

June 13, 2016  
Franklin, Tennessee

The Franklin Special School District Board of Education met on Monday, June 13, 2016 at 6:30 p.m. at Franklin Elementary School, 1501 Figuers Drive, Franklin, with the following members present:

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

Others present were: Dr. David Snowden, Dr. Catherine Stephens, John McAdams, Mary Decker, Dr. Kay Boan, Amanda Parks, Amber Whitley, Amy Fisher, Chip Sternenber, Beth Herren, Lee Kirkpatrick, Dr. Roberta Hill, Gina Looney, Mark Anderson and other staff, principals, teachers, parents, FSSDEA and community members.

**I. MEETING CALLED TO ORDER**

Chair Stillings called the meeting to order at 6:37 p.m.

**II. PLEDGE OF ALLEGIANCE**

Principal Dr. David Esslinger welcomed those in attendance and led the Pledge of Allegiance.

**III. RECOGNITIONS**

**Good News Awards** (on file) - Highlighted were: FSSD Student Artist of the Month PGMS student Riley Sheridan; Duke Talent Identification Program Qualifiers (from FMS) Akshita Boyapati, Mackenzie Bozarth, America Carrizales, Kylie Dyer, Abby Knauer and David Moore, and (from PGMS) Rohan Alokam, Bharatwaj Bhaskar, Steen Knight, Carter Potts and Johnny Sirko; FIS teachers Amy Hazelwood, Tinna Dotson, Angie Tisdale and Carlie Phillips who were instrumental in the Drive Away Hunger Challenge, Middle School Division, which benefited GraceWorks' Fuel Bag program.

**IV. PUBLIC INPUT**

No one from the public chose to address the Board.

**V. REPORTS/PRESENTATIONS/DISCUSSION**

- 1. Executive PTO** - There was not a report from the Executive PTO.
- 2. ePlan Access** - Dr. Kay Boan presented the steps that are used to view ePlan and the importance of accessing district information. The Board received a copy of the process to access ePlan (on file).

3. **Teaching and Learning Spotlight - “*Summer Time Professional Learning Offerings*”** was presented by Dr. Stephens. There will be approximately 20 professional learning opportunities during the month of June and another 35 in July. Eighteen hours of credit are required of certified personnel each year, and many in our faculty take the opportunity during the summer to learn. Menu credit classes are driven by district initiative and choice credits are individual preference. Feedback is requested at a later date on the summer professional learning opportunities. This information is further highlighted in the Teaching & Learning report for this month (on file).

#### **VI. APPROVAL OF BOARD AGENDA**

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

#### **VII. APPROVAL OF CONSENT AGENDA**

Robert Blair made a **motion to approve the consent agenda as presented**. Alicia Barker **seconded** the motion, which **carried 6-0**.

**Approved under Consent Agenda** (on file) were:

1. Minutes of Board Meeting dated May 9, 2016
2. Minutes of Work Session dated May 16, 2016
3. Director of Schools Official Statutory Bond
4. Consolidated Application Approval for IDEA/ESEA
5. Budget Amendments

#### **VIII. BUSINESS BEFORE THE BOARD**

1. **LED Lighting Proposal** – Our Finance & Administration Department has done research to make our lighting more energy efficient based on prior Board request and have taken proposals. Mr. McAdams and Mr. Sternenberg analyzed and compared two proposals received for the lighting upgrade; the proposal from Excel Energy Group was included in the Board packet (on file). Mr. Scott Caroom from Excel Energy Group was in attendance to answer specific questions related to the proposal chosen. The administration recommended approval of the Energy-Efficient Lighting Upgrade proposal from Excel Energy Group.

Allena Bell made a **motion to approve the LED Lighting Proposal using Excel Energy Group as presented**. Robin Newman **seconded** the motion. Discussion followed: this will not be a part of our bond money, there will be no out of pocket expenses for installation and equipment, and it will be paid from energy savings until paid for. Mr. McAdams explained that the company was chosen through due diligence; comparisons of the two proposals were completed. This was not a bid process. If approved, the project will begin in August and would be done at night with no class-related down time. FSSD will be receiving TVA incentives for this upgrade. The **motion to approve** Excel Energy Group’s proposal was **carried 6-0**.

