



## **Franklin Public Schools**

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**To: School Start Times Advisory Committee**  
**From: Sara E. Ahern, Ed.D., Superintendent**  
**Date: March 20, 2018**  
**RE: School Start Times Advisory Committee Instructions**

Consistent with [School Committee policy BDF](#), I describe the instructions for the School Start Times Advisory Committee as approved by the Franklin School Committee at the December 12, 2017 school committee meeting.

### **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.

Members appointed to the School Start Times Advisory Committee will be appointed for the duration of one year.

### **Resources**

Resources that may be needed by the School Start Times Advisory Committee may be provided in consultation with the Superintendent of Schools. The Committee will have access to meeting rooms and an opportunity to communicate information through the district's website.

### **School Committee Policies**

School committee policies governing citizens, committees and the relationship of these committees to the School Committee as a whole, individual School Committee members, the Superintendent, and other members of the professional staff can be found at the following link:

[http://franklinschool.vt-s.net/Pages/FranklinCom\\_Emanual/index](http://franklinschool.vt-s.net/Pages/FranklinCom_Emanual/index)

### **Release of Information to the Press**

Any release of information to the press will be compliant with School Committee policy KDD.

[http://franklinschool.vt-s.net/Pages/FranklinCom\\_Emanual/k/Kdocs/KDD](http://franklinschool.vt-s.net/Pages/FranklinCom_Emanual/k/Kdocs/KDD)

“Every effort will be made to assist the press and other communications media to obtain coverage of the programs, planning, and activities of the school system.

Representatives of the media will be provided equal access to information about the schools. General releases of interest to the entire community will be made available to all the media simultaneously. There will be no exclusive releases except as media representatives request information on particular programs, plans or problems.

In order that school system publicity is given wide coverage and is coordinated into a common effort and purpose, the following procedures will be followed in giving official information to the news media:

- The School Committee chairman will be the official spokesman for the Committee, except as this duty is delegated by the Chairman to another School Committee member.
- Any news releases and statements made to the press by any staff member or administrators must be cleared by the Superintendent.
- News releases that are of concern to only one school, or to an organization of one school, are the responsibility of the Principal in conjunction with the Superintendent. All statements made to the press by other staff members of the particular school must be cleared with the Principal and Superintendent.

Every possible effort should be made to obtain coverage of school activities that will create and maintain a dignified and professionally responsible image for the school system.”