

December 12, 2016
Franklin, Tennessee

The Franklin Special School District Board of Education met on Monday, December 12, 2016 at 6:30 p.m. at Poplar Grove Elementary School, 2959 Del Rio Pike, Franklin, with the following members present:

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

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

I. MEETING CALLED TO ORDER

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

II. PLEDGE OF ALLEGIANCE

Principal Alisha Erickson welcomed those in attendance and led the Pledge of Allegiance. A moment of silence was observed in remembrance of the Chattanooga student bus deaths and injuries.

III. RECOGNITIONS

- 1. Good News Awards** (on file) - Highlighted were: Student artist of the month for December JES 4th grader Maddie Simpson; student artist of the month for October PGMS 8th grader Adria Veile; PGMS Spanish teacher Laura Lavery, the recent recipient of a \$200 Kids in Need Teacher Grant through Georgia-Pacific; and FSSD Safety Supervisor Celby Glass who was a presenter at the Local Emergency Planning Committee (LEPC) Conference in Franklin at the new Williamson County Public Safety Center this fall, discussing in part the topics of Shelter-In-Place, Evacuate, and the process for developing FSSD's new safety plans, which have been rolled out this school year.
- 2. Board of Distinction Presentation** - Mr. Stony Crockett, TSBA Mid-Cumberland District Director and Board Member of Robertson Co. BOE, presented the Board with the Board of Distinction plaque. This recognition within TSBA will be effective through September 2018.

IV. PUBLIC INPUT

Rochelle Wright, President of FSSDEA, requested the Board and audience to consider providing feedback to the State after reviewing information online in regards to ESSA.

V. REPORTS / PRESENTATIONS / DISCUSSIONS

1. **Teaching and Learning Spotlight “*Homelessness in FSSD*”** - introduced by Dr. Stephens, this information is further outlined in the T&L Report for this month. Dr. Kay Boan described The Homeless Education Program through the McKinney-Vento Homeless Education Act, identified as part of the registration process, examples of their living situations, and then our responsibilities, their rights, and additional services and Title 1 funding, as well as where to find more information on this subject.
2. **Construction Report** - an update was provided to the Board prior to the meeting. Mr. Sternenberg and Mr. McAdams were present to answer questions.

VII. APPROVAL OF BOARD AGENDA

Motion Passed: Approval of Board Agenda with the addition of Item 6: Change of January Board Meeting Date to January 23, 2017 under Business Before the Board, passed with a **motion** by Mrs. Robin Newman and a **second** by Dr. Alicia Barker. The motion **carried 6-0**.

VIII. APPROVAL OF CONSENT AGENDA

Motion Passed: Approval of Consent Agenda as presented passed with a **motion** by Mrs. Allena Bell and a **second** by Mr. Robert Blair. The motion **carried 6-0**.

Approved under Consent Agenda (on file) were:

1. Minutes of Board Meeting dated November 14, 2016;
2. Budget Amendments.

IX. BUSINESS BEFORE THE BOARD

1. **Audit Reports for FY 2015-216** – Copies of both the Annual Financial Report for the FSSD and the individual schools’ Activity Fund Report were presented for the Board’s review prior to the meeting. Representatives from Matlock Clements, Andy Matlock and Jill Smith, were present to provide an overview of the audits and answer any questions from the Board. Both audits provided an unmodified, or clear, opinion and there were no findings of deficiencies or material weaknesses. The administration recommended approval of the Audit Reports as presented. Dr. Snowden recognized all bookkeepers, the principals, Mr. McAdams, as well as the auditors for the diligence of their work.

Motion Passed: Approval of Audit Reports FY 2015-16 as presented passed with a **motion** by Mrs. Allena Bell and a **second** by Mr. Kevin Townsel. With no discussion, the motion **carried 6-0**.

