

\_\_\_ Chris Kneeland  
\_\_\_ Delaney Carrier  
\_\_\_ Paul Doucette  
\_\_\_ Tim Dow  
\_\_\_ Anya Twarog  
\_\_\_ Scott Burns  
\_\_\_ Deb Brown  
\_\_\_ Jeff Savary  
\_\_\_ Susan Hallett Cook  
\_\_\_ Student Rep

**Franklin School Board Meeting  
Franklin Middle School –  
Bessie C. Rowell Memorial Library  
January 22, 2018**

**5:30 PM – NHSBA Training Session with the School Board  
6:30 PM ~ Regular Board Meeting  
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**Meeting Starts at 6:30 pm**

**1. Call to Order by the Superintendent**

- **Salute to the Flag**
- **National Anthem – Paul Bourgelais and the FHS Students**
- **Meeting Postings**

➤ **Reconstitution of the Board - Selection of:**

- **\* Board Chairperson,**
- **\* Vice Chairperson**
- **\* Treasurer**
- **\* Reassignment of Franklin School Board Committees by Chairperson**
- **\* Staff Ethics Sign-off**

**2. Public Participation**

**3. Recognitions**

- Delaney Carrier – School Board Member
- Chris Kneeland – School Board Member

**4. Approval of Board Meeting Minutes – December 18, 2017**

**5. Old Business**

- Finance Report – Amanda Bergquist
- Committee Reports
- Legislative Report

**6. New Business**

- Update from Superintendent
  - Meadowbrook Music Grant
  - Instructional hours vs. Days
  - 2018-19 Calendar
  - Infrastructure Grant
  - Budget Update
  - Energy Audit Update
- PSS Principal's Report
- FMS Principal's Report
- FHS Principal's Report

**7. Late Items**

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**8. Policy**

**First Reading of Policies – Section C (In all of this sections policies we will reformat with proper headers and footers to include category; wherever school district or SAU is referenced, it should read – Franklin School Board.)**

- CB – School Superintendent – **R** – Use NHSBA Policy version
- CB-R – Duties of the Superintendent – **NEW** - Use NHSBA Policy version
- CBB – Appointment of Superintendent – **O – NEW**- Use NHSBA Policy version
- CBI – Superintendent Evaluation and Goal Setting – **R – NEW** - Use NHSBA Policy version
- CBI-R – Superintendent Evaluation and Goal Setting Form – **NEW**- Use NHSBA Policy version; cut policy off at the bottom of #4 and reference Policy CBI at the end
- CCA – Administrative Succession Plan – **O – NEW** - Use NHSBA Policy version
- CCB – Line and Staff Relations – **R** – Use NHSBA Policy version; replace#3 with the following sentence as stated by NHSBA “The Franklin School Board determines District policy, the Superintendent is responsible for carrying out that policy and responsibility to follow policy flows simply and clearly from that authority through principals and then teachers to students.” Change “kindergarten” to “pre-K in #2.
- CFA-R – Duties of the Principal – **NEW**- Use NHSBA Policy version; fix the spacing in the first sentence where the “:” is and under “(d)” take out the space following “statutes”; under “(e)” add “assistant” following “associate” and change the ending punctuation to a “.” Instead of a “:”.
- CHB – Board Review of Regulations (Also, BGD) – **R – NEW**- Use NHSBA Policy version; add a space prior to “therefore” in the second sentence.
- CLA – Treatment of Outside Reports – **O – NEW** - Use NHSBA Policy version
- CM – School District – **R – NEW – TABLED until this is further investigated to be sure we do.**
- JGD – Suspension and Dismissal – **no NHSBA Policy found - REMOVE**
- GBCD – Background Investigation and Criminal Records Checks – **R**- Use NHSBA Policy version
- JICD – Student Discipline and Due Process – **R** - Use NHSBA Policy version

**Second Reading and Adoption of Policies**

- JLCF - Wellness
- BEB – Special Board Meetings - replace with NHSBA BEB – Emergency Board Meetings
- BEDA – Public Notification of School Board Meetings – **NEW**
- BEDB – Agenda Preparation and Dissemination – replace with NHSBA Policy
- BEDC – Quorum – replace with NHSBA Policy
- BEDD – Rules of Order – **NEW**
- BEDD-R – Sample Rules of Order (remove the last sentence from number 1; replace “Moderator” with “Chairperson”) – **NEW**
- BEDG – Minutes – replace with NHSBA Policy
- BEDG-R – Access to Minutes and Public Records – replace with NHSBA Policy

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- BEDH – Public Participation at Board Meetings – replace with NHSBA Policy (in #1 change “15” to “30”; change #2 to read: “The Board may not respond to comments on items that do not appear on the agenda. Request to address the board on matters not on the agenda must be presented to the Superintendent and must set forth the specifics of the subject to be addressed.”)
- BFE – Administration in Policy Absence – NEW
- BGA – Policy Development System – replace with NHSBA Policy (change H to “A master copy of the policy manual will be kept at the SAU Central Office. All policies will be maintained on the website. Manuals will be made available to each School Board Member upon request.”)
- BGB – Policy Adoption – typos corrected (second full paragraph change “form” to “from”; in number 3 of 4 delete the second “of the minutes”).
- BGC – Policy Review and Evaluation/Manual Accuracy Check – replace with NHSBA Policy (change the last sentence to read “The Board directs the Superintendent to ensure the policy manual available on the district website is maintained and up to date.”)
- BGE – Policy Dissemination – replace with NHSBA Policy with the addition of “available on the school district website.” to the last sentence.
- BGF – Suspension of Policies – NEW
- BHE – School Board Use of Email – replace with NHSBA Policy
- BIA – New Board Member Orientation – NEW (Change the sentence above #1 to read: “Each new member will be provided with access to the following materials:”)
- BIB – Board Member Development Opportunities – NEW
- BIBA – School Board Conferences, Conventions, and Workshops – NEW
- BID – Payment for Services Rendered by School District Officers – TABLED until the charter is reviewed
- BIE – Board Member Indemnification – TABLED until legal advice is obtained
- BJ – School Board Legislative Program – NEW
- BKA – Liaison with School Board Associations – NEW (Change “Secretary” in line one to “Superintendent”).

**9. Public Participation**

**10. Non – Public (if needed)**

**11. Adjournment**

\*\* NB: Persons appearing before the Board are reminded, as a point of information that Board members are without authority to act independently as individuals in official matters. Thus, questions may be directed to individual Board members, but answers must be deferred pending consideration by the full Board. Furthermore, any comments and/or questions must specifically be regarding agenda items discussed at the meeting; and within approximately a three (3)-minute timeframe. Names of students, staff or members of the public are not to be used. Personnel items are required by RSA 91-A: 3 to be discussed in non-public.

***INFORMATION ON NON-PUBLIC SESSIONS***

On occasion the Board will need to enter Non-Public Session. When a motion is made to do so, it will be done under the provisions of NH State Law RSA 91-A: 3 II, and one or more of the following reasons will be claimed for entering Non-Public Session:

a. The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charge against him/her, unless the employee affected (a) has a right to a meeting; and (b) requests that the meeting be open in which case the request will be granted.

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- b. The hiring of any person as a public employee.
- c. Matters, which if discussed in public, would likely, affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.
- d. Consideration of the acquisition, sale, or lease of real property or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.
- e. Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency of any sub-division thereof, or against any member thereof because of his/her membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled.