

**Franklin School Committee
Minutes
September 12, 2017
Municipal Building – Council Chambers**

Meeting are recorded by Franklin TV and shown on Comcast Channel 11 and
Verizon Channel 29

No one present for the Milford Daily News

Steve Sherlock present for Franklin Matters

Call to order: 7:00 pm

Dr. O'Malley

Pledge of Allegiance: The Pledge of Allegiance will be recited by Amanda Wylie An 8th grader from the Annie Sullivan Middle School Amanda Wylie is an 8th grader at ASMS returning to us this year after a year of traveling across the US performing in the Broadway show, Annie. Amanda's teachers describe her as a hardworking conscientious student. She is also thoughtful and reflective. Her principals, Mrs. Morrison and Ms. Wittcoff describe her as witty, fun and an asset to the Annie Sullivan community, and are very happy to have her back

Attendance: Mrs. Bilello, Mrs. Scofield, Mrs. Douglas, Dr. Bergen, Dr. O'Malley, Ms. Schultz, were present; Dr. Jewell was not present. Also present were Dr. Sara Ahern, Superintendent of Schools; Mr. Peter Light, Assistant Superintendent of Schools; Ms. Miriam Goodman, School Business Administrator; Dr. Joyce Edwards, Assistant Superintendent for Teaching and Learning; Donna Grady, Franklin Teachers Union President; Mr. Peri, Principal of Franklin High School; Mr. Klements, Deputy Principal of Franklin High School; Ms. Motte, Principal of Horace Mann Middle School; Mrs. Wittcoff, Principal of Annie Sullivan Middle School; Mr. Wildeman, Principal of Remington Middle School.

Moment of Silence

1. Routine Business

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- Citizens Comments

Missy Missagia, a parent from HMMS and Kennedy, wants to learn more about the schools and what is going on. She commented on what she can do for that home/school agenda. Wants to know about how things are done.

Dr. O'Malley - Welcome. There are many questions that you ask. I would suggest a coffee with the principals and superintendent. We have a rich involved school system. There are many ways you can get involved. Come to school committee meetings. Anything else?

- Review of Agenda:

Dr. O'Malley – We have one addendum, we will come back into session after our executive session.

Mrs. Schultz – I would like to add my Community relations did not make it onto the agenda. I do have a report on this.

Dr. O'Malley – Yes.

- Minutes: I recommend the approval of the minutes from August 22, 2017 School Committee Meeting.

Motion: Dr. Bergen

Second: Mrs. Schultz

Approve: 6

Oppose: 0

- Payment of Bills - Dr. O'Malley reviewed the bills and found them to be in order.

- Payroll – Mrs. Douglas reviewed payroll and found the same to be in order.

- Correspondence:

1. Budget to actual: Dr. O'Malley - Any questions about the budget?

2. Special Statement to the Franklin Community:

Dr. O'Malley - We have a statement from the administration of Franklin Public Schools, I would like Dr. Ahern to speak.

Dr. Ahern - The entire administrative team, 37 administrators in all, committed to develop a statement of welcome and inclusivity to represent our values and to explain our actions we are trying this year with the school improvement plans and to foster a safe environment for all Franklin public school families. The letter is an invitation to the parents in the community about incidences and to talk with children about this. We provided some links and resources as well. We wanted to do this as a group. It was sent to all parents/guardians and faculty.

Dr. O'Malley - My view is that this was a fine letter and it was magnificent. We are a school system for everyone. To see this in writing from our administration is very impressive. We personally endorse this as a School Committee. Franklin Matters posted this as well. Any questions or thoughts?

Mrs. Schultz - I think it is wonderful. It was really appreciated. As the school committee, I would like to draft something like this from us. This is fantastic work.

Dr. O'Malley – Congratulations.

2. GUESTS/PRESENTATIONS

Dr. Ahern – We have the school improvement plans to present for this year. We will have the three middle schools principals, Ms. Motte, Mrs. Witcoff and Mr. Wildeman and we have the Assistant Principals, Ms. Cotillo, Ms. Champagne, and Ms. Morrison. They are going to share with you their strategic initiatives and objectives by the middle school level and will share individual components for their buildings

Ms. Motte - Good Evening. I am going to get us started started off and wanted to note that the way we are going to approach this tonight the real collaboration with the administrators. We will introduce six initiatives. We will each take two of them but all of them will take place in each of the school. We are really excited that the World of Difference assembly is coming to all three middle schools tomorrow with our 7th and 8th grade students. It will begin the peer training for 25 students. There are many layers to this program. Parents will also have a chance to participate. We will all be holding mental health awareness day, we will all be kicking this off this

year and begin those initiatives as well. We had a lot of success last year and we will continue to build off those initiatives.