2. **Policy Revision: Emergency and Legal Leave (5.301) – 2nd Reading** - Per TSBA Director of Policy & Staff Attorney, this revision request modifies the language regarding jury duty and court appearances, clarifying the responsibilities of the district and the employee and removing the outdated procedures. Additionally, the provision regarding court appearances was updated to apply to all employees, not solely teachers. In the first reading, the section for Emergency Leave was requested to be deleted, as it was referred to in 5.300 and 5.303, also a name change was requested due to the deletion of this section. For the second reading, the section “Emergency Leave” is left in place and the prior name remains. Since there was no explanation of “emergency leave” in the other policies where it is mentioned, we felt the prudent decision was to leave it in this policy instead of having to add the explanation to others. All language changes requested are under the sections “Jury Duty” and “Court Appearances.” Legal reference and cross references have also been updated. The administration recommended approval of the second reading.

Motion Passed: Approval of 2nd Reading of Emergency and Legal Leave (5.301) as written passed with a **motion** by Mrs. Robin Newman and a **second** by Dr. Alicia Barker. With no discussion, the motion **carried 6-0**.

3. **Policy Revision: Child Abuse and Neglect (6.409) – 2nd Reading** - This policy has been revised by TSBA to further clarify language regarding responsibilities. The modified policy provides clearer direction for employees dealing with this issue. Beginning with this school year, all FSSD employees, including substitutes, are required to complete and sign off, annually, on a designated course to recognize and report child abuse and neglect, through their My Benefits Channel log-in. In prior years this course was required of certified employees and administration. Legal references have been updated. There were no changes requested from the Board after first reading. The administration recommended approval of the second reading.

Motion Passed: Approval of 2nd Reading of Child Abuse and Neglect(6.409) as written passed with a **motion** by Mr. Kevin Townsel and a **second** by Mr. Robert Blair. With no discussion, the motion **carried 6-0**.

4. **Policy Revision: Prevention and Treatment of Sports Related Concussions (6.413) – 2nd Reading** - The number of this policy is changing from 6.4021 to 6.413, to move it to a more appropriate place in the policy table of contents. Public Chapter No. 948, approved April 2016, lists physician’s assistants that have concussion training and are members of a health care team supervised by a Tennessee licensed medical doctor or osteopathic physician, as health care providers that may evaluate and provide clearance for return to athletics, in addition to the other health care providers that may provide this service. This policy recommendation from TSBA is

to reflect that change. During discussion at the November meeting, clarification was requested regarding current law concerning coaches and trainers releasing students back to athletic events. Following the last meeting, information was communicated via email regarding this request. To paraphrase content in that email, certified athletic trainers are not considered “health care providers” and cannot provide clearance for an athlete to return to a contest once a student has suffered a concussion. For Williamson County Schools, Vanderbilt is contracted to provide athletic trainers for WCS sporting events, but they cannot provide clearance for an athlete to return to a contest once a student has suffered a concussion or there is a suspected concussion. The student athlete has to be evaluated and cleared by a “health care provider” which includes only those professionals listed in (State law and) our proposed policy. According to Mr. Jay Moore of WCS, the Certified Athletic Trainers perform a battery of tests to help determine if an athlete has been concussed. If the student athlete passes the battery of tests and the trainer determines there are no definitive signs of a concussion, the student may continue in the athletic contest. Mr. Moore stated the trainers are taught to err on the side of caution when determining concussion symptoms. There were no changes requested by the Board after first reading. The administration recommended approval of the second reading.

Motion Passed: Approval of 2nd Reading of Prevention and Treatment of Sports Related Concussions (6.413) as written passed with a **motion** by Mr. Kevin Townsel and a **second** by Mrs. Allena Bell. With no discussion, the motion **carried 6-0**.

5. **Policy Revision: Homeless Students (6.503) – 2nd Reading** - This policy was rewritten by TSBA “to be more comprehensive and comply with the Every Child Succeeds Act and new information from the U.S. Department of Education. The guidance provides more specific information about how the Every Child Succeeds Act will be enforced in regards to homeless students. One important aspect to note, is the presumption that keeping a child in his/her school of origin is in the child's best interest.” Legal references were also updated. There were no changes requested upon first reading. The administration recommends approval of the second reading.

