

February 9, 2015
Franklin, Tennessee

The Franklin Special School District Board of Education met on Monday, February 9, 2015 at 6:30 p.m. at Freedom Middle School, 750 New Highway 96 West, Franklin, with the following members present:

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

Others present were: Director Dr. David Snowden, Associate Director for Teaching & Learning Dr. Catherine Stephens, Associate Director for Finance & Administration Mr. John McAdams, Dr. Kay Boan, Mr. Mark Anderson, Dr. Roberta Hill, and other staff, principals, teachers, parents, FSSDEA and community members.

There was a reception to recognize teachers attaining National Board Certification prior to the meeting.

I. MEETING CALLED TO ORDER

Chair Stillings called the meeting to order at 6:30 p.m.

II. PLEDGE OF ALLEGIANCE

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

III. RECOGNITIONS

Good News Awards - Highlighted were: Student Artist of the Month MES 4th grader Mikaela Williams; Poplar Grove 4th graders and Freedom Intermediate 5th grader Yao Xiao, Cynthia Xu, Linda Xu, A.J. Anderson and Abhi Reddy who competed at the Mini-Mu Math Competition and placed in the top 20; and FES P.E. teacher Kyle Rigsby, recipient of a grant from Blue Cross Blue Shield (on file).

National Board Certified Teachers - Teachers achieving National Board Certification during 2014-2015 were honored. Receiving recognition for the prestigious status were: Marie White, Karen Hunter-Mennenga, Dorothy Ley, Crystal Lepping and Shannon Carlisle. They were pinned by current FSSD NBC teachers Michelle Pieczura, Kelly Selfe, Dr. Cheryl Robey, Kim Smith and Dr. Janet Parker. A framed proclamation and a desk plate for each were given at the meeting.

IV. PUBLIC INPUT

Carin Polk – PGMS Special Education teacher, 2014-2015 Co-President of FSSDEA, and member of the PGMS Black History Committee - spoke on behalf of the Committee to thank Board member Kevin Townsel, who spoke at their program held in January.

V. REPORTS/PRESENTATIONS/DISCUSSION

1. **Executive PTO** - There was not a report given this month by the Executive PTO.
2. **Teaching and Learning Spotlight - “FSSD Professional Learning, February 16, 2015”** was presented by Dr. Stephens. This information is further highlighted in the Teaching & Learning report for this month (on file). Questions were asked from the Board regarding the Explore test. Dr. Stephens explained that the test is given in January, as research has proven that it is best given after a six-month learning period. Retakes are for new students and for students with parent permission given for the retake.
3. **Master School Schedule Presentation** - Dr. David Esslinger, Principal of Franklin Elementary School and Dr. Kristi Jefferson, Principal of Freedom Middle School presented on this topic (on file).
Dr. Esslinger gave an overview of the components in the elementary schedule, including district expectations and state regulations (special services, daily time limitations such as RtI² requirements, personnel duty-free lunch, uninterrupted instructional blocks, daily P.E. and daily recess). He also explained the three-tier instructional model for the Board.
Dr. Jefferson gave the overview of the middle school schedule, also in which district expectations and state regulations apply, but with expanded lesson time regulated for middle school Social Students and Science. Physical education and computer tech alternate days.
4. **Director of Schools Performance Review Scoring** - Chair Stillings outlined the process for evaluation of the Director of Schools. At the January Board meeting, the State of the District report was released to the Board for review. Based on this report, individual Board members then score the Director, and individual score sheets are compiled for the final composite score. Composed of four sections to be scored, the highest and lowest from each category are removed and the four remaining are averaged. Categorical scores are then added together to achieve the total composite score, which equates to a percentage that is used on the Board approved bonus chart. Chair Stillings has given the Board a time frame through the end of the month to review the materials presented, to ask Dr. Snowden questions, to score and submit to the Administrative Assistant, who will verify the composite score with the Associate Director for Finance & Administration. Next steps in the process will be for Kevin Townsel, acting as coordinator, to organize a work session to review the DOS Goals for 2016-2017. The new goals will be prepared to vote on at the April Board meeting, to be completed before the budget work sessions begin.

