

1 **Board Member Attendees:** Scott Burns, Tim Dow, Deborah Brown, Jeff Savary, Anya Twarog, Susan  
2 Hallett-Cook, Delaney Carrier, Chris Kneeland and Paul Doucette

3

4 **Absent Board Members:**

5

6 **Administration:** Daniel LeGallo – Superintendent; Amanda Bergquist – Business Administrator;  
7 Kevin Barbour – FMS Principal; Carrie Charette – FHS Principal; Susan Blair – PSS Principal;

8

9 **Others:** Franklin Residents/Teachers/Students (approximately 24 people) and Cathy Viau (School  
10 Board Clerk)

11

12 **Call to Order by Daniel LeGallo, Superintendent, at 6:40 PM.**

13

14 **Salute to the Flag**

15

16 Paul Bourgelais played the guitar and student, Krishna Clark, sang the National Anthem.

17

18 **Meeting Postings**

19

20 It was stated that the meeting agenda was posted at the SAU Office, Franklin Public Library, Franklin  
21 City Hall, the three schools, and the website.

22

23 **RECONSTITUTION OF THE BOARD**

24

25 Paul Doucette nominated Tim Dow for the position of Chairperson, seconded by Deborah Brown.

26

27 **MOTION:** Paul Doucette moved to nominate Tim Dow for the position of School Board Chairperson,  
28 seconded by Deborah Brown.

29

30 **Motion Carried – Unanimous**

31

32 **MOTION:** Susan Hallett-Cook moved to nominate Scott Burns as Vice Chairperson

33

34 **MOTION:** Tim Dow moved to nominate Deborah Brown as Vice Chairperson

35

36 **Results -** Scott Burns won 4 in Favor of Scott (Anya Twarog, Susan Hallett-Cook, Jeff Savary and  
37 Delaney Carrier) and 3 in Favor of Deborah (Tim Dow, Paul Doucette, Chris Kneeland)

38

39 **MOTION:** Tim Dow moved to nominate Deborah Brown as Treasurer

40

41 **Motion Carried – Unanimous**

42

43 Board Chairperson, Tim Dow, handed out the reassignments to the Board Members for the Board  
44 Committees.

45

1 **MOTION:** Paul Doucette moved to approve the reassignments as presented with the addition of  
2 Deborah Brown to be alternate for the Legislative NHSBA, seconded by Jeff Savary.

3  
4 **Motion Carried – Unanimous**

5  
6 All of the board members were asked to read the School Board Member Ethics policy and sign the  
7 acknowledgement.

8  
9 **PUBLIC PARTICIPATION** – Tim Dow shared that this section will be limited to 3 minutes per  
10 person with a maximum of 30 minutes.

11  
12 George Dzujna recognized Susan Blair and all those who helped pull together the perfect Polar Express  
13 evening with late notice. They were all thanked for all of their efforts.

14  
15 Tina Thurber recognized and thanked the FHS Band for coming in to play Christmas music while she  
16 was at Central Sweets.

17  
18 **MOTION:** Deborah Brown moved to have the Meadowbrook Music Grant moved up in the agenda  
19 prior to Old Business, seconded by Anya Twarog.

20  
21 **Motion Carried – Unanimous**

22  
23 ***Meadowbrook Music Grant***

24  
25 Paul Bourgelais (FHS Music Teacher), Ed Darling (President of the Music Program through  
26 Meadowbrook and Director of the Music Camp), along with several students were present to talk about  
27 how great of a program and opportunity this is for the students, what is involved, what the students  
28 receive, and value of the experience is to the students. Students were able to attend many concerts that  
29 they may not have been able to otherwise while earning money towards the high school music program.  
30 Our students were recognized for being so coachable, having great ideas of their own and being high  
31 energy. Two hundred thirty one students participated in 2016-17 at 83 cents per student. The financial  
32 assistance is great, \$9,000 taken in ticket sales and \$12,000 through a grant for instruments, uniforms,  
33 etc. The board was invited to their concert on Thursday at 6:30 PM. They also have a newsletter for  
34 that department.

35  
36 **MOTION:** Deborah Brown moved to accept the grant donation of \$2,000 from Meadowbrook,  
37 seconded by Scott Burns.