- 2. Bids: Roof Replacement for Freedom Middle and Poplar Grove Schools** - The bids for roof replacement were opened on Tuesday, June 7, 2016. Mr. Sternenberg and the architects were in attendance at the bid opening. As noted by the attached letter from Mr. Ray, Project Architect, the bid amount of \$3,468,250.00 is within budget and the license classification for the General Contractor is current. The administration recommended awarding the roofing contract to Porter Roofing Construction, Inc. for the lump sum fee of \$3,468,250.00 (on file).

Tim Stillings made a **motion to approve the roof replacement for Freedom Middle and Poplar Grove schools awarding the roofing contract to Porter Roofing Construction, Inc. for the lump sum fee of \$3,468,250.00 as presented.** Alicia Barker **seconded** the motion. During discussion, Mr. McAdams noted that their contract can be signed within days; however, it will take as much as six to seven months to complete reroofing. Only minor disruptions are expected. The funds will be used out of bond proceeds. The motion **carried 6-0.**

- 3. Continuation Budget** - Due to the fiscal year officially ending on June 30, 2016, the administration recommended Board approval of a continuation budget in order to operate until the FY 2016-17 budget is adopted. The continuation budget does not allow for new expenditures that may occur in the next fiscal year. All expenditures that extend into the next fiscal year in this continuation budget are based upon the current budgeted amounts in all categories.

Allena Bell made a **motion to approve the continuation budget for district operation until the FY 2016-17 budget is approved.** Robin Newman **seconded** the motion, which **carried 6-0.**

- 4. Board Member Development Opportunities (Policy 1.204)** – The list of professional development opportunities for Board members to consider for the upcoming school year was presented to the Board. The administration realizes these opportunities are significant investments in time and we are certainly appreciative of the Board’s efforts to participate and take time away from your jobs and families. An addition to the list as presented is (highlighted as a change) is the NSBA Advocacy Institute. Also requested to be added is the NSBA Equity Symposium.

Robin Newman made a **motion to approve Board Member Development Opportunities as listed for 2015-16, adding the NSBA Advocacy Conference as well as the NSBA Equity Symposium to the listing of opportunities** (on file). Allena Bell **seconded** the motion, which **carried 6-0.**

- 5. Policy Revision: Emergency Preparedness Plan (3.202) - 1st Reading** - Per TSBA Director of Policy & Staff Attorney, this policy is being updated to address the new requirement to conduct a CPR and AED drill in schools that have an AED. In addition to the other types of drills listed in the policy, newly enacted legislature requires schools to perform an annual drill for employees and students to ensure they are aware of the steps that will be taken in the event of a cardiac emergency. The administration recommended approval of the first reading.

Robert Blair made a **motion to approve the 1st Reading for the policy revision of Emergency Preparedness Plan (3.202) as presented**. Kevin Townsel **seconded** the motion. After discussion, the motion **carried 6-0**.

6. **Policy Revision: Testing Programs (4.700) - 1st Reading** - Per TSBA Director of Policy & Staff Attorney, due to new legislation this policy was updated to reflect a change in the ability of parents to access questions and answers on their student's state-required tests. Public Chapter 844 requires districts to publicly disseminate how parents can access their student's questions and answers. The administration recommended approval of the first reading.

Tim Stillings made a **motion to approve the 1st Reading for the policy revision of Emergency Preparedness Plan (3.202) as presented**. Allena Bell **seconded** the motion. After discussion, the motion **carried 6-0**.

7. **Policy Revision: Religious Content of Courses (4.804) - 1st Reading** - Per TSBA Director of Policy & Staff Attorney, this revision request reflects the enactment of Public Chapter 660, requiring districts to adopt a policy regarding the appropriate inclusion of religion in local curriculum and instructional materials. The changes indicate how religion should be addressed in the classroom. Language is taken from Public Chapter 660 into the policy. A course syllabus must be made publicly available for grades six (6) through twelve (12) in social studies, science, math, and English language arts courses. It must include standards, objectives, topics covered, major assignments, and field trips. Finally, the title of this policy is updated from "Religion in the Curriculum" to "Religious Content of Courses" and the recently passed legislation is added to legal references. The administration recommended approval of the first reading.

