

**Franklin Public Schools
Franklin, Massachusetts 02038**

Action Required

Subject: Travel Expense Approval

Date: June 12, 2018

Dept: School Committee

Reason: Required Vote

Enclosure: yes

Recommendation:

Travel Expense Approval

I recommend that the Committee approve my acceptance of paid travel expenses for the purpose of attending the Study Tour and Educational Leadership Symposium in Helsinki, Finland and Berlin, Germany July 8 to July 16, 2018.

Action Requested of the School Committee:

Majority vote of the School Committee is required.

<u>Vote Tabulator</u>	
A. Bergen: Y / N	D. Schultz: Y / N
C. Douglas: Y / N	MJ Scofield: Y / N
D. Feeley: Y / N	G. Zub: Y / N
M. Linden: Y / N	Action: _____



Franklin Public Schools

*Office of the Superintendent
355 East Central Street; Suite 3
Franklin, Massachusetts 02038
Phone: 508-553-4819*

To: Franklin School Committee
From: Sara E. Ahern, Ed.D.
Date: June 7, 2018
RE: Public Employee Disclosure For Paid Travel Expenses

In March, I applied for a travel scholarship, funded by EF Tours, to attend a comparative educational study tour in Helsinki, Finland and Berlin, Germany which will involve touring schools, the Ministry of Education, and local educator preparation programs. The trip culminates in Berlin, Germany with an international educational leadership symposium, attended by educators and students, with a focus on the topic of "The Impact of Technology on Society".

I was awarded the scholarship based on my application, which included a focus on how I would use my learning experiences abroad to influence the District's Improvement Plan and strategic goals in educating students for contemporary, technology-infused, and interdependent society. The trip occurs July 8, 2018 to July 16, 2018, which is typically a time of year when I am attending professional learning conferences, albeit more locally.

I am seeking the School Committee's approval of my acceptance of the paid travel expenses, supported by EF, for the purpose of a legitimate public interest -- the professional learning of the Superintendent of Schools and its application to the work of strategic goals of the District.


The itinerary for the trip is attached and an itemization of the paid expenses is also included. I am including my disclosure statement and a blank copy of the determination form for you.

Dr. Edwards is planning to be working the week I am out and would serve in my capacity in my absence.

I request that the School Committee approve my acceptance of paid travel expenses for the purpose of attending an educational learning tour and Educational Leadership Symposium in Helsinki, Finland and Berlin, Germany from July 8, 2018 to July 16, 2018.

**DISCLOSURE BY NON-ELECTED PUBLIC EMPLOYEE
OF TRAVEL EXPENSES SERVING A LEGITIMATE PUBLIC PURPOSE
AS REQUIRED BY 930 CMR 5.08(2)(d)1.**

	NON-ELECTED PUBLIC EMPLOYEE INFORMATION
Name of non-elected public employee:	Sara E. Ahern
Title/ Position	Superintendent of Schools
Agency/ Department	Franklin Public Schools
Agency address:	355 E. Central Street Suite 3 Franklin, MA 02038
Office phone:	508-553-4819
Office e-mail:	aherns@franklinps.net
Write an X to confirm each statement.	<p>I am filing this disclosure because:</p> <p><input type="checkbox"/> I am going to engage in an activity that serves a legitimate public purpose, i.e., it is intended to promote the interests of the Commonwealth, a county or a municipality; and</p> <p><input checked="" type="checkbox"/> A non-public entity (but not a lobbyist) has offered to reimburse, waive or pay travel expenses and costs worth more than \$50.</p>
	ACTIVITY THAT SERVES A LEGITIMATE PUBLIC PURPOSE
Describe the activity which is the reason for traveling.	I am traveling with a group of educators from across the country to attend a professional study tour to compare the educational systems in Finland and Germany. As part of this tour, I will also be comparing their systems to those in Massachusetts. The trip culminates with a leadership symposium, attended by educators and students on the topic of "The Influence of Technology in Society".
Describe your participation in the activity.	I will be a learning participant in the activity, gathering information as an observer and visitor to schools, Ministries of Education, educator preparation programs, and the symposium.
Date, time and location of activity.	July 8, 2016 through July 16, 2018 Helsinki, Finland and Berlin, Germany
Please explain how the activity will promote the interests of the Commonwealth, a county or a municipality.	The activity will promote the interests of the Town of Franklin and the Franklin Public Schools. I will bring my learning back to the district to apply within my role as Superintendent, particularly as it relates to the development of our next District Improvement Plan and Strategy for Improvement. Learning about successful education systems in other countries helps to put our work in a broader, more global context. I am also expecting to learn a lot from the symposium, which will impact the work I do with principals, leaders, and teachers around our curriculum to make sure that students have the skills they need to manage and navigate technology successfully now and in their futures. Lastly, I am curious to witness the student travel and talk with other educators and educational leaders about how they have successfully traveled with