Mrs. Wittcoff – Two of the other pieces we are working on is taking a look at the 7th grade social studies curriculum and looking at resources and presenting a proposals, as well as math review for grade 6 – 8. Our math curricular work is to look at additional resources for more up-to-date books or programs. The textbooks are going out of print. Last note, we are excited with the new science standards and supporting the 6th grade with this new initiative. There has been some work done all summer long and we are excited to do this.

Dr. O'Malley - Do we know the position of the State for social studies and the curriculum?

Dr. Ahern - It is currently under review. We are anticipating a draft this spring. One of the things we know that is coming is a focus on civics education.

Mrs. Wittcoff – On a last note, we are excited with the work that the science department is doing with the adaption of the new science standards. We will be using the new STEM scope materials.

Mr. Wildeman – Then to wrap up, all three middle schools will have the second round of training for Responsive Classroom and we will move into the next phase. In the next year, we will have all of the teachers trained in Responsive Classroom. We are implementing our advisory programs. They each look a little different at each middle school but we all have the same goals.

Dr. O' Malley – Any thoughts or comments?

Dr. Bergen - The mental health awareness day, what happens as a result of that? What is the ultimate goal?

Mr. Wildeman – The strategies for stress and coping. We are hoping to provide a wide range of activities, coping strategies, self-reflections. The students get to participate in all different activities.

Ms. Motte - We try to have them reflect on what best matches them. They get coping strategies to help them.

Mr. Wildeman - We had stations last year and yoga was a great station for them and we will be starting a yoga club this year.

Mrs. Wittcoff - At ASMS we structured our advisory to work with mindfulness and we all had stations that the students could choose. We will start a yoga club. We structured our advisory to be around mindfulness and mental health and coping strategies.

Dr. Bergen – Thank you very much.

Ms. Motte - Our teachers are using that as well. They are incorporating that as well.

Mrs. Schultz - Does it happen on the same day?

Mr. Wildeman - Yes.

Mrs. Schultz - The same day?

Mr. Wildeman – No, it was not on the same day. We did it during the same week.

Mrs. Wittcoff - All three guidance counselors worked together on this and it needed to be done on different days.

Dr. O'Malley – Any questions or thoughts? You have to keep redoing curriculum and change it each year. Let us know what you need to help you with these school improvement plans. Thank you.

Dr. Ahern - Next we will hear from Principal Paul Peri and Deputy Principal Bill Klements.

Mr. Peri – Thank you. As the middle school has their top six, we have eight. We talked openly about our work in the advisory program and we created a schedule for that and expanded that from last year. We are working with SEL as well. We are having class meetings and come together during the school

day. We will have an outreach program for parents to help them. We look to work with our families to work with them and communicate with them.

Mr. Klements - Another focus is our look at grading practices. Dr. Edwards has been a tremendous help working with everyone and has carried into the start of the school year. All of our curriculum are focused on core academic and how they are learning. We will continue to focus on being as inclusive as possible, which speaks to the letter earlier in the evening. We are looking at our new teacher academy for the 14 new teachers. It is the lowest number this year. It is meant to support new teachers and to work with very talented educators to help our new staff.

Mr. Peri - We will continue to work hard on communication. We did hear the wants and the needs from our community. We are doing a bi-weekly memo to parents and the students. We are getting better at social media. We have a wonderful school council and are getting together with them. I am excited for another year.

Mr. Peri – We currently have 1,791 students this year. We have a very full building.

Dr. O'Malley – Any questions or thoughts?

Dr. Bergen – At the joint PCC, the high school representative spoke very highly about the Franklin High School PCC meeting. In the two-way communication piece, is the student perspective, how they are experiencing school a part of that?

