

**Franklin School Committee**  
**August 22, 2023**  
**Municipal Building – Council Chambers**  
**7:00 P.M.ZSA**

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□ Vision Statement □

The Franklin Public Schools will foster within its students the knowledge and skills to find and achieve satisfaction in life as productive global citizens.

*Members of the public are now welcome to attend committee meetings in person. Additionally, in an effort to ensure citizen engagement, citizens will be able to continue to view the public meeting using Zoom. We will use the Zoom Webinar feature. You may view the meeting with the link or phone numbers below. Participants wishing to speak during the Citizen's Comments portion of the agenda will be able to raise their hand to be recognized by the Chair. The webinar host will invite the attendee to unmute for comment.*

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/87525675548?pwd=Mk1xUEtRZ202Q1VYUERDRUNzcW1wUT09>

Passcode: 575128

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 646 558 8656 US (New York)

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## **MINUTES**

“The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.”

**At 7:00pm, Ms. Spencer called the meeting to order.**

In attendance was: Ms. Camille Bernstein-Yes; Mr. David Callaghan-Yes; Mr. Al Charles-Yes; Mr. David McNeill-Yes; Ms. Denise Spencer-Yes; Ms. Elise Stokes-Yes; Ms. Meghan Whitmore-Absent

Also in attendance was: Mr. Lucas Giguere; Mrs. Paula Marano; Dr. Tina Rogers; Dr. Robert Dutch

### **Pledge of Allegiance**

## **Moment of Silence**

### **I. Routine Business**

- A. Review of Agenda** - reviewed and in order
- B. Payment of Bills** - reviewed and in order
- C. Payroll** - reviewed and in order
- D. FHS Student Representative Comments** - there were none

### **E. Superintendent's Report**

Mr. Giguere noted that FHS student representatives will be at the next meeting.

Mr. Giguere spoke about upcoming key dates:

- 8/30 - First day for grades 1-12
- 8/31 - First day for Kindergarten
- 9/5 - First day for ECDC

He also offered a staffing update and the following positions remain left to fill:

- .5 BCBA
- 1 Elementary Art Teacher
- 1 Special Education position
- 1 HS Math position
- 21 ESP positions across the district
- 1 Administration position at Keller
- 5 non-union positions

He said that new teacher orientation is underway from 8/22-8/24. Opening day is 8/28 for staff. Mr. Giguere shared that recently the elementary principals and assistant principals and math specialists joined Mr. Eric Stark at the ST Math Summer Champion Day. He said students across all the elementary schools will continue to use ST Math this year.

**Mr. Spencer asked the committee for any questions/comments from the committee?**

Ms. Bernstein asked how many new staff there are this year and if it is a typical amount?

Mr. Giguere said 23 and replied that this is lower than typical.

Mr. Callaghan asked for confirmation that there are five non-union positions open and if it is in line with last year's openings?

Mr. Giguere confirmed this and he and Mrs. Marano said there were a lot more last year.

Mr. Callaghan said he is interested in a comparison in numbers between last year and this year.

Ms. Stokes praised the UDL practices for PD.

**II. Guests/Presentations - there were none**

**III. Discussion/Action Items**

**A. 2023-24 Student & Family Handbook Approval**

I recommend approval of the 2023-24 Student and Family Handbooks as detailed.

Mrs. Marano said the principals reviewed the handbooks by levels. She noted some changes at the middle school level with the administration present online to answer any questions.

Mr. Hanna spoke about the high school handbook and noted the substantive changes:

- Explanation of Credit Attendance policy
- Updated Cell Phone/Ele Device policy
- Updated Academic Dishonesty (Artificial Dishonesty)
- Clarity around Bathroom Use policy
- Clubs and Activities Fee's explanation

**Mr. Spencer asked the committee for any questions/comments from the committee?**

Ms. Bernstein noted that the first violation of the academic policy seems unclear to her.

Mr. Hanna replied that the situations are not black and white and up to the teacher's discretion.

Ms. Bernstein said she appreciates the autonomy given to the teachers but worries about the teacher being supported once a decision is made.

Mr. Hanna said this is all being done in a supportive manner with a lot of communication going on.

Ms. Bernstein noted that she likes the language about contacting parents.

Mr. Callaghan asked about the protocol for free/reduced students?

Mr. Giguere replied there is information in a letter sent home to families how to apply for that program and there is information on their website.

Mr. Callaghan asked roughly the difference of those families who pay for fees on Unipay vs. checks.

Mr. Hanna replied that he gets a monthly account report showing the activities and where the money is coming from. He said he does not get an itemized list of checks that have cleared.

Dr. Dutch also replied that the majority of payments are made through Unipay. He said most of the processing is done at the high school and they are tasked with checking the work.

Mr. Hanna said they do not take cash.

Mr. Callaghan said that it is great that they are leaned into what is occurring with AI and have a full understanding of it.

Mr. Charles commented that there was a lot of work put into the handbooks and thanked the administrators for staying on top of that.

Mr. McNeill asked about academic dishonesty and how updates to first time violations differed from the past?

Mr. Hanna replied that there was more clarification on who was communicating to who to try to avoid any delays.

Mr. McNeill asked about the confidentiality of the free and reduced students and how families are aware of this program?

Mr. Giguere replied that this is included in back to school communications and also in the email he sent home to families. He noted the confidentiality in place for these students.

Mr. McNeill asked for confirmation on who has access to the confidential information?

