

March 14, 2016  
Franklin, Tennessee

The Franklin Special School District Board of Education met on Monday, March 14, 2016 at 6:30 p.m. at Poplar Grove Elementary School, 2959 Del Rio Pike, Franklin, Tennessee. The following members were present:

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

*Others present were:* Dr. David Snowden, Dr. Catherine Stephens, John McAdams, Dr. Kay Boan, Beth Herren, Celby Glass, Mark Anderson, Amber Whitley, Lee Kirkpatrick, Mary Decker, Amy Fisher and other staff, principals, teachers, parents, FSSDEA and community members.

There was a reception recognizing our newest National Board Certified Teacher and the FSSD Teachers of the Year beginning at 6:00 p.m. prior to the meeting

**I. MEETING CALLED TO ORDER**

Chairman Stillings called the meeting to order at 6:38 p.m.

**II. PLEDGE OF ALLEGIANCE**

Assistant Principal Dr. Joel Hoag welcomed those in attendance and led the Pledge of Allegiance.

**III. RECOGNITIONS**

*National Board Certified Teacher* - Rebecca Parks (FES 2<sup>nd</sup> grade teacher) was recognized as obtaining the National Board Certification designation and pinned by Crystal Lepping (LES Kindergarten teacher).

*FSSD Teachers of the Year* were recognized – Megan Medders (MES), FSSD Elementary Teacher of the Year; Emily Phy (PGMS), FSSD Middle Grades Teacher of the Year; Building Teachers of the Year Ashley West (JES), Mark Garey (FMS), Leslie Campbell (PGES), Sandra Wooten (FES), Jennie Peterson (FIS), Marguerite Pryor (LES). Dana Gillespie and Cornerstone Financial Credit Union were recognized for their support of our district's mission of "Excellence in Teaching and Learning for All" by providing the full cash award of \$500 to the FSSD Teachers of the Year and \$100 each to the building-level Teachers of the Year.

*Good News Awards* (on file) – Highlighted: FSSD Student Artist of the Month, FES 2<sup>nd</sup> grader Marion Dannenfelser; PGMS 8<sup>th</sup> graders Elizabeth Bradley and Alexa Gordon, who placed in the 2015-16 Martin Luther King, Jr. Essay/Poetry/Spoken Word Contest sponsored by the Black Cultural Center at Vanderbilt University.

**IV. PUBLIC INPUT**

No one from the public chose to address the Board.

**V. REPORTS/PRESENTATIONS/DISCUSSION**

1. **Executive PTO** - there was no report this month.
2. **Teaching & Learning Spotlight - “Tennessee Comprehensive Assessment Program”** - Information presented is also highlighted in the Teaching & Learning report (on file). It was noted that TCAP TNReady and TCAP Achievement scores will not count as part of the student’s grade this year. Questions were asked by the Board and addressed as part of this report.
3. **SCOPE Conference** – A summary of this conference for high-school aged students was presented by Allena Bell and Alicia Barker, who both served as team leaders.

**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**

Alicia Barker made a **motion to approve the consent agenda Items 1 and 3**. Allena Bell **seconded** the motion, which **carried 6-0**. **Item 2, Tax Anticipation Revolving Loan Agreement was moved to Business Before the Board.**

**Approved under Consent Agenda** (on file) were:

1. Minutes of Board Meeting dated February 8, 2016
2. Tax Anticipation Revolving Loan Agreement (*moved on agenda*)
3. Budget Amendments

**VIII. BUSINESS BEFORE THE BOARD**

**Consideration of:**

**Item 2 from Section VII. Consent Agenda: Tax Anticipation Revolving Loan Agreement –** The Tax Anticipation Revolving Loan Agreement is necessary to renew each year due to the need to borrow funds in the short term to offset the cash flow issues that occur primarily in the latter months of the calendar year. The cash flow issue exists because property taxes (our largest source of revenue) are not due until the following February. Generally, there is only a need to borrow for a matter of days or a couple of weeks at most in order to fulfill our financial obligations.

Allena Bell made a **motion to approve the Tax Anticipation Revolving Loan Agreement** as presented. Robert Blair **seconded** the motion, which **carried 6-0**.