Tim Stillings made a **motion to approve the 1st Reading for the policy revision of Religious Content of Courses (4.804) as presented**. Robin Newman **seconded** the motion. The motion **carried 5-1**, with Kevin Townsel opposing.

8. **Policy Revision: Attendance of Non-Resident Students (6.204) - 1st Reading** – By recommendation of TSBA, this revision reflects the changes made by Public Chapter 882 authorizing boards of education to admit students from outside their respective school system at any time without the approval of the sending LEA. Previously students were required to receive permission from the sending LEA within two weeks from the start of school. Districts can still require non-resident students to apply by a specific date or establish agreements with other school districts. The administration recommended approval of the first reading.

Robin Newman made a **motion to approve the 1st Reading for the policy revision of Attendance of Non-Resident Students (6.204) as presented**. Robert Blair **seconded** the motion. After discussion, the motion **carried 6-0**.

9. **Policy Revision: Student Discrimination, Harassment, Bullying, Cyber-bullying and Intimidation (6.304) - 1st Reading** - Per TSBA Director of Policy & Staff Attorney, this policy update adds the additional procedural requirements for bullying

investigations. Once a bullying report is received, the district must initiate an investigation within 48 hours and complete the investigation within 20 calendar days unless appropriate documentation can be produced justifying a longer investigation period. The law also requires districts to immediately notify the parents or legal guardians of a student involved in an act of harassment, intimidation, bullying, or cyber-bullying. In addition to a title update, legal and cross references have been added. The administration recommended approval of the first reading.

Allena Bell made a **motion to approve the 1st Reading for the policy revision of Student Discrimination, Harassment, Bullying, Cyber-bullying and Intimidation (6.304) as presented**. Robin Newman **seconded** the motion, which **carried 6-0**.

- 10. New Policy: Use of Unmanned Aircraft Systems (Drones) (3.219) - 1st Reading -** Per TSBA Director of Policy & Staff Attorney, districts are not required to have a drone policy in their manual; however, the new policy outlines basic operating requirements and emphasizes that the individual operator is ultimately responsible for ensuring safe and legal operations of all unmanned aircraft systems. The administration recommended approval of the first reading.

Kevin Townsel made a **motion to approve the 1st Reading of the new policy Use of Unmanned Aircraft Systems (Drones) (3.219) as presented**. Allena Bell **seconded** the motion, which **carried 6-0**.

- 11. New Policy: Student Suicide Prevention (6.415) - 1st Reading -** Per TSBA Director of Policy & Staff Attorney, this policy was created due to the enactment of Public Chapter 623, which requires all employees of the school district to attend the annual in-service training on suicide prevention. In addition, each district must adopt a policy on suicide prevention that contains procedures relating to suicide prevention, intervention, and postvention. Annual training has already been required of certified employees. Recent revisions have been made in legislation to include all personnel. The administration recommended approval of the first reading.

Tim Stillings made a **motion to approve the 1st Reading of the new policy Student Suicide Prevention (6.415) as presented and to waive the 2nd reading**. Kevin Townsel **seconded** the motion, which **carried 6-0**.

## **IX. DIRECTOR OF SCHOOLS REPORT**

**Dr. Snowden presented the following report to the Board:**

- **Budget Process for the 2016-2017 School Year** - On June 20th, a discussion of the cumulative impact is scheduled, facilitating the possible completion of the budget process.
- **Young Scholars Institute** - The YSI program is off to a positive start! This year we are serving 452 Senior scholars and 572 Junior scholars between the two weeks of the camp. 66 teachers and community artists are providing instruction at YSI. Pre-arranged bus service is being provided to FSSD students for MAC before and/or after

their YSI classes. We are proud to provide this opportunity to the students of our community. The YSI staff would like to thank our Board of Education for beginning the program 33 years ago as well as for your continued support every year. Board members are invited to visit the PGS campus if their schedule allows. In response to a question from Dr. Barker, Dr. Snowden noted that although Jr. Scholars has moved locations during the past two years, attendance has not been impacted. Also there have been no complaints about traffic flow having both Jr. and Sr. Scholars in the same location.

