

May 11, 2015
Franklin, Tennessee

The Franklin Special School District Board of Education met on Monday, May 11, 2015 at 6:30 p.m. at Poplar Grove Middle School, 2959 Del Rio Pike, Franklin, with the following members present:

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

Others present were: Dr. David Snowden, Dr. Catherine Stephens, John McAdams, Amy Fisher, Dr. Roberta Hill, Mark Anderson and other staff, principals, teachers, parents, FSSDEA and community members.

There was a reception honoring "Classified Employees of the Year" prior to the meeting.

I. MEETING CALLED TO ORDER

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

II. PLEDGE OF ALLEGIANCE

Principal Mrs. Tracie Clark welcomed those in attendance and led the Pledge of Allegiance.

III. RECOGNITIONS

1. **Good News Awards** (on file) - Highlighted were: FSSD Student Artist of the Month PGMS student Ashlan Panaia and FMS teacher Elisa Baughman who will be on the Learning.com Customer Advisory Board for a two-year membership.
2. **"Classified Employees of the Year"** (on file) - Honored with a reception and recognition from the Board were employees chosen from each school, combined Central Office/Annex, and Transportation/Maintenance. **Franklin Elementary:** John Jackson, Custodian; **Johnson Elementary:** Jerry Scruggs, Custodian; **Liberty Elementary:** Misty Riggs, Paraprofessional; **Moore Elementary:** Linda Zehring, Paraprofessional; **Poplar Grove Elementary:** Jodi Miller, Paraprofessional; **Freedom Intermediate:** Vicki McMullin, Secretary; **Freedom Middle:** Troy Roan Sr., Lead Custodian; **Poplar Grove Middle:** Liz Cowan, R.N., School Nurse. Recognized as **District Classified Employee of the Year** was **John Jackson**. Winners received, from 1st TN Bank, \$100 at the school level and \$500 for the district winner.

IV. PUBLIC INPUT

Diana Siepel, retiring at the end of this school year, thanked the Board for working with her in her role with FSSDEA.

V. REPORTS/PRESENTATIONS/DISCUSSION

1. **Executive PTO** - There was not a report from the Executive PTO.
2. **Conference System Microphones** - A microphone system is being used for this meeting. It was consensus from the Board that a system will be purchased for use at Board meetings.
3. **Teaching and Learning Spotlight** - "*Professional Learning Current & Future Happenings*" was presented by Dr. Stephens. In particular was make-up of district professional development missed during a snow day, in which Mary Decker, Curriculum & Professional Learning Specialist, has worked to get classes rescheduled. She also recapped that eighteen members of administration attended a two-day conference for Advanced Level 2, *Powerful Coaching* training. This information is further highlighted in the Teaching & Learning report for this month (on file).

VI. APPROVAL OF BOARD AGENDA

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

VII. APPROVAL OF CONSENT AGENDA

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

Approved under Consent Agenda (on file) were:

1. Minutes of Board Meeting dated April 13, 2015
2. Minutes of Work Session dated April 20, 2015
3. Disposition of Surplus: Out of Date Books
4. Budget Amendments

VIII. BUSINESS BEFORE THE BOARD

Consideration of:

1. **Agreement for Dedication of Easement** - The City of Franklin will be obtaining public access easement from the Parcel Number 05400 on Tax Map No. 63 as

recorded in Deed Book 1082, page 106 with the Williamson County Register of Deeds. This easement will be used in continuation of the City of Franklin street scape and sidewalk space. The administration recommended approval of the Agreement for Dedication of Easement.

Robin Newman made a **motion to approve the Agreement for Dedication of Easement** as presented (on file). Alicia Barker **seconded** the motion. After discussion, the motion which **carried 6-0**.

- 2. Policy Revision: Care of School Property (6.311) - 2nd Reading** - This policy revision updates legal references as well as changing language regarding repayment for property damages. There were no changes requested from the Board after 1st Reading. The administration recommended approval of 2nd Reading.

Robin Newman made a **motion to approve the policy revision for Care of School Property (6.311) - 2nd Reading** as presented (on file). Allena Bell **seconded** the motion, which **carried 6-0**.

- 3. Policy Revision: Annual Notification of Rights (6.601) - 2nd Reading** - Following with the TSBA policy department review of the requirements of the referenced statute TCA 49-1-704 and TSBA model policies 6.600, 6.601 and 6.602, this policy revision updates legal references and language. The policy title is revised to add "Student Records" as well. There were no changes requested by the Board upon 1st Reading. The administration recommended approval of the 2nd Reading.

Robert Blair made a **motion to approve the policy revision for Annual Notification of Rights (6.601) - 2nd Reading** as presented (on file). Alicia Barker **seconded** the motion, which **carried 6-0**.

- 4. Policy Revision: Student Records Inspection & Correction Procedures (6.602) - 2nd Reading** - Following with the TSBA policy department review of the requirements of the referenced statute TCA 49-1-704 and TSBA model policies 6.600, 6.601 and 6.602, this policy revision completely rewrites the policy to clarify the true intent. In addition, it defines the authority to view the student records, adds recovery for copying fees, and updates legal references to current laws. The policy title is revised to add "Student Records Inspection..." to the current title to more accurately reflect the intent. The correction procedures have been attached to this revision for the Board's reference. There were no changes requested from the Board upon 1st Reading. The administration recommended approval of the 2nd Reading.

Tim Stillings made a **motion to approve the policy revision for Student Records Inspection & Correction Procedures (6.602) - 2nd Reading** as presented (on file). Allena Bell **seconded** the motion, which **carried 6-0**.