VI. APPROVAL OF BOARD AGENDA

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

VII. 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**.

The **items approved** under Consent Agenda (on file) were:

1. Minutes of Board Meeting dated January 12, 2015
2. Minutes of Board Retreat and Work Session dated January 17, 2015
3. Bid: Transportation Department

VIII. BUSINESS BEFORE THE BOARD

Consideration of:

1. **Approval of Five Year Strategic Plan Update** - Based on the review of the FSSD strategic plan at the Board Retreat in January, all updates have been made and were presented for Board approval (on file). Dr. Snowden reiterated that this is a flexible and continuous plan in which action is always ongoing. The administration recommended approval of the updates of the Five Year Strategic Plan.

Robin Newman made a **motion to approve the Five Year Strategic Plan Update as presented** (on file). Robert Blair **seconded** the motion. After discussion, the motion **carried 6-0**.

2. **2015-2016 Calendar** - Two versions of the 2015-2016 draft calendar were presented and discussed at the Board Retreat on January 17th. The administration recommended approval of Option 2 of the proposed 2015-2016 calendar (on file).

Allena Bell made a **motion to approve the 2015-2016 Calendar Option 2 as presented** (on file). Kevin Townsel **seconded** the motion. After discussion, the motion **carried 5-1** with Alisha Barker voting no to Option 2.

3. **Policy Revision: Use of Communication Devices and Electronic Devices (6.312) - 2nd Reading** – This policy was recently adopted; however, a wording change was made on this revision to avoid possible issues in the future. The administration recommended approval of the second reading.

Robert Blair made a **motion to approve the policy revision for Use of Communication Devices and Electronic Devices (6.312) - 2nd Reading as presented** (on file). Robin Newman **seconded** the motion. With no discussion, the motion **carried 6-0**.

4. **Policy Revision: Director of Schools Recruitment and Selection (5.801) - 1st Reading** - Currently entitled "Recruitment and Selection", this policy was presented for revision to clarify compliance with current statutory law TCA 49-2-202(g) which reads, "*a majority of all of the members constituting the board, and not merely a majority of the quorum, shall be required to transact all business coming before the board in regular or special meetings*". The wording "two-thirds vote of the membership" has been expanded in our policy to note that the simple majority in our six-person Board is two-thirds of the Board and that we are in compliance with this statute. The policy title has been updated to reflect the intent of the policy, and legal references have been updated. This is the second time we have been requested by TSBA to address (explain) the use of the term "majority" even though the composition requires a two-thirds majority on every vote for passage. The administration recommended approval of the first reading.

Tim Stillings made a **motion to approve the policy revision for Director of Schools Recruitment and Selection (5.801) - 1st Reading as presented and to waive the 2nd Reading**. Allena Bell **seconded** the motion. With no discussion, the motion **carried 6-0**.

5. **Policy Revision: Student Records (6.600) - 1st Reading** - This policy was recently revised to include transfer of disciplinary records when a student transfers schools. This revision request has a wording change on Line 14 to reflect current practice within our district. Instead of sending "copies" of the records for transfers within our district or to Williamson County Schools, in practice we send the "original" cumulative file, which is a reciprocal agreement between the two school districts. Also in this revision is language regarding the transfer of special education files (which are separate to and handled differently than cumulative files), in which originals are sent regardless if the file is being sent within our district, within Williamson County, or outside of the county. Additional cross references have also been added. The administration recommended approval of the first reading.

Allena Bell made a **motion to approve the policy revision for Student Records (6.600) - 1st Reading as presented** (on file). Alicia Barker **seconded** the motion. During discussion, on Page 1 Line 15 the word "student" was changed to "student's" and will be presented as "student's" for the second reading. The **motion to approve the first reading with the word change noted carried 6-0**.

IX. DIRECTOR OF SCHOOLS REPORT

Dr. Snowden presented the following report to the Board:

- **Board Retreat Recap** - The January 17th Board Retreat was productive and covered the following areas of discussion: update for the FSSD Strategic Plan, the 2015-2016 School Calendar, and information about the redesign of our website, to name the larger topics. We appreciate the attendance and participation of each Board member

and the Leadership Team. I believe expanding the Retreat to include all members of the Leadership Team provided a great opportunity for everyone to know each other better. Incorporation of team building into the retreat was a great idea.