38  
39 **Motion Carried - Unanimous**

40  
41 **RECOGNITIONS**

42  
43 Daniel LeGallo recognized our two new School Board Members Delaney Carrier and Chris Kneeland  
44 and stated that he was excited to have them join the board.

45  
46 ***Approval of Board Meeting Minutes – December 18, 2017***

1  
2 **MOTION:** Deborah Brown moved to approve the December 18, 2017 Franklin School Board  
3 Meeting minutes as amended (further clarification of the specified issues on page 5 following line 8),  
4 seconded by Susan Hallett-Cook.

5  
6 **Motion Passes – 7 in Favor and 2 Abstained (as Chris Kneeland and Delaney Carrier were not**  
7 **present for that meeting.)**

8  
9 **OLD BUSINESS**

10  
11 Finance Report – Amanda Bergquist, Business Administrator, stated that they received \$2,500 from  
12 United Way for the Robotics Team.

13  
14 **MOTION:** Scott Burns moved to accept the \$2,500 donation from United Way for the Robotics  
15 Team, seconded by Jeff Savary.

16  
17 **Motion Carried - Unanimous**

18  
19 Mrs. Bergquist stated that the SAU Budget and Franklin Budget have now been combined into one  
20 (Franklin) under business services on the expenditure report. All of the associated lines will be  
21 combined in the appropriate locations within the Franklin budget.

22  
23 ***Committee Reports***

24  
25 City Council Liaison Committee – Scott Burns stated they haven't met.

26  
27 Finance – Deborah Brown stated they met January 11<sup>th</sup> and they discussed the financial report,  
28 Buildings and Grounds Projects, budget process, extension of transportation services contract, energy  
29 audit project, Joint Finance Committee, salaries, technology expenditure, Capital Reserve Fund, and  
30 report of the first year of the Safety Program Plan.

31  
32 Negotiations – Deborah Brown stated that the Custodial and Support Staff Contacts have been  
33 completed and approved by the city council. The Teacher Contract is still on-going.

34  
35 Buildings and Grounds – Jeff Savary stated that they have not met.

36  
37 Scholarship – Anya Twarog stated that they have not met.

38  
39 Policy – Anya Twarog stated that this will be discussed later in the meeting.

40  
41 Mayor's Drug Task Force – Tim Dow stated that they will be coming next month to present. They are  
42 discussing sustainability. There will be an ambassadors meeting on the 30<sup>th</sup>.

43  
44 Strategic Planning Committee – Susan Hallett-Cook stated that they are waiting on compilation of data  
45 and will meet in January. Discussion was held regarding negotiating pricing on a consultation thru  
46 NHSBA Barrett Christina.

1  
2 Wellness – Daniel LeGallo stated the Wellness Policy will need to be passed tonight, discussed goals  
3 and the next meeting is March 19th.

4  
5 I2 – Scott Burns stated there is nothing to report at this time.

6  
7 Independent School District Exploration – Jeff Savary stated there is nothing to report at this time.

8  
9 NHSBA Legislative – Tim Dow gave an extensive overview of the assembly he attended that was very  
10 informative. It was a great training. They are looking to set up a board training with the NHSBA. There  
11 are new laws that have been passed, new policies, proposed resolutions were passed and some were  
12 defeated. Copies of the handouts given to Tim will be sent to the board via email as reference materials.

13  
14 **Legislative Report** – Werner Horn, Representative, congratulated all the newly elected school board  
15 members and those voted to the specific seats on the board. Mr. Horn stated that there are 1,000 bills  
16 being discussed. Mr. Horn spoke more in-depth about Amendment 525, HB 1814, and SB 193.  
17 Discussion was held regarding stabilization and funding of other bills. He stated that it is important for  
18 more participation from the people, voices needed to be heard, better funding of education is necessary.  
19 Mr. Horn stated his stance on these bills.

20  
21 **NEW BUSINESS**

22  
23 **Update from Superintendent**

24  
25 Daniel LeGallo, Superintendent, stated that they had two pipes freeze, one at PSS in the new wing and  
26 the other in the FHS kitchen. The fire department did come to help with the efforts. The repairs for  
27 each was less than \$1,000.

