

June 12, 2017  
Franklin, Tennessee

The Franklin Special School District Board of Education met on Monday, June 12, 2017 at 6:30 p.m. at Freedom Middle School, 750 New Highway 96 West, Franklin, Tennessee. The following members were present:

Robert Blair, Vice-Chair

Alicia Barker

Allena Bell

Kevin Townsel

Not present: Robin Newman and Tim Stillings

*Others present were:* Dr. David Snowden, Dr. Catherine Stephens, Dr. Kay Boan, Robbin Cross, Amanda Parks, Beth Farrar, Mark Anderson, Dr. Roberta Hill, Susannah Gentry, Amy Fisher and other staff, principals, teachers, parents, FSSDEA and community members.

**I. MEETING CALLED TO ORDER**

Vice-Chair Blair called the meeting to order at 6:32 p.m.

**II. PLEDGE OF ALLEGIANCE**

Principal Dr. Kristi Jefferson welcomed those in attendance and led the Pledge of Allegiance.

**III. RECOGNITIONS**

There were no recognitions this month.

**IV. PUBLIC INPUT**

There was no public input this month.

**V. REPORTS/PRESENTATIONS/DISCUSSION**

1. **Young Scholars Institute** – Mary Decker, reported on this program. Enrollment in Junior Scholars was approximately 400 each week; Senior Scholars had 266 the first week and 258 in week 2. Among newer classes that were taught this year were coding and nutrition/cooking related classes, both popular among the students.
2. **Teaching and Learning Spotlight - "16-17 Year in Review"**- Dr. Stephens gave an update to the Board; information presented is highlighted in the Teaching & Learning report (on file). A question from the Board on another aspect of the report was whether the Access Control Management System at LES required more manpower or staffing: it will not require more staffing, it is designed to make the check-in process more streamlined and secure.

3. **Construction Report** – Information on current construction was provided prior to the meeting for the Board (on file). Mr. McAdams was on hand to answer questions from the Board.

#### VI. APPROVAL OF BOARD AGENDA

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

#### VII. APPROVAL OF CONSENT AGENDA

Kevin Townsel 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 May 8, 2017;
2. Minutes of Budget Work Session dated May 15, 2017;
3. Director of Schools Official Statutory Bond;
4. Board Member Development Opportunities (Policy 1.204), with the addition of the NSBA CUBE Conference;
5. Consolidated Application Approval for IDEA/ESEA;
6. Budget Amendments.

#### VIII. BUSINESS BEFORE THE BOARD

**Consideration of:**

1. **Continuation Budget** – Due to the fiscal year officially ending on June 30, 2017, the administration recommended Board approval of a continuation budget in order to operate until the new fiscal year's 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 until the new fiscal year's budget is adopted**. Kevin Townsel **seconded** the motion. **A roll call vote was taken with 4 ayes and 0 nays; the motion carried.**

2. **Policy Revision: Basic Curriculum Program (4.201) – 2<sup>nd</sup> Reading** – This revision request is to update the policy to current language and also update the legal references. There were no changes requested by the Board on first reading. The administration recommended approval of the second reading.

Robert Blair made a **motion to approve the second reading of Basic Curriculum Program (4.201) as presented** (on file). Kevin Townsel **seconded** the motion, which **carried 4-0**.

3. **Policy Revision: Special Education (4.202) – 2<sup>nd</sup> Reading** - This revision request

updates the age to the appropriate range for our district, language, and the legal reference section. There were no changes requested by the Board on first reading. The administration recommended approval of the second reading.

Allena Bell made a **motion to approve the second reading of Special Education (4.202) as presented** (on file). Alicia Barker **seconded** the motion, which **carried 4-0**.

- 4. Policy Revision: Special Education Class Size and Placement (4.2021) – 2nd Reading** - This revision request updates language and adds cross references. The title also changes to make it more descriptive of the contents. There were no changes requested by the Board on first reading. The administration recommended approval of the second reading.

Alicia Barker made a **motion to approve the second reading of Special Education Class Size and Placement (4.2021) as presented** (on file).. Kevin Townsel **seconded** the motion, which **carried 4-0**.

- 5. Policy Revision: Summer School (4.204) – 2nd Reading** - This revision request brings the policy up to current practice and better aligns with the TSBA model policy. There were no changes requested upon first reading. The administration recommended approval of the second reading.

Robert Blair made a **motion to approve the second reading of Summer School (4.204) as presented** (on file). Allena Bell **seconded** the motion, which **carried 4-0**.

- 6. Policy Revision: Special Programs – Homebound Instruction (4.2061) – 2nd Reading** - This revision request clarifies the amount of time that the homebound instructor may meet with the student and changes the name of the policy, also for clarification. The number of the policy is adjusted to add another type of special program – remedial instruction (proposed for 2nd Reading as 4.2062). There were no changes requested by the Board upon first reading. The administration recommended approval of the second reading.

Kevin Townsel made a **motion to approve the second reading of Homebound Instruction (4.2061) as presented** (on file). Alicia Barker **seconded** the motion, which **carried 4-0**.

- 7. New Policy: Special Programs – Remedial Instruction Outside of the School Day (4.2062) – 2nd Reading** - This is a new policy which focuses on another type of special program – improvement of reading and math skills - for those students who require additional support based on demonstrated need, in programs outside the normal school day. TSBA has a model policy which lists both this program and homebound instruction (4.2061) together, but our Teaching & Learning Department recommends them as stand-alone policies. 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 the second reading of Special Programs – Remedial Instruction Outside of the School Day (4.2062) as presented** (on file). Alicia Barker **seconded** the motion, which **carried 4-0**.