1. **Director of Schools Performance - Total Composite Score** - Mr. Townsel outlined the process for evaluation of the Director of Schools. Based on the submission to the Board of the Director of Schools Annual Report for 2014-2015 at the January meeting, each Board member submitted individual scoring based on a pre-determined point value given to criteria in four areas: Improvement of Student Performance, Effective Management of District Resources, Transforming the Vision into Reality, and Highest Level of Internal and External Communication. The total composite score was then derived from removing the highest and lowest scores from each category and averaging the remaining scores by category, then adding the average scores to obtain the composite score. The total composite score awarded from the Board was **97.00**, which awarded Dr. Snowden the full bonus equal to 10% of his salary. To further this process for the next school year, Board member Kevin Townsel will be heading the Director of Schools Annual Performance Goals revision for 2016-2017, to be completed for the April Board meeting.

Kevin Townsel made a **motion to approve the Director of Schools Total Composite Score as presented and approve the payment of 100% of the bonus pool as set forth in the DOS Performance Review Process for the 2014-2015 year (on file)**. Tim Stillings **seconded** the motion, which **carried 6-0**.

Dr. Snowden received a standing ovation from the Board and audience in appreciation of outstanding performance exhibited during the 2014-2015 school year. Dr. Snowden acknowledged his appreciation for the Board's confidence and gave thanks to the staff and schools. He once again said that he would be returning the bonus and requested that the Board give him autonomy as to what the money would be designated for within the district. Chair Stillings spoke for the Board in saying that Dr. Snowden's leadership is truly enjoyed within the district and that he may use the bonus as he wished within the district.

A Board work session is scheduled for March 31 beginning at 5:00 at Liberty Elementary to review the goals for the 2016-2017 year, following a preliminary meeting with Dr. Snowden and Mr. Townsel.

2. **Resolution: TNReady and Related Data – “Resolution of the FSSD Board of Education, Franklin TN to Support Holding Teachers, Schools and School Districts Harmless from the Use of 2015-2016 TNReady and Related Data in Teacher Evaluations and School & School District Accountability”** (*The Resolution*) – Dr. Snowden prefaced this item by saying that Commissioner McQueen is doing a fabulous job and many of the issues have been left to her time in office and is no reflection upon the job that she is doing. As we are all aware of the challenges faced by students, teachers, schools and school districts with the drastic changes in the TNReady assessment, we strongly believe consideration should be given to a complete waiver of public release of TNReady data for students, teachers, grade bands, schools and school districts. TNReady data can still be used to establish baseline data to provide information to evaluate progress for students, grade bands, teachers, schools and school districts in subsequent years. We are aware and appreciate the Governor's current legislative proposal on evaluation flexibility related to the

impact on teacher evaluations as well as school and district accountability; however, we believe there should be a complete waiver as described in this resolution. The administration recommended approval of the Resolution presented.

Robin Newman made a **motion to approve and submit the Resolution to the State as presented**. Kevin Townsel **seconded** the motion. During discussion it was noted that there was positive feedback from Round 1 testing: our students were ready and it is hopeful they did well. Teachers should be applauded for their preparation of the students and in light of the switching of test methods from online to paper and pencil. The motion **carried 6-0**.

- 3. New Policy: Charter Schools (1.704) - 1st Reading** - After reviewing current district policies, TSBA has encouraged districts to review and at a minimum adopt the TSBA base policy regarding charter schools to ensure that there is the mechanism in place to accept, evaluate and act on a charter school application. The administration recommended approval of the first reading for this new policy.

Allena Bell made a **motion to approve the first reading of the policy revision for Charter Schools (1.704) as presented except for changing the sentence Page 2 Line 10 to read "The sponsor shall pay a non-refundable application fee of \$1,500.00"** (on file). Alicia Barker **seconded** the motion, which **carried 6-0**.

