

Franklin School Committee
Minutes
February 27, 2018
Municipal Building – Council Chambers

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

Chris Sterns of Franklin TV was present
No one present from the Milford Daily News

Call to order: 7:00 pm

Dr. Bergen

Attendance: Mrs. Dianne Feeley; Mrs. Cindy Douglas; Mrs. Mary Jane Scofield; Dr. Anne Bergen; Dr. Monica Linden; Mrs. Denise Schultz; Ms. Virginia Zub; Mr. Peter Light, Dr. Sara Ahern, Mrs. Miriam Goodman, Dr. Joyce Edwards. The two high school representatives were present, Blaine Roche and Claudia Moccia. Steve Sherlock from Franklin Matters.

Pledge of Allegiance:

Audry Ford, Alex Connell and Lyric Raymond, 5th graders from the Parmenter Elementary School.

Audry Ford: Audry is one of the hardest working students I have had the pleasure to know. Yet she always makes time to help out or offer assistance to others. Audry is that rare students who sees a need and just addresses it quietly without a lot of recognition. She plays a huge role in making our classroom a community.

Alex Connell: Alex is a bright young boy that completes our classroom community. He is smart, funny, and well-liked by his peers. Alex takes karate lessons every week. In his karate lessons, he learns determination and hard work. We see Alex displaying those skills in the classroom every day. Alex is not only a great student, he also does a nice job displaying many of Parmenter School's core values like respect, caring, and courage on a daily basis. He is a strong role model for the younger students in our school.

Lyric Raymond: Lyric is a kind, hardworking student who begins each of her mornings with a big smile and a warm greeting. She is truly a model student in the classroom by consistently demonstrating Parmenter's core values. For example, Lyric regularly puts forth tremendous effort into her school work and is always willing to learn from her mistakes. Additionally, Lyric is a strong advocate for students who are not always able to advocate for themselves, she invites other

students to be part of her group when they are alone, and she respects her peers and her teachers by being an active listener and by always offering to lend a helping hand. We are very lucky to have Lyric representing Parmenter tonight!

Moment of Silence

1. Routine Business

a. Review of Agenda - Dr. Bergen - no changes

b. Citizen's Comments - none

i. In the spirit of open communication, "the School Committee will hear public comment not related to an agenda item at the beginning of each regular School Committee Meeting. The Committee will listen to, but not respond to any comment made. A Committee member may add an agenda item to a future meeting as a result of a citizen comment" – from Policy BEDH

c. FHS Student Representative Comments

Blaine - In sports news, we have been very dominant, cheer team won hocs. The boys wrestling and track team went to all-state and competed. Then also playoffs start this week for hockey and basketball.

Claudia - Peer leaders club is holding our annual Peace Takes Practice. It is with Dean College and we invite student leaders from FHS and surrounding high schools. We hold various leadership activities and host speakers.

Blaine - We have a seven-week stretch until April vacation. We have English MCAS at the end of March.

Claudia - The freshman banquet will be next week. We will be using the breathalyzers.

Blaine - In light of what has happened, we are having a lockdown practice next week.

Dr. Bergen - Thank you.

d. Superintendent's Report

Dr. Ahern - I have three things to share with you and the first one is a repeat message. I would like to repeat this in light of the Florida incident, we have sent out to parents and shared with the broader community. On Thursday a communication was sent regarding how we keep our schools safe. This went out via our email server and some may not have received it. The safety and well being of Franklin students and staff are our highest priority. Our schools remain locked and supervised when in session. All visitors must check in with IDs and security cameras provide coverage. We have communication with Franklin Fire and Police Departments. We regularly review safety protocols. We center around core values and relationships within our schools. We ask people to speak up when concerned about issues to our staff at their school.

Second message is to inform you of some of the response with social media that is happening in the wake of the Parkland Florida incident. I have a message to send to the community regarding student lead events that are being organized via social media. The Florida tragedy has caused increased interest in activist. We have been apprised that a walkout will be March 14. Student groups have reached out regarding this and we respect their rights. Our goal for this is to try to keep the focus on learning. We will not have disruptions in the schools but our administrative team is responding to student lead interest. A few key parameters involving the walkout, local plans are being developed by students and we are responding to this. The students will have their voice and will have reactions done in a safe way. We want all students who may not want to participate to feel comfortable as well and not have any issues. We want parents to talk with their students about appropriate behavior and to help them deal with this.

Mrs. Schultz - Is this just the high school or middle schools too?

Dr. Ahern - The middle schools have reached out as well.

Dr. Bergen - This is so great, the respect that you are showing the students. You are handling this in such a great manner. Thank you.

Dr. Ahern - We will keep everyone informed. I have one other thing to share. We have a half-day this Friday for students with a professional day for staff and on that day it is building based. ECDC will be working on application of their assessment tools and webinars; Davis Thayer and Parmenter will work with Lesley University; Oak Street, Keller, Kennedy and Jefferson will work implementing new science standards, specifically life science. Middle schools will have keys to literacy training. The high school will work in department based activities. School nurses will have a session with Children's Hospital. Those are the major activities happening this Friday.

