

**Franklin School Committee  
Minutes  
July 18, 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

**Call to order:** 7:00 pm

Dr. O'Malley

<<< Note: the video and audio is not working at this time>>>

**Pledge of Allegiance:**

**Attendance:** Mrs. Bilello, Mrs. Scofield, Mrs. Douglas, Dr. Bergen, Dr. O'Malley, Ms. Schultz, Dr. Jewell were present. Also present were Dr. Sara Ahern, Superintendent of Schools; Mr. Peter Light, Assistant Superintendent of Schools; Ms. Miriam Goodman, School Business Manager; Dr. Joyce Edwards, Assistant Superintendent for Teaching and Learning.

Dr. O'Malley introduces the new superintendent, Dr. Sara Ahern. We wish her well and would you like to make any statements?

Dr. Sara Ahern: Thank you. I am excited to be here. I have been here for three weeks. I have been getting to know the community, central office, visiting some of the schools and getting to know the School Committee Members. I also have had the opportunity to meet people within the town hall both on the school side and town side. I have begun taking tours around the community as well, visiting the DPW and library. It has been a wonderful introduction to the community. I feel a sense of belonging where I can be my best self to the whole district and what a great district this is, a testament to the staff and administrative team of Franklin. Over the year, I will be setting some future goals. I look forward to working with you, the School Committee, and forming relationships and having a great new year. I look forward to the work ahead.

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Franklin School Committee  
July 18, 2017  
Final Minutes

## Moment of Silence

### 1. Routine Business:

- Citizen's Comments: None
- Review of Agenda: None
- Minutes: I recommend the approval of the minutes from June 27, 2017 School Committee Meeting.  
Motion: Dr. Bergen  
Second: Dr. Jewel  
Approve: 7  
Oppose: 0  
Mrs. Schofield noted an addendum on page 5 of 9 for the last meeting minutes
- 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: Budget to Actual  
Miriam Goodman stated we have all the adjustments including budget transfers and adjustments.  
Dr. O'Malley asked if that is the final budget for the year?  
Miriam Goodman – Yes

## 2. Guests/Presentations:

a. 2016-17 District Improvement Plan

Dr. Ahern introduced the Improvement Plan to come up with findings to set goals and carrying this forward. This will create a unique cultural concept within the schools.

Mr. Light and Dr. Edwards will do the presentation.

Mr. Light introduces the PowerPoint presentation. How do we want to have accountability? We came to you mid year with an update. What we chose to do is use the mid-year update and provide some updates that may be easier

to go through rather than going through the plan from scratch. You will not hear about the school level work, our goal is to focus on universal goals.

We hope to at least give you some ideas of the areas we are looking at. We need some work. What would be the next step in continuing this work?

There are many key elements around social emotional learning. We don't need to go through all of that but did a multi-tier system of support for students. We sought feedback from counselors. Brought back to principals, met with them took their feedback and now are ready to publish internally. How we support students with social emotional learning. This is a multi-tier system. Have various partnerships with the town. Looking to add to this. We have formed a partnership with Dean College. We want to provide family supports within the schools. SEL did substance abuse task force. We put forward this task force to broaden the community base throughout the schools. We had views through You Tube, PCCs played that and that gave families an overview. Responsive classrooms, we had them as programs to bring to 6<sup>th</sup> grade in middle school then move forward to 7 and 8 grade. We had advisories throughout the schools and building school cultures. Mental health awareness week through the high school took place this year. The idea is that we want consistency from grade K – 12.

Make sure we enhance and sustain inclusive schools through this program. We make sure to create a safe learning environment for all. We included three main areas; 1, increase leadership and focus on classrooms; 2, on assessment practices; 3, a more robust system for all students.

Mrs. Bilello asked if we can ask questions at the end of each section.

Dr. Edwards asked if there were some questions at this time.

Mrs. Bilello commended you for all the work you have done. The whole format is so improved and readable to get that big gist of Franklin. The mid-year update this year it was very cohesive and very clear. One is that the budget is tight and there are funding needs and those needs. New goals the more we can talk about budget, because we will need people

Mr. Light stated that is something that we are looking at. Thank you for that and Dr. Edwards played a key role in that. There were a lot of people who

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worked hard on this. They do require resources, and that is a fear. We need to identify the resources we will need. September 1 is a professional development day and we will focus on that. We will allow them to explore and implement. We are looking at outside organizations to help supply support without tapping out staff.

Mrs. Bilello - you do such a good job with so much and so little, please don't shy away from the realities of what we need money wise to get this done. What is needed for those counseling team members and what is needed to run this and what we need to provide. I think that is important for the community to hear what is necessary for the students.

