



Franklin Public Schools

Office of the Superintendent
355 East Central Street; Suite 3
Franklin, Massachusetts 02038
Phone: 508-553-4819

To: Franklin School Committee
From: Sara E. Ahern, Ed.D., Superintendent
Date: December 6, 2017
RE: School Start Times Advisory Committee

In response to interest expressed by the School Committee, I propose that the School Committee vote to establish a School Start Times Advisory Committee, consistent with [School Committee policy BDF](#). I suggest the following framework for the advisory committee.

Purpose of the School Start Times Advisory Committee

The purpose of the School Start Times Advisory Committee will be to study the feasibility of adjusting school start times in Franklin based on current research related to children and sleep. The Advisory Committee will also consider any proposed changes within the local context. Representatives from the Advisory Committee will present their findings and possible recommendations for the School Committee to consider. Changes to school start times, if any, are to be decided by the Franklin School Committee.

Timeframe

The School Start Times Advisory Committee will be established with the intent of studying the issue in the 2018 calendar year, with a goal of presenting to School Committee in January 2019. This timeframe may be adjusted according to the pace of the work. Changes, if any, would not be enacted before the Fall of 2019 or 2020.

Composition

Stakeholder Group	Number of Representatives
School Committee Representatives	3

Superintendent Office (Superintendent, Assistant Superintendent, and School Business Administrator)	3
Principals/Assistant Principals (Elementary, Middle, High School representation)	3
High School Athletic Director	1
FEA President or Designee	1
Teachers and Staff (Elementary, Middle, High School representation)	3
Parents (representing elementary, middle and high school groups)	3
Students (Middle (3) and High School (2) Representatives)	5
Community Members	3
Total Group Composition	25

While this group will take on the majority of the responsibilities to lead the study, all stakeholder groups (e.g. families, community members, teachers, students, administrators) will be consulted during the process through forums, focus groups, surveys and other means of two-way communication. Additionally, this group will conduct outreach to the Police Department, the YMCA, Charter School, Solutions (Lifelong Learning) and other community organizations for feedback and input during the process.

It is proposed that the committee have two co-chairs to guide the work, one School Committee member and Superintendent or Designee. Membership will be by application to the School Committee and Superintendent to ensure wide representation. The School Committee will make appointments to the Advisory Committee, consistent with School Committee policy BDF.

Time Commitment

The suggested timeframe is that the group will meet twice per month in the evening. One meeting will entail a meeting of the entire group; the other meeting will involve subcommittees of the group forming and completing research and tasks to share with the larger group.