

1 **Board Member Attendees:** Scott Burns, Tim Dow, Deborah Brown, Jeff Savary (arrived 6:28 PM),  
2 Anya Twarog, Susan Hallett-Cook (arrived at 5:45 PM), Delaney Carrier, and Chris Kneeland

3  
4 **Absent Board Members:** Paul Doucette

5  
6 **Administration:** Daniel LeGallo – Superintendent; Amanda Bergquist – Business Administrator; Jack  
7 Finley – FMS Assistant Principal; Mike Zmuda – FHS Assistant Principal; Carrie Charette – FHS  
8 Principal; Susan Blair – PSS Principal; Robyn Dunlap – IT Director; Barbara Slayton – Coordinator of  
9 School Wellness; Amber Roux – Intervention Counselor; Jule Finley – Curriculum Director

10  
11 **Others:** Franklin Residents/Teachers/Students (approximately 8 people) and Cathy Viau (School Board  
12 Clerk)

13  
14 **Call to Order by Tim Dow, Chairperson, at 5:32 PM.**

15  
16 **Non-Public Session**

17  
18 **MOTION:** Tim Dow 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 a (personnel matter) at 5:33 PM, seconded by  
20 Deborah Brown.

21  
22 The board members were the only people present in the non-public session. The board discussed a  
23 personnel matter.

24  
25 **Roll Call Vote – All in Favor**  
26 **Motion Carried – Unanimous**

27  
28 **MOTION:** Tim Dow moved to come out of non-public session and return to public session at 6:30  
29 PM, seconded by Scott Burns.

30  
31 **Roll Call Vote – All in Favor**  
32 **Motion Carried – Unanimous**

33  
34 The regular meeting was called to order at 6:38 PM.

35  
36 **Salute to the Flag**

37  
38 **National Anthem – Paul Bourgelais and FHS Students – unable to attend this month**

39  
40 **Meeting Postings**

41  
42 It was stated that the meeting agenda was posted at the SAU Office, Franklin Public Library, Franklin  
43 City Hall, the three schools, and the website.

44

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

3  
4 No one spoke during public participation.

5  
6 **RECOGNITIONS**

7  
8 Anya Twarog recognized Lauren Marsh and Jayden Torres for playing at NHTI they are seniors that  
9 were nominated by referees to play on the All-Star team. She also recognized the six NH Scholars.

10  
11 **ENERGY AUDIT APPROVAL**

12  
13 A brief overview of the board approved energy audit was given by Mike Davvy of EEI along with  
14 updated pricing. He will make the same presentation to the Franklin City Council on April 2, 2018. The  
15 project is a \$2 million dollar project that offers rebates (of \$167,085) and energy savings to the district.  
16 \$1.5 million of this money is for the energy audit efficiency changes and ½ million is for the roof at the  
17 middle school. Mike Davvy gave a history of the company, other jobs that they have done including  
18 two for the City of Franklin. In performing this energy upgrade there could be a minimum savings of  
19 \$76,000 per year for 17 years. This update would include upgrading the following: LED Lighting (all 3  
20 schools), LED Lighting with Easy Smart (2 schools), Controls Upgrade (all 3 schools), Weatherization  
21 (all 3 schools), Walk-In Cooler Controls (2 schools), 1 New High Efficiency Boiler at FHS, 2 New High  
22 Efficiency Boilers at FMS, and New High Efficiency Condensing Boiler at PSS. One of the bond  
23 payments will be ending around the same time as the new payment would begin for this project.  
24 Therefore, there would be minimal, if any, impact to the budget. Mike Davvy would oversee all of these  
25 projects including the roofing project.

26  
27 **MOTION:** Deborah Brown moved to approve having the Superintendent and Business Administrator  
28 move forward with the funding for the EEI Energy Audit and Roofing Projects and move forward with  
29 the loan for EEI and the roof for a total of \$2 million pending Franklin City Council approval, seconded  
30 by Tim Dow.

31  
32 **Motion Carried – Unanimous**

33  
34 **PROJECT AWARE PRSENTATION – Barbara Slayton**

35  
36 Barbara Slayton, Coordinator of School Wellness, gave a written and verbal presentation regarding  
37 Project AWARE (\$500,000 each year ending 2019), Systems of Care (\$100,000 each year ending 2020)  
38 and SAP grants. Mrs. Slayton gave an overview of what each grant is, when it ends, who is a part of  
39 each grant in the district, what each person does, what programs have been created and supported by  
40 each grant, community collaboration framework (CMT – Community Management Team- training and  
41 community involvement), Community Partners involved, when meetings are held, office of school  
42 wellness goals, strategies, and results (Promoting Early Childhood Social and Emotional Learning and  
43 Development; Promoting Mental, Emotional, Behavioral Health; Connecting Families, Schools, and  
44 Communities; Preventing Behavioral Health Problems; Creating Safe and Violence Free Schools; Youth  
45 Mental Health and First Aid; Keys to Success – Teamwork, Collaboration, Prevention Messaging,

1 Franklin Specific). These grants will be ending between 2019 and 2020. It is important for these  
2 programs to continue and be sustained by the district for the health and safety of our students and staff.

