

**Franklin School Committee**  
**March 19, 2024**  
**Municipal Building – Council Chambers**  
**7:00 P.M.**

*Meetings are recorded by Franklin TV and shown on Comcast channel 11 and Verizon channel 29  
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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/84614008113?pwd=tY36ryYTiMo7vty7QVzsEgyFuhfqDg.RWPsIzdfsWME9HyV>

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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 7:01pm, Mr. Callaghan called the meeting to order.**

In attendance was: Mr. David Callaghan-Yes; Mr. Al Charles-Yes; Ms. Erin Gallagher-Yes; Dr. Paul Griffith-Yes; Mr. David McNeill-Yes; Ms. Ruthann O’Sullivan-Yes; Mr. KP Sompally-Yes

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

## **Pledge of Allegiance**

### **Parmenter Elementary School**

Ava McAlpine (grade 4)

Ava is a diligent, highly motivated learner whose contributions to academics helps to advance the learning of others. She is always kind, respectful and helpful to everyone. Being a role model is one of Ava's many strengths. Watching her interactions with both staff and students will warm your heart!

Jack Mehne (grade 5)

Jack consistently demonstrates all of Parmenter's Core Values however his greatest strength is his leadership. In the classroom he models respectful and caring behavior for his peers by following expectations and seeking opportunities to include others. Several kindergarteners look up to Jack as he helps to lead the walkers out of the building and across the street each afternoon. Jack is a tremendous asset to our Parmenter Family!

## **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 - Ms. Sawyer Whitmore**

Ms. Whitmore said the Class of 2027 had a successful banquet on 3/15/27. She said a chamber concert will be held on 4/11/24 at 7:00pm in the FHS auditorium.

She said that DECA was successful at the state competition, multiple students qualified and will be heading to the international competition in April.

She said a post high school fair will be held on 4/4/24 from 6pm-8pm.

She noted that the Class of 2026 will have ELA MCAS on 3/26/24 and 3/27/24.

She said that boys basketball had a great run in the playoffs and congratulations to the cheer team who are headed to nationals. She also added that track and field athletes recently competed at the New Balance Competition. She said spring sports tryouts recently started.

She shared some Class of 2024 news:

- Senior Banquet - 4/5/24 at Lake Pearl
- All Night Party volunteers are needed

- Senior Project begins at the beginning of April.

She also shared some Class of 2025 news:

- Prom - 5/3/24 at Lakeview Pavillion with a theme of luxury

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

The members congratulated the basketball team and cheer team

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

Mr. Giguere said they received positive feedback from the Parent Teacher conferences held recently.

He noted that the cheer team is headed to Nationals. He also added that many students, clubs, and teams have had successful winter seasons

He said that 3/28/24 is a half day across all grade levels and there will be no school on 3/29/24.

He shared an update to the school calendar: he said Rosh Hashannah is on 10/3/24 not 10/4/24. He said the calendar will be updated to reflect that and also that March conferences will be moved from 3/4/25 and 3/5/25 to 3/11/24 and 3/12/24.

**Mr. Callaghan asked the committee for any questions/comments from the committee?** There were none

#### **F. FY25 Budget Open Hearing**

**At 7:11pm, Mr. Callaghan asked for a motion to open the FY25 Budget Open Hearing.**

**Motion: Mr. McNeill; Second: Mr. Charles**

**Approve: 7; Oppose: 0**

**Motion Carries 7-0**

Mr. Giguere reviewed the presentation slides from the last meeting.

He said he received a question as to why he put positions into grant funding if they would be going away. He said his reply would be that they would want to carry along the services for as long as possible.

Dr. Dutch spoke about factors that were considered when arriving at the FY25 recommended budget.

Dr. Rogers reviewed the general education component and Mrs. Marano reviewed the special education component.

Dr. Dutch spoke about budget increase obligations. He noted that health insurance went up 7.5% instead of 9.5% that was budgeted for. He said they left the number they originally had in there because this budget recommendation includes 20 additional staff.