	students abroad.
	TRAVEL EXPENSES
Identify the person or organization that offered to reimburse, waive or pay your travel expenses.	EF (Education First) Tours
Address of person or organization.	Two Education Cir, Cambridge, MA 02141
Provide information in as much detail as possible:	<i>Itemization and explanation of amounts offered:</i>
Transportation:	<i>Air, train, bus, and taxi fare and rental car hire, etc.</i> Airfare \$1800.00 Ground transportation \$200.00
Lodging:	<i>Overnight accommodations.</i> Hotel Accommodations \$1540.00
Meals:	<i>Breakfast, lunch, dinner, special events.</i> Meals \$500.00
Admission:	<i>Registration, admission, tickets, etc.</i> Finland Professional Learning Workshops \$800.00 Global Leadership Conference Fee \$870.00
Other (please list):	<i>Refreshment, instruction, materials, entertainment, etc.</i> Cultural visits \$220.00 Learning materials \$100.00
Total:	\$6030.00
Write an X beside any statement that applies.	<u> X </u> I have attached the relevant itinerary. <u> </u> I have attached the relevant agenda.
Employee signature:	
Date:	June 8, 2018

Attach additional pages if necessary.

Complete the disclosure and submit it to your appointing authority.

DETERMINATION BY APPOINTING AUTHORITY

	APPOINTING AUTHORITY INFORMATION
Name of Appointing Authority:	
Agency and Title/Position:	
Agency address:	
Office phone:	
Employee who filed the disclosure:	
	DETERMINATION
To give approval, check <u>both</u> statements.	<p>Upon consideration of the facts disclosed by the employee above, I find that:</p> <p>___ Acceptance of the reimbursement, waiver or payment of travel expenses will serve a legitimate public purpose, i.e., it will promote the interests of the Commonwealth, a county or a municipality; AND</p> <p>___ Such public purpose outweighs any special non-work related benefit to the employee or the person providing the reimbursement, waiver or payment.</p>
Reason that the employee's travel or attendance will serve a legitimate public purpose:	
Appointing Authority signature:	
Date:	