<<<7:20 the audio and sound is recording is now working>>>

Dr. O'Malley noted and checked with Franklin TV that we are now live.

Dr. Bergen - I was curious as to given all the emotional needs that surface in adolescents, when kids get into in high school, is there training for the classroom teachers, is that part of the training for the high school teacher?

Mr. Light – Yes, we are trying to backup and take a more systemic approach. We have a lot of programs in the works. I think one key area we are missing, that we need to move on is developing a skills based scope and sequence for their age. And then we can assess the whether we are making progress and what are the skills we are struggling with. Then talk about targeted development. If you ask 10 different people, you will get 10 different responses, you need a more strategic approach to how we implement that before we spend time and money on that. And then talk about targeted development. The answer is, yes, but it probably a step and half out to what we want to accomplish.

Dr. Edwards – For the viewing audience, I am just going to back up for a second and that we are currently reporting on the status of the district improvement plan and our end-of-year accomplishments as compared to the mid-year report. We are focusing on the end-of-year and what will be the next year's improvement plan based on the issues we know are out there. In the objective is the curriculum one is helping the students meet their full potential. We are looking at the slides from the power point. We are looking

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to implement a multiyear plan to go with 2016 STEM curriculum and you saw that work when some of the science and STEM folks and students did a demo lesson with you. We did adopt STEM Scopes which we did adopt and massive amounts of materials have just arrived in the schools during the last couple of weeks and that was done through the capital budget through the Town. It will allow the science program to become state-of-the-art.

We have a robust professional development system across the district and that takes many different forms, from course reimbursement, to responsive classroom we have done and other social emotional training. We also have been invested in the keys to literacy program in 6<sup>th</sup> through 12 and that's to name a few. We have a math guru coming in next year. We did present improvement plan for the high school to be aligned with middle school and the elementary the year after.

We worked on a draft for the homework policy with you and we started to draft an implementation plan when the new policy is approved. Not quite a done deal yet, but we have certainly been working on it.

The next slide is a quick preview for you as we go forward to implement and aligning with the 2016 frameworks by next year. It is a four year implementation plan, the high school is already aligned, the middle schools will be completely aligned by this year and the following year for the elementary schools.

We are working on the comprehensive professional development and those are some of the highlights. One of the things I have been involved in is the professional development funding professional development. She explains how it works.

Dr. O'Malley - where are we on MCAS?

Dr. Edwards – MCAS 2.0 was administered last spring. It was administered electronically in grades 3 -8 for MCAS online. We are being held harmless in terms of the accountability for the test. It is the real test going forward. We are looking forward to seeing the results and looking at them as a benchmark. I think they will be a foundation for going forward

Dr. O'Malley - But this year going forward will we take it again for real?

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Dr. Edwards – I don't know. Next year there is accountability that comes out of it. It will take a number of years to calibrate to become data we can rely on and open up. The legacy MCAS will still be given in the high school for the years to come and then in grades 3 through 8 is the new MCAS 2.0. That is given electronically in this district. So we look forward to seeing those results. We will learn a lot from them. We won't get results until a little later than we are accustomed to because they have to go through a standard setting processes which is typical for a standardized test. I think it will take a number of years to calibrate and become data that we can truly rely on and it will at least begin to open up some ideas for us where our strengths are and where our gaps may be.

Dr. O'Malley - We do a good job analyzing what the tests mean.

Mrs. Bilello commends you for looking at those new digital standards and new science standards. It was very clear from the presentations this year, how many people you brought together to have all of those models working on this as those things are coming out from the State and it is allowing you to be at the forefront in a lot of that work. My question is that around that curriculum work, will we see some shifts in some of the curriculum in the elementary schools and middle schools now that you are moving into adoption of those standards, do you think?

Dr. Edwards - Yes in science, whole units are moving into the new STEM standard of science, there are units that are dropping out of some grades, and there are some units that we will be introducing. I had a high school physics teacher come in June and work with the 6<sup>th</sup> grade teachers for an entire school day and they spent the day writing units on waves because that is a unit 6th grade has never had to teach before. Our middle school science teachers are generalist and they don't necessarily have all the of the current knowledge and we had high school physics teacher come in and in the morning and teach. So you will absolutely see our curriculum change particularly in the middle school level. This is the year all elementary will be teaching the new life science units and dabbling with the new physical science.

Mrs. Bilello – As far as digital literacy, do you anticipate seeing changes in the curriculum in changes as far as related to digital literacy?

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Dr. Edwards - Yes, we are cutting edge already and that is why we are successful. We are in good shape. Looking at projects at each grade and subject so the ...

