

**Franklin School Committee
Minutes
February 14, 2017
Municipal Building – Council Chambers**

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

Michael Gleason, Milford Daily News was present.

Call to order: 7:00 p.m.

Dr. O'Malley

Dr. O'Malley read the District's Vision Statement.

Pledge of Allegiance: Bradley Herndon, 5th Grader, Keller Elementary School

Attendance: Mrs. Bilello, Mrs. Scofield (left at 8:20 p.m.), Mrs. Douglas (not present), Dr. Bergen, Dr. O'Malley, Ms. Schultz (arrived 7:10 p.m.-left at 9:10 p.m.), Dr. Jewell, were present. Also present were Dr. Maureen Sabolinski, Superintendent of Schools; Mr. Peter Light, Assistant Superintendent of Schools; Dr. Joyce Edwards, Assistant Superintendent for Teaching & Learning; Miriam Goodman, School Business Administrator; Ms. Trainor, Human Resources Director; Mr. Peri, Principal, Franklin High School; Mr. William Klements, Deputy Principal, Franklin High School; Ms. Beth Wittcoff, Principal, Annie Sullivan Middle School; Mr. Brian Wildeman, Principal, Remington Middle School; Ms. Rebecca Motte, Principal, Horace Mann Middle School; Dr. Linda Ashley, Principal, Jefferson Elementary School; Ms. Evemarie McNeil, Principal, J.F. Kennedy Elementary School; Ms. Kate Peretz, Principal, Oak Street Elementary School; Ms. Shannon Barca, Assistant Principal, Parmenter Elementary School; Mr. Eric Stark, Principal, Keller Elementary School; and Ms. Kelty Kelley, Principal, Early Childhood Development Center

Moment of Silence:

1. Routine Business

- **Citizen's Comments:** None
- **Review of Agenda:** None

2. Guests/Presentations:

a. Resources for Our Educational Vision

WINN FOR EDUCATION (What I (We) Need Now)

Dr. Sabolinski advised the Committee that at the request of the School Committee the Administration put together a presentation for discussion about the educational resources that we might need to continue the achievement profile of the District. We looked at other districts with our similar achievement profiles, many of things you will see in the presentation are things that are in other districts, albeit they are well funded, we did not want to make this into a budget thing, as our budget will be tight. We wanted to convey to the School Committee and the Community some of the things that we really need for education for our students, to form innovation, creativity and develop the skills to be successful citizens in this 21st century. Dr. Sabolinski advised that we will start with the District Wide perspectives first and then each Principal at each level will present.

Dr. O'Malley noted that the School Committee put together a list of their priorities. He wanted to reach out to Community and constituency about the fact that we are worried, the school system and the budget of the school system is a great concern. We need a hard understanding from the Town of Franklin about the finances of our school.

Dr. Bergen reminded the Community about what the School Committee/District is requesting from the Capital Improvements. It includes update STEM, update Chromebooks, Facilities (new steamer at ASMS), a commitment to renovate Davis Thayer, freezer, painting, at Parmenter, completing carpeting. We have put all priorities together, they may overlap and it will help to create a powerful budget.

Following are the things that based on community responses and what the School Committee have put together.

In attention to class size, looking at aides in the Kindergarten classes, counselors K-8, feedback from the Community on Professional Development at High School and dealing with differentiated instructions, can we look to find someone, maybe a volunteer who could do some grant writing, a Technology Coordinator that the School Department would not share with the Town, maybe funding to work on

the Technology strategic plan and really looking at continuing to improve communication with the use of websites.

Dr. Sabolinski advised that when she saw the School Committee's budget priorities there were no surprises, these are things that we have explored with this School Committee and the previous School Committee there are issues that have been out there. Dr. Sabolinski feels that it is a value to the Community that if we don't ask for it, we will not ever get it. The Community also doesn't understand what we don't have and that a lot of what is getting done is done by teachers, administrators, where in other Districts that have similar achievement profiles there are layers of individuals doing a lot of these roles and functions.

Dr. O'Malley advised the Administration to not be shy about informing us and our constituency of what you need. It will not happen in our schools if we are not up front saying this is what we need. We want everyone to hear what is needed in our schools.

District-Wide Programmatic Resources - See powerpoint

Dr. Sabolinski advised that this presentation has been aligned with our Strategic Plan and also keeping with our core values.

