

Board Member Attendees: Scott Burns, Robin Gargano, Susan Hallett-Cook, Tim Dow, Deborah Brown, Lisa Tremblay, Anya Twarog, Paul Doucette, Jeff Savary

Absent Board Members:

Administration: Daniel LeGallo – Superintendent; Kevin Barbour – FMS Principal; Carrie Charette – FHS Principal; Mike Zmuda – FHS Assistant Principal; Paul Borsh – Special Education Director; Jule Finley – Curriculum Director; Mike Hoyt – PSS Principal; Amanda Bergquist – Business Administrator; Ralph Downes – Director of Buildings and Grounds; Jack Finley – FMS Assistant Principal

Others: Jim Roberge (Grzelak and Company), FHS Music Department Band, Franklin Residents/Teachers (approximately 28 people), Cathy Viau (School Board Clerk)

Call to Order by Tim Dow, Chairperson, at 6:03 PM for the Public Hearing.

National Anthem was done by the FHS Music Department.

Salute to the Flag

Meeting Postings

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

BUDGET PUBLIC HEARING

Mrs. Savary thanked the board and administration for all that they have done and asked that they remain firm she is very worried about what will happen in the district.

PUBLIC PARTICIPATION

Jennifer Weaver, Ward II, requested that the board take a real budget not watered down budget to the city council. She stated there is no more to cut. We need to preserve our teachers. Teachers are requesting letters of recommendations. We need to preserve education for our kids.

RECOGNITIONS

Superintendent Daniel LeGallo recognized Jenn Sumner for receiving the Mayor's Drug Task Force Award last week.

PRESENTATION/REPORTS:

Student Representative Report

Julie Greenwood gave a verbal report regarding the following topics: National Honor Society (Status of applications, notifications, Tapping Ceremony – March 29th at 11:30 AM and Induction Ceremony – March 30th at 7:30 PM); FHS Players NHETG Theater Festival at Kingwood; District Wide Musical on May 17-21, 2017 at the Opera House; Junior Class is selling Yankee Candles for next year's expenses as seniors.

Legislative Report (Werner Horn)

Werner Horn is the Legislator of Merrimack County for Franklin and Hill. Representative Horn stated that the House is just about done with their budget. He also stated the State Representative is Harold French. The House and Senate need to work together on the House Bills.

Audit Presentation

Jim Roberge, Auditor from Grzelak and Company, works on the audits for the SAU, Franklin and Hill School Districts. Mr. Roberge went over in detail the financial statements and five year review. He commended and stated that the current SAU staff has worked very hard to get the audits caught up. They are done with Franklin School District 2016, Hill School District 2015 and working on SAU 2015 and 2016. Mr. Roberge welcomed questions from the board. He stated that the first two pages of the audit report are the only pages from the auditors and the rest is about the district. Mr. Roberge went into further explanation about the management discussion analysis as part of the standard, basic financial statements. Some of the topics that were further explained in detail were: original budget/adopted budget/actual/variance; fund base for general fund, food service, student activities, grants; open orders, purchase orders and unassigned balance; balance sheet; net position, assets, liabilities, unrestricted, post-employment benefit items, net pension liability – required government standard reporting; New Hampshire is the largest member of the retirement system; five-year history (2012-2016); Food Service budget history about fund balance, new regulations and requirements, deficit, revenues/cost increase state wide, unexpected expenses for such items as a walk in cooler breaking down, etc.; appropriations, accountability and significant progress has been made.

Systems of Care (SOC) Fast Forward 2020 (Jenn Sumner)

Jenn Sumner, Project AWARE Manager, provided the board with a handout regarding this grant and gave further information regarding this grant. It was approved by the Governor and Council on March 9, 2017 as a four-year and is the first time it has been awarded to the DOE/school districts versus DHHS. It will support the expansion and sustainability of a state level system of care for children, youth, and their families with serious emotional disturbance (SED) who are involved with two or more systems and who are at-risk for out-of-home placement. The six measurable goals were listed and explained and what this will mean for the Franklin School District. The goal is power of prevention. The grant is for \$108,000 per year to use for a position, training, and materials.