Mrs. Bilello – So eliminating redundancy is the goal?

Dr. Edwards – Right. So rather than standalone technology. We are a district rich in stuff and not human resources. We need a specialist in integration don't have the middle schools or elementary schools

Mrs. Schultz – Can you clarify, you need a high school integration specialist?

Dr. Edwards went on to describe the needs for a K-8 integration specialist

Dr. O'Malley- It is critical that these needs are discussed. That we properly note this, so that at the proper time we can recall that we need to put into a plan. I fear that it will not go forward during the budget year. I think we really need to be on our game.

Dr. Edwards – I think a shout out needs to go to out to our staff.

Dr. Bergen -What is happening with the state, the history and civic frameworks? You had told me before.

Dr. Edwards – We are redoing the frameworks - see tape DESE

Dr. Ahern - That is right they are working on it. They are looking at, they have some committees looking at it and they are proposing an MCAS test to come and look at it

Dr. Bergen –Are we relying on the old standards for history?

Dr. Edwards – Yes and no. If we were to rely on our old standards, our old books we would be hopelessly inaccurate. Many of our materials in social studies are not updated. I am working with middle school social studies folks to develop a budget for new books for capital that would sustain beyond any new framework. We have adapted and adopted the bases as the standards as they are and teachers are supplementing using internet resources, and

blended resources. Yes, we use the textbooks as a base but they are outdated but blended and digital learning is moving our social studies curriculum very far. If you look at some of our middle schools, and twitter feeds are wonderful, mystery skypes across the world and all kinds of other contemporary means. They are working well. Elementary gets short on social studies because that time is shared with science and we have had a little more science focused lately and we will have adjust for that going forward.

Dr. Bergen - Thank you.

Mrs. Bilello –I would also say that you are at the forefront, using keys to literacy and looking at the 2011 frameworks because there is embedded social studies and science expectations around literacy and I think the fact that you included all the science and social study teachers in the secondary levels in that training to help them understand how to bring in all of these different types of media. All of that professional development money has gone into that to build keys to literacy, which is essential part of social studies and science.

Dr. Edwards – The belief is that literacy across the curriculum for all of 6<sup>th</sup> through 12<sup>th</sup> grade students throughout the district. It was a leap to empower teacher to from 6<sup>th</sup> to 12<sup>th</sup> grade to think of themselves as literacy teachers because they were pretty sure they were social study and science teachers. So it was nice to see themselves as literacy teachers and it did require a leap of faith on their part and then providing the professional development on our part. So the third objective that we talked about was promoting a climate and culture where all stakeholders are involved. This is directed at our professional staff. We have provided a mid-year update for you at the district level working with a number of professional development opportunities. Dr. Edwards is referring to the power point at this time. As part of the end-of-year update, I would like to share with you that we have done some peer coaching and have agreements with the FEF and will be piloting a program in the 2017 and 2018 year providing some peer coaches for the teachers at the elementary level as well. We created a job description and have come to a decision of what that role would be. This will be to support teachers who need additional support. I will serve as a springboard for some teachers who want to talk with others about their job and can meet with a peer coach in their building to get their help. We are excited to launch

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that pilot this year. Dr. Edwards went onto to explain the burden of teachers and how they are collaborating with the FEF and are looking to adjust our practices to alleviate the burden and still maintain the value. We are looking to not sacrifice the teaching part but the paperwork. We have watched our buildings integrate core values and have school wide practices. You will hear how each school is doing this. We need consistency across the district. Dr. Edwards went on to explain all the objectives.

Mrs. Bilello - I think that the culture within Franklin in the buildings is tremendous. We see that in the presentations that come up. I think that I am excited to see the peer-coaching model. I think the work that Franklin has done around this is terrific. I am excited to have fostered this and that your peers can work with you and you can see how others teach and this seems like a very natural progression to taking very specific place to work to a more generalized approach to peer coaching. That it is great to see coming up.

Dr. Edwards – We also see administrative mentors to administrators as well. We don't leave them out as well.

Mr. Light – I think peer coaching has helped to provide a continuum for our teaching staff that you can take on leadership roles and foster teacher growth. I think that sometime is an overlooked opportunity so we have had a mentoring program for our new staff so this is a mentoring program but for veteran teachers.

Dr. Edwards – The key differentiation here is that these are teachers who will take advantage of this opportunity are not struggling teachers. These are among our best and brightest who want that opportunity to be able to further their craft and this is exciting to provide that to them.