Mr. Light advised the Committee that as a District we would love to have a PreK-12 Social Emotional Learning Coordinator which would oversee Social Emotional Learning in the District.

Dr. O'Malley asked if this would be a System Wide Administrator position?

Mr. Light agreed that yes it would be District Wide Administrator to oversee Social Emotional Learning.

Dr. Sabolinski advised that this person would help the counselors with writing curriculum, overseeing implementation of curriculum in the classrooms. Grant writing,

Dr. Edwards advised that she would advocate for a PreK-12 STEM (Science Technology Engineering Math) Coordinator position, which has been in the budget for the last 3-4 years.

Dr. Edwards also advised the Committee that a Curriculum Coordinator for Core Academic Subjects K-12 is also something the Administration would advocate

for; that other districts of our size have layers of curriculum people and we do not have.

Dr. Bergen noted that when the District had these positions it made an incredible difference.

Ms. Schultz asked how many years missing?

Dr. Sabolinski advised that it has been 10-12 years.

Dr. Sabolinski advised that the next two positions speak to technology. The District would advocate for an Assistive Technology Specialists. Assistive Technology is the technology that our Special Needs students would need to access the curriculum. In many districts there is an Assistive Technology Specialist who would conduct assessments of students with intensive disabilities, make recommendations on what technology can help them access the curriculum, make recommendations on what types of technology is available and would benefit the students. Currently the District uses consultants, Easter Seals does a lot of assessments and we contract out for assessments.

Dr. Sabolinski also noted that an Assistant Technology Director would be something the District would advocate to help meet the needs of the District and help with needs assessments and a technology plan. These are wishes, we are not making a budget request.

Dr. O'Malley inquired that we do not have a technology person in our schools to go to our classrooms?

Dr. Sabolinski advised that we share with the Town. There are technology specialists in the schools from the technology department and there are network folks.

Dr. O'Malley asked about teaching and learning?

Dr. Edwards advised that we have one at the High School, a Digital Learning Specialist.

Ms. Scofield asked with regard to the Assistive Technology Specialists, do you have a rough number that has been put out on consultants?

Dr. Sabolinski advised that she does not have the number but she would get it for the Committee, it does come out of SPED budget.

Dr. O'Malley asked how many Special Ed students do we have in this District?

Dr. Sabolinski advised that there are about 1,000, it's about 17% of our student population.

Ms. Scofield inquired that when you do get the numbers, can you get a couple years worth, so we can see if it is going up or down?

Dr. O'Malley reiterated to the community that this is what we do not have and other districts do have.

Dr. Bergen commented that it is important to focus on STEM, but also civics, constitution, history, it gets lost, we can't lose sight of it.

Dr. Sabolinski advised that Professional Development can be a costly line item, i.e. adding days to the school year for staff for Professional Development for personnel/educator collaboration. We have a lot of training going on, Keys to Literacy and Brain Frames, however, to do training we are taking teachers out of classrooms and then pay subs. Ideally, we would like our teachers to do that on off school time so it doesn't impact student instruction.

Dr. Sabolinski noted that the cost for adding one school day is \$200,000. Adding to the school day is very expensive.

Dr. Edwards advised that the District would like to restore textbook/chromebook line item, currently there is no current line item for textbooks or chromebooks. There is always a need to stay current with materials. Because there is no line item for textbooks/chromebooks in the budget, each year it is added to the Capital budget, the Town has been wonderful and has been generous to fund several adoptions over the years.

Ms. Schultz inquired as to how much was this line item and how many years has it been gone?

Dr. Sabolinski advised that it is about \$300,000 and it has been well over 10 years.

Dr. Edwards advised that if we brought it back, the line item would be somewhere around \$400,000, it would be split between textbooks/materials and actual chromebooks.

Dr. Jewell commented that since this needs to be in a capital budget each year, it appears to him that the Chapter 70 monies would be put in our budget instead of Town budget. He feels that it would be reasonably approached to the Town committee to put it in our budget, they move it anyway, why not create it where it belongs. It is a recurring expense in the school budget.

Dr. O'Malley commented that in his experience, he is unaware of any other district without a textbook budget

Dr. Sabolinski advised that they would love to restore Media Specialists/Librarians. One for the K-8 complexes and one to share the 3 standing elementary schools.