Discussion was held regarding whether or not this money could cover a social/emotional curriculum training classroom kit. Currently, the district is using DESSA.

FHS Music Department Lock In (Paul Bourgelais and Student Music Officers)

The Student Music Department Officers would like to conduct this event with team building activities in the gym to consist of games, music, etc. on Friday the 24th into the 25th. There will be 4 adults present at all times consisting of one faculty and one parent/community member in two shifts. They just need to make sure all appropriate forms have been submitted to the superintendent by tomorrow.

MOTION: Paul Doucette moved to approve the FHS Music Lock-In as presented for the evening of April 24 through 25th, 2017, seconded by Scott Burns.

Motion Carried – Unanimous

Emergency Management Presentation (Jack Finley)

Jack Finley, FMS Assistant Principal, listed all of the members of the Emergency Management Team: Jack Finley (FMS Assistant Principal), Daniel LeGallo (Superintendent), Police Chief Goldstein, Fire Chief LaChapelle, Student Resource Officer Chris Hart, Mike Zmuda (FHS Assistant Principal), Amber Roux (School Social Worker), Ralph Downes (Director of Buildings and Grounds), Mike Hoyt (PSS Principal), and Amanda Bergquist (Business Administrator). The team was put into place in 2014. The group attended a training in Maryland at the Federal Management Agency. The proper people within the community and schools were sent the appropriate information and document to review. This information is secured and cannot be released. A separate meeting will be held for the parents and community members to update them on what may be released from the plan. This is a district wide plan. After it goes through the approval process buildings will have to develop their specific plans. Policies are not specifically stated in the plan as they may change over time. HB233 NH DOE (Department of Education) is going to be receiving all of the plans by September 1st and will be reviewed annually. This district has been contacted by other districts to possibly help them with their plans. Discussion was held regarding the forms of communication that may be coming in as an alert system, transportation and location needs in case of mass casualties. Throughout the document it should state “Superintendent” where “not filled in”. Everyone was commended on their hard work. All have been trained in case of an active shooter situation.

MOTION: Deborah Brown moved to approve the Emergency Operation/Management Plan as presented, seconded by Scott Burns.

Motion Carried – Unanimous

High School Door and Paul Smith Elementary School Panel and Franklin Middle School Roof (Ralph Downes)

Currently, the PSS Boiler Room Panel is not fully functional and is in need of replacement. The currently used Siemen’s Equipment won’t communicate with other systems.

Discussion was held regarding the potential to have to send out for bid or waive policy.

MOTION: Scott Burns moved to waive the policy DJE for the purpose of the PSS boiler room panel, seconded by Jeff Savary.

Motion Carried – Unanimous

The High School Door B2 has been leaking for the past year and half with repairs taking place and now needs to be replaced. Siemens can do it for \$4,000 - \$8,000. Discussion was held regarding the makeup of the door and the lack of responses for quotes.

MOTION: Jeff Savary approved to have the superintendent review all expenditures and use the money found to spend on the PSS panel.

Motion Carried – Unanimous

Tremco provided the district with a quote for two phases for the FMS roof but Melanson's quote was much lower. No other quotes have been received.

Discussion was held regarding the RFP and Bid process and specs. Further discussion will be had between the Superintendent and Buildings and Grounds Director.

Special Education Update (Paul Borsh)

Paul Borsh visited a center that had free furniture and supplies and came back with two truckloads of items such as tables, chairs and supplies.

Paul Borsh and Jenn Sumner have met with Riverbend. They will be creating a team that will be meeting monthly about students as they already do with the JPPO.

Inquiries were made as to what the plan is for preschool.

Special Education is working with Vocational Rehabilitation on soft employment skills during their study hall and post-secondary transition.

There are currently 211 identified in the Franklin School District and 38 placed out of district including charter, DCYF, court or district placed. There are 133 receiving OT, 188 for speech, and 36 for physical therapy. This does not include the services provided to 504 students. Sending districts are required to provide special education services to charter school students and day placements. There are 14 students receiving services in charter schools and 4 others. Discussion was held regarding the location of funds to the appropriate lines for out of district and day program placements. One student is returning from out of district placement. Discussion was held regarding needs assessment.