3  
4  
5 **ALMA PRESENTATION – Robyn Dunlap**

6  
7 Robyn Dunlap gave an overview of the quotes from Computer Resources (MMS Program) and ALMA.  
8 She stated they are comparable in cost but the reliability and service is not the same. Currently, MMS is  
9 being used and the usability, ease of learning, service and reliability is lacking. After many  
10 recommendations and test use of ALMA, teachers and staff find that ALMA would be the better choice.  
11 There is a one-time implementation cost of \$7,518 to transfer data. Interlake’s began using this a couple  
12 years ago and other districts are looking into switching as well. The FHS will be a little more  
13 complicated in the transfer but the company is working on upgrades to transition to meet the needs. The  
14 time savings for teachers and staff will be an added benefit. In the end, using ALMA would be an  
15 approximate savings of \$2,000 per year.

16  
17 **MOTION:** Deborah Brown moved to approve and move forward with the ALMA Program as a  
18 student management system moving forward as of the 2018-19 school year, seconded by Scott Burns.

19  
20 **Motion Carried - Unanimous**

21  
22 *Approval of Board Meeting Minutes – February 19, 2018*

23  
24 **MOTION:** Deborah Brown moved to approve the February 19, 2018 Franklin School Board Meeting  
25 minutes as corrected (page 3 – in the last motion change “For Hig” to “For High”, seconded by Scott  
26 Burns.

27  
28 **Motion Carried – Unanimous**

29  
30 **OLD BUSINESS**

31  
32 Finance Report – Amanda Bergquist, Business Administrator, provided the board with an updated  
33 condensed version of the functions report. There were no questions.

34  
35 *Committee Reports*

36  
37 Liaison Committee – Scott Burns stated that they met and went over the strategic plan. The hope is to  
38 be done with this by September to present to City Council and then coordinate and have a plan that is  
39 parallel with the City.

40  
41 Finance – Deborah Brown stated they met with the Joint Finance two weeks ago and talked about the  
42 EEI Project and it is going to be brought back to the table for discussion and approval.

43 Negotiations – Deborah Brown stated that all negotiations and contracts are completed and approved and  
44 the process will start again for one of the entities.

45 Buildings and Grounds – Jeff Savary stated that they had EEI present.

1 Scholarship – Anya Twarog stated that due to the change in staffing between high and middle school  
2 they won't be ready until April.

3 Mayor's Drug Task Force – Anya Twarog stated that they will be meeting tomorrow. They will be  
4 having their Annual Celebration on March 27th.

5 Strategic Planning – Susan Hallett Cook stated that they are meeting on March 28th.

6 Wellness – Daniel LeGallo stated that they are excited to be working on a Teacher's Corner in all three  
7 schools and that they are working on a strategy to increase food service participation by the use of score  
8 cards for the meals. They discussed the 4-H Food Challenge.

9 I2 – Scott Burns stated that they did not meet but will be meeting on Thursday.

10 Policy – Anya Twarog stated this will be discussed later in the meeting.

11  
12 Tim Dow gave an update on the HUOT Agreement. It currently lies with the Commissioner. Once  
13 approved there will be another meeting to discuss the changes and to sign the document. The board will  
14 be given an update when this happens.

15  
16 **Legislative Report** – Werner Horn, Representative, Werner Horn was unable to attend.

## 17 18 **NEW BUSINESS**

### 19 20 **Update from Superintendent**

21  
22 Daniel LeGallo, Superintendent, shared some information about the PBS Roads to Recovery Project by  
23 Barbara Slayton. The bus contract has been received and has been sent to the attorney for review. The  
24 legal team is working on this too. The contract will be a 3 year contract with a 5% increase per year.

### 25 26 *Instructional Hours vs. Days/ Franklin High School Graduation Date*

27  
28 **MOTION:** Tim Dow moved to go to instructional hours for this 2017-2018 school year and set the  
29 graduation date to be June 15<sup>th</sup>, the seniors last day being June 13<sup>th</sup>, the last day for students will be June  
30 20<sup>th</sup> (early release) and waive 4 days of school, Scott Burns seconded.

31  
32 Discussion will be held next month regarding teachers and staff.