Ms. Schultz asked if that is one to share?

Dr. Sabolinski advised that this would restore it to the level we had before the reduction was made.

Dr. Edwards advised it would turn our libraries into more modern conception and the person would be able to facilitate project based learning.

Dr. O'Malley inquired if we have a librarian now?

Dr. Edwards advise that we have one at the High School.

Dr. Jewell commented that there are Educational Assistants acting as librarians?

Ms. Schultz asked how are the children accessing the library services?

Dr. Edwards advised that the Library EA's serve that function, what we are missing is a qualified, trained librarian/media specialist.

Dr. Sabolinski advised that the Literacy specialists picked up the roles as well as the Principals in the buildings, it is not the same as having one person there.

Dr. Jewell commented that when talking about this that there are people there to assist the children, but there is no overall supervision because that person does not exist.

Mr. Light advised that the most effective roles of a Media Specialist/Librarian would be to teach the students research skills, provide kids with strategies, tools, resources and also providing teachers with the same tools, etc.

Dr. Edwards advised that there is also the 2016 digital literacy frameworks, this person would be able to help the students with the digital literacy learning.

Dr. Sabolinski advised that they were close 2 years ago in hiring a District Communication/PR Specialist, with a district this size and the expectations of the community. This community has a lot of expectations with communication. The administration has done an amazing job with Twitter, newsletters, etc., it would be great to take off their plate, but also seek out grants to write, go out and develop strategic partnerships with businesses, etc.

Dr. Sabolinski also advised that in the best of all possible worlds, it would be agreed that we would love to eliminate fees for services such as Athletics, Extracurricular activities and Transportation.

Ms. Scofield commented that she remembers when there were no fees, can you put together a cost of running each of the athletic programs without fees?

Ms. Schultz asked if there are grants available for these things?

Discussion ensued.

Dr. Jewell commented that there are other things that we would spend the money on than to eliminate fees.

Ms. Scofield commented that there was a conversation once about advertising on busses, we don't own the busses so we cannot do it.

Dr. Bergen commented that she also remembers when there were no fees and also she noted that we heard the research from Harvard professor who wrote that the worst thing is charging fees, so many kids will not be able to participate.

Dr. Sabolinski advised that Central Office clerical staff continues to do more and more with less.

Dr. O'Malley commented again that the percentage is below the state average

Ms. Goodman advised that she doesn't have the number right now, but Dr. Sabolinski advised that we are at the bottom of administrative costs.

FRANKLIN HIGH SCHOOL -

Mr. Peri and Mr. Klements advised the Committee of what the High School needs which were Guidance Counselors, 504 Coordination, Psychologists, Substance Abuse, School Adjustment Counselor to focus on the whole child.

Mr. Klements advised that the High School would love to add additional world language options, possibly arabic/chinese.

Dr. O'Malley asked what languages do we have now?

Mr. Klements advised that the HS currently has Spanish, French and Latin.

Dr. O'Malley inquired whether there would be a need for any more physical facilities needed?

Mr. Peri advised that no, we have a beautiful lab.

Ms. Bilello asked how many Counselors are at the High School right now?

Mr. Peri advised that there are 4 Adjustment counselors, 8 guidance counselors, we do not have 504 Coordinator (we have over 160 students with 504's) which is done in the Guidance department, there are 1.6 psychologists in the building.

Ms. Bilello do they have support staff too?

There is one guidance secretary.

Mr. Peri advised that there are 3 administrative liaisons right now, who work with the supervision pieces of the parking lot, hallways, media center, cafeteria. They are the backbone of the building for a short money situation. When the Administration looked at the biggest impact for a minimal cost and biggest return of investment, we felt that these positions are a true need and want for the building.

Mr. Light explained that what is unique to Franklin and is different from other communities is that we do not have curriculum coordinators at the High School level who evaluate teachers, it is solely an administrator function, supervision and coaching is falling on administration, the current load for the administration at the high school is about 23 to 27 teachers that each administrator supervisors which is relatively high, considering 60% are non Professional Teacher Status who need

5 to 10 observations, we found that if administrators are supervising parking lots, cafeterias, hallways, etc. there is less time in classrooms evaluating, coaching and supporting faculty.