Mr. Light - And so the fourth goal was actually a great goal and this came out of our initial presentation that there was feedback from the committee that asking us to go back to the table and looking to engage. As you can see we had a lot of input both at the school level and at the district. I am going to focus on our updates to that and key elements. One area is the degree to which stakeholders as part of policy development around a couple of key policies. One would be the dress code policy which we had a great turnout and they provided us feedback on and also in our development of homework

policy. I thought that was worthy of putting in and as we went through the end of the year we had some key hiring positions that took place; through various groups. One of the hires was the new Superintendent and that obviously yielded a great new superintendent. The JFK and Parmenter principal searches and we had stakeholder involvement in the Art Director search and also our LifeLong Learning Director search also. We have tried to learn as we went through the school year, what type of communication parents are looking for. One of things is that parents want the information that pertains to their students and so as you hear the individual school presentations you will hear more about how the schools are reaching out and how they engage each of their communities and how the teachers are doing this also through their classrooms. What we wanted to do is we headed into engaging all our stakeholders and we talked to one in particular students, and getting their voice and how do we implement the homework policy in such a way that they have an opportunity to continue the two-way communication.

Dr. Ahern - I added the second bullet in recognition that there will be some significant outreach to families and communities as part of the entry plan process as well as teachers, students, administrators and town officials recognizing that community forums, parent forums, focus groups, surveys are an important data source for me as I look, learn and listen about the Franklin community and I want to make sure that it is all noted on my part as the Superintendent so that I am coming in to better understanding of what people are looking for from the schools and me in particular.

Dr. O'Malley - People fail to realize the overburden on schools and how much planning goes into schools beyond the classroom. This is a massive amount of work and commendations to everyone

Mrs. Schultz – Thank you for all the amazing work you have done. It was a concern to me as a parent. We have had a really great year. Thank you for all of your efforts.

Mrs. Bilello - Thinking ahead, the amount of work it is clear and following the different schools and seeing what has been done, I would like to see going forward in the next school year improvement plans is a level of consistency. We talk a lot about each school having their unique voice and their unique approach but one of the things is we have really tried to broaden and hear

from the community and one of the things we need to do is very different the amounts of communication and feedback people get. It is very clear that administrators, teachers are really making efforts to reach out to the community and get that two-way feedback. It is clear there have been more surveys, and reaching out for a level of consistency when you have six elementary schools, three middle schools and one high school. This is a challenge. What are the levels of expectations? Should there be a number of newsletters from each school? One area in this day and age, it is very easy to find out.

Mr. Light – Yes, we have heard that and the area we try to balance that with the 11 schools. There will be diversity through all the schools. There is a volume of communication and so many different ways that people struggle with what works. Goes to describe all the differences between schools. Consistency is the key.

Mrs. Bilello - As a school what is being communicated, I was thinking in terms of school communication, a more broad type of communication more than just individual teachers, starting at school wide level parameters would be.

Mr. Light - We have had some of those discussions too about getting all the voices involved. A lot of schools use SMORE and pay for it themselves. Do we want to purchase that as a district to make it easier and more consistent?

Mrs. Bilello - Good

Dr. Ahern - Thank you for your comments and feedback. I was recording them as we think back and how we can move forward on the district improvement plan. I know that principals are preparing their school based updates for the next meeting. I think we will be positive to hear and learn about what is happening at the schools and look forward to hearing the plans. Thank you so much.

### **3. Discussion only Items – Policy – Second reading**

**IKB – Homework policy** - Mrs. Scofield - Before us for the second meeting of the homework policy sent an email to Peter and Joyce based on comments

from one of the committee members and would like to hear what they have to say.

Dr. Ahern - I will jump in on that. I think what we want to be able to do for you as School Committee members is recognizing that the last statement is similar to what was in the previous policy and reflects where the School Committee feels the policy is. We didn't have any objections to it on our part.

Dr. O'Malley stated it was my email and I sent to Mrs. Scofield, sending you as School Committee chair was proper but the whole committee was probably improperly notified and I should not have done that. So I will own that. The idea was that I had trouble with the wording. I do not want my trouble with the verbiage to get in the way of the policy. I am going to withdraw my objection. The policy as written has not be amended.

Mrs. Scofield - just so everybody understands that as it is implemented we may need to change it. It may need to be tweaked and come back to us. There is nothing about any policy that we develop is set in stone. A policy is a guideline.

Mrs. Schultz -Just to add to the discussion, part of our subcommittee discussion have been that it is a good enough. It is a great policy but it certainly isn't the end goal for any of us but we are going to have a continued dialog and dialogue amongst the teachers. We talked about surveying students and I am putting together a homework discussion forum for all. The way I see it is moving forward we are on the policy sub committee and we can get back to this policy and review it and see how these changes have been implemented. Then review and fix it if needed.