Mr. Peri - Yes, we are asking them to help us and build relationships. We have so many students stop by and want to talk about subjects and topics. We have them emailing us and working with them. The students are not shy and have been giving us feedback. We are having a lot of conversations and discussions.

Dr. Bergen - That's good. There is a trust development.

Dr. O'Malley - Any questions or thoughts? There is vibrancy in the schools. Thank you.

RECESS at 7:32PM

SESSION BEGAN AGAIN AT 7:34PM

3. Discussion Only Items

Policy – First Reading

CBI – Evaluation of the Superintendent

Ms. Scofield - It was reviewed at our last policy meeting. This is for the first reading of this. We reviewed this at our last policy meeting. We set up guidelines how the Superintendent will be evaluated and what the process is? Any other comments from the subcommittee.

Dr. O'Malley - It is State driven.

Mrs. Bilello - Should we mention the Superintendent's rubric in the policy? Is that understood?

Dr. O'Malley - The State does not copy that into policy.

Mrs. Schultz – It is my understanding that would happen in the ad hoc subcommittee. Do we need a broad comment on this?

Dr. Ahern - I think the reference to this standard speaks to the standard of the rubric.

Mrs. Bilello - I saw the goals but it is broader than that.

Dr. Ahern – Yes, it talks about and she read the standards out loud and established by state regulation.

Dr. O'Malley – This will come up again.

Ms. Scofield - This will come up as a second reading.

BEDB – Order of Business

Ms. Scofield – For a second reading, the policy BEDB, and some items have been added and moved around in an effort to make the meetings flow more smoothly. Payment of bills and Payroll has been moved to the back. We will move some of the items as the beginning and will move to the end of the meeting. The Superintendent's report should be in the beginning of the

meeting which will give people an opportunity to hear what she has to say. That is for second read tonight.

Mrs. Schultz – Do you want to talk about the policy that is out?

Ms. Scofield – Yes, I can do that.

Mrs. Schultz – It is on this. We referenced policy BEDH which is on the agenda.

Ms. Scofield – Policy BEDH is the policy is the public participation policy which set the guidelines for public participation in a meeting. We will have that policy available on this table at every meeting. This will help them with the guidelines.

Dr. O'Malley – That is an action item for later in the evening. If it passes this will be the order of business for the next meeting.

Approval of 2017-18 Student Activity Fund Accounts

Mrs. Goodman - You have the list of Student Activity Fund accounts before you that are active at the middle schools and high school. We have additional regulations from the State as a result of the previous year audit; this year it includes a source of funds, objectives and mission statement. As a whole, the Principals oversee Student Activity Funds. They are not budgeted funds; they are student's funds for the benefit of students. These are the clubs presented for approval tonight.

Dr. O'Malley – These are not our funds but it is information about the activities.

Mrs. Goodman – Correct.

Ms. Scofield – Thank you Miriam for putting these lists together to see where the funds come from and what they are for because we approve activities and we don't know where they come from.

Mrs. Goodman - I will thank the Principals for doing the work as well and the details.

Mrs. Douglas – Thank you.

NEW SUB COMMITTEES

Dr. O'Malley – These are sub committees of the school committee, we vote on a new school committee in November and it can be difficult. We vote all seven members at once. We could wipe out the School Committee in one election. Having said that, the School Committee exists now and we will not wait for the new people, as Chair I am going to create two new sub-committees, which are important to the workings of this committee. I will announce the committees. They are open to discussion and I will pick Chairs for both.

Mrs. Schultz - Can I just clarify, we might have one new committee, one ad hoc committee which is a different entity and liaison to MASC which is another. Am I correct?

Dr. O'Malley - You could read it that way. They all meet in a forum which reports to the committee.

Mrs. Schultz - My understanding is the liaison, is that I am very up to date on the MASC, that I would report on that. It is not a committee.

Dr. O'Malley – That is a very good clarification. This first one is Public School advocacy, which is part of our communications and outreach, we need to formalize this. I would ask Dr. Bergen to Chair and invite three more to volunteer for this committee. Denise Schultz and Ms. Scofield will volunteer.

Dr. O'Malley – Next is the Ad Hoc for Superintendent Evaluation. I would recommend Dr. Bergen and Mrs. Douglas to be part of that. Next is the Liaison of MASC which advocates at the state level for schools, Mrs. Schultz has been active in that. She will be the Liaison for the MASC. She has been doing this for a long time. I would like to finalize that as having Mrs. Schultz as the liaison.

