

**Franklin School Committee
Minutes
January 23, 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

Pledge of Allegiance: Amirees Estarkhouse, an 8th Grader from Remington Middle School. Amirees is a dedicated and hard-working 8th Grade student at Remington Middle School. She is a member of both the Symphony Band and the Jazz Band, where she plays the flute and the alto saxophone. She is a member of Remington's Music Peer Leader group where she works with younger students to provide music mentoring. Last year Amirees was a recipient of the Franklin Music Boosters scholarship. Amirees applied and was accepted into Remington's first ever Peer Leaders group which is a part of the "A World of Difference" program that was introduced at each of the middle schools this year. In her spare time, Amirees volunteers at her church to help out with Sunday school.

Attendance: Mrs. Diane 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.

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 - Every team is doing really amazing. The wrestling team is 17-0. We are having a great season. Also the math and mock trials teams are having success.

Claudia - Our update on parking, we are using the rink and it is at full capacity.

Blaine - We have the approval of program of studies, the recommendations have begun for students for the upcoming school year.

Claudia - The first of the music concerts will be held along with drama festival.

Blaine - The mid year exams are coming up, we are all studying hard.

Dr. Bergen - Any questions or comments? Thank you.

d. Superintendent's Report

Dr. Ahern - I have a few things to share. One of the things is an article in the Milford Daily News a few days ago about Oak Street and the acts of kindness coming out of Oak Street. The 5th grade students sent kindness letter of encouragement to local legislative representatives and they were well received. Also in my report there are a number of professional development days coming up. On January 10th, we had civil rights training for all faculty and staff. It was important training and we do this every year and expanded it this year. I want to thank everyone for pulling this together and attending. On January 25, I will be attending the Superintendent's meeting. The focus is on computer science and computational thinking. We will have a keynote speaker who will provide an overview of these programs.

As the students mentioned, there is a half day coming up for high school conferences. On January 26 all students will have a half day and another half day will be on February 5, a Monday. We will have, at Franklin High School, effective grading practices for their day. At the middle school, the faculty will have workshops with the “A World of Difference” trainors, the elementary schools Parmenter and Davis Thayer will have social-emotional learning practices and at Jefferson, Oak, Kennedy and ECDC, they will have school-based training for their initiatives tied to their school goals.

Dr. Linden - I am excited about the computer science aspect and if you could bring back what you are doing and to share with us, I would appreciate that.

Dr. Ahern - I would be happy to.

2. Guests / Presentations

a. SIP Program Updates (Elementary/Middle Schools)

Mrs. Barca - I want to share with you the Preschool through 5 objectives. We have representatives serving on district wide committees and this helps our district to move forward. We implemented the social-emotional learning for all of our schools. The educators have participated in social-emotional learning development. We have implemented instructional changes in STEM scope and implement new standards. All staff and students have participated in focus groups. We have revised the school councils for communication.

Mrs. Kelty - ECDC - We have done a slide of each of our own school. We have PLCs, some small groups working on social-emotional learning and have developed two social-emotional learning lessons but it has to be adapted to preschool level. The teachers are carrying over the social-emotional learning concept. We have a curriculum committee and have send a survey to other schools. We are looking at the curriculum that we are aligned to the standards. We provided the families with the first progress report, this is

based on observation. We will continue to work our professional development to support our teachers goals. We will continue with outreach with families and we have one coming this Monday night.

Mrs. Gerber - Davis Thayer - I wanted to share a few of our initiatives. One event is called DT goes global. We have diverse cultures and how to be global citizens. We have been doing this and have a club of 25 fourth and fifth graders helping out. We also have the design squad challenge and they will work on engineering and share ideas back and forth. We worked on this year to tie this to community as well. We created a fountain from Italy and we donated the \$\$ to Franklin food pantry. This year we created clubs for students. Each grade has a club during recess. The students are embracing this. These clubs are wonderful to build community and the students have flourished. We continue to build ELA and we realized that math was being left behind. We have been working on this to develop this better and to supplement this. The next steps is we have a new school council to work with them in participation in summer reading and the summer math is low and we are looking to improve that. Our last area is our partnership with Dean College and we found a college student schedule is difficult to manage and work with our schedule. We are working on that. We do have some students to come and read and they like to help out in the classroom. We needed math tutors and we have ten Dean students coming over to help. We also have Dean students coming to PE.