Dr. O'Malley how many people are we talking about?

Mr. Peri advised that we currently have 3 administrative liaisons.

Dr. O'Malley asked how many are you looking for?

Mr. Peri advised that they are looking for 3 additional administrative liaisons.

Ms. Schultz advised that it is not clear what kind of position it is?

Dr. Sabolinski advised that they are support personnel. They monitor, hallway monitors, cafeteria monitors. etc.

Ms. Goodman advised that they assign lockers, assign parking spaces to students, they oversee those types of activities that are not involved in direct instruction.

Dr. Bergen commented that she has seen them in action monitoring the halls, and from a safety perspective, the good relationships with the kids, it is really an important position.

Mr. Klements advised that Building based permanent substitutes would also be a big return on investment.

Discussion ensued.

Mr. Peri suggested to restore the field trip budget.

Discussion ensued.

Mr. Light advised the Committee that going back to 2008-2009 was the most challenging budget year where there was a reduction of 8-10 teachers at the High School, that is when they implemented the change to the FHS student schedule. If the schedule was not changed, then core academic classes would have been eliminated. This then reduced elective teachers and also reduced the Health/Physical Education offerings. Students would like more electives, however, to do that we would be looking at adding 8-10 teachers.

Discussion ensued.

MIDDLE SCHOOL - Mr. Wildeman, Ms. Wittcoff and Ms. Motte

Ms. Motte advised that the Middle School Principals would love to add an Adjustment Counselor at each Middle School. Ms. Motte advised that Middle Schools of this size would normally have an Adjustment Counselor, Psychologist and a Guidance Counselor. Right now we are functioning with just a Guidance Counselor and School Psychologist. Each have different roles and right now they are overlapping and compensating for what we don't have.

Ms. Bilello asked with regard to the 504 Coordination at the Middle School, is it just the Guidance Counselor that is handling all the 504's?

Ms. Motte explained that all 3 middle schools have looked at and it can be Administrators stepping in to help in that role, not that we have the room on our 'plate' to do so but that we have the students that require accommodation plans and therefore need to have the paperwork and the meetings to support that.

Ms. Wittcoff advised that on average there is 10 -15 students per grade on 504's. Ms. Motte feels that could be a low estimate. Ms. Wittcoff advised that it can vary from year to year.

Ms. Schultz asked if the Principals could define the difference between Guidance Counselor, Adjustment Counsel, and School Psychologist.

Ms. Motte explained that the Guidance Counselor is considered a general education position and typically handles guiding students with choices that they are making. The Adjustment Counselor typically functions in the Special Education Department servicing students that are on an IEP, for example. It now falls to the Guidance Counselor. A School Psychologist is involved in a lot of the testing for students who are on IEP's.

Further discussion ensued.

Mr. Wildeman advised that the Middle Schools would love a Technology Integration Specialist. This individual, one per building, would be able to tie in the standards, technology and curriculum all together.

Discussion ensued.

Ms. Wittcoff also advised that the Middle Schools would love a Permanent Substitute Teacher that reports to the school each day and the students would come to know as a staff member.

Ms. Motte also advised that they would like to Restore the Budget line item for enrichment/field trips. At the Middle Level to have additional enrichment beyond the classroom experience is important.

Mr. Wildeman commented that the Middle Schools would like to add back some Foreign Language Instructional time, we are down to Spanish at Middle School and would love to have some choices for the students. We would be looking at 3 FTE, one at each MS.

Discussion ensued.

Ms. Wittcoff commented that the Middle Schools would like to add additional Wellness Teachers to support SEL curriculum & Health Curriculum and add some physical education classes.

Discussion ensued.

Ms. Motte noted that as echoed through the District, the Middle Schools would like to restore Department Heads/Curriculum Coordinators to focus on Core Academic areas.

Discussion ensued.

Dr. O'Malley asked about Music, what do we have now?

Mr. Wildeman noted that the general music program at the Middle Schools has been eliminated, other than the electives that a student can choose. If a student does not choose to play an instrument, then they are not exposed to any music curriculum.

Further discussion ensued.

Dr. Sabolinski commented, back to the curriculum, that the 3 Middle School Principals and their assistants work really closely and also work with Dr. Edwards to make sure that all 3 middle schools are consistent in what's being taught, how it is being taught.