Best Buddies Program (Amanda Maguire and Heidi Dunlop)

Amanda Maguire and Heidi Dunlop shared handouts and information regarding the Best Buddies Program. This is a high school program to help with leadership and one on one partnership. This is considered a club. It will have once per week interaction and once per month activities. This will help

with socialization. There is a training coming up at a cost of \$350 not including airfare. There is already a list of students who want to join. There is a Friendship Walk on May 13, 2017.

MOTION: Scott Burns moved to approve the Best Buddies Program as presented by Amanda Maguire and Heidi Dunlop, seconded by Susan Hallett- Cook.

Dues are due by June 1st to be funded by fundraisers. The information night will be held April 4th. A great support system is needed.

Motion Carried - Unanimous

Finance Report (Business Administrator – Amanda Bergquist)

Update, Audits

Done earlier in the meeting.

Expenditure Report –

There may be a need to request invoices from vendors in a timelier manner.

Update from Superintendent

Principal Retirement

Superintendent LeGallo announced that Mr. Michael Hoyt, Paul Smith Elementary School Principal, will be retiring at the end of the 2016-17 school year. Mr. Hoyt served in many capacities over his 38 years of service for the Franklin School District.

MOTION: Scott Burns moved to accept the letter of retirement of Paul Smith Elementary School Principal Michael Hoyt at the end of the 2016-17 School Year, seconded by Deborah Brown.

Motion Carried - Unanimous

Principal Search Committee

This committee will consist of board members, staff/teachers, community members, Superintendent, and parents. There will be about ten people on the committee. If you wish to be a part of this committee please submit a letter of intent should be submitted to the board by April 20th.

Negotiations Support Staff and Custodian

The City Council took no action on the Support Staff and Custodian contracts but did not specify why.

21st Century Grant Submission

The information was submitted last week. The district should be notified by the end of May or beginning of June.

Spring Coach Nominations

The nominations were read aloud for both the Franklin Middle and High School as follows:
For Franklin Middle School....

Diane Laramie	Girls Softball Head (Returning)
Bill Hamel	Boys Baseball Head (New)
Albert Langley	Girls and Boys Track & Field Head (Returning)
Missy Robichaud	Girls and Boys Track and Field Assistant (Returning)

For Franklin High School....

Derrick Wong	Track & Field Head (Returning from Indoor Track)
Jeff Kaplan	Track & Field Assistant (Returning)
Skip DuBois	Varsity Softball Head (Returning)
Dave Therrien	Varsity Softball Assistant (Returning)
Kathleen Hawkins	JV Softball Head (Returning)
Dave Joyce	Varsity Baseball Head (Returning)
Mason Roberge	Varsity Baseball Assistant (Returning)
OPEN	JV Baseball Head
Stephanie Shepard	Unified Volleyball (Returning)

MOTION: Paul Doucette moved to approve the spring coach nominations as presented, seconded by Anya Twarog.

Motion Carried - Unanimous

Instructional Hours vs. Days

A spreadsheet was given to the board with the schools, days, and hours per day, hours, min. hours, and difference breakdown for each school. It was shown that there is plenty of time for the district to go by hours rather than days for each school. The change will be as follows: Class Day will move from June 19th to the 14th; Graduation will move from the 23rd to the 16th; and all others will move from the 26th to the 21st as an early release.

MOTION: Paul Doucette moved accept going from days to instructional hours and days off as presented above, seconded by Scott Burns.

FHS Graduation Date

Voted on above.

Date for Budget Public Forum

The Budget Public Forum will be held on April 18th at 6:30 PM in the High School Cafeteria.

Commissioner of Education Visit

The Commissioner will be visiting the district on April 10th. This visit was rescheduled due to a snowstorm and will follow the same schedule to include a 1 PM meeting with the board and city council at the SAU Office.