- 4. Policy Revision: Testing Programs (4.700) - 1st Reading** - The State Board of Education recently approved a change to State Board Policy 3.400, High School Examinations. Please note that this will pertain to Algebra I and Geometry courses in the FSSD. This change allows a district to exclude end-of-course examination scores from a student's grade if they are not received at least five instructional days before the scheduled end of the course. This change is similar to the new law that allows TCAP scores to be excluded if they are not received at least five instructional days before the end of the school year. The change recommended by TSBA adds a provision that gives the director of schools the authority to exclude these scores if the requirements of the policy are not met. The board can also choose to retain this authority if it wishes. Please note that the end-of-course policy is slightly different than the TCAP exclusion language contained in state law. The provision allowing the exclusion of TCAP scores is based on the end of the school year while the provision allowing the exclusion of end-of-course scores is based on the end of the course. Legal references are also updated in this revision. The administration recommended approval of the first reading.

Robert Blair made a **motion to approve the first reading of the policy revision for Testing Programs (4.700) as presented** (on file). Robin Newman **seconded** the motion. After discussion, the motion **carried 6-0**.

- 5. Policy Revision: Orientation and Probation (5.107) - 1st Reading** - This requested revision clarifies the topics contained in the policy and removes procedure. The administration recommended approval of the first reading.

Alicia Barker made a **motion to approve the first reading of the policy revision for Orientation and Probation (5.107) as presented** (on file). Tim Stillings **seconded** the motion, which **carried 6-0**.

6. **Policy Revision: Teacher Effect Data (5.1141) - 1st Reading** - This revision adds Tennessee Code to the language and updates the legal references. The administration recommended approval of the first reading.

Tim Stillings made a **motion to approve the first reading of the policy revision for Teacher Effect Data (5.1141) as presented** (on file). It was requested that Line 3 "Board and school board members" to be researched in TCA for a possible change on 2<sup>nd</sup> reading. Alicia Barker **seconded** the motion, which **carried 6-0**.

7. **Policy Revision: Family and Medical Leave (5.305) - 1st Reading** - Per the TSBA Director of Policy & Staff Attorney, this revision more accurately reflects the Federal FMLA regulations, addressing the ability to use up to 26 weeks of FMLA for specific reasons. This provision would only apply in a limited set of circumstances. The ability to take State leave in certain situations is also addressed. Finally, the policy clarifies the amount of time spouses may take leave if they are both employed by the school district. The administration recommended approval of the first reading.

Robert Blair made a **motion to approve the first reading and waive second reading of the policy revision for Family and Medical Leave (5.305) as presented** (on file). Alicia Barker **seconded** the motion, which **carried 6-0**.

8. **Policy Revision: Staff Rights & Responsibilities (5.600) - 1st Reading** - This policy revision request rewrites the policy to update language and purpose of the policy, also to add legal references that were not noted on the older policy. The administration recommended approval of the first reading.

Robert Blair made a **motion to approve the first reading and waive second reading for the policy revision for Staff Rights & Responsibilities (5.600) as presented** (on file). Alicia Barker **seconded** the motion, which **carried 6-0**.

9. **Regulatory Policy Revisions: 2.200, 2.400, 2.700, 2.701, 2.703, 2.804, 2.806, 2.808, 2.809, 2.810, 2.900, 5.110, 5.114 - 1st Reading** - Revisions in this section are all part of the review of those policies in place to meet Uniform Grant Guidance standards outlined by the US Government Office of Management and Budget and are in concurrence with TSBA policies. If the Board has questions about any of these policies, the policies can be separated for discussion. The administration recommended approval of the first reading for all of the policies listed in the section.

Allena Bell made a **motion to approve the first reading and waive second reading for the policy revisions for 2.200, 2.400, 2.700, 2.701, 2.703, 2.804, 2.806, 2.808, 2.809, 2.810, 2.900, 5.110, 5.114 as presented** (on file). Kevin Townsel **seconded** the motion. With no discussion, the motion **carried 6-0**.