Ms. Klim - Jefferson - We are starting the behavior recognition being PAWsitive. We have monthly meetings and we have done this since the start of the year. It has been outstanding. Each grade takes a meeting and they have incorporated this into our curriculum. We are also redoing our school rules and we have implemented this with the students and the staff. Our school council has been looking at the handbook on arrival and dismissal and trying to make them safer. We are working on changes on the driving loops. Moving forward we are continuing our work on social-emotional learning, and will work on this throughout the year. Our curriculum will look at

anxiety that the students may have. Finally we have done some cultural heritage month work and we want to continue this and expand this.

Mr. Stark - Keller - We have made progress on our BEST Team and we recognize this is complex. Through our BEST team we identify students at risk and can help them move forward. We allocated money to bring a clinical psychologist to help the teachers to be aware of students needs and to support them. We will bring this back and help with revisions on this program. The second part is redevelopment of the instructional team. This makes sure students are supported and get what they need. We looked at data to give us an area of focus and we are looking at writing across the curriculum. We identified skills, common language, working with grade levels to develop rubrics to assess our students and increase their ability to write. The third is the STEM Scope curriculum for the students and we dedicated a faculty meeting to launch this and they had the opportunity to see what they are doing. The teachers shared what the students are doing and what they are learning. We will continue to look at events for increasing inclusive and culturally responsive classes and we will have activities for the olympic games. The last point is we would like to attempt a communication plan for our school and getting a well-rounded strategy for families.

Dr. Ashley - Kennedy - I have really had time to get to know the staff and students. Teachers have been using the community members and parents to teach and show the students what they do, or where they have traveled, or talk about what they do for jobs. We are bringing learning alive. The science curriculum has been exciting and we set up a science lab in one of the extra rooms for the teachers and students. We are looking at student progress and especially math and where do we need to go from here. We started the process of peer observations and we go to other classrooms as well as other schools. It is a great experience for them. We continue to have our all-school meetings. The fifth graders will run the February meeting. Next steps are to work on social-emotional learning and branch it out to parents at our PCC meeting. We want to figure out how to schedule our special education services to better serve the students.

Mrs. Peretz - Oak Street- During our grade level morning meetings, and this is part of responsive classroom, and it one of the most established and we have these each week with themes on identity and diversity. We will continue this throughout the year. We were lucky enough to send a team to William James College and we have been taking a course on building a strong school culture and social-emotional learning. We will work with the faculty on what we have learned and we will also present this to the Superintendent. The communication is a big piece of what we are working on and we will have a communication plan as well. It will be about reaching out to all the families to provide information and have them come to the table with what they would like. We recently did a survey and we had 178 responses and we will use that information on how we will communicate. For professional development, we are excited to work with ECDC on programs.

Mrs. Barca - Parmenter - We are in year two of a three-year unit of designing units. This is a collaborative approach to develop these units and report the standards for the students. We have 4 to 5 new units designed and will continue this next year as well. This is will help students to learn ... we have a support and safety team which looks at social-emotional learning and we have been able to identify 40% of our students as needing social-emotional learning. Not all of them are high needs but this includes from tier one to higher tiers. We are able to divide them up and help them with specific needs. We meet weekly to find out how to help them. We have a community building team. Our school council is new this year and we have been revising our mission statement and school model. This hasn't been changed in several years so this gives us a chance to change and what we are looking for. We are looking at the homework policy with the community as well. Our character education committee is represented by staff, students and parents and they work to input on the monthly meetings, reflection boards and other things throughout the school. We are excited our upcoming three half days for professional development with Lesley University on social-emotional learning and getting more knowledge on student trauma. We are using

YouInc. and YMCA/Food Pantry for the backpack program for families who need them over the weekend.

