

1 **Board Member Attendees:** Scott Burns, Tim Dow, Deborah Brown, Jeff Savary (arrived 6:28 PM),
2 Anya Twarog, Susan Hallett-Cook, Delaney Carrier, Chris Kneeland and Paul Doucette

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4 **Absent Board Members:**

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

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9 **Others:** Franklin Residents/Teachers/Students (approximately 29 people) and Cathy Viau (School
10 Board Clerk)

11
12 **Call to Order by Tim Dow, Chairperson, at 6:15 PM.**

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14 **Salute to the Flag**

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16 **Non-Public Session**

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18 **MOTION:** Deborah Brown moved to have the Board go into nonpublic session to act upon matters
19 referenced in the following provisions of RSA 91-A: 3 II c (student matter) at 6:17 PM, seconded by
20 Susan Hallett-Cook.

21
22 **Roll Call Vote – All in Favor (Jeff Savary not present)**

23 **Motion Carried – Unanimous**

24
25 **MOTION:** Susan Hallett-Cook moved to come out of non-public session and return to public session
26 at 6:27 PM, seconded by Anya Twarog.

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28 **Roll Call Vote – All in Favor**

29 **Motion Carried – Unanimous**

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31 **Meeting Postings**

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

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

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39 Jen Weaver, FEA President, stated that on behalf of the Teachers Union she wanted to thank everyone
40 for ratifying the teacher’s contract. It’s been a long process.

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42 Julianne Weaver (Student) on behalf of the students shared her concerns regarding safety precautions
43 and focus on lockdowns and drills. So far there have been eight shootings in 2018.

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45 **RECOGNITIONS - None**

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HUOT Presentation – Brooke Perry

Brook Perry, a second year student at Franklin High School and HUOT, has already received her Culinary Jacket in her first year in the Culinary Program. She was the first ever to do so. She presented her Capstone Project which showed what she intends to do with her education and what the program has done for her. She has been very highly spoken of by staff and students at HUOT. Paul Doucette did ask if she registered her name as a Trademark and LLC. He also stated that she could potentially purchase equipment at auctions. Miss Perry is an ambassador for HUOT and does tours and speeches. LRGH and T-bones were present at one of her presentations through school and she was offered an internship. She was congratulated by all.

21st Century Presentation

Krystal Alpers, Site Director, stated that they meet 4 times per year and this is a 5-year grant. This began in July and a program manager was hired. She has been working with Jule Finley and Dan LeGallo. Ms. Alpers joined the Green Team and Project AWARE. This program is aligned with the school day and afterschool program. Program Assistants are still needed. An authorization to share information has been created for the school and program to have open communication about students. Ms. Alpers has attended all open houses. So far there are 142 students in the program. They offer a variety of different programs such as homework help, family engagement as well as various clubs such as karate, and ukulele. They have partnered with other programs in the community to offer such things as financial fitness, healthy eating and fun games (Tilton Prep). Those are just a few examples. They are working on marketing the program such a creating a video, etc.

Youth Risk Behavior Survey Results

The Youth Risk surveys results are in. Information was provided to the board regarding this. CMT, YRBS and the Franklin Mayor’s Drug Task Force are working together and focus on assistance and accountability. The Coordinator of School Wellness – Barbara Slayton and YRBS Certified Prevention Specialists presented the results of the survey which are DHHS/CDC driven which are very reliable. These were separated out in a variety of ways for Middle and High School: male/female, grade, etc. It identified problem areas and what actions are being taken to be proactive.

Approval of Board Meeting Minutes – January 22, 2018

MOTION: Paul Doucette moved to approve the January 22, 2018 Franklin School Board Meeting minutes as presented, seconded by Scott Burns.

Motion Carried – Unanimous

OLD BUSINESS

Finance Report – Amanda Bergquist, Business Administrator, stated that they are currently in the middle of the budget season. They have received the Title I roller money which will be allocated to professional development.

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Committee Reports

Liaison Committee – Scott Burns stated that they have not met yet.
Finance – Deborah Brown stated they met February 7th. They reviewed and discussed the following:
Financial Reports, Joint Finance upcoming meeting on the 21st, transportation, 2018-19 budget, and city council to ratify the Teacher Contract.
Negotiations – Deborah Brown stated they will be voting on the Teacher Contract tonight.
Buildings and Grounds – Jeff Savary stated that they have not met yet.
Scholarship – Tim Dow stated that they have not met yet.
Mayor’s Drug Task Force – Tim Dow stated that they are meeting on the 30th.
Strategic Planning – Susan Hallett Cook stated that they are meeting on Thursday at 6:00 pm.
Wellness – Daniel LeGallo stated that they met and they are very glad to have the wellness policy approved tonight.
I2 – Scott Burns stated that they went over the I-Ready stat, the increasing dropout rate and working on a solution to reduce the dropout rate.
Independent School – Jeff Savary stated that they are holding off on meeting until March.
Policy – Anya Twarog stated this will be discussed later in the meeting but did give an overview of the process.