Mr. Giguere and Dr. Dutch spoke about Level Service Plus and how they arrived at the recommendation.

Mr. Giguere spoke about enrollment projections and shared a slide.

Mr. Giguere spoke about investing in the future.

Mrs. Marano and Dr. Rogers spoke about a typical day for a student in Prek, 3rd grade, and 5th grade with needs or lagging skills. She spoke about their typical day to day and the support needed. They also discussed a typical day for the middle level students and high school students.

Mr. Giguere spoke about the impact of funding below level service.

He said there will be a Comprehensive School Facilities Assessment update on 3/26/24.

Dr. Dutch explained how Chapter 70 Aid and Net School Spending works.

Mr. Callaghan thanked everyone for their hard work and information that was shared.

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

Mr. Charles referred back to the revenue slide and asked for confirmation that Chapter 70 aid was included in the local revenue and there was discussion between Mr. Charles and Dr. Dutch regarding the amounts on that slide.

Mr. Charles referred back to the Chapter 70 aid slide and for clarification on the flowchart. Dr. Dutch provided clarification.

Dr. Griffith referred to slide 17 and enrollment projections. He noted that fluctuations at a school should not be seen as savings as it is always evolving.

Mr. Giguere replied that he was correct.

Dr. Griffith referred to slide 20 and noted investments for the long term and saving the town in the long run.

Mr. Giguere said they were strategic in providing the mental health support that was needed.

Dr. Griffith referred to slide 21 and 22 and noted the education of an elementary student and the support system that is required, and some legally required.

Dr. Griffith noted on slide 23, the same idea with a 12th grader and the support needed past a classroom teacher.

Dr. Griffith referred to slide 27 and the impact on losing staff with special qualifications.

Mr. Giguere said it is a competitive market for staff with specialized titles.

Dr. Griffith referred to slide 31 and clarification about the FY25 Chapter 70 aid

Dr. Dutch added that the \$29M is based on enrollment from at least 10 years ago.

Dr. Griffith referred to slide 25 and discussed with Dr. Dutch the needs of the town taken first, the need to sacrifice if no additional funds come in.

Dr. Griffith discussed with Dr. Dutch circuit breaker for community clarification.

Ms. Gallagher referred to slides 21-23 and asked how they plan for students who have needs that arise during the school year and how they support those students?

Mr. Giguere replied that they looked at caseloads, types of support needed, what type of staff is needed, etc.

Dr. Rogers also replied that they try to put educators in place to meet the needs of the students but they can't always anticipate what the needs will be.

Dr. Dutch added that a budget is not definitive and there are shifts where budget transfers are needed.

Mr. McNeill referred to projected enrollment on slide 17 and asked about taking level based fluctuations into consideration?

Mr. Giguere replied that they keep up with enrollment based reductions based on class size.

Mr. McNeill looked for clarification that what was requested in the budget is impactful long term as well?

Mr. Giguere replied that is correct, noting the stabilization and then elementary growth beginning after 2025.

Ms. O'Sullivan asked about per pupil spending and what factors go into determining this number.

Dr. Dutch spoke about the process in which the school business manager submits an end of year report to DESE. He said the submitted data is used for determining per pupil expenditure.

Ms. O'Sullivan spoke about turnover of homes and the community always evolving.

Ms. O'Sullivan noted the social worker position and the importance of the position. Ms. O'Sullivan also noted the importance of having a happy staff. Mr. Giguere replied about having balance and the right fit for the school and community. He noted the importance of supporting the institution.

Mr. Sompally referred to slide 20 and underperforming students. Mr. Giguere replied that they are looking to expand on early college credits and college level criteria.

Ms. O'Sullivan asked how morale is in the schools? Mr. Giguere replied that they are presenting a budget that represents what they feel they need to do the job well.

Mr. Callaghan said they would go through the line by line items and to request a hold if there were any questions.

**1220: Mr. Charles and Mr. McNeill asked for a hold.**

Mr. McNeill asked for clarification. Dr. Dutch said they moved this line item into the Office for Teaching and Learning.