## IX. DIRECTOR OF SCHOOLS REPORT

- **Update on Fairground Street Property** - As you recall, at the February meeting the Board voted to declare the school district's property located at 221 Fairground Street as surplus. After that declaration, we began to research the current zoning of the property and found it to be zoned "Civic/Institutional". We were informed it would be much easier for the school district to ask and receive the change in zoning to "R3-Residential instead of disposing/selling the property and the new owner trying to get the zoning change secured. Once the zoning change is approved by the City of Franklin, the Executive Committee will meet to develop recommendations for the disposition of the property. Mr. McAdams has communicated with the Planning Department to begin this zone change.
- **Funding Proposal Change Submitted by Governor's Office** - A few weeks ago, we discovered an amendment had been proposed in conjunction with the Governor's budget and legislation that would negatively impact the State Revenue for the FSSD and fifteen other school districts around the State. The amendment reduces the "Cost Differential Factor" (CDF) by 50%. The CDF has been used to adjust BEP funding in school districts where the cost of living in the county is greater than the statewide average. The CDF also compares county wages in non-government industries to statewide wages. Counties with above-average wages, according to this index, receive an increase in funding. The CDF was recommended for elimination when BEP 2.0 was implemented. However, the elimination did not occur when the State decided to use a 50/50 split in the funding model. The initial TACIR (TN Advisory Commission on Intergovernmental Relations) model was used for 50% of the state revenue distribution and the CBER (Center for Business & Economic Research) model was used for the other 50%. School Districts currently receive an adjustment of the CDF calculation due to the split. The amendment proposes to adjust the current 50% CDF to 25% which means a loss of approximately \$620,000 for the FSSD for the 2016-2017 fiscal year (we have been told by Rep. Sargent that the numbers from the State may not be accurate but those are the figures we currently have). As you know, the Governor's proposed budget includes several million dollars in new funds for education. With the proposed change, instead of receiving approximately \$720,000 of these additional funds, FSSD would receive approximately \$100,000. We have met, along with Dr. Looney, with our local legislators to determine if there is any possible way to either eliminate the loss altogether or reduce the amount of the loss by a significant amount. WCS has hired two lobbyists to seek legislative support for a more positive outcome. In addition, conference calls have been held among the sixteen school districts to seek support from all their local legislators. Our local legislators are working on our behalf, but trying to find an additional \$30 million dollars to offset the loss in CDF funding is a substantial challenge. We will keep you apprised of any progress. Another item which may be proposed in our Legislature regards equity vs adequacy and the possible elimination of judicial branch involvement in education decision making. We will continue to be in touch with legislators, as will Williamson County Schools through their lobbyists.

- **Read Across America Week** - Officially **February 29-March 4** - There were fun activities throughout our district to promote the importance and enjoyment of reading. I enjoyed being a part of this week by reading on WLES at Liberty Elementary on February 29. Celebrations related to reading were great and both students and adults participated in the fun!
- **Spring Break** - This year's Spring Break for students, teachers and school staff members is scheduled for **March 21-25**. Our district will be closed during this week.
- **Registration timeline** - *New Students who are transferring* into our district may now complete initial registration online. As of March 8, 30 students have been registered using this new student enrollment process. *Current students* returning in 2016-2017, as well as new students to the FSSD, will be able to register for the upcoming year beginning April 1, with a push to get most families registered before the end of April. *Kindergarten Roundup* will be held on April 22. This is an important day for our future Kindergartners and their families as they get familiar with their new school. Parents can register online at this event; however, registration for Kindergartners is also online beginning April 1.
- **FSSD Representation at TNReady Parent Reports Regional Training** - On March 10, the TDOE will host a training session around parent reports for TNReady. The FSSD was represented by Mrs. Jenn Morrison, Ex. PTO President and Mrs. Brooks Reid, Liberty Elementary parent. Board member and PGS parent Mr. Kevin Townsel was not able to be there as planned but will also be participating. We are very appreciative of the district representation by these individuals.
- **Work Session** - On **March 31**, 5:00, at LES in Room 60, the Board will meet to review the Director of Schools Goals for 2016-2017. This follows the initial review by Mr. Townsel and the administration.
- **NSBA Conference** - All Board members will be attending NSBA in Boston, **April 9-11**. We are looking forward to this professional learning opportunity. Our next Board meeting will be held the 3rd Monday in April due to this conference.
- **FSSD's Top 40** - At our April Board meeting, we will be honoring five volunteers from each of the eight different schools in the FSSD. We will host a reception for the "Top 40" at 6:00 prior to the Board meeting, and then recognize them individually during the first part of the meeting. The **April 18** meeting is scheduled to be held at Liberty Elementary.
- **Budget Process for the 2016-2017 School Year** - Proposed dates for the budget work sessions are **April 25, May 16 and June 20**. As in past years, Operations Budgets for both Finance & Administration and Teaching & Learning Departments are combined in the first work session, Revenue and Personnel will be reviewed in the second, and then a discussion of the cumulative impact will take place on the third work session, facilitating the possible completion of the budget process. Please review these dates and let Carol know of any conflicts.

conflicts.