- **School Board Appreciation Week** - Thanks to you as Board members for taking time from your busy schedules to allow students and employees to express their thanks for your supportive work during School Board Appreciation Week. I also want to say thanks to each school for the activities and programs planned to show appreciation and support for our Board members. Several Board members communicated to me about how much they enjoyed their visit. The Board does not get thanked enough and this is a way to show our appreciation. Chair Stillings noted that the Board enjoys being in the schools and this helps them re-solidify their focus.
- **Teachers of the Year** – Building-Level as well as District-Level Teachers of the Year have been selected. In addition to a press release and tweets, the District-Level selections were surprised with balloons in front of their classes. All eight will be honored at the March Board meeting with a reception preceding the meeting. Congratulations to each of these teachers - they are great representatives of our profession and we are very proud of each one.
- **TSBA Day on the Hill and AIMS Luncheon** - Both of these events are scheduled for February 17th at the Doubletree Nashville Downtown Hotel. The Day on the Hill breakfast begins at 7:00 a.m. and our legislative representatives were invited to join us for breakfast and have it on their schedules to attend if they are able. An opportunity to meet with each representative individually will occur later that morning if their schedule allows. At 11:30, there will be a School Board Member Appreciation Luncheon sponsored by Association of Independent and Municipal Schools (AIMS) to honor your work as a Board member. We recognize your busy schedule appreciate your taking the time to attend the many events scheduled throughout the year.
- **FSSD Art Show at the Frist Center for the Visual Arts** - FSSD students from each school are currently participating in an Art Show at the Frist Center for the Visual Arts, with art on display from January 31st through February 15th, 2015. Artwork from each grade level from each school is being featured. On Saturday, January 31st, a reception was held to recognize our student artists and art teachers. As in previous years of the exhibit, the student work is exceptional, and through the teachers' creative spirit the talent is drawn out. The number of people attending the event was outstanding - the auditorium was filled with the students, their parents, grandparents, friends, teachers, administrators and others. We appreciate this partnership with The Frist Center for the Visual Arts in allowing our art to be displayed for the public.
- **African-American History Month** – February is African-American History Month, and our schools will be recognizing the contributions of many outstanding African-American men and women at varying times during the month. The annual awards ceremony honoring recipients of the Monroe and Mary Booker Awards for

Leadership and Service is scheduled for February 27th at 1:00 p.m. at Freedom Middle School's gymnasium. We hope your schedule will allow you to attend.

- **Portable Audio Systems** - There will be an audio-visual company available in the Exhibit Hall at the upcoming NSBA conference for the Board to see examples of what other boards use for mics and speaker systems at their meetings. We have a portable system in mind and would like for the Board to have an opportunity to utilize the system prior to purchase. Hopefully members of the board will have the chance to try this out.
- **NSBA Conference** - The conference is scheduled for March 21-23, and we look forward to having this professional learning opportunity in Nashville this year. Please note the awards luncheon is on Saturday beginning at noon. More information on the awards luncheon will be forwarded to you in the coming weeks.

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 February Board Meeting;
 - FSSD Demographics dated January 30, 2015.
- **Finance and Administration** - John McAdams, Associate Director for Finance & Administration, provided the following (on file):
 - Personnel Change Report for January, 2015/February, 2015;
 - Investment reports as of December 31, 2014;
 - Summary Revenue Reports and Summary Expenditure Reports for January 2015.

XI. ANNOUNCEMENTS

There were no announcements.

XII. ADJOURNMENT

Chair Stillings adjourned the meeting at 7:54 p.m.

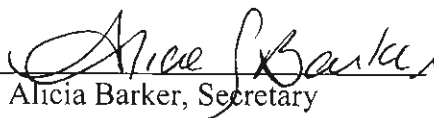


Tim Stillings, Chair



Date

ATTEST:



Alicia Barker, Secretary



Date