Dr. Jewell commented that he has noticed a huge difference in that the High School is not able to tell which Middle School the students came from.

Dr. Edwards explained that there are stipended teachers who work after school to coordinate the curriculum, there are 12 of them, (4 per middle school, 1 per subject) and she meets with all coordinators each month and they run their own department meetings at their schools. Dr. Edwards appreciated Dr. Jewell's comment about the increased consistency across the middle schools because we have really focused on this and we work with the High School and Elementary schools on the transition as well.

Further Discussion ensued.

ELEMENTARY PROGRAM - Dr. Ashley and Mr. Stark presented.

Mr. Stark noted that the elementary students' needs are intensifying, they come to school each day struggling to find their purpose, struggling with anxiety, difficulty regulating their emotions and sometimes struggling with their arrival at school. Additional social/emotional support is critical for the students.

Dr. O'malley asked Mr. Stark to describe what you have now?

Mr. Stark advised that at Keller there is one School psychologist and no counselor.

Ms. Bilello clarified that it is varied at the different schools, currently.

Dr. Ashley advised that yes, it does vary, it depends on the programs at the different schools.

Dr. O'Malley asked for the total number.

Dr. Ashley advised that there are 7 or 8.

Mr. Stark noted that the Elementary Schools would advocate for a Technology Integration Specialist which would provide leadership in each of the buildings. Mr. Stark noted that the students are being given chromebooks, however, they are still lacking the skills at the elementary level on how to use the technology.

Mr. Stark noted that there is an ongoing need for Behaviorists.

Ms. Bilello asked how many BCBA's are employed?

Dr. Sabolinski advised that we currently have 3, and this personnel would be to work with the BCBA. It is a new place DESE is going.

Discussion ensued.

Mr. Stark advised that the Elementary level would wish for the addition of Wellness Teachers which would add another day of Health/PE. Elementary students are significantly receiving less than the time recommended for Health/PE. They currently receive 30 minutes per week of Health and 30 minutes of PE.

Discussion ensued.

Dr. Ashley advised that the Elementary level would have bringing back instrumental music in grades 4 and 5 on their wish list.

Dr. Ashley also advised that the Elementary level would wish for Curriculum Interventionists (math/literacy).

Discussion ensued.

Dr. Ashley advised that the Elementary Level would like to bring back Special Education Team chairpersons full time each school. Right now the Team Chairs are being shared at all elementary school.

Discussion ensued.

Lastly, Dr. Ashley noted that the Elementary Level would like to bring back educational assistants for kindergarten classes.

Discussion ensued.

Dr. Ashley commented that all the 7 Elementary Principals feel strongly that if they had to pick one, it would be the School Adjustment Counselor which would have the biggest impact across our schools.

Dr. Jewell commented that classroom size is one thing, disruption within the classroom is hard, having one disruptive child makes it difficult for the teacher to get their job done.

Dr. Sabolinski commented that she hoped the School Committee found this informative, that it was not meant to be a budget discussion, it was a reflection on

- Dr. Sabolinski advised the Committee that Franklin will be hosting some administration from Dean College at Franklin High School. The administration from Dean has gotten feedback from their students, that college is too much like the High School, so the Administration wants to come and observe a lot of our high school classes and see what we are doing instructionally that is unique and innovative.

6. School Committee - Sub-Committee Reports

- **Policy Sub-Committee - None**
- **Community Relations Sub-Committee - Dr. Bergen**

Dr. Bergen who was filling in for Ms. Schultz advised the Committee that Ms. Schultz's mission is to update the School Committee website, to link with the Town to be much more informative. Just a reminder next community coffee hour will be held on Saturday March 4, 2017 at 9:00 a.m. at the Franklin TV studio, we welcome community members to give input on the budget, Superintendent search, etc. We are the vehicle to the Superintendent. We encourage people to go to the school's first though.

- **Budget Sub-Committee - Dr. Kevin O'Malley** advised that this year will be a difficult task, profile of all school systems. Had a Capital meeting tonight, Fincom and Town Council, expecting positive results, graciously supported our capital requests. We will begin working on the budget itself. Today we ran into the insurance monster, it is an uncontrolled cost every year. We put 7% in the budget.

Ms. Goodman significantly increased today.

