

October 19, 2015
Franklin, Tennessee

The Franklin Special School District Board of Education met on Monday, October 19, 2015 at 6:30 p.m. at Moore Elementary School, 1061 Lewisburg Pike, Franklin. Prior to the meeting, the Board hosted a reception recognizing FSSD teachers recommended for tenure status. The following members were present, which represented a quorum of the Board:

Tim Stillings, Chairman
Allena Bell
Kevin Townsel
Alicia Barker

Absent: Robert Blair and Robin Newman

Others present were: Dr. David Snowden, John McAdams, Dr. Catherine Stephens, Dr. Kay Boan, Amanda Parks, Marilyn Ryan, Beth Herren, Mark Anderson, Susannah Gentry, and other staff, principals, teachers, parents, FSSDEA and community members.

I. MEETING CALLED TO ORDER

Chair Stillings called the meeting to order at 6:34 p.m.

II. PLEDGE OF ALLEGIANCE

Principal Lisa Burgin welcomed those in attendance. Cub Pack #188 members Joaquin Brown, Travis Arrington and Bennett Barker under the direction of Cub Master Dean Brown presented the Colors and led the Pledge of Allegiance.

III. RECOGNITIONS

Good News Awards (on file) - Highlighted was: FSSD Student Artist of the Month, Poplar Grove Elementary 2nd grader Katty Ovalle, whose artwork will be featured on the front of the FSSD employee birthday cards during the month of October.

IV. PUBLIC INPUT

No one from the public chose to address the Board.

V. REPORTS/PRESENTATIONS/DISCUSSION

- 1. Executive PTO** - Cindy Scarce, PTO Treasurer, reported that there was an increase in membership of 60% over last year, with almost \$12,000 returning to the schools. There have been two subcommittees formed: the Committee on Translation/

Standardization of documents, chaired by Vicky Stiles (Exec. PTO Secretary), which will make recommendations and communicate opportunities to minimize the work and maximize the effectiveness of the translation staff, and will begin meeting in November; also the FSSD PTO Vision Committee, chaired by Mary Craig Brown (Exec. PTO Vice President), which will include PTO officers and as well as FSSD personnel to create a vision for the PTO moving forward, and is to begin meeting in December.

2. **Teaching and Learning Spotlight - “Differentiated, District Professional Learning”**, presented by Dr. Catherine Stephens. This presentation is also highlighted in the Teaching and Learning report (on file). The Board was provided with the October 19th catalog of professional learning options. Sixty-seven courses were offered during this day. There was reflection time built in to the day, which provided relevant feedback upon the learning received. Dr. Stephens thanked Mary Decker, our Professional Learning Supervisor, as well as the Teaching & Learning team for the day’s success.

VI. APPROVAL OF BOARD AGENDA

Allena Bell made a **motion to approve the board agenda as presented**. Kevin Townsel **seconded** the motion, which **carried 4-0**.

VII. APPROVAL OF CONSENT AGENDA

Allena Bell made a **motion to approve the consent agenda as presented**. Alicia Barker **seconded** the motion, which **carried 4-0**.

Approved under Consent Agenda (on file) were:

1. Minutes of Board Meeting dated September 21, 2015
2. 2015 LEA Compliance Report
3. Budget Amendments
4. Overnight Field Trip Request - PGMS Competition Cheerleaders to Orlando, FL

VIII. BUSINESS BEFORE THE BOARD

Consideration of:

1. **Teachers Recommended for Tenure** - Copies of the recommendation letters from principals for those individuals who are being recommended for tenure status in the FSSD were provided to the Board. Documentation of attendance, summative evaluations and other information were available to the Board for review if requested, as well as an additional background check being conducted within the last few months on each person eligible for tenure. This year, seven teachers were eligible for tenure and recommended for tenure status. The administration recommended approval for tenure of all teachers being presented.

Alicia Barker made a **motion to approve all teachers that were recommended for tenure**. Allena Bell **seconded** the motion. After discussion, the motion **carried 4-0**.

The following teachers were approved for tenure:

Stacey Emerson - Franklin Elementary
Sandra Wooten - Franklin Elementary
Jennifer Henderson - Freedom Intermediate
Jessica Cate - Liberty Elementary
Emily Sedillo - Moore Elementary
Deidra Brock - Poplar Grove Elementary
Sarah Emily Phy - Poplar Grove Middle

- 2. Consideration of Bond Resolution** - This resolution requests that the members of the State House of Representatives and State Senate representing the area served by the FSSD introduce and seek passage of a Private Act amending and supplementing Chapter 563 of the 1949 Private Acts of Tennessee authorizing the issuance of certain school bonds of the Franklin Special School District not to exceed \$12,000,000 in aggregate principal. Whit Maloney of Piper Jaffrey was in attendance to answer questions. The administration recommended approval.