**1230: Mr. Charles asked for a hold.**

Mr. Charles asked for clarification. Dr. Dutch said that was a marketing/communications shared position with the town that was not continued.

**1410: Mr. Charles asked for a hold.**

Mr. Charles asked if they could elaborate on the increase. Dr. Dutch replied that payroll coordinator left and the position was replaced with the system business administrator position which was moved to this line item for next year.

**1450: Mr. Charles asked for a hold.**

Mr. Charles asked for clarification. Dr. Dutch said the line item moved to line 4450 which is why that line went up significantly.

**2110: Mr. Charles asked for a hold.**

Mr. Charles asked for an elaboration on the line increase.

Dr. Dutch said the FY24 budget has this line as grant funded and is included in the FY25 budget.

**2130: Mr. Charles asked for a hold.**

Mr. Charles asked for an elaboration on the reduction.

Dr. Dutch said the FY24 budget has this line as grant funded and is included in the FY25 budget.

**2210: Mr. Charles asked for a hold.**

Mr. Charles asked for an elaboration on the increase.

Dr. Dutch said it is a result of the substitute teachers being moved out of the buildings and into the district positions.

**2305: Mr. Charles and Mr. McNeill asked for a hold.**

Mr. McNeill asked for elaboration on the 20 FTEs and if they are being brought in to address the exception metrics.

Dr. Rogers replied that the 4.0 FTEs proposed at the middle level specifically as it correlates to MCAS achievement. She added that it is not just about adding FTEs but their curriculum investments.

Mr. Charles said that adding the FTEs into the book as well could help give some context.

**2310: Mr. Charles and Mr. McNeill asked for a hold.**

Mr. McNeill noted the new special education positions being recommended and if there will be a shift to out-of-district tuition if the positions are not added?

Mrs. Marano replied that there is potential for that if they cannot meet student needs.

**2320: Mr. Charles asked for a hold.**

Mr. Charles asked for a clarification on what therapeutic services are?

Mrs. Marano replied that they are outside consultants, for mental health services, clinical evaluators, tutoring, OT and PT.

**2325: Mr. Charles asked for a hold.**

Mr. Charles asked for an elaboration on the decrease.

Dr. Dutch replied that they have put the number to what the actual spend was in FY24, it was originally budgeted for more in FY24.

**2352: Mr. Charles asked for a hold.**

Mr. Charles asked for clarification on what an instructional coach does.  
Dr. Rogers replied that they are the math and literacy curriculum specialists at the elementary level. She added that the middle schools share one.  
Mr. Charles asked about the outcome of not having these positions.  
Dr. Rogers replied that there would be a decrease in academic services.

**2354: Mr. Charles asked for a hold.**

Mr. Charles asked for an elaboration about what the stipend covers?  
Dr. Rogers said they stipend coordinators in ELA, social studies, and science.

**2358: Mr. Charles asked for a hold.**

Mr. Charles asked for an elaboration.  
Dr. Dutch replied that it is for outside contractors for professional development. The increase is the DEI Coordinator being eliminated while Professional Development for DEI by an outside vendor is added in.

**2710: Mr. Charles asked for a hold.**

Mr. Charles asked what this expense covers.  
Dr. Dutch said this covers guidance counselors and school adjustment counselor salaries. He said the increase is the negotiated 4% and the budgeted amount for the different steps and lanes the counselors may be on.

**2800: Mr. Charles asked for a hold.**

Dr. Dutch noted this is the same reasoning as 2710 but for psychological services.  
Mrs. Marano said if this was not in house, it would need to be contracted out at a higher expense.

**3300: Mr. Charles, Mr. Griffith, and Mr. McNeill asked for a hold.**

Dr. Griffith asked if the additional revenue coming in is due to increased bus riders?  
Dr. Dutch said last year they increased the revolving revenue against the budget. He said that amount is not set to be coming back against the budget for FY25 and said the amount is back to \$900,000.