- **Summer Feeding Program** - We are once again partnering with the Tennessee Department of Human Services (DHS) and with the U.S. Department of Agriculture (USDA) to offer a Summer Food Service Program (SFSP) to local children. As you are aware, the SFSP helps to bridge this hunger gap by providing free food to kids at community sites during the months away from the school environment. The 2016 Summer Food Service Program began on Thursday, May 26, the day after school ended. The program's goal is to make sure any child who needs breakfast or lunch can receive it with no forms to fill out or qualifications to meet. Any child under 18 is eligible to receive breakfast and lunch through the SFSP at no cost. Adults may purchase a meal for \$3.25. In addition to serving breakfast and lunch at the Franklin Elementary and Poplar Grove cafeterias on specified dates and times listed on our website, the following community partners are also receiving meals: Summer MAC, WeeMAC, Franklin/Williamson County Boys & Girls Club, Franklin Housing Authority, Gentry Foundation, Williamson County Parks & Recreation at Academy Park, Franklin Estates Mobile Home Community, YSI Junior and Senior Scholars, Franklin Elementary, the Kids Academy at BGA, and visitors to the FSSD's Story Bus Plus program throughout its summer schedule. New deliveries this summer are to Franktown Open Hearts, Head Start, and My Friend's House. We look forward to providing this service throughout the summer. If you have an opportunity to participate in this program, some board members already have, will be pleased.
- **Story Bus Plus** - This community-based service program is staffed with certified teachers and will operate June 6 through July 15, except for the week of July 4, with hours of operation are from 9:00 to 12:00. The program offers reading time and storytelling to children ages 4 through 4th grade, or younger if accompanied by an adult, for up to 45 minutes per visit. On June 6, 20 and July 11, it will be at the Franklin Estates Mobile Home Community solely for those residents. On Tuesdays it will be between Kroger and Target on Columbia Avenue, and on Thursdays it will be at the Publix on Riverside Drive, both days serving all children in the community. In addition, the Story Bus Plus travels to Gentry Foundation at Johnson Elementary for two Wednesdays in June, and to the Boys & Girls Club for one Wednesday in June and another Wednesday in July. Only the children participating in those two programs utilize the services on those days. Information about the Story Bus Plus is posted via our website as well as through the schools. A flyer that was sent home with all elementary students has been included in your packet.
- **Gentry Educational Foundation Program** - This summer the Gentry camp at Johnson Elementary is June 6-17, focusing on reading, math, science, cooking, guitar,

dance and physical education. Camp hours are from 8:00 to 3:00, with aftercare available. With each of these camps, the students receive breakfast, lunch, and a snack.

- **Summer MAC** - The MAC (Motivation, Achievement and Creativity) Extended Learning program has set its summer calendar and the activities abound for children in their summer program! MAC's Summer of Exploration has themed weeks such as Beach Party, Jurassic Journey and Secret Spy, as well as field trips such as to the Nashville Sounds, Adventure Science Center and swimming at the Rec Center pool.
- **Administrator Summer Training** - District and school administrators will be involved in several different professional learning opportunities this summer. From June 14 to 16, our Leadership Team will be meeting. June 14th will focus on the enhancement of all school district leaders through activities inspired by two books: Inspired People Produce Results, by Jeremy Kingsley, and Juggling Elephants, by Jones Loflin and Todd Musig. June 15th will focus on school related topics centered around Teaching & Learning, and June 16th will provide additional district-level learning for all district and school level administrators and supervisors.
- The district will be closed July 4-8.

**X. UPDATES**

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

- Summary of Teaching and Learning Activity for the June Board Meeting;
- FSSD Demographics dated June 2, 2016.

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


- Personnel Change Report May, 2016/June, 2016;
- Revenue and Expenditure Reports dated 5/2016.

**XI. ANNOUNCEMENTS**

Mr. McAdams reported that the tax rate during the second reporting period which ended March 2016 was 1.5% less than previous year; however the average increase for the year is still at 2.5%

**XII. ADJOURNMENT**

Chair Stillings adjourned the meeting at 7:51 p.m.

  
\_\_\_\_\_  
Tim Stillings, Chair

7/18/16  
Date

ATTEST:

  
\_\_\_\_\_  
Robert Blair, Vice-Chair

7/18/16  
Date