28  
29 Tim Dow and Daniel LeGallo have been following and listening to HB 544, 594 and 193. Tomorrow  
30 Tim Dow will be reading the written testimony of Barbara Slayton at the Senate.

31  
32 **Nomination**

33  
34 **MOTION:** Scott Burns moved to approve the nomination for the Franklin Middle School Nurse,  
35 Julian Hoover as presented, seconded by Jeff Savary.

36  
37 **Motion Carried - Unanimous**

38  
39 **Instructional Hours vs. Days**

40  
41 Discussion was held regarding how this is calculated and works. It was stated that this is an option that  
42 may be considered to be used on an annual bases especially when numerous snow days are deemed  
43 necessary and the school year begins to extend out too far. Feedback was given regarding the learning  
44 effectiveness at the end of June versus other times of year. Discussion was held regarding when this  
45 would be considered to be used, revisiting in April of each year, what other districts are doing, the effect  
46 on staff contracts and who makes this decision. It is up to the superintendent to use his discretion and

1 present to the board. There are no state requirements in regards to the timeline and there is nothing to  
2 fill out as long as DOE requirements are met.

3  
4 ***2018-19 School Calendar***

5  
6 Two options were presented to the board by the Superintendent. One is in alignment with Winnisquam  
7 and one is in alignment with Laconia. We have students that attend programs at each district as well as  
8 we have students who attend here in Franklin. One calendar begins after Labor Day and the other before  
9 Labor Day. After much discussion, it was decided to begin after Labor Day. Discussion was also held  
10 regarding NEA conference included on either proposal.

11  
12 **MOTION:** Anya Twarog moved to accept the 2018-19 School Calendar that aligns with the Laconia  
13 School District which begins after Labor Day, seconded by Susan Hallett-Cook.

14  
15 **Motion Carried - Unanimous**

16  
17 ***Infrastructure Grant***

18  
19 Thanks to efforts of many including: Amanda Bergquist, Jack Finley, and Jule Finley our district has  
20 applied for a \$336,000 Infrastructure Grant which will assist with district safety items such as rekeying  
21 school buildings, window films, additional cameras and a new phone system at Paul Smith elementary  
22 school.

23  
24 ***Budget Update***

25  
26 Daniel LeGallo stated that he and Amanda Bergquist have met with the department heads and principals  
27 on their preliminary budgets. They know already going into the budget process that revenues will be  
28 down by over \$1 million dollars due to those reductions. A Joint Finance Meeting will be held once the  
29 city appoints their members to the committee. Discussion was held regarding the process and the need  
30 to have additional budget work sessions in March. There will be a need to realign the classrooms, which  
31 will be based on enrollments and what will be in the best interest of the students. Some of the topics  
32 discussed included the increase of special education preschool enrollment, the number of students  
33 graduating, kindergarten revenue, transient population, the potential increase in enrollment due to the  
34 CATCH Housing, the need for city council to see the full picture and effect of cuts during this entire  
35 process, Reduction in Force (RIF) needing to be done by May 11<sup>th</sup> (if needed), administrative plan,  
36 superintendent recommended cuts and state aid.

37  
38 ***Energy Audit Update***

39  
40 The district is waiting for the City Council Finance Committee to be set and assigned to the Joint  
41 Finance Committee so that meetings can begin.

42  
43 The district is waiting to approve grant funds until they are appropriately allocated before voting upon.

44  
45 **PSS Principal**

46

1 Susan Blair, PSS Principal, gave a written and verbal explanation report to the board regarding the  
2 following topics for Paul Smith Elementary School (dated January 2018): Population as of January 16<sup>th</sup>;  
3 Professional Development; Pickup Patrol – Dismissal Application; School-wide Field Trip to the Capitol  
4 Center for the Arts; Recognitions included all those who helped to contribute to the Polar Express (PTA,  
5 Staff, Kitchen Staff, volunteers, George Dzujna, Franklin McDonalds), PTA for voting to purchase a  
6 new internally lite sign for the front of the school; PSS has been entered into a contest to have a special  
7 speaker come to visit the school; PSS is now accepting applications for kindergarten for next year (must  
8 be 5 by September 30<sup>th</sup>).