Legislative Report – Werner Horn, Representative, Werner Horn stated that 525 was defeated; HB1814 was defeated without conversation but advocating is being done to discuss; SB193 problems identified in the house; the next meeting sessions will be March 6, 7 and 8th.

NEW BUSINESS

Update from Superintendent

Daniel LeGallo, Superintendent, stated that there have been meetings being held monthly to try to improve truancy and dropout rates which included administration and JPPOs. They will try to attend these administrative meetings every month. Discussion was held regarding the truancy policy and how this is being enforced and what is being done to try to keep kids in school. Tim Dow should not attend due to his role on the board. Discussions are student specific.

Tim Dow stated that he and Superintendent LeGallo are starting a new initiative for a positive environment and morale boosting. Last week they started to tour each school and give out “Candy and Hugs” to staff to show their appreciation for all at that they do and have to go through.

Spring Coach Nominations – Read aloud by the Superintendent

MOTION: *Paul Doucette moved to accept the Spring Sports Coach Nominations for the middle and high school as presented by the Superintendent (For Middle School: Jill Neilson – MS Girls Softball Head Coach, Andrew Turner – MS Boys Baseball Head Coach, Albert Langley – MS Girls and Boys Track and Field Head Coach, Shauncie Dinkel – MS Girls and Boys Track and Field Assistant; For High School: Derrick Wong – HS Track and Field Head Coach, Skip Dubois – Varsity Softball Head*

1 Coach, Dave Therrien – Varsity Softball Assistant, Kathleen Hawkins – JV Softball Head Coach, Mason
2 Roberge – Varsity Baseball Head Coach, Dylan Bell – Varsity Baseball Assistant, Ed Carey – JV
3 Baseball Head Coach, Heidi Dunlap – Unified Volleyball), seconded by Deborah Brown for 2017-18.
4

5 **Motion Carried – Unanimous**
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7 **Work Camp New England**
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9 Superintendent LeGallo shared an overview of this valuable program, which was referred by Berlin.
10 This would take place in the summer of 2019. It is a faith based program that is a non-profit 501(c)(3)
11 organization focused on aiding families with financial need through free home repair projects. It was
12 requested to have them come in to present to the board. The overview included: who they work for;
13 what it is; who they are; how it works; what work they do; the length of time and partnerships.
14

15 **ALMA Student Management System**
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17 The current system being used is dated. This is a web based program at a similar cost. More information
18 is being presented to the IT Director tomorrow. The IT Director will present next month.
19

20 **HUOT Agreement**
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22 A packet of information was previously provided to the board. Tim Dow and Superintendent LeGallo
23 are attending another meeting this week and this document may be presented and approved at that time.
24 This is a standard agreement. A message will be sent to the board if any changes are made.
25

26 **MOTION:** Paul Doucette moved to approve the document of the Regional Agreement for Career and
27 Technical Education in Region #8 as presented and allow the School Board Chairperson to sign on
28 behalf of the Board/District, seconded by Scott Burns.
29

30 **Motion Carried – Unanimous**
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32 **Legislative Update**
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34 Tim Dow and Daniel LeGallo have been listening and participating in discussions in Concord to HB43,
35 HB42 and HB193. It was stated that the bill for surveys were defeated. They will continue to attend
36 meeting in Concord for educational bills.
37

38 **Meadowbrook Grant**
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40 A letter was presented regarding this Meadowbrook Charitable Foundation Grant of \$12,000.
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42 **MOTION:** Paul Doucette moved to accept the Meadowbrook Charitable Foundation Grant of
43 \$12,000 to be used as presented in the letter, seconded by Deborah Brown.
44

45 **Motion Carried – Unanimous**
46

1 **Transportation Extension**

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3 The bus company is working with Finance on a 3-year contract at an increase of 5% each year. The
4 superintendent does recommend. Research has been done and there are no other options. Fuel is paid
5 separately. All the buses are 2006.

6
7 **MOTION:** Paul Doucette moved to accept the 3-year contract of an increase of 5% each year as
8 presented on February 19, 2018 and referencing an email of January 22/31, 2018, seconded by Chris
9 Kneeland.

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11 **Motion Passes – 5 in Favor and 4 Opposed (Delaney Carrier, Scott Burns, Susan Hallett-Cook,**
12 **and Deborah Brown)**

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14 **Overnight Field Trip**

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16 **MOTION:** Paul Doucette moved to approve the March 15 & 16, 2018 NH Leadership Conference by
17 NHIAA at the Mt. Washington Hotel in Bretton Woods as presented, seconded by Anya Twarog.

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19 **Motion Carried – Unanimous**

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21 **MOTION:** Scott Burns moved to approve the March 31, 2018 Trip to Anime Boston in Boston,
22 Massachusetts overnight as presented, seconded by Deborah Brown.

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24 **Motion Carried – Unanimous**

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26 **MOTION:** Scott Burns moved to approve the March 16-17, 2018 Lock-In overnight at the Franklin
27 High School for the Anime Club as presented, seconded by Paul Doucette.

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29 **Motion Carried – Unanimous**

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31 **MOTION:** Tim Dow moved to approve the April 4, 2018 Field Trip to the Boston Museum of Fine
32 Arts as presented with private donations of \$261 and FSB of \$500 paying for the buses, seconded by
33 Chris Kneeland.

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35 **Motion Carried – Unanimous**

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37 **FLIP Update – will be done next month by Carrie Charette**

38
39 **Curriculum Report – Given to the board with their packet previously by Jule Finley (not present).**

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41 **PSS Principal**

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43 Susan Blair, PSS Principal, gave a written and verbal explanation report to the board regarding the
44 following topics for Paul Smith Elementary School (dated January 2018): Population; Kindergarten
45 enrollment for September 2018; Handwriting Without Tears training; Caught Doing Good (pictures and
46 explanation, number of students received and active role Pam McDonald has played in helping with

1 this); Plymouth State Interns; Professional Development; I-Ready Assessment window; reschedule of
2 the Capitol Center Field Trip; and donations (Joann’s Fabrics – 4 truckloads of decorations, etc.) and
3 Grants (the Leadership Team is working on a grant for a “Calm Room”).
4

5 **FMS Principal Report**

6 Kevin Barbour, FMS Principal, gave a written report to the board, which included the following
7 information: Upcoming Events: I-Ready and dispersed the newest Tech Times Flyer.

8 **FHS Principal’s Report**

9 Carrie Charette, FHS Principal, gave a written (Carrie Charette) to the board regarding the following
10 topics for Franklin High School: SALT; Art Trip; Anime Boston; 2018-19 Graduation Requirement
11 Options; GOLDEN roll out February 16th; Respect Week February 12th-16th; Robotics; Winter Carnival
12 2018; and February Break Cleaning.
13

14 Kevin Barbour on Mrs. Charrette’s behalf asked if the 8th Grade Computer Science course could be
15 counted as a ½ credit towards high school requirements as they have a teacher there. More discussion
16 will occur next month.
17

18 Discussion was held regarding the GOLDEN Rollout and the core values and beliefs of students and
19 staff by the teachers
20

21 **MOTION:** Deborah Brown moved to approve the February Break Cleaning by Mrs. Charette as
22 shown on her report as long as the Policy DN is followed, seconded by Paul Doucette.
23

24 **Motion Carried - Unanimous**

25 **Late Items –**

26 **Budget Meeting Dates -** The Budget Work Sessions will be held on March 6, 14, 20, and 27 at 6:00 PM
27 at the SAU Office.
28

29 **Teacher Contracts – vote in Non-Public**
30

31 Concerns about staff morale. Tim Dow and Daniel LeGallo will be visiting the Schools and Staff at
32 least once per month. They are looking to start a committee for discipline and morale to come up with
33 non-monetary ways to help boost morale. They would like to take initiative to help teachers deal with
34 the mental health issues rising in students today and show teachers appreciation for all that they do in the
35 district.
36
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38 **POLICY –**

39 Anya Twarog explained the meaning of the letter that follows the policy: R = Required/Recommended
40 and O = Optional. These had not been listed previously.
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1 ***First Reading Policies***

