	90.5%
1650	POSTAGE	275,000	250,400	91.1%
1700	STUDENT ASSIGNMENT SERVICES	1,127,400	1,025,861	91.0%
1750	CUSTOMER SERVICE CENTER	711,700	666,644	93.7%
1800	COMMUNICATIONS	1,369,300	1,059,025	77.3%
	<b>TOTAL ADMINISTRATION</b>	<b>\$ 16,309,600</b>	<b>\$ 13,456,071</b>	<b>82.5%</b>
<b>LEADERSHIP AND LEARNING</b>				
2050	LEADERSHIP AND LEARNING	4,148,000	3,833,679	92.4%
2055	OFFICE OF PRIORITY SCHOOLS	241,900	122	0.1%
2059	OFFICE OF CHARTER SCHOOLS	383,300	307,943	80.3%
2060	STUDENT SUPPORT SERVICES	1,564,600	1,207,163	77.2%
2109	FEDERAL PROGRAMS AND GRANTS	289,200	187,862	65.0%
2112	CENTRAL SCHOOL COUNSELING SERVICES	388,700	302,751	77.9%
2125	IN-SCHOOL SUSPENSION	896,200	861,735	96.2%
2126	HOMEBOUND PROGRAM - REGULAR EDUCATION	166,600	115,644	69.4%
2132	DRUG/ALCOHOL EDUCATION PROGRAM	20,000	9,439	47.2%
2136	GIFTED/TALENTED PROGRAM	2,594,600	2,535,594	97.7%
2137	ADVANCED ACADEMICS	1,043,800	774,402	74.2%
2160	PSYCHOLOGICAL SERVICES	4,556,900	4,245,071	93.2%
2170	RESEARCH, ASSESSMENT, AND EVALUATION	2,232,600	1,202,228	53.8%
2171	CENTRAL LIBRARY INFORMATION SERVICES	832,100	847,320	101.8%
2174	INFORMATION MANAGEMENT AND DECISION SUPPORT	4,412,000	3,872,689	87.8%
2178	INFORMATION TECHNOLOGY	12,292,700	11,694,994	95.1%
2180	TEXTBOOKS	5,813,100	4,630,051	79.6%
2200	DISTRICT STAFF DEVELOPMENT	2,514,500	1,557,375	61.9%
2203	LEARNING TECHNOLOGY	2,877,200	2,147,253	74.6%
2215	PRINCIPAL LEADERSHIP ACADEMY	140,000	140,000	100.0%
2232	LITERACY PROGRAM	2,679,800	1,280,415	47.8%
2240	SUPPLEMENTARY TEACHER PAY	94,900	636,125	670.3%
2282	STEM (SCIENCE TECHNOLOGY ENGINEERING MATHEMATICS)	259,600	244,317	94.1%
2307	ROTC TEACHING PROGRAM	443,100	476,453	107.5%
2310	PRINCIPALS	50,596,000	48,562,549	96.0%
2311	COUNSELING SERVICES	15,046,200	13,396,450	89.0%
2312	LIBRARY SERVICES	11,508,300	11,241,950	97.7%
2313	SUBSTITUTES - REGULAR/CTE	7,397,300	6,257,146	84.6%
2314	HEALTH SERVICES	4,980,400	3,977,379	79.9%
2315	SUBSTITUTES - SPECIAL EDUCATION	1,044,300	758,001	72.6%
2316	SCHOOL FUNDING ALLOCATION	7,790,100	5,872,756	75.4%
2320	REGULAR TEACHING	270,441,500	259,704,314	96.0%
2321	PRE-K INSTRUCTION	5,346,700	4,721,710	88.3%
2322	CLASSROOM PREPARATION DAY	665,200	662,858	99.6%
2323	ENGLISH LANGUAGE LEARNER - SUPERVISION	1,583,500	1,561,021	98.6%
2324	ENGLISH LANGUAGE LEARNER	9,120,100	9,242,822	101.3%
2328	PRE-K MODEL CENTERS	4,653,000	4,343,927	93.4%

**Metropolitan Nashville Public Schools**  
**General Purpose Fund #35131**  
**Expenditures by Function**  
**For the Fiscal Year Ending June 30, 2016**

Function #	Function Name	FY2016 Budget	FY2016 YTD Actuals @ May 31, 2016	% Spent
2332	SMALLER LEARNING COMMUNITIES (SLC)	464,000	459,923	99.1%
2334	INSTRUCTIONAL SUPPORT - OTHER	12,051,800	13,378,382	111.0%
2335	PUPIL SUPPORT - OTHER	1,573,800	1,202,141	76.4%
2336	VANDERBILT MATH & SCIENCE PROGRAM	750,000	636,925	84.9%
2350	MUSIC MAKES US	714,000	481,875	67.5%
2371	CAMPUS SUPERVISORS	3,199,200	2,926,273	91.5%
2395	HOMEWORK HOTLINE	80,000	80,193	100.2%
2505	CAREER & TECHNICAL EDUCATION SUPERVISION	295,600	224,299	75.9%
2520	CAREER & TECHNICAL EDUCATION	6,435,000	8,183,972	127.2%
2555	METROPOLITAN GOVERNMENT IT CHARGES	1,636,400	1,508,450	92.2%
2600	ALTERNATIVE LEARNING PROGRAMS	3,033,700	3,022,470	99.6%
2650	NON-TRADITIONAL SCHOOLS	7,241,200	7,295,572	100.8%
2700	OPENING NEW SCHOOLS	1,727,300	647,209	37.5%
2710	STUDENT ASSIGNMENT PLAN	5,581,000	4,006,703	71.8%
2711	SPECIAL EDUCATION GUIDANCE	156,600	144,426	92.2%
2805	SPECIAL EDUCATION SUPERVISION	1,017,000	968,915	95.3%
2810	SPECIAL EDUCATION PRINCIPALS	638,500	627,787	98.3%
2820	SPECIAL EDUCATION TEACHING	66,594,600	64,704,452	97.2%
2998	EXTENDED CONTRACT	0	132,619	
2999	CAREER LADDER	1,500,000	1,236,423	82.4%
	<b>TOTAL LEADERSHIP AND LEARNING</b>	<b>\$ 555,747,700</b>	<b>\$ 525,282,518</b>	<b>94.5%</b>
<b>ATTENDANCE AND SOCIAL SERVICES</b>				
3100	ATTENDANCE SERVICES	357,200	323,533	90.6%
3210	CLUSTER BASED STUDENT SUPPORT	5,683,900	5,008,119	88.1%
3250	FAMILY & COMMUNITY SERVICES	1,801,600	1,436,178	79.7%
3260	COMMUNITY ACHIEVES	1,195,100	1,011,338	84.6%
	<b>TOTAL ATTENDANCE AND SOCIAL SERVICES</b>	<b>\$ 9,037,800</b>	<b>\$ 7,779,168</b>	<b>86.1%</b>
<b>TRANSPORTATION</b>				
4110	TRANSPORTATION SUPERVISION	3,156,800	3,642,778	115.4%
4120	STOCKROOM	133,000	190,098	142.9%
4130	OPERATION OF SCHOOL BUSES	12,863,400	11,965,927	93.0%
4131	OPERATION OF SPECIAL EDUCATION BUSES	6,707,300	8,350,262	124.5%
4136	SUPPORT BUS DRIVERS	624,200	166,714	26.7%
4137	BUS MONITORS	5,495,600	6,381,066	116.1%
4160	MAINTENANCE OF VEHICLES	4,554,100	5,823,697	127.9%
4319	MTA BUS PASSES	767,700	861,147	112.2%
	<b>TOTAL TRANSPORTATION</b>	<b>\$ 34,302,100</b>	<b>\$ 37,381,688</b>	<b>109.0%</b>
<b>OPERATION OF PLANT</b>				
5120	PORTABLE MOVING	455,000	503,526	110.7%
5212	CUSTODIAL AND CARE OF GROUNDS	20,730,800	18,644,351	89.9%
5220	UTILITY SERVICES, NATURAL GAS	3,326,000	1,994,470	60.0%
5230	UTILITY SERVICES, WATER & SEWER	2,965,900	2,813,722	94.9%