Mr. McNeill asked about the year over year increase in these costs and what the drivers are.  
Dr. Dutch replied that it is based on the contract with the vendor in which they have a contract through 2027. He spoke about special education students who get bussed to a collaborative or private day school and said those transportation costs are rising.



Mr. Charles asked about free busing due to proximity and how many students do not utilize this service.

Dr. Dutch replied that the buses are full and have had to turn people away.

**3510: Mr. Charles and Mr. McNeill asked for a hold.**

Mr. Charles asked about the jump in contracted services.

Dr. Dutch replied that he has a deeper list he can share based on a deep dive into expenses. He added that officials went up \$2 per official, entry fees, game management, police detail, Family ID, ice rental, scissor lift for press box, storage for equipment, etc.

**4450: Mr. Charles asked for a hold.**

Mr. Charles asked for the difference between salaries and salaries tech

Dr. Dutch replied that salaries are administrative while salaries tech are those who work within technology.

Mr. Charles asked if they could elaborate on contracted services.

Dr. Dutch referred to line 1450 and said they moved it to 4450.

**9000: Mr. Charles and Mr. McNeill asked for a hold.**

Mr. McNeill asked about the sizable shifts in this category.

Mrs. Marano said that students shift placements based on their needs. There are move-in's or a shift to residential. There is also the contractual obligation of out-of-district costs.

Mr. Charles asked if any students could possibly return to in-district if there was more money spent to support them?

Mrs. Marano said if it is recommended they go out of the district it is based on their needs.

**1420: Ms. O'Sullivan asked for a hold.**

Ms. O'Sullivan said she was asked about the HR increase by a community member.

Mr. Giguere said they are currently structured for one HR Director and one Assistant and are looking at ways to evolve their HR department.

**3520 - Mr. Callaghan asked for a hold.**

Mr. Callaghan notes that this line continues to grow year over year since coming off of Covid.

Dr. Dutch asked if it is ok to drop a prior year column from the budget book.  
Mr. Charles and Mr. Callaghan said it is ok to drop off FY21.

**Mr. Callaghan asked for any citizen comments regarding the FY25 budget hearing?**  
There was none

**Mr. Callaghan asked for a motion to close the FY25 Budget Open Hearing.**

**Motion: Mr. McNeill; Second: Mr. Charles**

**Approve: 7 Oppose: 0**

**Motion Carries 7-0**

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

**III. Discussion/Action Items**

**A. Student Opportunity Act Plan Approval**

I recommend approval of the Student Opportunity Act Plan as discussed.

Dr. Rogers said that a survey was sent out to staff and they received 386 responses. She said information was shared at PCC meetings as well as School Council meetings. Dr. Rogers said the Student Opportunity Act is a Mass Law and a requirement for every district in the state to put together a report every 3 years. She said they put out a report to the state and receive a level of funding. She said the goal of the SOA is to ensure that every student in the state has equal opportunities for education.

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

Mr. McNeill asked how this would be implemented?

Dr. Rogers said they are working with the math department at FHS. She added that there could be a potential statistics class, English, history, music, and other options.

Mr. Charles asked if this is open to anyone or specific groups.

Dr. Rogers replied that the purpose is to identify different subgroup populations that are underrepresented or under performing,

**Motion: Mr. McNeill; Second: Mr. Charles**

**Approve: 7 Oppose: 0**

**Motion Carries 7-0**

**B. Policy First Reading**

I recommend moving policy JFABB - Admittance of Foreign Exchange Students to a second reading as discussed.

Mr. Charles asked if they have any foreign exchange students currently?

Mr. Giguere replied they do not currently.

Dr. Rogers said they wanted to have something in place in the event they do.

**Motion: Mr. McNeill; Second: Mr. Charles**

**Approve: 7 Oppose: 0**

**Motion Carries 7-0**

**C. Policy Second Reading/Adoption**

I recommend adoption of policy CA - Administrative Goals as discussed.