Allena Bell made a **motion to approve the Resolution requesting that the members of the State House of Representatives and State Senate representing the area served by the Franklin Special School District introduce and seek passage of a Private Act amending and supplementing Chapter 563 of the 1949 Private Acts of Tennessee authorizing the issuance of certain school bonds of the Franklin Special School District, as presented** (on file). Kevin Townsel **seconded** the motion. It was noted by Whit Maloney during discussion that there is a three-year spend-down time frame after the legislature approves the Bond Resolution and the funds are committed. After discussion, the motion **carried 4-0**.

- 3. Policy Revision: School Board Records (1.407) - 2nd Reading** - This policy update addresses when it is appropriate to reimburse the district for copies of records. Also added is language pertaining to information, records and plans related to security and safety. Legal references are updated. There were no changes requested from the Board upon first reading. The administration recommended approval of the second reading.

Tim Stillings made a **motion to School Board Records (1.407) - 2nd Reading as presented**. Alicia Barker **seconded** the motion, which **carried 4-0**.

- 4. Policy Revision: Testing Programs (4.700) - 2nd Reading** - This is a recommended policy revision through TSBA. The General Assembly enacted Public Chapter 256 during the most recent legislative session. This law gives LEAs the option to exclude a student's TCAP scores from the student's final grades if the LEA does not receive

the scores at least five instructional days before the end of the school year. The recommended policy adds a provision that gives the director of schools the authority to exclude these scores if the requirements of the law are met. There were no changes requested from the Board upon first reading. The administration recommended approval of the second reading.

Tim Stillings made a **motion to approve Testing Programs (4.700) - 2nd Reading as presented**. Allena Bell **seconded** the motion. After discussion, the motion **carried 4-0**.

- 5. Policy Revision: Application and Employment (5.106) - 2nd Reading** - This policy has been rewritten based on the TSBA model policy, which removes procedure and updates classifications of employees to current language. Legal references are also updated. The cross reference section adds Background Investigations (5.1061) which is also on second reading. There were no changes requested by the Board upon first reading. The administration recommended approval of the second reading.

Allena Bell made a **motion to approve Application and Employment (5.106) - 2nd Reading as presented**. Alicia Barker **seconded** the motion, which **carried 4-0**.

- 6. Policy Revision: Background Investigations (5.1061) - New Policy, 2nd Reading** - Per the TSBA Director of Policy & Staff Attorney, the TBI is required by the FBI to conduct triennial audits of public agencies requesting criminal history record checks as part of the Non-Criminal Justice Agency (NCJA) audit program. This process ensures compliance with the relevant provisions of Tennessee law and applicable Federal law. Districts must have policies or procedures that address use, dissemination, retention, security, storage, disposal, chain of custody, and misuse. Many districts address these in their administrative procedures, but TSBA wanted to provide a policy to subscribers to ensure they were in compliance. The TSBA-designed model policy addresses each of these requirements except chain of custody procedures, which are attached for the Board's reference. There were no changes requested from the Board upon first reading. The administration recommended approval of the second reading.

Tim Stillings made a **motion to approve Background Investigations (5.1061) - New Policy, 2nd Reading as presented**. Alicia Barker **seconded** the motion, which **carried 4-0**.

- 7. Policy Revision: Medicines (6.405) - 2nd Reading** - Per TSBA Director of Policy & Staff Attorney, this policy update is to reflect the creation of a new chapter in Title 49. The new law allows students with pancreatic insufficiency or cystic fibrosis to self-manage their medication. The recommended policy allows the director of schools to develop administrative procedures to implement this new requirement, which would be done through an individualized healthcare plan. We currently do not have students that have this need. In addition, language is added for 1) assisting in the

monitoring of diabetes tasks, 2) a student's self-management of those diabetes tasks upon written request of the parent or guardian, and 3) inclusion of complementary and alternative medications in the description of non-prescription or prescription medications as part of the individualized healthcare of a student. Medication forms and procedures were provided for the Board as a reference and will not be included in the policy manual. There were no changes requested from the Board upon first reading. The administration recommended approval of the second reading.