2. Guests/Presentations

a. FY19 Budget Presentation

Dr. Ahern - This presentation was shared with the School Committee in your packet and will be posted online. This is a recommendation for the next school year, fiscal school year 2019. The next steps will be more specific with the budget sub committee for continued work. Dr. Ahern read the vision and mission statements for the budget.

These have helped structure the improvement goals and you will see them in the recommendations that are being made. The first two goals anchor and center our work with students in the classroom for social emotional learning. We have followed a process to date and have set up some guidelines. We had a joint meeting with the Town to go over budgets and town revenues. In January, central office met to give their needs for the next year as well as school administrators. You will see school profiles for budget purposes. You had the forum with local politicians on school funding. We had a budget sub committee on where things stand in advance of tonight's presentation.

Mrs. Goodman - Some of the budget assumptions we are looking at a preliminary increases of \$2 million dollars and that is tentative at this time. There are some variables we need to look at. We are looking at increases in health care costs right now of about 8%. We have contractual obligations with unions of 3%. We are anticipating an out-of-district expense that will increase 5%. Our transportation costs will increase by 3%. We have a reduction in our revolving accounts. We have a \$3.9 million increase to maintain level service and a 6.5% to maintain.

Dr. Ahern - One of the conversations with the buildings administrators is there are improvements which are critical and student needs that we need to address. Some critical needs are: counselors, health/PE FTE at middle schools, DESA, Project Interface and William James PD Partnership. This ties with social emotional learning for students. We came up with a couple of recommendations on how we can increase these needs. We would like a counseling review to support staff and administrators with increase levels of anxiety and depression. We have a varied approach across the schools and we need to have a program review to how we might use the current resources a more effective and efficient way. In terms of health and PE this is a conversation but not having an impact on the budget at this time. The Williams James Partnership, we are seeing the success of this partnership and will continue with this. The DESA is to include this as a pilot at a select group of schools. For project interface will not be part of the FY19 budget.

The second goal is around teaching and learning and the needs; interventionist, technology integration specialists; K-12 STEM Coordinator; K-12 Humanities Coordinator; staffing increases due to enrollment. We may not have all of these recommended at this time. We need to keep apprised of these and could all be long term goals. We will be looking at staffing as enrollment numbers change.

As far as additional areas, there are two critical needs that we do have recommendations for. The first area at the ECDC is for a partner classroom and to add personnel as needed. This ECDC would be offset by the revenue

generated. The second one is NECC partnership for ESPs. We would need an in-district program at the Parmenter School. This would help bring back some out-of-district students to return to Franklin schools and offset the cost of outsourcing.

The last area is in student services and adding 1.3 FTE; adjustment counselor; occupational therapist; speech and language; ESPs. These will all be recommended for the FY19 budget.

Mrs. Goodman - When you look at the Superintendent's recommended budget, it looks like a 6.9% increase and there is a revolving funds that offsets this. This will look like a 2.18% increase with those funds added in.

Dr. Ahern - In summary, we are left with a gap of \$955,935 to close the budget. Given the Town's allocation and with the revolving accounts, we are better than last year and in a stable place but we have to close the budget gap. Some variables are actual allocation from the Town, actual health insurance rate increase, a supplemental circuit breaker increase from state; and remaining FY18 expenditures.

So the next steps are to be reviewed by the sub committee and discussed on March 13, then a public hearing on March 27 and then School Committee votes on April 10.

Any questions? There is a lot of supporting information that central office has on this.

Ms. Scofield - Thank you for providing us with all this information.

Mrs. Schultz - Will we have those details on health insurance increase?

Mrs. Goodman - No, we will not. I would say will have by the end of March but we are not sure.

Dr. Bergen - The forum was to educate the public, we have a lot of things we couldn't fund. We don't have enough funds to increase funding. This is just to maintain services, no increases in support or education. We worry about the staff and possible burn out. Thank you. It was very detailed.

Dr. Ahern - I am worried about burn out with the staff too. Thank you for recognizing that.

3. Discussion / Action Items

a. School Start Times Advisory Committee Appointments

I recommend appointment of School Start Times Advisory Committee members as discussed.

Motion: Mrs. Douglas
Approve: 7

Second: Mrs. Schultz
Oppose: 0

b. Policy – First Reading

I recommend moving the following policies to a second reading as discussed.

Policy CBD – Superintendent's Contract

Policy ADF – Wellness Policy

Motion: Ms. Scofield
Approve: 7

Second: Mrs. Schultz
Oppose: 0

c. Policy – Second Reading

I recommend adoption of the following policies as discussed:

BHE – Use of Electronic Communication by School Committee Members

BIA – New School Committee Member Orientation

BIBA – School Committee Conferences, Conventions and Workshops

Motion: Mrs. Douglas
Approve: 7

Second: Mrs. Schultz
Oppose: 0

d. New Student Activity Account

I recommend approval of the new Student Activity Account at Annie Sullivan Middle School for "Footlighters" as detailed.