5. **Policy Revision: Student Surveys, Analyses and Evaluations (6.4001) - 1st Reading** - Based on recommendations from TSBA, this policy update reflects the provisions of TCA 49-1-705 which restricts the local board of education from collecting individual student data on political affiliation, religion, voting history and firearms ownership. In addition, this policy update is to reflect the provisions of TCA 49-1-706 which requires written parental consent prior to the collection of certain individual student biometric data. These include data involving the analysis of facial expressions, EEG brain wave patterns, skin conductance, galvanic skin response, heart-rate variability, pulse, blood volume, posture and eye-tracking. Legal references are also updated with this revision. After this policy revision was tabled at the April Board meeting, it has been confirmed that there is prior parental approval for eye testing and BMI data gathering, which are most common in our schools. The parent or guardian would also need to give consent if any of the other, less common items contained in Item 9 were to be measured. The administration recommended approval of the 1st Reading.

Allena Bell made a **motion to approve the policy revision for Student Surveys, Analyses and Evaluations (6.4001) - 1st Reading as presented** (on file). Robert Blair **seconded** the motion. After discussion, the motion **carried 6-0**.

IX. DIRECTOR OF SCHOOLS REPORT

Dr. Snowden presented the following report to the Board:

- Dr. Snowden wanted to recognize once again the **Classified Employees of the Year**, and to say that we are very fortunate to have these and so many other outstanding employees throughout the district. Begun last year, this recognition in a formal setting will be a great tradition and we look forward to many more years for this award.
- **District Volunteer of the Year** - The individual chosen to represent our district through the TSBA Volunteer of the Year contest is Misty Woodford from Moore Elementary. We are very proud of her as well as our other top-notch volunteers throughout our district.
- **Budget Process for the 2015-2016 School Year** - April 20th was the first of three scheduled budget meetings, in which we reviewed the Operations Budgets for both Finance & Administration and Teaching & Learning. Dates for the next budget work sessions are May 18 (Revenue and Personnel), followed by June 22 (cumulative discussions). Please let us know if there are individual conflicts with these dates.
- **Young Scholars Institute** - Marnie Cotton, YSI Director states that all of the spots in the first week of the Young Scholars Institute have been filled and the second week, for which applications are still being received, is close to capacity. The YSI staff is finalizing plans for another exciting and educational experience for independent

learners. The campuses of Franklin Elementary and Poplar Grove are ready to host the 2015 students!

- **2015-2016 Registration** - Registration continues for next year, with 74% having completed their registration on Skyward as of May 11th, and an additional 3% having started the process! As of today there are 77% that have either registered or are in the process of registering. We have also now gone out into the community with two registration events, going to Franklin Housing Authority and Franklin Estates with laptop computers. Representatives from the administration and translators went to both locations to reach families that may not have begun their registration for next year. The volunteers included Dr. Stephens, Lauren Fleming, Helen Castillo, Marlene Vergara, Drew Bingham, Mary Decker, Dr. Esslinger, Alisha Erickson, Keith Welch, Jeff Collins, Albert Pryor and Susannah Gentry. A big thank you also goes out to parent liaisons Diane Price, Prisca Hill, Jetza Nunez and Monica Hudgins for their assistance with parents that have language barriers at our schools during the registration period.

Board member Alicia Barker thanked those that went out into the community volunteering for this project.

- **Kindergarten Registration** - Many Kindergarten families came out to registration on April 24th. Numbers so far reflect FES at 56, JES with 33, LES with 60, MES with 83 and PGES with 74. We know traditionally there are many students whose parents did not register them during Spring registration. We will continue to add to these numbers based on the history during prior registrations.
- **District Retirement Reception** - This year's retirement reception was successful, with 27 honorees in all, 19 of them attending the event at FIS. Many friends and family, as well as our FSSD Family, attended the event. There are always many positive comments from those that attended. The Board's participation and efforts for trying to be there for part if not all of the event are appreciated.
- **TCAP Testing** - To our knowledge testing went well and those in charge of the testing, Teaching & Learning and all the school personnel, did a great job of organizing materials and information and making sure everything was secure. We had one audit and it went well, so we certainly appreciate everyone's attention to detail. Dr. Stephens took over as testing coordinator in Dr. Boan's absence this year.
- **Faculty and Staff Appreciation Week** - Also this week, May 4-8, our faculty and staff are honored in various ways. As in past years, on behalf of the Board and the administration, a basket of healthy snacks was taken to the schools and other departments as a small token of appreciation. Thanks to the Central Office team that put the baskets together.

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 May Board Meeting;
- FSSD Demographics dated May 1, 2015.

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

- Personnel Change Report for April, 2015/May, 2015;
- Revenue and Expenditure Reports dated 4/2015.

XI. ANNOUNCEMENTS

- Chair Stillings asked the audience for feedback on the sound of the speaker system and all comments were positive.
- Board member Allena Bell noted that she proctored all testing days and spoke on behalf of the testing process, being impressed by students, teachers, and encouragement given. She encouraged other Board members' participation.
- Board member Bell thanked the Nutrition Department for refreshments during the reception for the Classified Employees of the Year.
- Board member Robert Blair reminded the Board of the Williamson County Chamber meeting next week with Education Commissioner McQueen as guest speaker.

XII. ADJOURNMENT

Chair Stillings adjourned the meeting at 7:13 p.m.



Robert Blair, Vice Chair

6/8/2015

Date

ATTEST:



Alicia Barker, Secretary

6-22-15

Date