FHS Principal's Report

Carrie Charette, FHS Principal, gave a written and verbal report to the board regarding the following topics for Franklin High School: 3/7/17: Our Youth Leaders went to the Youth Summit on the Opioid Crisis in NH to view "If Only" and have a discussion about the ways they can get involved in the prevention. Students who attended: Mackenzie Weatherbee, Nathan Pellerin, Hannah Hicks, Mackenzie Kidder, Lindsey Borges, Logan Hannigan, Addison Granger, Cam Moquin, David Girtman, Christian Shepard, Haleigh Welch, Simon Pitman, Elizabeth Goss, Samantha Lindley and Felicity Defosses. Our Youth to Youth Suicide Prevention Youth Leaders and SALT Leaders were recognized at the Mayor's drug task force yearly celebration meeting. This event had a viewing of the short film the students view in Manchester, "If Only" and Christian Shepard and David Girtman represented Youth to Youth and SALT as the student representatives on panel to discuss the film. They did an outstanding job answering the questions from the community. Youth to Youth Suicide prevention: By the end of the month the student youth trainers will have completed training the entire student body on suicide prevention. We had a successful Winter Sports Banquet which celebrated basketball, wrestling, and indoor track. This Saturday at Kingwood High School, the FHS Players will be competing in the New Hampshire Educational Theater Guild's One-Act Festival. They will be performing a one-act entitled "Drama Competition" that was directed by Koralee LaFlamme and Elizabeth Beveridge. Mrs. Finley would like to thank Mat Blouin and Prezley Adair for taking the students to this event. The following students will be performing: Jillian Wood, Molly Brown, Madi Smith, Jordan Wood, Jonathan Daniel, Destiny Bennett, Kirsten Smith, Drey Saucier, Anna Toli, Meghan Gammel, Luis Hernandez, Gavin Riley, Sarah Sorette, and Taylor Tucker. Hannah Bergeron is designing lights and Chandler Glover is running tech. Recognitions: Mrs. Charette publicly thanked the following community members for their continued support of Karma Korner: Franklin Fire Department Secret Santa; Franklin Fire Department Firemen's Union; Lisa Paggi- Health and Beauty products; Delta Dental- Mrs. McGarth (toothbrushes, floss, and toothpaste); FHS teachers and Staff; Gary Plourde, St. Mary's Parish; Children's Auction.

Lauren Pearsall presented her new proposition for the Senior Trip to the Great Wolfe Lodge. It is a great team building experience and Water Park and meal at Buffalo Wild Wings. It is about \$90 for rooms which includes room, Water Park and meals. They are still waiting on a lower group rate. They would leave May 29th. An informational sheet was given to the board as well as specifics.

MOTION: Paul Doucette moved to approve the new senior trip to Great Wolfe Lodge as presented by Lauren Pearsall, seconded by Scott Burns.

Motion Carried - Unanimous

FMS Principal Report

Kevin Barbour, FMS Principal, gave a written and verbal report to the board regarding the following topics for Franklin Middle School: **Smarter Balanced Testing:** We started our Smarter Balanced testing on March 14th. We will be testing each grade level with an end date of April 7th. The guidance department has scheduled and ran all testing days. **STEM Activities:** The Franklin Middle School are doing STEM activities one day each month. These are being planned by each team. Sixth grade has chosen a fun activity for March. The students will be building a transport bridge to move a ping pong ball from one place to another. **Indistar Team:** The Franklin Middle School has been working on their Innovation Plan required by the State for all Priority and Focus Schools. The team has revised the plan to meet all requirements and was approved on March 7th. This team is made up of a member from each grade level and Title I. This plan needed to be approved in order to use federal funds to improve instruction and practices at Franklin Middle School. **Students Leadership:** The Student Leadership are working on the following activities here at FMS. They are collecting items for the animal shelter, designing a community garden, looking to collect books for children in orphanages/group homes, looking for a speaker on bullying, and local firemen having lunch with the children. The Student Leadership is really staying focused and adding a lot of new and fun things to our school.

A copy of the Middle School Tech Times was given out to the board.