Dr. Jewell - as a member of the policy committee, I would like to add that my idea was to get a policy out there. To have it written as best as we could at this time but to have something for the teachers to read and put into their policy. But also to have something for parents and teachers to discuss when it comes to homework.

Mrs. Bilello - I would like to applaud this subcommittee for taking this on and I think you handled it the right way by reaching out for feedback. It is a great starting point to have conversations and communicating.

Dr. Bergen -Thank you for your hard work. Do you think this could be a grammatical error? I just noticed it. In the last sentence, it said, homework should only be used...shouldn't it be, should be used only? Is it a misplaced modifier?

Dr. Jewell – Correct

Dr. Bergen - I made my contribution

Dr. Jewell - You are correct.

Mrs. Scofield -Happy to make that change.

**-JICH - Substance Abuse Policy – Mrs. Scofield**

Mrs. Scofield – asked Mr. Light to speak about the policy.

Mr. Light – Yes, I want to explain the policy and we did decide to move it forward for the second ready without any additions or changes. So you are seeing the same from the first read. Mr. Light recapped the policy as a recommendation. We had to have a policy required by the State. We exceeded the State's requirement. Very clear and accurate policy.

Dr. O'Malley -Discussions?

School Committee: None

**4. Action Items:**

- a. I recommend the adoption of the following Homework Policy - IKB  
Motion: Dr. Bergen Second: Dr. O'Malley  
Approve: 7 Oppose: 0
- b. I recommend the adoption of the following Substance Abuse Policy - JICH  
Motion: Mrs. Scofield Second: Dr. O'Malley  
Approve: 7 Oppose: 0
- c. I recommend the acceptance of the following donations for FHS totaling \$2,200.00:
  - 1. \$275.00 from various donors for the Paul Castelline Scholarship.

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2. \$150.00 from Mariko Tamate for the K. Kitanosono Scholarship.
3. \$1,150.00 from Rebecca Shrager Memorial Fund – Temple Beth Am for in-house enrichment at FHS.

4. \$625.00 from various donors for the Maureen Sabolinski Scholarship.

Motion: Dr. Bergen

Second: Dr. O'Malley

Approve: 7

Oppose: 0

d. I recommend the acceptance of the following donations for Davis Thayer totaling \$3,135.16:

1. \$2,897.64 from the DT PCC for Supplemental supplies.

2. \$237.52 from O'Connor Portraiture for supplemental supplies

Motion: Dr. Bergen

Second: Dr. O'Malley

Approve: 7

Oppose: 0

## **5. Information Matters:**

### **Superintendent's Report**

Dr. Ahern – I just have a few things to add. It is always busy in the summer and in our buildings. There has been a lot of work happening around completing hiring in the office to make sure we are staffed for the fall. And there have been some cleaning and maintenance progress as well. The second piece that I wanted to talk about in the report and talk about a supporting document that I provided about a conference for the next three days. It is important to attend this. She went on to describe the future goals and what the conference will cover. It will be a good way to learn from others. I have been assigned a Coach, Dr. Irwin Blummer, to help with my transition. I will have an entry plan on data I am collecting for a report in the fall. Thank you all for your support and looking forward to team building and learning.

### **School Committee - Sub-Committee Reports**

**Policy Sub Committee** – Ms. Scofield – I have more and I am not sure when the next meeting is but the listing that we received from MMCA policies that they suggested looking at, we have a list and our work cut out for us.

## **School Committee Liaison Reports – NONE**

**7. Motion to Adjourn** – Dr. O’Malley made a motion to adjourn, seconded by Mrs. Douglas

**Adjourned by 8:12 pm.**

Respectfully Submitted,

Beth Simon

SCAgenda 8-8-17.pdf  
Payroll Warrant #1802 summary.pdf  
Payroll Warrant #1802.pdf  
Payroll Warrant #1802M summary  
Payroll Warrant #1802M.pdf  
FPS Summary & sign off.pdf  
SCWarrant063017#2.pdf  
SCWarrant071317.pdf  
SCWarrant072017.pdf  
SCWarrant072717.pdf  
July 18, 2017 SCMinutes-DRAFT.pdf  
District Improvement Plan 2017-18.pdf  
Elementary EOY 2017-17 SIP Updates  
Middle & High School EOY 2016-17 SIP Updates  
ActionA.pdf  
ActionB.pdf  
ActionC.pdf  
ActionD.pdf  
ActionE.pdf  
ActionF.pdf