**Motion: Mr. McNeill; Second: Mr. Charles**

**Approve: 7 Oppose: 0**

**Motion Carries 7-0**

**D. ACCEPT Collaborative Agreement**

I recommend approval of the ACCEPT Collaborative Agreement as detailed.

**Motion: Mr. McNeill; Second: Mr. Charles**

**Approve: 7 Oppose: 0**

**Motion Carries 7-0**

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

**V. Information Matters**

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

- 1. Superintendent Evaluation** - N/A
- 2. Budget** - next meeting 4/30/24
- 3. Policy** - recently finished a couple of policies, possible first read to come
- 4. Community Relations** - next newsletter will be 4/4/24. First From the Chair segment to come. Next meeting is 4/8/24.

**B. School Committee Liaison Reports**

- 1. Joint PCC** - next meeting 4/8/24

2. **School Wellness Advisory Council** - N/A
3. **SEPAC** - N/A
4. **Mental Health and Well-Being Task Force** - PSA recordings to come
5. **Diversity, Equity, and Inclusion** - met 3/7/24; next meeting 3/28/24
6. **Comprehensive School Facilities Planning Committee** - Dr. Locker will be presenting at the next meeting. Recently conducted a 2 day visioning workshop. Next meeting 4/3/24.

**VI. Consent Agenda**

**A. Approval of Minutes**

I recommend approval of the minutes from your March 5, 2024 School Committee meeting as detailed.

**B. Recurring Cooperstown Field Trip**

I recommend approval of the request of Karrah Ellis to take the FHS Baseball team to Cooperstown, NY from April 14-15, 2024 to play against the Natick Redhawks as detailed.

**C. ASMS Gifts**

I recommend acceptance of 3 checks totaling \$5,000.00 from the ASMS PCC for field trips as detailed.

**D. Recurring HMMS Save the Bay Field Trip**

I recommend approval of the request of Rebecca Motte for Gr. 6 students to travel to Providence RI on May 20 and 21, 2024 for the Save the Bay Program as detailed.

**E. Recurring Keller RW Zoo Field Trip**

I recommend approval of the request of Caitlin Colahan to take Keller students to Roger Williams Zoo in Providence, RI on May 30, 2024 as detailed.

**F. Parmenter Gift**

I recommend acceptance of a check for \$3,240.00 from the Parmenter PCC for field trips as detailed.

**Motion: Mr. McNeill; Second: Mr. Charles**

**Approve: 7 Oppose: 0**

**Motion Carries 7-0**

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

**VIII. New Business**

**To discuss any future agenda items**

Mr. Giguere shared the anticipated items for the 4/9/24 meeting:

- Budget vote

- School highlight and presentation

**IX. Mr. Callaghan asked for an adjournment to end the meeting.**

**Motion: Mr. McNeill; Second: Mr. Sompally**

**Approve: 7 Oppose: 0**

**Motion Carries 7-0**

**X. Adjournment at 10:08pm**

Respectfully submitted,  
Christina Tocci, Secretary

SCAgenda 3-19-24

Payroll Warrant #2419 Summary.pdf

Payroll Warrant #2419.pdf

FPS Summary & Sign Off 031924.pdf

SC Warrant 030724.pdf

SC Warrant 022924.pdf

fy25\_budget\_updated\_-\_line\_item.pdf

Discussion Action A - SOA Plan.pdf

Discussion Action B - Policy 1st reading.pdf

Discussion Action C - Policy 2nd Reading-Adoption.pdf

Discussion Action D - ACCEPT Collab. Agreement.pdf

ACCEPT COLLAB AGREEMENT - Redline Proposed Revisions - 3-6-2024.pdf

ACCEPT Education Collaborative Agreement - summary of Revisions for Approval.pdf

Consent Action A - Minutes.pdf

Consent Action B - Cooperstown Trip.pdf

Consent Action C - ASMS Gifts.pdf

Consent Action D - Recurring HM Save the Bay Field Trip.pdf

Consent Action E - Recurring Keller RW Zoo Field Trip.pdf

Consent Action F - Parmenter Gift.pdf

Pledge Student.pdf