PSS Principal

Mike Hoyt, PSS Principal, gave a written and verbal report to the board regarding the following topics for Paul Smith Elementary School: Student Activities, Parent Involvement; Teacher Training and Planning. Discussion was held regarding kindergarten assessments, this month's family game night success, and data usage on the DESSA survey results to do in class interventions. This includes such things as small lunch groups or meeting times during specials with guidance. **Student Activities - Students** in each grade are starting to grow seeds that will be transferred into our gardens at an appropriate time. The Book Fair was a great success earning us many free books. Our third grade concert will be April 6 at the Middle school. This will include the ukulele band. **Parent Involvement -** Kindergarten assessments for next year are April 3-5. Parents should call to make appointments. This month's parent night was a family games night. Families had a great time with Board games. PTO is April 12. Guest Reader day was a great hit with the students. They loved all the "special people" who came in to read to them. **Teacher Training and Planning -** For the second month in a row, our early release day training on I-Ready had to be canceled because of delayed openings. We are using the data on our DESSA survey results to do in class interventions. Groups are being run by the School Social Worker, Guidance counselor and intern from Plymouth University.

Approval of Franklin School Board Meeting Minutes for February 20, 2017

MOTION: Paul Doucette moved to approve the Franklin School Board Meeting Minutes of February 20, 2017 as corrected, seconded by Susan Hallett-Cook.

Page one, fourth to the last paragraph, change "there aren't" to "there isn't". Page 10, in the sentence prior to "OTHER – Nothing" the policy number should be referenced. Page 11, fourth paragraph, remove the last sentence "Looking at dates...." Page 11, sixth paragraph change "Someone" to "Tina Thurber". Page 12, add 10:02 PM to coming out of non-public sentence and 10:03 PM to adjourn sentence.

Motion Carried - Unanimous

Approval of Franklin School Board Meeting Minutes for March 7, 2017

MOTION: Paul Doucette moved to approve the Franklin School Board Meeting Minutes of March 7, 2017 as corrected, seconded Jeff Savary.

Page 1, second to the last paragraph, third bullet should read “five hours” in both areas that read “five”. Change the word “Therefor” to “Therefore”. In the last paragraph replace “Franklin School District line” with “Technology Department function line”. Page 2, last bulleted line change “decision” to “recommendation”. Page 3, first sentence, prior to “happens” add “see what”. Page 3, third paragraph, following “Casey Family” change “with” to “which”. Page 3, sixth paragraph, change “legally cannot eliminate” to “cannot legally be eliminated”. Page 4, last paragraph change “Is” to “It is”. Page 5, second paragraph, change “by” to “why”. Page 5, fourth paragraph “rental of the SAU Office” at the end of the sentence. Page 5, tenth paragraph, following “500” add “for elementary school”. Page 5, tenth paragraph, following “Franklin” remove “is”. Page 6, sixth paragraph, change “Which” to “This”.

Motion Carried - Unanimous

NEW BUSINESS

OLD BUSINESS

Budget Update

The superintendent met with principals and the special education director this morning and found \$12,600 from various budgetary lines bringing the total from \$15,363,063.39 to \$15,350,463.39. After further discussion it was decided to keep this amount in the budget for needs.

MOTION: Deborah Brown moved to send forward the school board proposed budget of \$15,363,063.39 as this is already a barebones budget, seconded by Paul Doucette.

There has already been \$650,000 worth of cuts made from the initially proposed budget. There may be a \$1.12 million dollar shortfall if the city does not accept the proposed budget. This would mean a serious reduction in teachers and staff. A cover letter will be written and will be sent to the City Manager along with the 36 page budget and revenue sheet. May 12th is the deadline for reduction in force letters to be sent out. The impact could mean a reduction of 20-25 staff. There will be a public forum held by the board to share with parents and community to explain how the school budget works and the whole approval process, etc. City Council holds the deadline for final approval. The school board is trying to work with city council. The city has not set up their dates for budget approval at this time.

Motion Carried - Unanimous

POLICY

Second Reading

EB/JLI – Joint Loss Management Committee

MOTION: Anya Twarog moved to accept Policy EB and JLI – Joint Loss Management Committee as second reading and adoption, seconded by Deborah Brown.

Motion Carried – Unanimous

EEAEA – Mandatory Drug and Alcohol Testing – School Bus Drivers

MOTION: Anya Twarog moved to accept Policy EEAEA- Mandatory Drug and Alcohol Testing – School Bus Drivers as second reading and adoption, seconded by Scott Burns.

Motion Carried – Unanimous

IHBA-R – Procedural Safeguards for Children with Disabilities

MOTION: Anya Twarog moved to accept Policy IHBA- R – Procedural Safeguards for Children with Disabilities as presented for second reading and adoption, seconded by Susan Hallett-Cook.

Motion Carried – Unanimous

DFA – Investment

MOTION: Anya Twarog moved to accept Policy DFA – Investment as presented for second reading and adoption as required to do annually, seconded by Jeff Savary.

Motion Carried – Unanimous

First Reading

JFABD – Admission of Homeless Students

MOTION: Anya Twarog moved to accept Policy JFABD – Admission of Homeless Students as presented for first reading, seconded by Scott Burns.

Motion Carried - Unanimous

JFAB – Admission of Tuition and Non-Resident Students

MOTION: Anya Twarog moved to accept Policy JFAB – Admission of Tuition and Non-Resident Students as presented for first reading, seconded by Deborah Brown.

Motion Carried - Unanimous

JLC – School Health Services

MOTION: Anya Twarog moved to accept Policy JLC – School Health Services as presented for first reading but will need to be reviewed for school nurse’s suggestions, seconded by Deborah Brown.

Motion Carried - Unanimous

JLCD – Administering Medication to Students

MOTION: Anya Twarog moved to accept Policy JLCD – Administering Medication to Students as amended (Page 1, second to the last paragraph, fourth sentence change the word “ may” to “shall” and reference RSA 200.44 and add the missing page) for first reading but will be reviewed by the school nurse for suggestions, seconded by Scott Burns.

Motion Carried - Unanimous

JCA – Change of School or Assignment

MOTION: Anya Twarog moved to accept Policy JCA – Change of School or Assignment as presented for first reading, seconded by Scott Burns.

Motion Carried - Unanimous

JEC – Manifest Educational Hardship

MOTION: Anya Twarog moved to accept Policy JEC – Manifest Educational Hardship as presented for first reading, seconded by Deborah Brown.

Motion Carried - Unanimous

IHCD/LEB – Advanced Course Work/Advanced Placement Courses

MOTION: Anya Twarog moved to accept Policy IHCD and LEB – Advanced Course Work/Advanced Placement Courses as amended (indent and italicize the legal references) for first reading, seconded by Scott Burns.

Motion Carried - Unanimous

OTHER - Nothing

Committee Reports:

Liaison Committee – Scott Burns stated that they did not meet this month.

Buildings/Grounds/Fields – Jeff Savary stated that they have not had a meeting.

Finance Committee/Capital Improvement – Deborah Brown stated that they have met and found \$42,000 in budget reductions approved by the board.

Scholarship Committee – Robin Gargano have not met yet.

Wellness Committee – Lisa Tremblay stated that they are meeting next week.

I² Committee – Scott Burns stated that they are meeting tomorrow at 7:30 PM.

Communications/Strategic Planning Committee – Susan Hallett-Cook stated that they are meeting tomorrow night at 6:30 PM.

Negotiations – Teachers – Dan LeGallo stated that they are in negotiations with Custodians and Support Staff.

Policy Committee – Anya Twarog stated they meet the second Monday of each month.

PUBLIC PARTICIATION - Nothing

Non-Public Session in accordance with RSA 91A:3, paragraph IIc

MOTION: Deborah Brown moved to go into Non-Public Session in accordance with RSA 91A:3, paragraph IIc at 9:17 PM, seconded by Paul Doucette.

Roll Call Vote – All in Favor

Motion Carried – Unanimous

MOTION: Paul Doucette moved to come out of Non-Public Session at 9:26 PM, seconded by Deborah Brown.

Roll Call Vote – All in Favor

Motion Carried – Unanimous

Adjournment

MOTION: Susan Hallett-Cook moved to adjourn at 9:27 PM, seconded by Lisa Tremblay.

Motion Carried - Unanimous