### 33 34 **Motion Carried – Unanimous**

### 35 36 *Safety Projects/Drill – Jack Finley*

37  
38 Mike Zmuda stated that a lockdown drill was held on March 9<sup>th</sup>. He stated that talking points were  
39 given to the staff to share and discuss with the students, data was collected, and discussion was held  
40 afterwards. On March 16<sup>th</sup>, the police came in to do blank firearm demo and the fire alarm was set off.  
41 This demonstration generated a lot of great discussions for which a meeting was held with police and  
42 staff afterwards. A secured campus drill has been done as well.

43  
44 Jack Finley stated that they had theirs scheduled twice but due to weather both were rescheduled. They  
45 have conducted hall meetings with staff and students on the importance of such drills, etc. He is  
46 working on a mobile Emergency Operations plan - Now 8- part of a state plan. We will be the only

1 district to have this so far. He is working with the Deputy Chief of State for a state wide training. It is  
2 in the beginning stages. On August 21<sup>st</sup> the first responders will be at the Franklin High School.

3  
4 Mr. Finley was thanked by the board for all he does for the school.

5  
6 Tim Dow stated that the Mayor and Chief Goldstein were impressed with what the schools have done  
7 for safety.

8  
9 Another safety projects grant has been applied for in the amount \$443,000 (2 grants). It has been  
10 submitted and now waiting for approval status.

11  
12 *Roof Bids*

13  
14 Five bids were received. Amanda Bergquist and Daniel LeGallo shared a handout about cost and  
15 project details. Discussion was held regarding whether or not there are warranties or Better Business  
16 Bureau ratings, workman's ship and potential start dates.

17  
18 **MOTION:** Deborah Brown moved to approve \$406,000 and additional expenses as approved by the  
19 Superintendent and Business Administrator, Jeff Savary seconded.

20  
21 **Motion Carried – Unanimous**

22  
23 *SB193*

24  
25 An amendment has been done and it appears that they took out the stipend payout of \$1,500 per student.  
26 This has been postponed until April 4<sup>th</sup>. This could be detrimental to districts as this could mean a  
27 serious loss of more funds per student. There may be another hearing. The School Board Chairperson  
28 and Superintendent are following, attending and watching this closely.

29  
30 **A break was taken from 8:40-8:45 PM.**

31  
32 **Curriculum Report – Given to the board with their packet previously by Jule Finley.**

33  
34 Mrs. Finley's report included information regarding the following: PACE, NHSAA, Upcoming  
35 Professional Development (LLI Training, ASCD Conference, and Summer Institute), Math Training,  
36 Free ELO Training, Science NGS Training, Curriculum Meetings, Initial Safety Grant Award, District  
37 Wide Arts Integration Project, Title I (working on), Title IVA (working on).

38  
39 **PSS Principal**

40  
41 Susan Blair, PSS Principal, gave a written and verbal explanation report to the board regarding the  
42 following topics for Paul Smith Elementary School (dated January 2018): Population; Kindergarten  
43 enrollment for September 2018; Caught Doing Good; iReady Assessment; Read Across America; Visit  
44 to Parker Varney School in Manchester; Planning for 2018-2019 – Innovation. Ms. Blair's verbal report  
45 included information regarding the blended learning model, PLC's, restructuring of the building,  
46 looping, and possibly moving this model through the middle school to help build mentoring and sense of

1 community. She recognized the staff that made Read Across America so special at PSS. The results of  
2 the iReady Progress Monitoring for math and reading.

### 3 4 **FMS Principal Report**

5 Kevin Barbour, FMS Principal, gave a written report to the board, which included the following  
6 information: Upcoming Events; Student Leadership; Lakes Region Music Festival, and dispersed the  
7 newest Tech Times Flyer. He was unable to be present for this meeting. Jack Finley was present in his  
8 absence. Discussion was also held regarding the climate building activity of the staff/student basketball  
9 game which included the SRO and Superintendent. It was a great time.

### 10 **FHS Principal's Report**

11 Carrie Charette, FHS Principal, gave a written (Carrie Charette) to the board regarding the following  
12 topics for Franklin High School: Winter Carnival 2018; Robotics; Plymouth State University visit –  
13 College Access Convention; SALT Leadership Team conference attendance; recognitions for support,  
14 mentorship, and dedication to the Robotics competition; 6 student received NHIAA's Scholar Athlete  
15 Award; 2017 Yearbook received the Honorable Mention from Justen's for their "Look Book" in which  
16 national submissions are made; and Upcoming Events (SATs, Paying for College, One Conversation –  
17 Preventing School Violence, Mental Health Disorders, and Substance Misuse – April 12<sup>th</sup>, College  
18 Overview for Juniors, Science NECAPS, NHEASC update, 5 students are going overseas to France,  
19 Germany, and Switzerland, Theatre Group to NHETT competition at Kearsarge on Saturday.