Dr. Bergen - Any questions or comments? The presentation reflects balances of all the schools. The school based councils are so important and it is another meeting but a very important one. How do meet the needs of higher performing students? Do you get feedback on that?

Mrs. Barca - We are. There has been a mind shift so that all students are getting the education they need, we are trying to reach all students and to help them develop the skills they need and making the connections to the core values helps the students gain these skills and how to solve them and giving them strategies to succeed.

Mrs. Feeley - Your personalities came out during each of the presentation and it was nice to see from each of you and how you reflect on your own schools and the students. It gives some individuality to each of the schools.

Ms. Witcoff - Annie Sullivan Middle School - Our first objective for all three middle schools have done the responsive classroom training. We began last year and trained all of our sixth grade teachers in the middle schools. We have been working with Dr. Edwards to have the long-term goal to bring the 7th and 8th grade teachers into this training as well. We have trained part of the 7th and 8th grade teachers and will train the remaining teachers next year. The engagement of student grouping and the conversations and discussions of student thinking and how it has been effective throughout all the middle schools. We use a program called maitre d' which allows groups to mix up and to cover different topics. We are excited to have this responsive classroom embraced through all the middle schools.

Ms. Motte - Horace Mann Middle School - I am reviewing the second bullet and the progress of what the program "A World of Difference" peer leader program is having. We have completed the peer leader training at each building. We had a trainer from the Anti-Defamation League come and help

with this training. The feedback we got from the trainers was complementary of how our students engaged in high-quality discussions with our advisors. We are working now to get the 6th graders to provide them with activities and guided discussions from the peer leaders. The peer leading training on public speaking has been wonderful and how to articulate and get their ideas across. We have our teachers who will be trained as well at one of the professional days. On February 8th, parents can come and take part in a workshop that will showcase this program at Horace Mann Middle School. All three middle school parents will be invited to attend this workshop. This spring we will be showcasing this to the 6th graders.

Mr. Wildeman - Remington Middle School - Our third bullet is the Mental Health Awareness day and are in the process of planning our second annual mental health awareness days. We will work with social-emotional learning for the students during this time. We had a lot of people in the community helped out with this. This is a very creative thing to do by offering zumba, yoga, healthy eating etc. All three middle schools did different programs. This will be held sometime in the spring. We are looking to do this in May.

Ms. Witcoff - We have been doing Keys to Literacy for ten years and we do have some teachers who have not received some of the formal training. We work on this to help them with Keys to Literacy and how it impacts their teaching. We had a survey conducted and look forward to seeing those results and how we can better have the Keys to Literacy help staff. We want to keep initiatives ongoing and recommit to those programs that helps staff.

Mr. Wildeman - We are also using STEM scopes, the 6th grade is totally immersed and 7th and 8th grade will soon be totally immersed. All grades will have this program by next year.

Ms. Motte - The third is promoting cultural and climate and how to engage all the staff and students. Each of us are individualized based on our schools and what we need at each of our schools as far as issues that keep popping up that need to be addressed but some things to highlight is that we

are using is to form professional committees to listen to staff and to help them. Social-emotional learning has come up at HMMS and we continue to look at staff to keep them engaged. We have been using an edcamp model for teachers to pick what they want to attend and information that they want to find out to help them. We will have the Safe School Program next month for the staff.

Mr. Wildeman - Our educator evaluation plans are two-year based and develop two-year smart goals and have discovered that this has been hard to carry through. We are working on how to manage this better and more effectively with our staff. We took a different look at data and how to look at that from a longer range, over the years not just one year.