Ms. Scofield - Is there a charge for the Public School advocacy subcommittee?

Dr. Bergen – We went over that last time. It is making us aware of all the other legislation out there, to fight for the funds. We need to correct the

information and get the correct information out there and get rid of the myths. They are creating myths that undermine faith in the public schools undermine faith and fight for the funds and sharing the legislature. Denise you speak to this too.

Mrs. Bilello - Will that group advocate at the state and town level as well as our town? We need to make sure everyone is aware of the budgetary items.

Dr. O'Malley – Good point.

Mrs. Schultz - We need to work together and work at all levels.

Dr. Bergen - At the national level there is all this federal money; maybe we can bring everyone together and talk about the federal money for prevention around the opioid crisis.

Mrs. Bilello – One more thing, out there on Facebook, and upcoming elections and showing the extremely low level of voters and we need to have them come out and vote or become active in that process and it is striking to see.

Mrs. Schultz - It is a great point. We are trying to create a great outreach and hopefully that will have a greater impact on voting.

Dr. O'Malley - The public school advocacy will be a regular subcommittee of the School Committee; the Superintendent will be ad hoc as needed; and the liaison will be ongoing.

4. Action Items:

- a. I recommend adoption of the 2017-2018 Horace Mann Middle School Improvement Plan as presented.

Motion: Mrs. Douglas

Second: Mrs. Schultz

Approve: 6

Oppose: 0

- b. I recommend adoption of the 2017-2018 Remington Middle School Improvement Plan as presented.

Motion: Mrs. Douglas

Second: Mrs. Schultz

Approve: 6

Oppose: 0

- c. I recommend adoption of the 2017-2018 Annie Sullivan Middle School Improvement Plan as presented.
Motion: Mrs. Douglas
Approve: 6
Second: Mrs. Schultz
Oppose: 0
- d. I recommend adoption of the 2017-2018 Franklin High School Improvement Plan as presented.
Motion: Mrs. Douglas
Approve: 6
Second: Mrs. Schultz
Oppose: 0
- e. I recommend moving Policy CBI – Evaluation of the Superintendent to a second reading.
Motion: Mrs. Douglas
Approve: 6
Second: Mrs. Schultz
Oppose: 0
- f. I recommend adoption of Policy BEDB – Order of Business as discussed.
Motion: Mrs. Douglas
Approve: 6
Second: Mrs. Schultz
Oppose: 0
- g. I recommend approval of the 2017-18 Student Activity Fund Accounts as discussed.
Motion: Mrs. Douglas
Approve: 6
Second: Mrs. Schultz
Oppose: 0
- h. I recommend acceptance of three checks totaling \$1,438.57 from the Parmenter PCC for supplemental supplies.
Motion: Mrs. Douglas
Approve: 6
Second: Mrs. Schultz
Oppose: 0
- i. I recommend acceptance of a check for \$1,000.00 from the Field Hockey Booster Club for supplemental supplies at FHS.
Motion: Dr. Bergen
Approve: 6
Second: Dr. O'Malley
Oppose: 0
- j. I recommend acceptance of a check for \$100.00 from Linda Sawyer for a FHS Scholarship.
Motion: Mrs. Douglas
Approve: 6
Second: Mrs. Schultz
Oppose: 0

5. Information Matters

Superintendent's Report

Dr. Ahern – There are a couple of things to share, I want to recognize that we had a really smooth opening to the school year. I want to make sure I commend the school principals and their staff, the central office staff and administrators, lots of work goes into getting the schools open. Also the DPW and all the coordination it takes to get all the schools ready on the outside.

It is a busy month; the schools are having curriculum nights and open houses. They are busy preparing for these evenings.

Our school safety drills are underway for all the schools. Fire drills and lock down drills are happening during September. We want to make sure staff and students are prepared.

Last thing, I attended my first joint PCC meeting, and I really appreciated their time and the conversation we had. I will have between October and November six parents' events, one at night and one in the morning for families to attend and can hear from the parent community. The PCCs are busy setting their calendars. They are looking for volunteers at their schools.

Dr. O'Malley – Any questions or thoughts?