### 20 21 **Late Items –**

22  
23 **MOTION:** Tim Dow moved to accept the addendum to the Superintendent's contract to increase the  
24 buyout for insurance to a total of \$3,000 from \$1,750, seconded by Deborah Brown.

### 25 26 **Motion Carried - Unanimous**

### 27 28 **POLICY –**

29  
30 Anya Twarog explained the meaning of the letter that follows the policy: R = Required/Recommended  
31 and O = Optional. These had not been listed previously.

### 32 33 ***Second Reading and Adoption Policies***

34  
35 **MOTION:** Tim Dow moved to approve for Second Reading and Adoption: DBJ – Transfer of  
36 Appropriation – O – not moving forward; DC – Taxing and Borrowing Authority/Limitations – O – not  
37 moving forward DD – Funding Proposals and Applications – O – NEW from NHSBA as is; DEA –  
38 Revenues from Local Tax Sources – O – New from NHSBA change the last word in the first paragraph  
39 from "people" to "city council"; remove the word "is" after Board in the second paragraph along with  
40 changing the word "adoption" to "process" and "voters of the District" to "City Council"; third  
41 paragraph change "taxpayers" to "city council"; DFA – Investment – P – Keep the current version with  
42 the following changes: second to the last sentence should read: "The investment of funds will be left to  
43 the discretion of the Finance Committee and submitted to the Board for approval." The last sentence

1 should read: “The Board will review the investment policy annually.” (The Superintendent will check  
2 with auditors for the requirements.); DG – Depository of Funds – O – Keep the current with the  
3 following change: second paragraph change “for an all income” to “and income”; DGA – Authorized  
4 Signatures – R – Keep the current policy with the following change: second to the last sentence add  
5 “Treasurer” following “Board”; DGD – School District Credit Cards – O – NEW from the NHSBA  
6 DH – Bonded Employees – R - this one is being held until the superintendent finds out if a deputy is  
7 required; DI - Fiscal Accounting and Reporting Regulations – R - Keep the current policy and add the  
8 legal reference; DIA – Fund Balances – R – Keep the current policy but add a period after “end” and  
9 remove “such monies to be used to offset the next year’s tax rate.”; DIA-E – Fund Balances Procedures  
10 – the question is has the CPA reviewed and check against the GASB-54; DID – Fixed Assets – R –  
11 Superintendent to check with Business Administrator on this one and why there are two copies.  
12 DIE – Audits – R – to be pulled for first reading by the board; DIH – Fraud Prevention and Fiscal  
13 Management – R – replace with the NHSBA; DJB – Purchasing Procedures – O – NEW from NHSBA  
14 DJD - Cooperative Purchasing – O – NEW from NHSBA – Insert “Franklin” on the line; follow  
15 “Superintendent” with “or designee” – discussion was held regarding the petty cash practice within the  
16 district currently; DJE – Bidding Requirements – R – Keep the current policy and add RSA Chapter 95  
17 to legal references; DJF – Local Purchasing – O – decided not to move forward; DJG – Vendor  
18 Relations – O – NEW from NHSBA; DK – Payment Procedures – R – NEW from NHSBA – remove  
19 “School Board” to read “Finance Committee which shall include two signatures as required including  
20 the School Board Treasurer.” ; DKA – Payroll Procedures – R – Replace with the NHSBA version  
21 DKC – Expense Reimbursement – O – Replace with NHSBA version but change the second paragraph  
22 ending from “approved by the Board” to “set by the IRS as of January 1<sup>st</sup> of each year.”, seconded by  
23 Deborah Brown.

24  
25 **Motion Carried - Unanimous**

26  
27 **PUBLIC PARTICIATION – None**

28  
29 **Non-Public Session**

30  
31 **MOTION:** Deborah Brown moved to have the Board go into nonpublic session to act upon matters  
32 referenced in the following provisions of RSA 91-A: 3 II a/e (personnel and legal) at 8:47 PM, seconded  
33 by Scott Burns.

34  
35 **Roll Call Vote – All in Favor**  
36 **Motion Carried – Unanimous**

37  
38 **MOTION:** Tim Dow moved to come out of non-public session and return to public session at 9:34  
39 PM, seconded by Scott Burns.

40  
41 **Roll Call Vote – All in Favor**  
42 **Motion Carried – Unanimous**

43  
44 **MOTION:** Tim Dow moved to seal the minutes of the March 19, 2018 non-public, seconded by  
45 Deborah Brown.

1 **Motion Carried - Unanimous**

2 **Adjournment**

3

4 **MOTION:** Scott Burns moved to adjourn at 9:35 PM, seconded Deborah Brown.

5

6 **Motion Carried – Unanimous**

7