Ms. Witcoff - The last is school community and the monthly newsletters and we all use the same platform to go out to all the families at our schools. This provides important information. It is a great way to communicate and is fun.

Ms. Motte - All the ways we are communicating, we want them to be effective. The teachers are communicating and we are using all the platforms to get out information. We are trying to engage in two-way communication as well and get feedback.

Ms. Scofield - Are all the school councils active at the middle schools?

Ms Motte and Mrs. Wildeman - Yes.

Mrs. Zub - Thank you for all the communication. I like all the different platforms.

Mrs. Feeley - I liked the workshops for the mental health days. Could we do that more throughout the year?

Mr. Wildeman - It is once a year. It is difficult to balance. The time has to come from somewhere. We have to get all the other stuff done. All three of

us would agree, if we could do this on a weekly basis, we would. But that is hard.

Ms. Witcoff - It was the first year last year, and we at ASMS have a yoga club now because of the mental health awareness days. We are using a lot of movement during advisor right now for the students.

Dr. Bergen - What would be a couple of big budget needs that stand out for you?

Ms. Witcoff - The social-emotional learning, as you know we have sustained some cuts and that was health and PE, we don't have a dedicated health block. It is taken from PE. We take away from the physical part that they need. They lose 15 to 18 classes a year. It is huge.

Mr. Wildeman - When you have 450 students, there is only one school psychologist and one counselor to handle that number. You are asking teachers to take this on and now provide social-emotional learning and that is difficult. It is much more reactive than proactive.

Ms. Witcoff - Our guidance counselor sets plans but then has a student that needs them. The volume has increased.

Dr. Bergen - Social media has brought a lot of this to the students and the issues. Thank you Dr. Edwards for all your help and you have done a lot of work.

b. Superintendent's Entry Plan – Report of Findings

Dr. Ahern - I want to present the findings of my entry plan and some of the highlights. The outline was to gather information through the following: observations, interviews, forums, focus groups and data/document reviews. I especially liked the student focus groups. I will continue to do this in the

coming year. Here are some breakdowns to tell a story about the district: observations, strengths, opportunities and challenges.

Some of the strengths of the district are the teachers and their dedication. We are well equipped technology. The schools are well maintained. There is a high accountability internally with the staff and their follow through with goals. There are high expectations in the classrooms. We have a great K-12 curriculum. We have a real commitment with professional development and how well that has worked with the curriculum. The teachers have worked hard on this and are very committed to this. Another strength is a focus on inclusivity. We have a good educator effectiveness.

Some other strengths is the Special Education Department. We have a great focus on social emotional learning. There is remarkable consistency in education in the elementary schools. There is a strong commitment to school core values. I want to recognize the co-curricular opportunities with lifelong learning, clubs, activities, and sports.

One of the leadership within the district is the School Committee and I would like to welcome this new committee.

The other leadership team is the Central Office and the School Administration Team and also part of this team is the food service and sports administration. We have a real strength and great skill set.

The opportunities are for further exploration and things that we need to dive more deeply in. The first area is the contemporary teaching and learning but there are some opportunities to explore. We need to expand on chromebooks in the district.

Strengths of the District

- “The teachers” and the dedication and commitment of the faculty/staff
- Facilities - buildings are new or well maintained

- We are well-equipped with technology infrastructure and devices
- A culture of high expectations and internal accountability
- Commitment to professional development and evidence of use in classrooms
- Our K-12 Curriculum Committees in influencing education practice
- Focus on inclusivity and continues focus in that area
- Systems to promote educator effectiveness
- Special Education programs and services across the district
- Focus on Social-Emotional Learning and universal curriculum to teach skills
- Consistent level of instruction across elementary classrooms
- Commitment to school-based core values
- Continue opportunities with Lifelong Learning and after school clubs, activities and athletics
- Support from parents and Franklin Education Foundation

Opportunities

I. Contemporary teaching and learning

How can we strengthen our curriculum, assessment, and instruction to ensure that it is designed to meet students' needs for their futures and reflect modern, contemporary educational issues?

