

October 23, 2017
Franklin, Tennessee

The Franklin Special School District Board of Education met on Monday, October 23, 2017 at 6:30 p.m. at Moore Elementary School, 1061 Lewisburg Pike, Franklin, with the following members present:

Tim Stillings, Chair
Alicia Barker
Allena Bell
Robert Blair
Robin Newman
Kevin Townsel

Others present were: Dr. David Snowden, Dr. Catherine Stephens, Mark Anderson, Mary Decker, Dr. Lee Kirkpatrick, Dr. Kay Boan, Dr. Roberta Hill, Amanda Parks, Amy Fisher, Lisa Chatman, Chip Sternenbergh, and other staff, principals, teachers, parents, FSSDEA and community members.

I. MEETING CALLED TO ORDER

Chair Stillings called the meeting to order at 6:33 p.m.

II. PLEDGE OF ALLEGIANCE

Principal Mrs. Lisa Burgin welcomed those in attendance. Pack 188 members Luke Henrick, Jack Henrick, and Liam Maxwell and Troop 137 member Jack Maxwell, under the direction of Alyshia Maxwell, presented the colors and led the Pledge of Allegiance.

III. RECOGNITIONS

Good News Awards (on file) - Highlighted were: FSSD Student Artist of the Month PGMS 8th grader Monserrat Hernandez; United Way's VP of Strategic Initiatives Debby Rainey, who coordinated efforts through the annual Days of Caring with Atmos Energy's President Kevin Dobbs and Marketing Analyst Bradley Benningfield, whose company provided 30 Atmos volunteers and landscaping equipment to remove outgrown bushes in front of PGS and plant in their place rhododendrons and flowers.

IV. PUBLIC INPUT

No one addressed the Board during this portion of the meeting.

VI. REPORTS / PRESENTATIONS / DISCUSSIONS

1. **Proclamation for "Be Nice Week"** - A proclamation was presented for the week of November 6-10 (on file).
2. **Executive PTO Report** - President Brandi McCutchan reported on the membership drive and updates on Needs of Our Kids (NOOK). Total membership receipts were

\$19,371, distributions to schools for teacher appreciation week were to: FES \$1,852; JES \$1,089; LES \$2,372; MES \$2,136; PGES \$1,899; PGMS \$1,728; FIS \$1,928 and FMS \$1,948. NOOK is on schedule to get things started at the beginning of the year. It is in the PTO's plans to use Be Nice Week to spread awareness of the program and involve schools to raise funds/items for this project.

3. **Teaching & Learning Spotlight - "Leadership Internship Program"** – Dr. Catherine Stephens outlined this program, followed by the 2017 leadership interns presenting to the Board a synopsis of what their perception was of administration and what they are learning from this experience. The second class of leader interns are: Danette Cravens (MES), Kelly Kramer (FMS) and Dr. Starr Wallace (PGES). Mr. Stillings commented that this program is a vital component of internal bench strengthening.
4. **Construction Report** – presented prior to the meeting by Mr. Sternenbergh in preparation for this meeting.
5. **NSBA CUBE Conference** – Dr. Barker and Mrs. Bell gave updates on their conference attendance.

VII. APPROVAL OF BOARD AGENDA

Robert Blair made a **motion** to approve the board agenda as presented. Allena Bell **seconded** the motion, which **carried 6-0**.

VIII. APPROVAL OF CONSENT AGENDA

Allena Bell made a **motion to approve** the consent agenda as presented. Kevin Townsel **seconded** the motion, which **carried 6-0**.

Approved under Consent Agenda (on file) were:

1. Minutes of Board Meeting dated September 18, 2017
2. 2017 LEA Compliance Report
3. Surplus: Lighting supplies
4. Surplus: Fleet vehicle
5. Surplus: Student desks – FMS, PGMS

IX. BUSINESS BEFORE THE BOARD

1. **Extended Contract Program Proposals for 2017-18** (on file) – Being recommended for approval, this proposal for providing extended learning time through extended learning programs will be sent to the State DOE. These are funds to be received from the State DOE to assist in meeting the needs of students. The amount in the proposal is **\$58,345.00** (comprising the base allocation and benefits). This is the same amount as was budgeted last year. Since the 2015-16 school year, LEAs have not received budgeted Extended Contract Funds. School Districts are now allotted a lump sum of funds which includes any funds for teacher raises and any other adjustments to the BEP funding. If school districts desire to have Extended Contracts, the amount has to be expended from that lump sum. The school district utilizes the accountability guidelines as well as the individual and district school improvement plans to guide the allocation of these funds. Our principals and the

T&L team continue to stretch these dollars to meet some of our highest needs and important programs.

Robin Newman made a **motion to approve** the 2017-18 Extended Contract Program Proposals as presented. Robert Blair **seconded** the motion, which **carried 6-0**.

2. **New Policy: Academic Excellence and Educational Equity (1.702) – 1st Reading -** Following an opportunity for discussion at the last meeting, input was incorporated into this new policy. The administration recommended approval of the first reading.

Robin Newman made a motion to approve the first reading of Academic Excellence and Educational Equity (1.702) as presented. Allena Bell seconded the motion. After discussion, the **first motion was withdrawn**.

Allena Bell made an amended motion as follows: **motion to approve the first reading** of Academic Excellence and Educational Equity (1.702) as presented **and waive the second reading**. Alicia Barker **seconded** the motion, which **carried unanimously 6-0**.

3. **Policy Revision: Student Transportation Management (3.400) – 2nd Reading –** TSBA has updated their model policy to reflect mandatory changes required by Public Chapter 289, which the administration has adopted into this revision. The new law requires that every LEA appoint a transportation supervisor who meets certain training requirements, and adopt a policy that governs how safety complaints will be submitted. It also contains requirements on how investigations of those complaints will occur. This law is unique in that it also requires the LEA's policy to include procedures. TSBA has included sample procedure language in their model policy: our Transportation Dept. Supervisor has reviewed and made any changes necessary for our local procedure. There were no changes requested by the Board upon the first reading. The administration recommended approval of the second reading.

Robert Blair made a **motion** to approve the second reading of Student Transportation Management (3.400) as presented. Alicia Barker **seconded** the motion, which **carried 6-0**.

4. **Policy Revision: Grading System (4.600) – 2nd Reading –** To comply with state laws, the grading scale for State End of Course assessments now includes that the assessment count 15% instead of 25% of the second semester grade. This was the only change in this policy revision other than the update of legal references. There were no changes requested by the Board upon the first reading. The administration recommended approval of the second reading.

Tim Stillings made a **motion** to approve the second reading of Grading System (4.600) as presented. Allena Bell **seconded** the motion, which **carried 6-0**.

5. **Policy Revision: Separation Practices for Tenured Teachers (5.200) – 2nd Reading –** This policy has updates recommended by TSBA, in response to Public Chapter 287. Previously, retired teachers could substitute teach for 120 days without

loss of retirement benefits, and an additional 90 days if the director of schools certified in writing that no other qualified personnel are available to substitute teach. The new law removes the 90 limit on those additional days; as a result, retired teachers may now substitute teach beyond 120 days provided the director of schools still certifies in writing that no other qualified personnel are available. Legal and cross references have also been updated. There were no changes requested by the Board upon the first reading. The administration recommended approval of the second reading.

Robin Newman made a **motion** to approve the second reading of Separation Practices for Tenured Teachers (5.200) as presented. Kevin Townsel **seconded** the motion. After discussion, the motion **carried 6-0**.

6. **Policy Revision: Separation Practices for Non-Tenured Teachers (5.201) – 2nd Reading** – This policy, like 5.200, has been updated in response to PC 287 with suggested language recommended by TSBA. The same reason for change applies as it did to 5.200, to remove the limit of days a retired teacher could substitute, provided the director of schools certifies in writing that no other qualified personnel are available. Legal and cross references have also been updated. There were no changes requested by the Board upon the first reading. The administration recommended approval of the second reading.

Tim Stillings made a **motion** to approve the second reading of Separation Practices for Non-Tenured Teachers (5.201) as presented. Allena Bell **seconded** the motion, which **carried 6-0**.

7. **Policy Revision: Separation Practices for Non-Certified Employees (5.202) – 2nd Reading** – This policy revision combines language from 5.204 so that the policies are worded similarly. The title of the policy changes from “Suspension/Dismissal of Non-Certified Employees” to “Separation Practices for Non-Certified Employees” to align with the titles of 5.200 and 5.201. There were no changes requested by the Board upon the first reading. The administration recommended approval of the second reading.