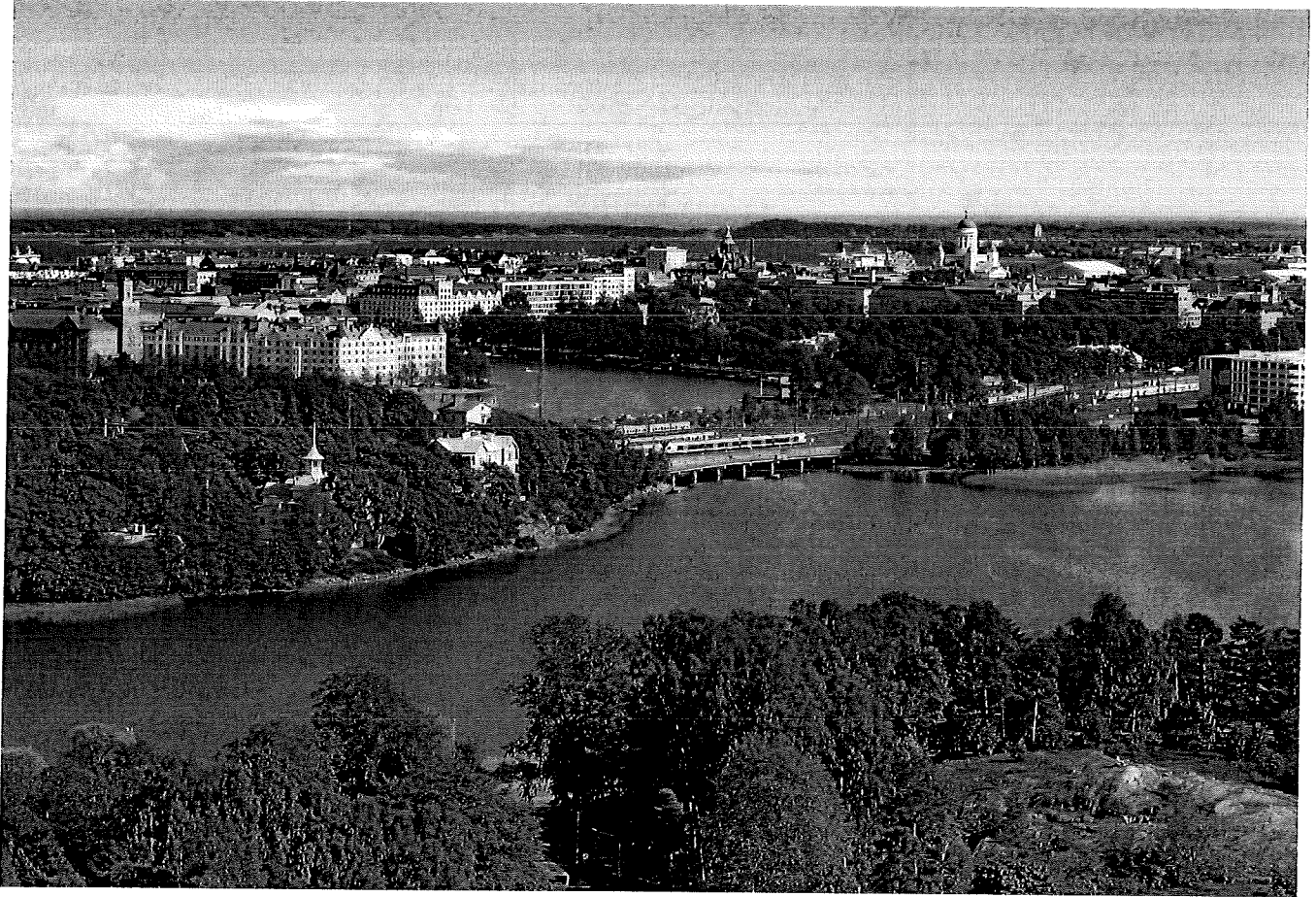
Attach additional pages if necessary.

The appointing authority should maintain the disclosure as a public record and give a copy of any signed determination to the employee.



EducationFirst

Educational Tours



EF PROFESSIONAL LEARNING TOUR

Comparative Education Systems: Helsinki & Berlin

July 8–16, 2018

We know the most effective professional learning experiences allow you to grow personally as you collaborate with educators who share your passion for opening students' minds to the world. These experiences enhance your cultural competence and teaching methods, helping you return to your school and district feeling refreshed and refocused.

EF Professional Learning Tours combine the exploration of educational systems and cultures around the world with a weekend-long Global Leadership Summit. While on tour, you will travel to iconic sites with educators from across the U.S.—expanding your professional network as you analyze trends in pedagogical approaches such as experiential learning. Your tour culminates in a Global Leadership Summit, where you will hear from world-renowned speakers, attend expert-led workshops, and rethink education's role in tackling global issues. And through it all, you will have the option of earning professional learning credit.

Helsinki & Berlin

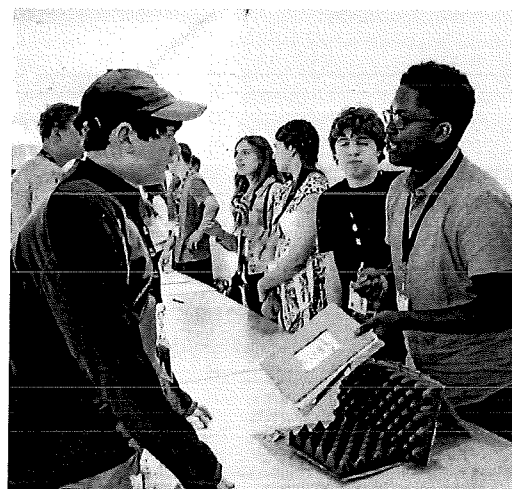
July 8–16, 2018

Learn how Finland set out to create an educational system that now allows equal opportunity to all of its population. As you interact with officials from the Finnish National Board of Education, visit local schools, and meet with local educators, you will examine this country's path to becoming a global education leader while soaking up the culture of its metropolitan capital.

