

September 15, 2014
Franklin, TN

The Franklin Special School District Board of Education met on Monday, September 15, 2014 at 6:30 p.m. at Liberty Elementary School, 600 Liberty Pike, Franklin, Tennessee, with the following members present:

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

Others present were: David L. Snowden, Ph.D., John McAdams, Catherine Stephens, Ed.D., Mark Anderson, Roberta Hill, Kay Boan, Cindy Cook, Lauren Fleming and other staff, principals, teachers, parents, FSSDEA, community members and members of the local news media.

I. MEETING CALLED TO ORDER

Tim Stillings called the meeting to order at 6:32 p.m.

II. PLEDGE OF ALLEGIANCE

Principal Dr. Cheryl Robey welcomed those in attendance and led the Pledge of Allegiance.

III. OATH OF OFFICE

Supreme Court Justice Connie Clark administered the Oath of Office to Tim Stillings and Robin Newman, re-elected for four-year terms; Allena Bell, elected for a four-year term; and Kevin Townsel, elected for a two-year term (signed Oaths on file.)

IV. RECOGNITIONS

Good News Awards were presented (descriptions on file). Highlighted were LES second-grader Caitlyn Hoffman, September Student Artist of the Month; local FSSD supporter Chuck Sugg, who has sponsored access to free tutoring through Homework Hotline for the past few years; FES Special Education teacher Gwen Diamond, JES Reading Coach Evelyn Hickerson and former employee Erin Lefkovitch, MAC Supervisor Amanda Parks and retired MAC Supervisor Sandy Hime, who have received various grants for the district.

V. **PUBLIC INPUT**

No one from the public chose to address the Board.

VI. **REPORTS/PRESENTATIONS/DISCUSSION**

1. **Executive PTO Report** – There was no report given by the Executive PTO this month.
2. **Report on Debt Obligation** - John McAdams, Associate Director for Finance & Administration presented this notice to the Board as required by TCA 9-21-151 and provided the opportunity for questions (on file).
3. **Student Performance Report - Value-Added Scores** - Dr. Kay Boan gave a summary of TVAAS growth and comparison during the past three years after first explaining the basic premise for TVAAS. This information is further highlighted in the report (on file).
4. **Teaching and Learning Spotlight - “State and District Mandated Assessments”** was presented by Dr. Stephens. Parents may access assessment information on our webpage. This information is further highlighted in the Teaching & Learning report for this month (on file).
5. **Board of Distinction** - The TSBA Board of Distinction Checklist was presented to the Board for discussion. Allena Bell will be the Board steward in facilitating the completion of items needed for this recognition.
6. **Board Notes for School Newsletters** – In an effort to be more visible and accessible to the families in the district, Alicia Barker would like to have an article from the Board regularly placed in the school newsletters. It was discussed that this article would be a collective statement from the Board and that all would need to agree on the content. It was agreed that Alicia Barker and Media Specialist Susannah Gentry would meet to get the first article written and that the draft would then be reviewed by the rest of the Board before publishing.
7. **2014-2015 Board of Education Meeting Schedule** - The meeting schedule was presented to the Board for discussion purposes.

VII. **APPROVAL OF BOARD AGENDA**

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

VIII. APPROVAL OF CONSENT AGENDA

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

The items on the Consent Agenda (on file) were:

1. Minutes of Board Meeting dated August 11, 2014;
2. Tennessee School Nutrition Standards Act Certification of Compliance;
3. Budget Amendments.

IX. BUSINESS BEFORE THE BOARD

Consideration of:

1. **2014-2015 Election of Board Officers** - Board Policy 1.200 establishes September as the date the Board organizes through the election of a Chairman, Vice-Chairman, Secretary and Treasurer. Director Snowden opened the floor for nominations for Board Officers for the 2014-2015 year.

Allena Bell made a **motion to nominate a slate of officers** with

Tim Stillings as Chair
Robert Blair as Vice-Chair
Alicia Barker as Secretary
Robin Newman as Treasurer

Kevin Townsel **seconded** the motion. With no other nominations, Dr. Snowden called for the vote. The slate of officers nominated were **elected unanimously (6-0)**.

2. **2014-2015 TLN Representative** - TSBA encourages each board to elect a Tennessee Legislative Network (TLN) Representative each year. Serving this past year was Alicia Barker.

Alicia Barker made a **motion for nomination of Allena Bell as 2014-2015 TLN Representative**. Kevin Townsel **seconded** the motion. With no discussion, the motion **carried 6-0**.

3. **2014-2015 Family and Community Advisory Council Representative** - With direction from Lee Kirkpatrick of our Teaching and Learning Department, this council is designed to include one Board member. Mrs. Badger served on the Council this past year.

Allena Bell made a **motion for nomination of Kevin Townsel for 2014-2015 Family and Community Advisory Council Representative**. Robin Newman **seconded** the motion. With no discussion, the motion **carried 6-0**.

4. **2014-2015 Extended Contract Program Proposal** - The Extended Contract Proposal being recommended for approval will be sent to the State Department of Education. These are funds to be received from the State DOE to assist in meeting the needs of students. The amount in the proposal is **\$52,045** (comprising the base allocation and benefits). This is a slight increase (approximately 5%) from the 2013-2014 allocation. The school district utilizes the Tennessee Waiver of the No Child Left Behind (NCLB) accountability guidelines, the individual school improvement plans, and the Tennessee District Strategic Plan to guide the allocation of these funds. Our principals and the Teaching and Learning team continue to stretch these dollars to meet some of our highest needs. The administration recommended approval.

Robert Blair made a **motion to approve the 2014-2015 Extended Contract Program Proposal** as presented (on file). Robin Newman **seconded** the motion. After discussion, the motion **carried 6-0**.

5. **Annual Contract to Audit Accounts** - Contracts from Matlock Clements, P.C. to conduct financial audits of the FSSD for the period July 1, 2014 through June 30, 2015 are at a fixed auditor fee of \$28,500, which is the same amount that has been charged for the past four years. There are separate contracts for district accounts and individual school activity funds. The administration recommended approval.

Allena Bell made a **motion to approve the Annual Contract to Audit Accounts** as presented (on file). Kevin Townsel **seconded** the motion. After discussion, the motion **carried 6-0**.

6. **Differentiated Pay Plan** - In April, 2013, the State Board unanimously approved the "Revised differentiated pay guidelines" for the 2014-2015 school year. Under this plan, school districts had the flexibility to develop and implement pay plans that meet their priorities, needs and context. In addition, the rules required districts to utilize some form of performance criteria for eligibility for part of the differentiation. Districts will have the opportunity each year to modify their differentiated pay plans. Within FSSD, a committee composed of teachers from each school, as well as a representative from the FSSDEA, met several times during the last school year to discuss the best methodology to use in developing the FSSD's differentiated pay plan. After a great deal of discussion, the representatives, with input from their colleagues, decided that the district's plan should continue to focus on some of the current methods of differentiation and to expand on the areas of additional roles and responsibilities. This topic was also discussed during the Board Retreat in January 2014. In our plan, teachers in the FSSD who scored at a Level 3 or above will be eligible to apply to receive compensation for the additional roles and responsibilities. Based upon the final evaluation scores from 2013-2014, ninety-six percent (96%) of FSSD teachers are eligible to participate in these extra roles and responsibilities. The administration recommended approval.

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

- 7. Overnight Field Trip Request - Freedom Intermediate 5th grade to Williamsburg, Virginia** - This overnight field trip request is proposed for May 26-29, 2015, which is after the current school year has concluded. The administration recommended approval of this request.

Alicia Barker made a **motion to approve the Overnight Field Trip Request for Freedom Intermediate 5th grade students to Williamsburg, Virginia** as presented (on file). Robin Newman **seconded** the motion, which **carried 6-0**.

- 8. Overnight Field Trip Request - Freedom Intermediate 6th grade to Marine Lab, Key Largo, Florida** - This overnight field trip request is proposed for June 8-12, 2015, which is also after the current school year. The administration recommended approval of this request.

Allena Bell made a **motion to approve the Overnight Field Trip Request for Freedom Intermediate 6th grade students to Marine Lab, Key Largo, Florida** as presented (on file). Robin Newman **seconded** the motion, which **carried 6-0**.

The Board would like recurring field trips to be placed on the "Consent Agenda" in the future, while any new field trips will be placed under "Business Before the Board".

- 9. Policy Revision: Assignment/Transfer (5.115) - 1st Reading** - This policy is being updated to align with statutory law. According to TCA 49-5-40, differing deadlines for assignment to schools based upon the classification of the system employee as reflected in the current policy is not authorized. The administration recommended approval of the first reading.

Allena Bell made a **motion to approve Assignment/Transfer (5.115) - 1st Reading** as presented (on file). Robert Blair **seconded** the motion. During discussion, **"grandchild, niece and nephew"** was requested to be added to **Line 27 for the second reading**. After discussion, the motion **carried 6-0**.

- 10. Policy Revision: Use of Personal Communication Devices/Electronic Devices (6.312) - 1st Reading** - Recently adopted by FSSD, this policy is being updated to also include the use of wearable technology. The administration recommended approval of the first reading.

Alicia Barker made a **motion to approve Use of Personal Communication Devices/Electronic Devices (6.312) - 1st Reading** as presented (on file). Robert Blair **seconded** the motion. After discussion, the motion **carried 6-0**.

11. Policy Revision: Student Records (6.600) - 1st Reading - Under current law, if a student transfers to a new LEA, the new LEA may “require disclosure and copies of the student’s records ... including, but not limited to, disciplinary records from educational agencies where the student was previously enrolled.” The new law, effective July 1, 2014, requires an LEA to transfer copies of these records. If the transfer is simply to another school within the district, the cumulative file shall be sent there. If the move is to another district, copies shall be sent to the new district. A copy of the FSSD “Employee Confidentiality Agreement” has been provided to the Board as a part of this policy review - as of August 2014, all personnel are required to sign this agreement as part of their employment. The administration recommended approval of the first reading.

Alicia Barker made a **motion to approve Student Records (6.600) - 1st Reading** as presented (on file). Robin Newman **seconded** the motion. After discussion, the motion **carried 6-0**.

12. Policy Revision: Student Clubs and Organizations (6.702) - 1st Reading - This policy is being updated to current practices and Tennessee Code. The administration recommended approval of the first reading.

Robin Newman made a **motion to approve Student Clubs and Organizations (6.702) - 1st Reading** as presented (on file). Allena Bell **seconded** the motion. After discussion, the **motion was amended**. Robin Newman made a **motion to approve Student Clubs and Organizations (6.702) - 1st Reading as presented and to waive the 2nd Reading for adoption**. Alicia Barker **seconded** the amended motion, which **carried 6-0**.

X. DIRECTOR OF SCHOOLS REPORT

Dr. Snowden presented the following report to the Board:

- **FSSD Attendance, Demographics, and Free & Reduced Students** - A report was provided to the Board to give the attendance information and ethnic demographics for each school to date. Families have thirty days to complete the free and reduced applications and those percentages will be provided at the October Board meeting.
- **Director of Schools Advisory Council** - The members of the Director of Schools Advisory Council are being selected from each site and the first meeting is scheduled for October 2nd. The Advisory Council is composed of an employee and alternate from each school, representatives from the central office and annex, FSSDEA, maintenance and transportation. The meetings offer opportunities to celebrate successes at each site/department, as well as to bring concerns and questions to the Director.

- **Complaint Managers for the FSSD** - The Director of Schools has appointed Catherine Stephens, Ed.D. and John McAdams as Complaint Managers for the FSSD in accordance with the Complaints and Grievances policy (5.501).
- **Fall Break** - The FSSD's student Fall Break will occur October 6th through October 10th. District offices will be closed as well during this time.
- **TSBA Fall District Meeting** - The Mid-Cumberland TSBA Fall District Meeting will be held on September 25th at Dickson County High School. A copy of the agenda has been provided to the Board. All Board members that can attend are registered. Car pool opportunities will be available leaving the Central Office by 4:00 that afternoon.
- **NABSE Conference** - We are being represented at the NABSE Conference, November 19-23rd, by three of our Board members. Thank you for the time you devote!
- **TSBA Annual Convention and Leadership Conference** - This conference will be held at the Nashville Gaylord Opryland Hotel and Convention Center November 15-17, with the Leadership Conference preceding it on November 14-15. With the registration deadline in mid-October, Board members were asked to let the Carol know as soon as possible.
- **TSBA Annual Convention Delegates** - The TSBA Delegate Assembly, which is TSBA's annual business meeting, will be held on Sunday, November 16th. FSSD can have up to three delegates. Early October is the deadline for letting TSBA who our delegates will be. If more information about the Delegate Assembly is needed, the Board is asked to contact Carol.
- **NSBA Conference** - The open registration date is fast approaching beginning in October for the NSBA Conference scheduled for March 21-23, 2015 in Nashville. The Board's attendance preference was also requested for this conference.

XI. UPDATES

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

- Summary of Teaching and Learning Activity for the September Board Meeting;
- FSSD Demographics dated 9/8/2014.

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

- Personnel Change Report for July, 2014/August, 2014, which also includes part of September;
- Investment reports dated July 31, 2014;

- Summary Revenue Reports and Summary Expenditure Reports dated August 2014.

XII. ANNOUNCEMENTS

There were no announcements.

XIII. ADJOURNMENT

Chair Tim Stillings adjourned the meeting at 7:53 p.m.



Tim Stillings, Chair

10-20-2014
Date

ATTEST:



Alicia Barker, Secretary

10-20-2014
Date