

\_\_\_ 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  
February 19, 2018**

**6:15 PM ~ Non-Public Session (student issue)**

**6:30 PM ~ Regular Board Meeting**

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**Meeting Starts at 6:15 pm**

**1. Call to Order by the Board Chairperson**

- Salute to the Flag
- Meeting Postings

**2. Public Participation**

**3. Recognitions**

**4. HUOT Presentation – Brooke Perry**

**5. 21<sup>st</sup> Century Presentation**

**6. Youth Risk Behavior Survey Results**

**7. Approval of Board Meeting Minutes – January 22, 2018**

**8. Old Business**

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

**9. New Business**

- Update from Superintendent
  - Work Camp New England
  - ALMA Student Management System
  - HUOT Agreement
  - Legislative Update
  - Meadowbrook Grant
  - Transportation Extension
  - Overnight Field Trip
  - Field Trip to Boston Museum of Fine Arts
  - FLIP Update
- Curriculum Report
- PSS Principal's Report
- FMS Principal's Report
- FHS Principal's Report

**10. Late Items**

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**11. Policy**

***First Reading of Policies***

DBJ – Transfer of Appropriation – O – not moving forward

DC – Taxing and Borrowing Authority/Limitations – O – not moving forward

DD – Funding Proposals and Applications – O – NEW from NHSBA as is

DEA – Revenues from Local Tax Sources – O – New from NHSBA change the last word in the first paragraph from “people” to “city council”; remove the word “is” after Board in the second paragraph along with changing the word “adoption” to “process” and “voters of the District” to “City Council”; third paragraph change “taxpayers” to “city council”.

DFA – Investment – P – Keep the current version with the following changes: second to the last sentence should read: “The investment of funds will be left to the discretion of the Finance Committee and submitted to the Board for approval.” The last sentence should read: “The Board will review the investment policy annually.” (The Superintendent will check with auditors for the requirements.)

DG – Depository of Funds – O – Keep the current with the following change: second paragraph change “for an all income” to “and income”.

DGA – Authorized Signatures – R – Keep the current policy with the following change: second to the last sentence add “Treasurer” following “Board”.

DGD – School District Credit Cards – O – NEW from the NHSBA

DH – Bonded Employees – R - this one is being held until the superintendent finds out if a deputy is required.

DI - Fiscal Accounting and Reporting Regulations – R - Keep the current policy and add the legal reference.

DIA – Fund Balances – R – Keep the current policy but add a period after “end” and remove “such monies to be used to offset the next year’s tax rate.”

DIA-E – Fund Balances Procedures – the question is has the CPA reviewed and check against the GASB-54.

DID – Fixed Assets – R – Superintendent to check with Business Administrator on this one and why there are two copies.

DIE – Audits – R – to be pulled for first reading by the board

DIH – Fraud Prevention and Fiscal Management – R – replace with the NHSBA

DJB – Purchasing Procedures – O – NEW from NHSBA

DJD - Cooperative Purchasing – O – NEW from NHSBA – Insert “Franklin” on the line; follow “Superintendent” with “or designee” – discussion was held regarding the petty cash practice within the district currently.

DJE – Bidding Requirements – R – Keep the current policy and add RSA Chapter 95 to legal references

DJF – Local Purchasing – O – decided not to move forward

DJG – Vendor Relations – O – NEW from NHSBA

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DK – Payment Procedures – R – NEW from NHSBA – remove “School Board” to read “Finance Committee which shall include two signatures as required including the School Board Treasurer.”

DKA – Payroll Procedures – R – Replace with the NHSBA version

DKC – Expense Reimbursement – O – Replace with NHSBA version but change the second paragraph ending from “approved by the Board” to “set by the IRS as of January 1<sup>st</sup> of each year.”

**Second Reading and Adoption 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

**12. Public Participation**

**13. Non – Public (if needed)**

**14. Adjournment**

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**\*\* 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.
- 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.