Your tour of Finland's education system and technological advancements will influence your perspective on the Summit theme—*The Influence of Technology on Society*—as you come together with fellow educators for a leadership conference in Berlin, Germany from July 14–15. Hear from world-renowned speakers, attend expert-led workshops, and gain valuable insight into the different ways technology is integrated into our lives as you explore the role of education in tackling global issues.

At the leadership conference, you will observe international teams of students as they develop and present solutions to global challenges, receive feedback from peers and experts, and collaboratively reflect on their experience.

▼



What to expect on this tour

As you travel with and learn from other dedicated educators, you will gain a deeper understanding of the foundations and future of education through:

PROFESSIONAL NETWORKING

Expand your professional network as you exchange ideas and collaborate with like-minded educators.

EDUCATIONAL INNOVATION

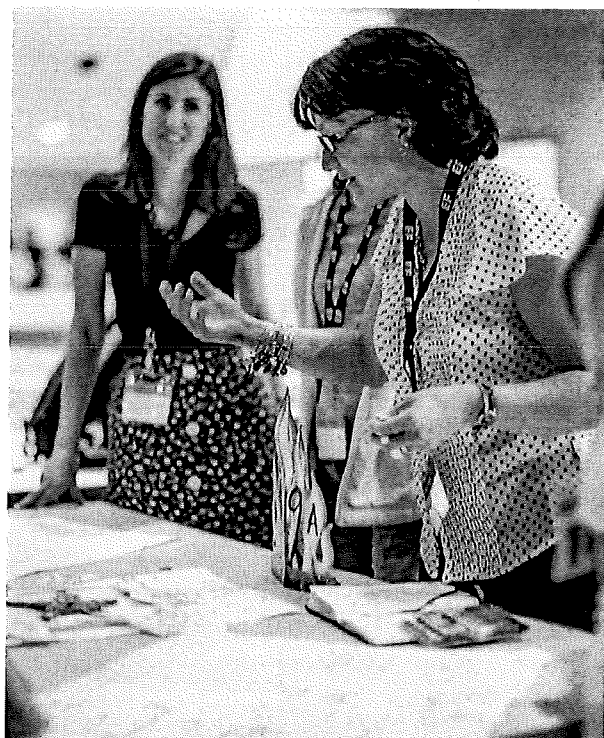
Gain insight into educational best practices through expert-led workshops and discussions.

CULTURAL EXPLORATION

Deepen your global perspective as you experience local cultures and discover historic sites.

YOUR EXPERIENCE INCLUDES

Full-time Tour Director, collaborative workshops with leaders in education, EF's Global Leadership Summit, sightseeing tours, round-trip flights, 7 overnight stays in hotels, European breakfast daily, and dinner on select days



“Each activity was well-constructed and added to an incredible overall tour. Every educator should have the opportunity to be part of such a thoughtful global experience.”

Jennifer D., Administrator, VA



<

Expert-led workshops and panel discussions give educators the chance to collaborate, learn best practices, and exchange ideas.

Days 1–2: Fly to Finland

Meet your Tour Director at the airport and begin your stay with a walking tour of Helsinki. Stand in awe of Temppeliaukio Church's stone-hewn interior before tonight's welcome dinner.

Day 3: Helsinki

Discover Finland's goals to promote equality, support lifelong learning, and enhance the quality of education at all levels during a presentation from the Finnish National Board of Education. After lunch, gain a better understanding of the culture that fosters Finland's educational innovation as you explore more of Helsinki.

Day 4: Helsinki

Return to the Finnish National Board of Education, where you will attend workshops, interactive sessions, and TED-style talks to learn more about how Finland has become a world leader in education. Spend the afternoon on Suomenlinna Island, a UNESCO World Heritage site and sea fortress built in the 18th century off the coast of Helsinki.

Day 5: Helsinki

Join your fellow educators for a reflection session.

✦ Participate in a cultural activity to better understand daily life in Finland.

Enjoy free time exploring the city.

Day 6: Berlin

Board your international flight to Berlin, Germany, and arrive in time for the opening ceremonies of our leadership conference.



Days 7–8: Global Leadership Summit

Over the next two days, you will hear from world-renowned speakers, attend workshops, and network with educators as you explore the themes of education and *The Influence of Technology on Society*. Learn how to use design thinking to integrate 21st century skills and an innovative mindset into your classroom, school, and district.

Day 9: Depart for home

SPACE IS LIMITED

To enroll or learn more, contact us at 617-619-1853 (U.S.), 800-387-1460 (CAN), or visit eftours.com/professionallearning