Motion: Mrs. Douglas
Approve: 7

Second: Mrs. Schultz
Oppose: 0

4. Discussion Only Items - None

5. Information Matters

a. School Committee Sub-Committee Reports (e.g. Budget; Community Relations; Policy; Transportation; Public Schools Advocacy; Ad Hoc Superintendent's Evaluation)

b. School Committee Liaison Reports (e.g. Joint PCC; Substance Abuse Task Force; School Wellness Advisory Council [SWAC]; MASC)

Budget - Dr. Bergen - Met on February 14 and will meet March 7. We did an overview for tonight's presentation..

Community Relations - Mrs. Zub - We had our coffee meeting on February 15 at the town library. We did diversity and inclusion. We had 4 or 5 folks. It was a great meeting. We talked about social media, bullying and how do we support parents. Next coffee hour is March 3 at the library. The topic will be school budget. Denise and Anne will lead that with our community.

Policy - Ms. Scofield - We had a meeting last month. The next meeting is on March 6 and April 3. We looked at policies from several districts to compare and see if they work for us, we are trying to incorporate some of them in our school district.

Public School Advocacy - Mrs. Schultz -. We had a forum on Feb 14. We will be scheduling our next meeting soon. MASC the summit on poverty is on

March 9. Dr. Ahern will be presenting at this summit. On Thursday March 8 there will be a webinar from Wellesley Center for Women.

Joint PCC - Dr. Bergen - Our meeting was on February 5 and we promoted the forum. Dr. Ahern was there and shared some findings.

SWAC - Mrs. Douglas and Mrs. Feeley - We did not have a meeting last month. Miriam and Peter worked on this.

Substance Abuse Task Force - Mr. Light - We talked about sub group for community outreach for parents and students during travel to and from activities. We have Jim Derek from the SAFE Coalition to show parents what they might find in a teen's bedroom and this is a resource for parents. We are trying to provide more resources for our families and updating our lists on the district level. We want to help explain what these are and what they can do to help. We continue to talk about implementation of screening process for opioid use in two of our grade levels.

Ad Hoc - To remind everyone our next meeting on March 13, will be before the school committee meeting to go over the process for evaluation.

6. New Business

a. To discuss any future agenda items -

Dr. Ahern - Two things around the district improvement plan with an update on homework and an update on curriculum. There will be an update on the homework policy. Then we will have a planned budget discussion and the more routine items.

7. Consent Agenda

a. Approval of Minutes I recommend approval of the minutes from the January 23, 2017 School Committee meeting.

b. I recommend acceptance of a check for \$3,000.00 from the New England Patriot's Foundation for in-house enrichment at FHS.

c. I recommend approval of the request of Leighanne Rudsit for the recurring field trip for the Jazz Band to attend the UNH Jazz Festival on March 10, 2018 as detailed.

d. I recommend acceptance of a check for \$1,078.70 from Lifetouch National School Studios for in-house enrichment at Remington Middle School.

e. I recommend acceptance of a check for \$4,000.00 from the Davis Thayer PCC for field trips.

f. I recommend acceptance of a check for \$10,000.00 from the John & Eunice Morrison Charitable Foundation for a scholarship.

Motion for all: Mrs. Douglas
Approve: 7

Second: Mrs. Schultz
Oppose: 0

8. Payment of Bills Dr. Bergen reviewed the bills and found them to be in order.

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

10. Adjournment

Ms Scofield made a motion to adjourn, seconded by Mrs. Schultz

Adjourned by 8:20 pm.

Respectfully Submitted,

Beth Simon

SCAgenda 2-27-18.pdf

1. Supt Rec FY19 Budget Memo for Packet.pdf
2. FY19 Superintendent's Recommended Budget.pdf
3. FY19 supt recommended budget cover sc (1).pdf
4. FY19 supt recommended budget overview sc.pdf
5. FY19 supt recommended budget sc.pdf
6. Revolving Detail sc.pdf
7. Social Revenue FY19 sc.pdf

Current BHE - use of electronic communication by school committee members.pdf
Current BIA - New school committee member orientation.pdf
Current BIBA - School Committee conferences, conventions & workshops.pdf
Current CBD - Superintendent's Contract.pdf
Current JLCCB - Wellness Policy.pdf
Discussion ActionA-School Start Times.pdf
Discussion ActionB-Policy CBD ADF.pdf
Discussion ActionC-Policy BHE BIA BIBA.pdf
Discussion ActionD-New Student Activity Account.pdf
Consent ActionA-Minutes.pdf
Consent ActionB-FHS Gift.pdf
Consent ActionC-Jezz Trip.pdf
Consent ActionD-RMS Gift.pdf
Consent ActionE-DT Gift.pdf
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