9  
10 **FMS Principal Report**

11 Kevin Barbour, FMS Principal, gave a written report to the board which included the following  
12 information: Upcoming Events; The United Steel Workers (NH Ball Bearing) donation of \$1,000 for the  
13 Franklin Food Service program to help families in need with the expenses incurred through the lunch  
14 program (half for PSS and the other half for FMS); Student Leadership (Pennies for Patients, Planting  
15 vegetables, Books, Valentines); the PTO approved paying for 2/3 of a playground suitable for the school  
16 and parks and recreation and the other 1/3 to be paid from the general fund; Gear Up; IReady; STEM;  
17 Citizenship Test Challenge; and Bullying Prevention Action Committee (BPAC).

18 **MOTION:** Scott Burns moved to accept the two \$500 checks from the United Steel Workers (Union  
19 8566) donations to PSS and FMS to be used for the Food Service Program at their respective schools as  
20 presented, seconded by Deborah Brown.

21 **Motion Carried – Unanimous**

22 **FHS Principal's Report**

23 Carrie Charette, FHS Principal, gave a written and verbal report to the board regarding the following  
24 topics for Franklin High School: In-Service Day 1/19/2018; Donation from Elks for Karma Korner;  
25 Donation from Meadowbrook Charitable Foundation; Robotics; Music's Winter Concert; Recognitions:  
26 Franklin Fire Department and Buildings and Grounds – helping with the frozen pipe issue; Concord  
27 High School's Tidal Force Robotics Team – for continued support; Mr. Jahn, Mr. Adair, Ms. Pearsall –  
28 running PD for staff; Ms. Maguire and Mrs. Costanzo – for running PACE; Mr. Bourgelais and his  
29 music students for their work with Meadowbrook and their music concert; Upcoming Dates.

30  
31 **MOTION:** Scott Burns moved to approve the acceptance of the \$700 check from the Elks for the  
32 Karma Korner Program, seconded by Susan Hallett-Cook.

33  
34 **Motion Carried - Unanimous**

35  
36 **Late Items –**

37  
38 ***Curriculum Director Reports***

39

1 Jule Finley was unable to attend but did provide written reports to the board and will continue to do so  
2 on a monthly basis along with the other reports. It was stated that these reports are very informative and  
3 appreciated.

4  
5 **POLICY –**

6  
7 Anya Twarog explained the meaning of the letter that follows the policy: R = Required/Recommended  
8 and O = Optional. These had not been listed previously.

9  
10 ***First Reading***

11  
12 **MOTION:** Susan Hallett-Cook moved to approve for First Reading policies: CB – School  
13 Superintendent – R – Use NHSBA Policy version; CB-R – Duties of the Superintendent – NEW - Use  
14 NHSBA Policy version; CBB – Appointment of Superintendent – O – NEW- Use NHSBA Policy  
15 version; CBI – Superintendent Evaluation and Goal Setting – R – NEW - Use NHSBA Policy version;  
16 CBI-R – Superintendent Evaluation and Goal Setting Form – NEW- Use NHSBA Policy version; cut  
17 policy off at the bottom of #4 and reference Policy CBI at the end; CCA – Administrative Succession  
18 Plan – O – NEW - Use NHSBA Policy version; CCB – Line and Staff Relations – R – Use NHSBA  
19 Policy version; replace#3 with the following sentence as stated by NHSBA “The Franklin School Board  
20 determines District policy, the Superintendent is responsible for carrying out that policy and  
21 responsibility to follow policy flows simply and clearly from that authority through principals and then  
22 teachers to students.” Change “kindergarten” to “pre-K in #2; CFA-R – Duties of the Principal – NEW-  
23 Use NHSBA Policy version; fix the spacing in the first sentence where the “:” is and under “(d)” take  
24 out the space following “statutes”; under “(e)” add “assistant” following “associate” and change the  
25 ending punctuation to a “.” Instead of a “:.”; CHB – Board Review of Regulations (Also, BGD) – R –  
26 NEW- Use NHSBA Policy version; add a space prior to “therefore” in the second sentence; CLA –  
27 Treatment of Outside Reports – O – NEW - Use NHSBA Policy version; CM – School District – R –  
28 NEW – **TABLED until this is further investigated to be sure we do**; JGD – Suspension and Dismissal –  
29 **no NHSBA Policy found – REMOVE**; GBCD – Background Investigation and Criminal Records  
30 Checks – R- Use NHSBA Policy version; JICD – Student Discipline and Due Process – R - Use  
31 NHSBA Policy version, seconded by Deborah Brown.