Chair Stillings noted that if there are budget topics Board members would like researched, included or analyzed by cost, they should contact either Dr. Snowden or Mr. McAdams.

- **District Retirement Reception** - This year's retirement reception will be held on Thursday, **April 28** beginning at 6:00 p.m. at Freedom Intermediate School. We hope that your schedule will allow you to attend.
- **Young Scholars Institute** - The 2016 camp for "independent and highly motivated learners" who have completed grades 1-8, has applications online and in print. The dates for the Institute will be **June 6-10** and **June 13-17**. Jr. Scholars has moved from its location last year at Franklin Elementary due to construction, and the entire camp will be hosted at Poplar Grove.
- **Gentry Summer Academy** - The Gentry's Educational Foundation will be having a STEM and Reading Camp this summer, running **June 6-17**, for students that are currently in Pre-K through 4th grade. The daily schedule is from 8:00-3:00 with lunch included. All children will attend the following classes: math, science, art, reading, technology, writing, and a choice for music of piano or guitar, and a choice of P.E. of sports or dance. Aftercare will be provided until 6:00 for camp students whose parents work and need childcare.
- **Summer Feeding Program** - On the program's seventh year of participation, the FSSD is partnering with the Tennessee Dept. of Human Services (DHS) and with the U.S. Dept. of Agriculture (USDA) to offer a Summer Food Service Program (SFSP) to local children. The SFSP helps to bridge the hunger gap by providing free food to kids at community sites during the months of June and July. The 2016 SFSP will begin on Tuesday, May 31 and end on Thursday, August 4. Meals will not be served the week of July 4-8. The program's goal is to make sure any child who needs breakfast or lunch can receive it - there are no forms to complete or qualifications to meet. Any child under 18 is eligible to receive breakfast and lunch through the SFSP at no cost. Adults may purchase a meal for \$3. In addition to serving breakfast and lunch at the Central Office Annex and Freedom Intermediate school cafeterias, the following community partners will also receive meals: the FSSD Summer MAC program, FSSD WeeMAC, the Franklin/Williamson County Boys & Girls Club, Franklin Housing Authority, Gentry Summer Academy, WC Parks & Recreation at Academy Park, Franklin Estates Mobile Home Community, the Kids Academy at BGA, and visitors to the FSSD's Story Bus Plus program throughout its summer schedule. During YSI weeks, Jr. Scholars at PGES will receive SFSP at no cost; Sr. Scholars at PGMS will be offered meals at a nominal cost. We anticipate feeding record numbers of children and adults both breakfast and lunch this summer. Locations, dates and times of service will be listed on our website.
- **Snow Days Update** - As you know, stock-piled days are built into the school calendar each year in case of inclement weather. As of this date (Wednesday, March 9th) we have used four (4) of the seven stock-piled days.



**X. UPDATES**

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

- FSSD Demographics dated 3/3/2016;
- Summary of Teaching & Learning Activity for the March Board Meeting.

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

- Personnel Change Report for February, 2016/March, 2016;
- Investment Report dated January 31, 2016;
- Revenue and Expenditure Reports dated 2/2016.

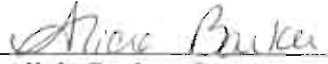
**XI. ANNOUNCEMENTS**

Chair Stillings asked for discussion on what other options are available for those in need of meals during the week of July 4<sup>th</sup>, when the Summer Feeding program is not available. He will contact One Gen Away; Mr. Blair noted GraceWorks and possibly Boys & Girls Club.

**XII. ADJOURNMENT**

Chairman Stillings adjourned the meeting at 8:10 p.m.

  
\_\_\_\_\_  
Tim Stillings, Chairman                      4-18-16  
Date

ATTEST:   
\_\_\_\_\_  
Alicia Barker, Secretary                      4-18-2016  
Date