Dr. O'Malley found out today it is not 7%.

Ms. Goodman advised that it will be 16-17%, it will \$375,000 estimated increase.

Dr. Jewell commented that it is across the country.

- **Superintendent Search - Dr. O'Malley** advised that the School Committee unanimously voted to go out to look for Superintendent Search, we are now actively soliciting applicants, everyone is welcome to apply. The 28th is the last day to receive Superintendent applications.

We will then get to the point at looking at resumes, schedule a day for candidates to be interviewed. We are moving along as quickly as we can.

7. **New Business:** None
8. **Adjourn:** Dr. Bergen made a motion to adjourn.

9:20 p.m.

Respectfully Submitted,

Susan Childers

SCAgenda 2-14-17.pdf
Budget2Actual.pdf
Payroll Warrant #1715 summary.pdf
Payroll Warrant #1715.pdf
Payroll Warrant #1715M summary.pdf
Payroll Warrant #1715M.pdf
Payroll Warrant #1716 summary.pdf
Payroll Warrant #1716.pdf
FPS Summary & Sign off.pdf
SCWarrant011917.pdf
SCWarrant012617.pdf
SCWarrant020217.pdf
Jan 19 2017 SCMinutes-DRAFT.docx
January 24, 2017 SCMinutes-DRAFT
WINN for Education.pdf
ActionA.pdf
ActionB.pdf
ActionC.pdf
ActionD.pdf
ActionE.pdf
ActionF.pdf
ActionG.pdf
EnrollmentCompare-Jan2016-Jan2017.pdf
Pledge Student.doc

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WINN for Education

What I (We) Need Now

Franklin Public Schools

FPS Educational Needs/ Informing Innovation,
Creativity and 21st Century Outcomes for Students

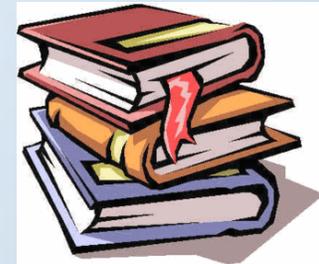
District-wide Programmatic Resources

- Pre K-12 Social Emotional Learning Coordinator
- Pre K- 12 Stem Coordinator
- Curriculum Coordinators Core Academic Subjects Pre K- 12
- Assistive Technology Specialist
- Assistant Technology Director



District-wide Programmatic Resources

- Longer School Year
 - Professional Development for Personnel/ Educator Collaboration
- Restore textbook/Chromebook line item
- Restore Media Specialists
 - 1 K-8 Complexes
 - 1 Support DT, JFK, Parmenter
- District Communication / PR Specialist



District-wide Programmatic Resources

- Eliminate Fee for Service
 - Athletic
 - Extracurricular
 - Transportation



- Business Office/ Enrollment Manager (.5)
- Human Resources Benefit Clerk (.5)
- Assistant Cafeteria Director (.5)



Franklin High School

- Additional Counseling Supports
 - Guidance Counselor/ 504 Coordination
 - Psychologist
 - Substance Abuse/ School Adjustment Counselor
- Additional World Language Options/ Arabic, Chinese
- Additional Support Positions/ Supervision- parking lots, hallways, cafeteria, media center
- Building based Permanent Substitute Teachers
- Restore Field Trip Budget
- Implement/ Change the FHS Student Schedule
 - Additional 8-10 Teachers



Annie Sullivan, Horace Mann & Remington Middle Schools

- School Adjustment Counselor / 1 per Middle School
- Technology Integration Specialist / 1 per Middle School
- Building based Permanent Substitute Teachers
- Restoration of Budget line items for enrichment/field trips
- Additional Foreign Language Instructional Time 3 FTE
- Additional Wellness Teachers/ Support SEL & Health Curriculum
- Middle School Department Heads/ Curriculum Coordinators
 - Core Academic Subjects

Elementary Program

- School Counselors 3-4 FTE
- Technology Integration Specialists 6 FTE
- Behavioral Technicians
- Additional Wellness Teachers / add another day of Health/PE
- Instrumental Music Grades 4 & 5 4 FTE
- Curriculum Interventionists (Math/ Literacy) 3 FTE
- Special Education Team Chair 3 FTE
- Educational Assistants for K classes 17 FTE



Thank You