Alicia Barker made a **motion to approve Medicines (6.405) - 2nd Reading as presented**. Kevin Townsel **seconded** the motion, which **carried 4-0**.

- 8. Policy Revision: Grading System (4.600) - 1st Reading** - This policy revision is to bring wording of Academic Progress up to date with the current FSSD Standards Rating Key, which is located on the Standards Based Report Card Parent Guide. This key pinpoints areas of strength and needs on progress reporting as well as report cards and gives parents specific feedback on a child's mastery of state standards. Also updated is the name of Williamson County Board of Education's Policy 4.600, referred to in this policy, which has changed to "Report Cards and Grading Systems", along with removing outdated verbiage in the last paragraph. The administration recommended approval of the first reading.

Tim Stillings made a **motion to approve Grading System (4.600) - 1st Reading as presented**. Kevin Townsel **seconded** the motion, which **carried 4-0**.

IX. DIRECTOR OF SCHOOLS REPORT

Dr. Snowden reported on the following:

- **Regional Assessment Update** – Dr. Snowden and members of the Teaching & Learning Department recently attended a conference with a focus on TNReady. The administration believes that our district is prepared for this online test format from a technological standpoint, as well as having adequate Wi-Fi in each building. A few weeks ago, there was a day designated by the State to "break" (crash) the MIST assessment; there is still work to be done by the State getting ready for the final test. We are confident that our district is ready for the online testing and recognize the advantages that utilizing online assessments offer.
- **Student Tuition Report** – The Board was provided a tuition report for the 2015-2016 school year. There are a total of 123 students who currently attend FSSD schools but live outside the school district. Of this number, 107 of those students are children of FSSD employees. The 2014-2015 information was provided to the Board for comparison.

- **Free and Reduced Percentages** - Information related to the Free and Reduced Meal percentages for each school and the district as a whole has been provided to the Board.
- **Parent - Teacher Conferences** - Conferences regarding the first marking period ended on Wednesday, October 7th. Report cards will be issued on October 23rd, following Fall Break.
- **Director of Schools Advisory Council** - The members of the Director of Schools Advisory Council met for the first time this year on October 1st. The meetings offer opportunities to celebrate successes at each school/department, as well as to bring concerns and questions to the Director of Schools.
- **FSSD Be Nice Kickoff Week** - Although almost a month away, this campaign will begin with the Board officially declaring Be Nice Week with a proclamation on our next Board meeting date, November 9th at 6:30 p.m. at Liberty Elementary. On that Tuesday, the FSSD Student Ambassadors from each school will walk in the City of Franklin's Veteran's Day Parade, and on Thursday (officially World Kindness Day), each school will hold its own Be Nice Event. I wanted to make sure that you had these dates on your calendar if you would be able to visit during this week. We also invite you to ride on the Story Bus Plus or walk alongside the students and hand out flags in the Veterans Day Parade on November 10th if your schedule permits.
- **TSBA Annual Convention and Leadership Conference** - This conference will be held at the Nashville Gaylord Opryland Hotel and Convention Center on November 13-16. The board members have been registered for whatever portion they are able to attend.
- **NSBA Conference** - The open registration date begins on October 21st for the NSBA Conference scheduled for April 9 - 11, 2016 in Boston.

X. UPDATES

Teaching and Learning - Dr. Catherine Stephens, Associate Director for Teaching & Learning, provided the following (on file):

- FSSD Demographics dated 9/29/2015;
- Summary of Teaching and Learning Activity for the October Board Meeting.

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

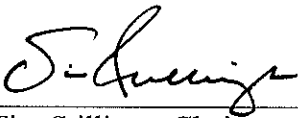
- Personnel Change Report for September, 2015/October, 2015;
- Investment Report dated August 31, 2015;
- Revenue and Expenditure Reports dated 9/2015.

XI. ANNOUNCEMENTS

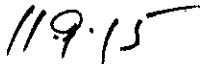
John McAdams provided a report on county tax collections: collections were 4% better July 2015 than July 2014; at the quarter mark of the year, 25.5% of the anticipated taxes have been collected.

XII. ADJOURNMENT

Chairman Stillings adjourned the meeting at 7:27 p.m.

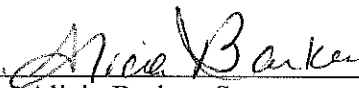


Tim Stillings, Chairman

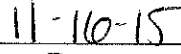


Date

ATTEST:



Alicia Barker, Secretary



Date