School Committee Sub-Committee Reports

Mrs. Scofield - We are continuing to work on the policies that govern the School Committee. There are a few that we are looking at. Our next meeting is on Tuesday, September 19 at 7:00 on the 3th floor. The other meeting is October 12 which is a Thursday.

Dr. O'Malley – Very good.

Mrs. Schultz – The community relations will be having the next coffee at Friday, September 22 from 12 to 6. We can't share coffee but please stop by. I am working on the fall Harvest Fair and would like to have a booth there.

Dr. Bergen - We will have budget workshop, we will meet on October 10 on the 3rd floor at 7:00 pm and it will be in place of our School Committee meeting. We would like to have a meeting of the subcommittee to address all the issues.

Dr. O'Malley - It will be a difficult budget season.

Mrs. Schultz – For the School Committee liaison, I don't have a report. We were invited to an event that Senator Spilka is hosting on September 19. It is a follow up event. She has invited School Committee members for this event. I will be attending and representing Franklin. It is a SEL event. The presenter is Judith Stire, Director of Health and Wellness from Framingham Public Schools. I will report back.

Dr. Bergen - The joint PCC is really trying to coordinate with the town on all of the events and really want to make sure that events through a joint calendar. That is a huge goal that events are scheduled accordingly.

Mrs. Schultz -I have to go back to my committee report because I forget we are meeting with Dr. Ahern tomorrow night. Thank you.

6. NEW BUSINESS

Dr. O'Malley - Any new business for future school committee meetings?

7. Executive Session begins at 8:01

a. Collective Bargaining

Motion to go into the executive session.

Motion: Mrs. Douglas

Approve: 6

Second: Mrs. Schultz

Oppose: 0

8. Return to Open Session at 8:20

Dr. Ahern - We discussed two items. The first memorandum discusses a change in the observation for second and third year teachers without professional educator's status and the second speaks to teacher with

professional status and the evidence they need to provide during the evaluation time. I recommend ratification of both of these.

Dr. O'Malley – I would like to note that this has been discussed and Okayed by the Teacher's Association and Donna Grady has given her signature to it. Our vote here will make it a part of the School Committee contract. Is there any more discussions on what these two referendums say?

Dr. O'Malley - Can we make a motion?

Dr. Ahern - Yes.

Mrs. Douglas made a motion, Dr. Bergen seconded the motion.

Dr. O'Malley – This should be a roll call vote because it is part of the contract. So I will call out a roll call.

Roll call vote: Dr. O'Malley-yes; Dr. Bergen-yes; Ms. Bilello-yes; Ms. Douglas-yes; Dr. Jewell-not present; Ms. Schultz-yes; Ms. Scofield-yes.

9. Motion to adjourn – Mrs. Douglas make a motion to adjourn, second by Mrs. Schultz

Adjourned by 8:38 pm.

Respectfully Submitted,

Beth Simon

SCAgenda 9-12-17.pdf
August 22, 2017 SCMinutes-Draft
Budget2Actual.pdf
Letter2Community9-7-17.pdf
Payroll Warrant #1804M.pdf

Payroll Warrant #1804 summary.pdf
Payroll Warrant #1804.pdf
Payroll Warrant #1804M summary.pdf
FPS Summary & Sign Off.pdf
SCWarranto81717.pdf
SCWarranto82417.pdf
SCWarranto83117.pdf
Copy of ASMS School Improvement Plan 2017-18
Copy of Draft FHS School Improvement Plan Template 2017-18
Copy of HMMS SIP 2017-18
Copy of Remington School Improvement Plan 2017-18
Current - Policy CBI - Evaluation of the Superintendent.pdf
For Second Read Policy BEDB - Order of Business
Proposed - Policy CBI - Evaluation of the Superintendent.pdf
SAF 9-6-2017 sc.docx
Student Activity Accounts FY18.pdf
ActionA.pdf
ActionB.pdf
ActionC.pdf
ActionD.pdf
ActionE.pdf
ActionF.pdf
ActionG.pdf
ActionH.pdf
ActionI.pdf
ActionJ.pdf
FEA MOU Section 8.pdf
FEA MOU Section 12c.pdfEnrollmentcompare-9-30-16-1stWk2017.pdf