8. **Policy Revision: English Learners (4.207) - 2nd Reading** – This policy has been re-titled and revised to align with ESSA. Under ESSA, students for whom English is a second language are no longer referred to as ESL students. Instead, these students are referred to as English learners or ELs. Additionally, districts must ensure that parental notification requirements are met. There were no changes requested by the Board upon first reading. The administration recommended approval of the second reading.

Robert Blair made a **motion to approve the second reading of English Learners (4.207) as presented** (on file). Kevin Townsel **seconded** the motion. After discussion, the motion **carried 4-0**.

9. **Policy Revision: Students With Disabilities – Special Education Services (6.500) – 2nd Reading** - This revision request updates the educational age for students with disabilities within the FSSD, also updates language, legal and cross references. The title changes to make it more descriptive of the contents. 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 the second reading of Students With Disabilities – Special Education Services (6.500) as presented** (on file). Alicia Barker **seconded** the motion, which **carried 4-0**.

10. **Policy Revision: Fundraising Activities (2.601) - 1st Reading** – This policy was re-titled (from “Student Solicitations/Fundraising Activities”) and renumbered from 6.701 and placed in the Financial Management section, per TSBA’s recommendation. Provisions regarding online fundraising have been added to address any concerns with sites like Go Fund Me. This policy allows for the use of online fundraising sites under certain circumstances. The administration recommended approval of the first reading.

Allena Bell made a **motion to approve the first reading of Fundraising Activities (2.601) as presented** (on file). Kevin Townsel **seconded** the motion. After discussion, the motion **carried 4-0**.

11. **Policy Revision: Food Service Management (3.500) – 1st Reading** - This policy revision incorporates several new items. Among these, there is a meal charging provision that complies with new information released by the U.S. Department of Agriculture. TSBA also has suggested language for a provision regarding the option for students with disabilities to request meal modifications. Parent/guardian notification requirements have been added in this policy as well. The administration recommended approval of the first reading.

Robert Blair made a **motion to approve the first reading of Food Service Management (3.500) as presented** (on file). Allena Bell **seconded** the motion. After discussion, the motion **carried 4-0**.

- 12. New Policy: Student Equal Access (Limited Public Forum) (4.802) – 1<sup>st</sup> Reading**  
– This policy requested has been written by TSBA, and is being presented for first reading to comply with Tennessee Code. The administration recommended approval of the first reading.

Alicia Barker made a **motion to approve the first reading of Student Equal Access (Limited Public Forum) (4.802) as presented** (on file). Kevin Townsel **seconded** the motion, which **carried 4-0**.

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

**Dr. Snowden reported on the following:**

- **Story Bus Plus** – This community based service program is staffed with certified teachers and will operate June 5 through July 14, except for the week of July 3-7, with hours of operation are from 9:00 to 12:00. The program offers reading time and storytelling to children ages 4 through 4<sup>th</sup> grade, or younger if accompanied by an adult, for up to 45 minutes per visit. Information about the Story Bus Plus is posted via our website as well as having been sent home to all elementary students through their schools. Most Tuesdays the bus will be stationed at Kroger and Target parking lot off Columbia Avenue, and Thursdays it will be at Publix on Riverside Drive. On the Mondays of June 5, 19 and July 10<sup>th</sup> it will be at the Franklin Estates Mobile Home Community. The Board and the public were invited to visit the bus this Summer.
- **Budget Process for the 2017-2018 School Year** – On **June 19<sup>th</sup>**, a discussion of the cumulative impact is scheduled, facilitating the possible completion of the budget process.
- **Administrator Summer Training** – District and school administrators will be involved in several different professional learning opportunities this summer. From **June 13-16**, our Leadership Team will be meeting. June 13<sup>th</sup> will focus on the enhancement of all school district leaders through activities inspired by the book The Energy Bus, by Jon Gordon. June 14<sup>th</sup> and 15<sup>th</sup> will focus on school related topics centered around Teaching & Learning, and June 16<sup>th</sup> will provide additional district-level learning for all district and school level administrators and supervisors.
- The district will be closed **July 3-7**.
- **July Board meeting** – As we announced at the May meeting, please note that the July meeting is scheduled for **July 17<sup>th</sup>**. It was previously on the calendar for July 10<sup>th</sup>. As a reminder, the meeting has been scheduled on the third Monday in July for several years to provide appropriate time for the administration to make any changes in the proposed budget after the last budget work session. Since the district is closed

during the July 4<sup>th</sup> week, the scheduling of the meeting for the third Monday allows additional time to prepare the final budget documents.

**X. UPDATES**

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

- FSSD Demographics dated 6/1/2017.

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

- Personnel Change Report for May, 2017/June, 2017;
- Investment Report dated April 30, 2017;
- Revenue and Expenditure Reports dated 5/2017;
- Comparison of Sales Tax Revenue FY 2015-16 to FY 2016-17 – Mr. McAdams reported that tax collection has been favorable and is more than the budget figures previously provided in the work sessions to date.

**XI. ANNOUNCEMENTS**

- Dr. Barker traveled to a TSBA School Board Academy class in Jackson where she heard positive feedback in support of our district and noted how proud she is to be a part of FSSD and its programs.
- Mr. Blair urged the Board members to visit our programs this summer: Summer Feeding, SMAC, Story Bus Plus, and YSI.

**XII. ADJOURNMENT**

Vice-Chair Blair adjourned the meeting at 7:00 p.m.

  
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Robert Blair, Vice-Chair      7/17/17  
Date

ATTEST:   
\_\_\_\_\_  
Alicia Barker, Secretary      7-17-2017  
Date