Motion Passed: Approval of 2nd Reading of Homeless Students (6.503) as written passed with a **motion** by Mr. Robert Blair and a **second** by Mr. Tim Stillings. With no discussion, the motion **carried 6-0**.

6. **Date Change for the January Board meeting** - The January Board meeting, previously scheduled for January 9, 2017, requested to be changed to January 23, 2017 to follow the annual Board Retreat on Saturday, January 14.

Motion Passed: The date change for the January 2017 Board meeting from January 9 to January 23, passed with a **motion** by Mrs. Allena Bell and a **second** by Mr. Tim Stillings. With no discussion, the motion **carried 6-0**.

X. DIRECTOR OF SCHOOLS REPORT

Dr. Snowden presented the following report to the Board:

- City of Franklin Christmas Parade – The Freedom Middle School Band once again participated in the annual City of Franklin Christmas Parade on Saturday, December 3rd. As usual, we open the Central Office to allow the individuals preparing for the beginning of the parade to have availability to restrooms and a warm reprieve to the cold weather.
- Winter Break and Holiday MAC – The district will be closed December 22nd through January 3rd. Holiday MAC will be provided at the Cannon Street MAC site with the exception of Christmas Eve and Day, as well as New Year’s Eve and Day. Registration and activities are posted on the website. Professional learning days will be held January 4th (district -based) and January 5th (school-based), and there will be an administrative day on the 6th, with students returning on Monday, January 9th.
- SROs for Holiday MAC and SMAC - Dr. Snowden met with Captain Mark Wainwright and Lieutenant Sammie Baker recently; there will SROs provided during these dates.
- Board Retreat – January 14, 2016 is scheduled for the annual Board Retreat to be held at the Teacher Center located at Moore Elementary. This all-day retreat will begin at 8:00 with breakfast and then we will begin discussions at 8:30 with a welcome by our Board Chair followed by a legislative update. We are inviting all our legislative representatives and we hope they are able to attend. We are in the process of developing a draft agenda for the Retreat so if you have items you would like to have added, please let us know.
- NSBA Equity Symposium and Advocacy Conference – In January, two of our Board members will be attending this conference. Thank you, Mr. Stillings and Mrs. Barker for attending this conference on behalf of the FSSD.
- TSBA Day on the Hill - This annual legislative event will be broken up into two events this year: on Monday evening: February 20th there will be a reception for Board members and their legislators; then on Tuesday, February 21st there will be a breakfast and program about pending legislation and issues facing public education. Following the Tuesday program, TSBA encourages Board members to attend committee hearings and visit the offices of their senators and representatives. The Association of Independent and Municipal Schools (AIMS) then sponsors a luncheon, generally beginning at 11:30, back at the Doubletree Hotel. Registration for TSBA Day on the Hill is requested by February 6th. Most of you have responded for registration, thank you.
- NSBA Conference - Please let Carol when you are ready to schedule travel to this conference.
- Retiree Celebration date change – please mark your calendars for the date change for

our annual Retiree Celebration, moved from April 27 to May 4th. The prior date was previously published on the master calendar.

XI. UPDATES

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

- Demographic report dated 12/2/16;
- Summary of Teaching & Learning Activity for the December Board Meeting.

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

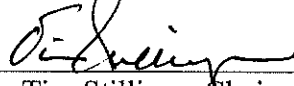
- Personnel Change Report November, 2016/December, 2016;
- Revenue and Expenditure Reports dated 11/2016.

XII. ANNOUNCEMENTS

There were no announcements.

XIII. ADJOURNMENT

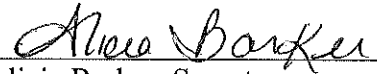
Chair Stillings adjourned the meeting at 7:15 p.m.



Tim Stillings, Chair

1-23-17
Date

ATTEST:



Alicia Barker, Secretary

1-23-17
Date