5240	UTILITY SERVICES, ELECTRICITY	22,722,300	17,670,560	77.8%
5250	UTILITY SERVICES, TELEPHONES	1,317,000	832,435	63.2%
5260	UTILITY SERVICES, WASTE DISPOSAL	925,100	792,671	85.7%
5280	RADIO TRANSMISSION	321,200	341,666	106.4%
5315	FIXED ASSET AND INVENTORY CONTROL	3,239,800	2,708,350	83.6%
5320	DELIVERY & MAIL SERVICES	676,500	530,956	78.5%
5325	SAFETY AND SECURITY	2,697,200	2,372,820	88.0%
5326	ATHLETIC EVENT SECURITY	605,000	383,614	63.4%
	<b>TOTAL OPERATION OF PLANT</b>	<b>\$ 59,981,800</b>	<b>\$ 49,589,145</b>	<b>82.7%</b>

Metropolitan Nashville Public Schools  
General Purpose Fund #35131  
Expenditures by Function  
For the Fiscal Year Ending June 30, 2016

Function #	Function Name	FY2016 Budget	FY2016 YTD Actuals @ May 31, 2016	% Spent
<b>MAINTENANCE OF BUILDINGS</b>				
6110	MAINTENANCE SUPERVISION	684,600	349,405	51.0%
6120	CONSTRUCTION SUPERVISION	547,500	521,662	95.3%
6300	MAINTENANCE OF FACILITIES	18,514,800	16,339,717	88.3%
	<b>TOTAL MAINTENANCE OF BUILDINGS</b>	<b>\$ 19,746,900</b>	<b>\$ 17,210,785</b>	<b>87.2%</b>
<b>FIXED CHARGES</b>				
7130	UNEMPLOYMENT COMPENSATION	500,000	500,000	100.0%
7210	RENTAL LAND AND BUILDING	56,100	56,066	99.9%
7311	RETIREE GROUP INSURANCE-CERTIFICATED	21,125,000	19,587,147	92.7%
7315	EMPLOYEE DEATH BENEFITS	74,000	83,917	113.4%
7316	EMPLOYEE INJURIES ON THE JOB REIMBURSEMENT	3,110,500	3,110,500	100.0%
7318	RETIREMENT SICK LEAVE PAY-CERTIFICATED	1,830,100	306,810	16.8%
7319	RETIREMENT SICK LEAVE PAY-SUPPORT	208,100	171,141	82.2%
7320	BUILDINGS AND CONTENTS INSURANCE	947,600	947,600	100.0%
7321	BOILER & ELEVATOR INSPECTION	80,000	68,615	85.8%
7325	INSURANCE RESERVE	14,700	13,072	88.9%
7340	LIABILITY INSURANCE	1,290,600	1,307,023	101.3%
7499	GUARANTEED PENSION PAYMENT	4,285,000	3,927,917	91.7%
7777	PROPERTY TAX REFUND	6,027,900	5,973,960	99.1%
7900	LEGAL SERVICES	192,000	192,000	100.0%
	<b>TOTAL FIXED CHARGES</b>	<b>\$ 39,741,600</b>	<b>\$ 36,245,767</b>	<b>91.2%</b>
<b>ADULT AND COMMUNITY SERVICES</b>				
8119	DISTRICT DUES	76,100	68,858	90.5%
8320	ADULT EDUCATION PROGRAM	448,600	416,756	92.9%
	<b>TOTAL ADULT AND COMMUNITY SERVICES</b>	<b>\$ 524,700</b>	<b>\$ 485,614</b>	<b>92.6%</b>
	<b>OPERATING TRANSFER TO CHARTER SCHOOLS FUND</b>	<b>\$ 73,008,000</b>	<b>\$ 66,205,530</b>	<b>90.7%</b>
	<b>REIMBURSABLE PROJECTS</b>	<b>\$ 1,599,800</b>	<b>\$ 2,531,814</b>	<b>158.3%</b>
	<b>GRAND TOTAL:</b>	<b>\$ 810,000,000</b>	<b>\$ 756,168,100</b>	<b>93.4%</b>