Robert Blair made a **motion** to approve the second reading of Separation Practices for Non-Certified Teachers (5.202) as presented. Alicia Barker **seconded** the motion, which **carried 6-0**.

8. **Policy Revision: Non-Renewal (5.203) – 2nd Reading** – Updates to this policy are for consistency with policy 5.201 concerning non-tenured teachers. Legal and cross references are also updated. There were no changes requested by the Board upon the first reading. The administration recommended approval of the second reading.

Tim Stillings made a **motion** to approve the second reading of Non-Renewal (5.203) as presented. Alicia Barker **seconded** the motion, which **carried 6-0**.

9. **Policy Revision: Resignation (5.204) – 2nd Reading** – Updates are for consistency with policies 5.200 through 5.202 and include format, legal and cross references. There were no changes requested by the Board upon the first reading. The administration recommended approval of the second reading.

Robin Newman made a **motion** to approve the second reading of Resignation (5.204) as presented. Robert Blair **seconded** the motion, which **carried 6-0**.

10. **Policy Revision: Retirement (5.205) – 2nd Reading** – Reviewed with 5.200 through 5.202, this policy has been updated in response to PC 287. The update removes the limit on substitute days for retired teachers, provided the director of schools still certifies in writing that no other qualified personnel are available. Legal and cross references have been updated. There were no changes requested by the Board upon the first reading. The administration recommended approval of the second reading.

Alicia Barker made a **motion** to approve the second reading of Retirement (5.205) as presented. Allena Bell **seconded** the motion, which **carried 6-0**.

11. **Policy Revision: Acquired Immune Deficiency Syndrome (AIDS) – Personnel (5.401) – 2nd Reading** – This TSBA recommended revision updates the policy for personnel in accordance with current legislation, as well as streamlining it for clarity in relation to the policy for students. Legal references have been updated as well. There were no changes requested by the Board upon the first reading. The administration recommended approval of the second reading.

Allena Bell made a **motion** to approve the second reading of Acquired Immune Deficiency Syndrome (AIDS) (5.401) as presented. Robert Blair **seconded** the motion, which **carried 6-0**.

12. **Policy Revision: Complaints and Grievances (5.501) – 2nd Reading** – The contact information for the district complaint managers are named in this update, which is a requirement of Title IX. There were no changes requested by the Board upon first reading. The administration recommended approval of the second reading.

Tim Stillings made a **motion** to approve the second reading of Complaints and Grievances (5.501) as presented. Alicia Barker **seconded** the motion, which **carried 6-0**.

13. **Policy Revision: Staff Rights & Responsibilities (5.600) – 2nd Reading** – This is a TSBA suggested policy update to align with Public Chapter 360, clarifying the rights of educators. There were no changes requested by the Board upon the first reading. The administration recommended approval of the second reading.

Robert Blair made a **motion** to approve the second reading of Staff Rights & Responsibilities (5.600) as presented. Allena Bell **seconded** the motion, which **carried 6-0**.

14. Policy Revision: Substitute Personnel (5.701) – 2nd Reading – This revision is a TSBA suggested language update, reflecting the new compensation requirements created by PC 387, which changes the rate of pay for certain retired substitute teachers - retired teachers that retired after July 1, 2011 and before July 1, 2016 are no longer required to have an active teaching license but will be paid the same as a substitute with an active teaching license. Legal and cross references are also updated. There were no changes requested by the Board upon the first reading. The administration recommended approval of the second reading.

Tim Stillings made a **motion** to approve the second reading of Substitute Personnel (5.701) as presented. Allena Bell **seconded** the motion, which **carried 6-0**.

X. DIRECTOR OF SCHOOLS REPORT

Dr. Snowden presented the following report to the Board:

- **Utility Summary** – Provided for the Board is our district utility summary from the State for the FY 2015-16. Our energy expenditures based on cost per square footage are half that of the average taken of all Tennessee school districts. We are ranked 5th out of 141 districts in utility usage. Our Energy Manager, Mr. Jeff Collins, has been instrumental in keeping up awareness throughout the district to enable this energy savings to continue and our building administrators provide significant leadership in this area as well.
- **Free & Reduced Students** – This information will be provided at the November meeting.
- **Student Tuition Report** – We have provided a tuition report for the 2017-18 school year. We have a total of 124 students who currently attend FSSD schools but live outside the school district. Of this number, 106 of those students are children of FSSD employees. We have also included the 2016-17 information for the Board's comparison.
- **Assessment Calendar Dates - Parent – teacher conferences** were held from September 11-22, and the first marking period ended on October 6th; report cards were issued on October 20th.
- **FSSD Be Nice Week and Veteran's Day Parade** – Be Nice-focused events will be held throughout our district the week of November 6th, ending with the Veteran's Day Parade on November 10th. This campaign will begin with the Board officially declaring Be Nice Week with a proclamation (presented at this meeting). Six FSSD "Be Nice Student Ambassadors" from each school will walk in the City of Franklin's Veteran's Day Parade alongside our fourth graders, FIS Bulldog Council, and FMS band, followed by the Story Bus Plus. The Board was invited to visit our schools during this week, as well as invited to ride or walk in the Veterans Day Parade on November 10th if their schedule allows.

- **Eighth Grade Career Exploration Day** – This annual event will be held on November 9th at the WC Ag Expo Park. All 8th graders will attend the event, joined by 8th graders from WCS, private schools and homeschool. The event’s purpose: to allow students to explore their interests and career options, and make plans for education to better prepare for the world of work. More than 100 exhibitors and sponsors are expected this year, and we are so appreciative of the generosity of the many community members willing to participate in this important program. As in past years, Dr. Kirkpatrick, as well as administrators, counselors and teachers at PGMS and FMS work tirelessly to make this event a success.
- **TSBA Boardmanship Advancements** – Congratulations to Dr. Barker, who has attained Level IV, and Mrs. Bell for attaining Level V Master Boardman. We are very proud of your achievements!
- **2017-18 Conference update:** Thank you so much for your representation at these conferences and the investment of time that you put in to leadership development!
 - **NSBA CUBE Conference** – Dr. Barker and Mrs. Bell attended this conference in September that focused on advocacy for excellence and equity in public education. Thanks for your support in this area.
 - **NABSE Conference** November 15-19 – Thank you, Mr. Blair and Mr. Townsel, for representing us this year.
 - **TSBA Annual Convention and Leadership Conference** November 2-5 – Registrations are complete for this conference. All are registered that can attend, as well as Mr. Stillings attending the Leadership Conference portion, and Mrs. Bell attending the Technology Pre-Convention Workshop. Also, thank you to Mrs. Bell, Dr. Barker and Mr. Townsel for being delegates. Mrs. Bell will be recognized at the Awards Reception on Saturday at 4:30 for her Master Boardmanship attainment!
 - **NSBA Advocacy Institute and Equity Symposium** February 3-6 - Mr. Stillings is registered and will be representing our Board for this conference once again.
 - **NSBA Conference** April 7-9, 2018 - Registrations are complete for this conference. Thank you to our entire Board for your diligence in educational leadership.
- **Update on Rezoning of Fairground Street Property** – The rezoning request for this property will be presented in the City of Franklin Planning Commission meeting on October 26th.
- **School Logo Banners** – Banners have been erected on each of the school properties except for two, which are in progress. Thanks to Susannah Gentry for their design, Robert Blair for help in coordination, and our Maintenance Department for their ongoing help in getting them placed.

XI. UPDATES

Teaching & Learning - Dr. Catherine Stephens, Associate Director for Teaching &

Learning, provided the following (on file):

- Demographic report dated 09/28/2017;

Finance & Administration - John McAdams, Associate Director for Finance & Administration, provided the following (on file):

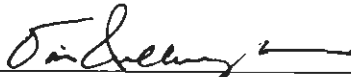
- Personnel Change Report September, 2017/October, 2017
- Investment Report dated August 31, 2017
- Revenue and Expenditure Reports dated 9/2017

XII. ANNOUNCEMENTS

Leadership Franklin Class of 2017-18 members in attendance were recognized. They were Valencia Breckenridge of GraceWorks Ministries, Kevin Riggs, Pastor of Franklin Community Church, and Mike Alexander, Owner of Signs First.

XIII. ADJOURNMENT

Chair Stillings adjourned the meeting at 7:22 p.m.



Tim Stillings, Chair

12/11/17
Date

ATTEST:



Alicia Barker, Secretary

12/11/2017
Date