Mr. Giguere said they register through the online process. He said club advisors do not handle money or fees.

Mr. McNeill asked about the middle level health exemptions and asked for confirmation that the only area parents can exempt their child from is Human Sexuality?

Mr. Giguere replied that he was correct.

Ms. Stokes asked about AI and wondered about a contact person for ChatGPT.

Ms. Stokes asked about middle school student's phones at school and if they are contacting their parents during the day?

Ms. Lizzie Morrison (on Zoom) replied that they were seeing enough of that happening to cause alarm. She said they wanted to streamline processes in areas of sick students needing to go home, going through the nurse instead of students calling home.

Ms. Beckie Motte (on Zoom) also replied that it was to minimize the overall distractions

Mr. Giguere said parents have the ability to set parameters. He said texting between students and parents and also student to student is distracting. He also added that student texting the night before school can follow the students to school and need administrative intervention.

Ms. Spencer asked for confirmation that students are texting out of school and in some instances will complain to the administration who need to take the time to look into the complaints.

Mr. Giguere said yes and they have an obligation to provide a safe environment for all students and sometimes an out of school text impacts the next day at school.

Ms. Spencer asked for an estimate of how much time administrators spend on this?

Mr. Giguere replied that he can't provide a number right now but it's time out of each day.

Ms. Bernstein also said that parents cannot provide real time help to children if they are in school, etc. and if they are easily accessible then it doesn't allow children opportunities to figure things out.

**Motion: Ms. Stokes; Second: Mr. McNeill**

**Approve: 6 Oppose: 0**

**Motion Carries 6-0; with 1 absent**

**B. Graduation Proposal**

I recommend approval of the 2023-24 HS Graduation date change as detailed.

Mr. Hanna spoke about the rationale for his proposal for graduation falling on Memorial Day weekend. The proposed date is May 31, 2024.

Mr. Giguere also noted that the 8th grade tours typically fall after graduation, so it will be a tight window if the date is not adjusted.

**Mr. Spencer asked the committee for any questions/comments from the committee?**

Mr. Charles said next year is similar to 2024 and asked what is different?

Mr. Hanna replied that the end of school next year will not be in the two week window and allow an extra week to avoid any conflicts.

Ms. Stokes said this was well thought out and gives families enough time to make adjustments.

Mr. Charles asked how they get ahead of this next time?

Mr. Giguere said that once the calendar is voted on, they will meet to discuss the graduation date.

**Motion: Ms. Stokes; Second: Mr. McNeill**

**Approve: 6 Oppose: 0**

**Motion Carries 6-0; with 1 absent**

**IV. Discussion Only Items** - there was none

**V. Information Matters**

**A. School Committee Sub-Committee Reports**

- 1. Superintendent Evaluation** - N/A
- 2. Budget** - N/A
- 3. Policy** - next meeting is 9/20/23
- 4. Community Relations** - will have a table at the Harvest Festival

**B. School Committee Liaison Reports**

- 1. Joint PCC** - meetings will be the second Monday of the month. First meeting is 9/11/23 from 10:30-11:30. Ms. Stokes asked if the PCC's can help spread the word about free/reduced lunch. Mr. Giguere said a specific email on that topic also went home to families.
- 2. School Wellness Advisory Council** - next meeting is the first Tuesday of October

3. **SEPAC** - N/A
4. **Mental Health and Well-Being Task Force** - next meeting 10/10/23
5. **Diversity, Equity, and Inclusion** - N/A
6. **Comprehensive School Facilities Planning Committee** - Ms. Spencer thanked Ms. Stokes, Mr. Callaghan, and Mr. Charles for volunteering.

**VI. Consent Agenda**

**A. Approval of Minutes**

I recommend approval of the minutes from your August 8, 2023 School Committee Meeting as detailed.

**B. Remington Gift**

I recommend acceptance of a check for \$101.02 from Shutterfly, LLC for in-house enrichment as detailed.

**C. FHS Gift**

I recommend acceptance of a check for \$34.73 from Ohiopyle for supplemental supplies at FHS as detailed.

**Motion: Ms. Stokes; Second: Mr. McNeill**

**Approve: 6 Oppose: 0**

**Motion Carries 6-0; with 1 absent**

**VI. Citizen's Comments** - there were none

**VIII. New Business**

**To discuss any future agenda items**

Mr. Giguere shared the anticipated items for the 9/12/23 meeting:

- Trip proposal for 2025
- New administrators
- Franklin TV board appointment

**IX: Ms. Spencer asked for a motion to adjourn the meeting.**

**Motion: Ms. Stokes; Second: Mr. McNeill**

**Approve: 6 Oppose: 0**

**Motion Carries 6-0; with 1 absent**

**X: Adjournment at 8:17pm**

Respectfully submitted,  
Christina Tocci, Secretary

SCAgenda 8-22-23  
Payroll Warrant #2403 Summary.pdf  
Payroll Warrant #2403.pdf  
Payroll Warrant #2404 Summary.pdf  
Payroll Warrant #2404.pdf  
FPS Summary & Sign Off 082223.pdf  
SC Warrant 080323.pdf  
SC Warrant 081023.pdf  
Discussion Action A - 23-24 Student & Family Handbooks.pdf  
Discussion Action B - Grad Proposal.pdf  
Consent Action A - Minutes.pdf  
Consent Action B - RMS Gift.pdf  
Consent Action C - FHS Gift.pdf