How can we expand offerings to students so that we ensure that students are exposed to a broad variety of curriculum areas, including new literacies such as digital literacy, and coding?

How can we expand opportunities for students to exercise choice within the curriculum? Where might we be able to build in opportunities for students to build upon their interests?

How can we connect and strengthen the academic curriculum of Franklin Public Schools with the social-emotional curriculum?

How can we provide students with modern learning environments that reflect the impact technology has on our world today?

II. Continuity of Services

How can we create a more seamless continuum of services for students in order to support their academic and social-emotional needs?

How can we create experiences to foster greater connections between general education and special education educators?

How can we foster greater continuity between our preschool and elementary schools?

III. Consistency Framework

How can the district articulate what ought to be consistent across classrooms, grade levels, and schools and what can be flexible depending upon the local environment?

How can we foster equity across classrooms, grade levels, and schools while retaining a balance that honors and values the individual culture, tradition, and people of each individual school?

Challenges

Budget Challenges

Enrollment Challenges

What forecasting can the district complete to predict future enrollment trends?

Considering the fiscal climate, how can we further our school and district improvement efforts in an efficient and fiscally responsible manner?

Technology and how it impacts today

Next Steps

- Exploration of district-wide core values
- Explore areas of themes and patterns in more depth with leadership team
- Draft district-wide strategy by end of school year
- Refine strategy at summer leadership retreat for School Committee approval in August

Enrollment Challenges:

- What forecasting can the district complete to predict future enrollment trends?
- Considering the fiscal climate, how can we further our school and district improvement efforts in an efficient and fiscally responsible manner?

Enrollment for the high school will continue to be high - 1800

Next Steps:

- Exploration of district-wide core values
- Explore areas of themes and patterns in more depth with leadership team
- Draft district-wide strategy by end of school year
- Refine strategy at summer leadership retreat for School Committee approval in August

Dr. Ahern - I want to thank everyone who participated in this. I look forward to taking the next steps.

Dr. Bergen - Thank you on behalf of all of us. You put in a lot of work and took the time to listen to everyone. Our Ad Hoc Committee could sit down and figure out what the next step is. Any questions or comments.

3. Discussion / Action Items

a. Policy – First Readings

I recommend moving the following policies to a second reading 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

Second: Mrs. Schultz

Approve: 7

Oppose: 0

b. Policy – Second Reading

I recommend adoption of the following policy as discussed: BDF – Advisory
Committees to the School Committee

Motion: Mrs. Zub

Second: Mrs. Douglas

Approve: 7

Oppose: 0

c. Baseball Trip Proposal

I recommend approval of the request of Tom Angelo/Zach Brown for the FHS
Baseball team to travel to Cooperstown, NY for a tournament with Natick
Baseball team/Hall of Fame Tour from April 15-16, 2018 as detailed.

d. DECA Trip Proposal

I recommend approval of the DECA Trip to Boston on March 8-10, 2018 as
detailed.

Motion: Mrs. Douglas

Second: Mrs. Zub

Approve: 7

Oppose: 0

e. New Coaching Positions

I recommend approval of new coaching positions as detailed.

Motion: Mrs. Douglas

Second: Mrs. Zub

Approve: 7

Oppose: 0

f. New Revolving Account at FHS for AP Exams

I recommend approval of a new revolving account at FHS for AP Exams as
detailed.

Motion: Mrs. Douglas

Second: Ms. Scofield

Approve: 7

Oppose: 0

4. Discussion Only Items -

a. School Start Times Advisory Committee Update

Dr. Ahern - We have 56 applications for this committee. We need to be more specific on days and times. We need to take more time to put together this committee and establish more dates. We will come back to this at the February School Committee meeting.

Dr. Bergen - We don't want to rush this. It is very important.

5. Information Matters

Budget - Dr. Bergen - We met on January 11. We created a fact sheet, have requests for capital budgets, included chromebook replacements. The playgrounds at Remington/Jefferson will be replaced and funded by the Town. We don't have a next meeting set up.

Community Relations - Mrs. Zub - We met on January 23, before this meeting. We are working on the educator's award program, coffee conversations with possible themes, website updates, community newsletter and possible TV appearances. We need to find locations to meet.

Policy - Ms. Scofield - We met January 21. We have the revised wellness policy and SWAC. The next meeting is Tuesday, February 6th.

Public School Advocacy - Mrs. Schultz - Our next meeting in January 30. We will have a meeting on February 13 at the Franklin High School with local representatives. I will be attending a summit on Poverty on March 9.

Joint PCC - Dr. Bergen - No meeting.

SWAC - Mr. Light - No meeting.

6. New Business

- a. To discuss any future agenda items -

Dr. Ahern - Updated on District Improvement plans and core values.
February 27 meeting.

7. Consent Agenda

- a. Approval of Minutes

I recommend approval of the minutes from the January 9, 2018 School Committee meeting.

- b. I recommend approval of Budget Transfers as detailed.

c. All-State Music Festival Recurring Field Trip Proposal I recommend approval of the request of Leighanne Rudsit to take Music Students to Boston Seaport Hotel for the All State Music Festival from March 1 – 3, 2018 as detailed.

d. Hockey Tournament Recurring Trip Proposal I recommend approval of the request of Chris Spillane (Varsity Head Coach) to take the FHS Varsity Hockey Team to Barnstable High School February 21-22, 2018 for a tournament as detailed.

e. I recommend acceptance of five checks totaling \$3,799.80 from the Parmenter PCC for field trips as detailed.

f. I recommend acceptance of a check for \$32,355.00 from the Franklin Education Foundation for districtwide grants.

g. I recommend acceptance of a check for \$625.00 from the JFK PCC for field trips as detailed.

h. I recommend acceptance of a check for \$854.55 from All American Publishing for in-house enrichment for the FHS Athletic Department.

i. I recommend acceptance of the donation of a Baritone Horn valued at \$300.00 from Paul Sackley for Annie Sullivan Middle School Band.

j. I recommend acceptance of 3 checks totaling \$4,825 from Franklin Music Parents for in-house enrichment for districtwide music.

Motion for all: Ms. Scofield
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

Mrs. Douglas made a motion to adjourn, seconded by Mrs. Schultz

Adjourned by 9:45 pm.

Respectfully Submitted,

Beth Simon

SCAgenda 1-23-18.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 and workshops.pdf
DiscussionActionA-Policy-1stReads.pdf
DiscussionActionB-PolicyBDF.pdf
DiscussionActionC - Baseball Proposal.pdf
DiscussionActionC - Baseball Trip.pdf
DiscussionActionD - DECA Proposal.pdf
DiscussionActionD - DECA Trip.pdf
DiscussionActionE - New Coaching Positions.pdf
DiscussionActionF - New Revolving Account.pdf
Elementary SIP Mid-Year Update Presentation 1-23-18.pdf
Middle School 2017-18 SIP Updates.pdf
Superintendent's Report of Entry Findings.pdf
Consent Action A-Minutes.pdf
Consent Action B-Transfers.pdf
Consent Action C-Music Trip.pdf

Consent Action D-Hockey Trip.pdf
Consent Action E-Parmenter Gift.pdf
Consent Action F-FEF Grants.pdf
Consent Action G-JFK Gift.pdf
Consent Action H-Athletic Gift.pdf
Consent Action I-Horn donation.pdf
Consent Action J-Music Gift.pdf
Payroll Warrant #1814 summary.pdf
Payroll Warrant #1814.pdf
FPS Summary & Sign Off 012318.pdf
SCWarrant010418.pdf
SCWarrant011118.pdf
Pledge Student.pdf