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3 **MOTION:** Tim Dow moved to approve for First Reading: DBJ – Transfer of Appropriation – O –
4 not moving forward; DC – Taxing and Borrowing Authority/Limitations – O – not moving forward
5 DD – Funding Proposals and Applications – O – NEW from NHSBA as is; DEA – Revenues from Local
6 Tax Sources – O – New from NHSBA change the last word in the first paragraph from “people” to “city
7 council”; remove the word “is” after Board in the second paragraph along with changing the word
8 “adoption” to “process” and “voters of the District” to “City Council”; third paragraph change
9 “taxpayers” to “city council”; DFA – Investment – P – Keep the current version with the following
10 changes: second to the last sentence should read: “The investment of funds will be left to the discretion
11 of the Finance Committee and submitted to the Board for approval.” The last sentence should read:
12 “The Board will review the investment policy annually.” (The Superintendent will check with auditors
13 for the requirements.); DG – Depository of Funds – O – Keep the current with the following change:
14 second paragraph change “for an all income” to “and income”; DGA – Authorized Signatures – R –
15 Keep the current policy with the following change: second to the last sentence add “Treasurer”
16 following “Board”; DGD – School District Credit Cards – O – NEW from the NHSBA
17 DH – Bonded Employees – R - this one is being held until the superintendent finds out if a deputy is
18 required; DI - Fiscal Accounting and Reporting Regulations – R - Keep the current policy and add the
19 legal reference; DIA – Fund Balances – R – Keep the current policy but add a period after “end” and
20 remove “such monies to be used to offset the next year’s tax rate.”; DIA-E – Fund Balances Procedures
21 – the question is has the CPA reviewed and check against the GASB-54; DID – Fixed Assets – R –
22 Superintendent to check with Business Administrator on this one and why there are two copies.
23 DIE – Audits – R – to be pulled for first reading by the board; DIH – Fraud Prevention and Fiscal
24 Management – R – replace with the NHSBA; DJB – Purchasing Procedures – O – NEW from NHSBA
25 DJD - Cooperative Purchasing – O – NEW from NHSBA – Insert “Franklin” on the line; follow
26 “Superintendent” with “or designee” – discussion was held regarding the petty cash practice within the
27 district currently; DJE – Bidding Requirements – R – Keep the current policy and add RSA Chapter 95
28 to legal references; DJF – Local Purchasing – O – decided not to move forward; DJG – Vendor
29 Relations – O – NEW from NHSBA; DK – Payment Procedures – R – NEW from NHSBA – remove
30 “School Board” to read “Finance Committee which shall include two signatures as required including
31 the School Board Treasurer.” ; DKA – Payroll Procedures – R – Replace with the NHSBA version
32 DKC – Expense Reimbursement – O – Replace with NHSBA version but change the second paragraph
33 ending from “approved by the Board” to “set by the IRS as of January 1st of each year.”, seconded by
34 Susan Hallett-Cook.

35
36 **Motion Carried - Unanimous**

37
38 ***Second Reading and Adoption of Policies***

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40 **MOTION:** Tim Dow moved to approve for Second Reading and Adoption policies: CB – School
41 Superintendent – R – Use NHSBA Policy version; CB-R – Duties of the Superintendent – NEW - Use
42 NHSBA Policy version; CBB – Appointment of Superintendent – O – NEW- Use NHSBA Policy
43 version; CBI – Superintendent Evaluation and Goal Setting – R – NEW - Use NHSBA Policy version;
44 CBI-R – Superintendent Evaluation and Goal Setting Form – NEW- Use NHSBA Policy version; cut
45 policy off at the bottom of #4 and reference Policy CBI at the end; CCA – Administrative Succession

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

15
16 **Motion Carried - Unanimous**

17
18 **PUBLIC PARTICIATION – None**

19
20 **Non-Public Session**

21
22 **MOTION:** Scott Burns moved to have the Board go into nonpublic session to act upon matters
23 referenced in the following provisions of RSA 91-A: 3 II a/e (student and negotiations) at 8:56 PM,
24 seconded by Chris Kneeland.

25
26 **Roll Call Vote – All in Favor**

27 **Motion Carried – Unanimous**

28
29 **MOTION:** Deborah Brown moved to come out of non-public session and return to public session at
30 9:15 PM, seconded by Susan Hallett-Cook.

31
32 **Roll Call Vote – All in Favor**

33 **Motion Carried – Unanimous**

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35 **MOTION:** Tim Dow moved to allow the students to remain in the Franklin School District for the
36 remainder of the 2017-18 School Year as requested, seconded by Scott Burns.

37
38 **Motion Passes – 8 in Favor and 1 Abstained (Jeff Savary as he was not present earlier in the**
39 **discussion)**

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41 **MOTION:** Deborah Brown moved to approve the Agreement between Franklin Teacher Assn. &
42 Franklin Education Assoc. for 2018-2019, seconded by Scott Burns.

43 **Motion Carried - Unanimous**

1 Amanda Bergquist is leaving the district at the end of the school year. Discussion was held regarding a
2 committee make up and process.

3

4 **Adjournment**

5

6 **MOTION:** Susan Hallett-Cook moved to adjourn at 9:25 PM, seconded Deborah Brown.

7

8 **Motion Carried – Unanimous**

9