32  
33 **Motion Carried - Unanimous**

34  
35 ***Second Reading and Adoption***

36  
37 **MOTION:** Deborah Brown moved to approve for Second Reading and Adoption Policies: JLCF –  
38 Wellness; BEB – Special Board Meetings - replace with NHSBA BEB – Emergency Board Meetings; BEDA –  
39 Public Notification of School Board Meetings – NEW; BEDB – Agenda Preparation and Dissemination – replace  
40 with NHSBA Policy; BEDC – Quorum – replace with NHSBA Policy; BEDD – Rules of Order – NEW  
41 BEDD-R – Sample Rules of Order (remove the last sentence from number 1; replace “Moderator” with  
42 “Chairperson”) – NEW; BEDG – Minutes – replace with NHSBA Policy; BEDG-R – Access to Minutes and  
43 Public Records – replace with NHSBA Policy; BEDH – Public Participation at Board Meetings – replace with  
44 NHSBA Policy (in #1 change “15” to “30”; change #2 to read: “The Board may not respond to comments on  
45 items that do not appear on the agenda. Request to address the board on matters not on the agenda must be  
46 presented to the Superintendent and must set forth the specifics of the subject to be addressed.”; BFE –

1 Administration in Policy Absence – NEW; BGA – Policy Development System – replace with NHSBA Policy  
2 (change H to “A master copy of the policy manual will be kept at the SAU Central Office. All policies will be  
3 maintained on the website. Manuals will be made available to each School Board Member upon request.”  
4 BGB – Policy Adoption – typos corrected (second full paragraph change “form” to “from”; in number 3 of 4  
5 delete the second “of the minutes”.; BGC – Policy Review and Evaluation/Manual Accuracy Check – replace  
6 with NHSBA Policy (change the last sentence to read “The Board directs the Superintendent to ensure the policy  
7 manual available on the district website is maintained and up to date.”; BGE – Policy Dissemination – replace  
8 with NHSBA Policy with the addition of “available on the school district website.” to the last sentence.  
9 BGF – Suspension of Policies – NEW; BHE – School Board Use of Email – replace with NHSBA Policy;  
10 BIA – New Board Member Orientation – NEW (Change the sentence above #1 to read: “Each new member will  
11 be provided with access to the following materials:” BIB – Board Member Development Opportunities – NEW  
12 BIBA – School Board Conferences, Conventions, and Workshops – NEW; BJ – School Board Legislative  
13 Program – NEW; BKA – Liaison with School Board Associations – NEW (Change “Secretary” in line one to  
14 “Superintendent”, seconded by Susan Hallett-Cook.

15

16 **Motion Passes – 8 in Favor and 1 Opposed (Paul Doucette)**

17

## 18 **PUBLIC PARTICIATION**

19

20 Tina Thurber commented that teachers cannot be left without a raise again. This will cause us to start  
21 losing good people. Cuts should be made in front of the City Council so that they may feel the pain as  
22 well.

23

24 Paul Doucette left at 8:32 PM.

25

26 Some people are afraid to speak as they feel their voices won't be heard by City Council. More people  
27 need to attend City Council meetings and speak up. Students are not getting what they need here and  
28 now we are losing good families year after year. A plan needs to be developed and implemented to  
29 change this. A plan is being worked on to present to the City Council but will take time if approved.  
30 Tax money percentage of allocation is a problem in this city compared to other cities and towns.

31

32 The city is down to two candidates for City Manager. The Meet and Greet is this Friday. The Board  
33 Chair and Superintendent will be attending.

34

35 School Choice may be fine but it should not be impacting public education as it is being presented.

36

## 37 **Adjournment**

38

39 **MOTION:** Anya Twarog moved to adjourn at 8:34 PM, seconded Scott Burns.

40

41 **Motion Carried – Unanimous**

42