

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

3
4 **Absent Board Members:**

5
6 **Administration:** Daniel LeGallo – Superintendent; Amanda Bergquist – Business Administrator; Mike Zmuda –
7 FHS Assistant Principal; Carrie Charette – FHS Principal; Susan Blair – PSS Principal; Jule Finley – Curriculum
8 Director

9
10 **Others:** Franklin Residents/Teachers/Students (approximately 7 people) and Cathy Viau (School Board Clerk)

11
12 **Call to Order by Tim Dow, Chairperson, at 6:00 PM.**

13
14 **Non-Public Session**

15
16 **MOTION:** Tim Dow moved to have the Board go into nonpublic session to act upon matters referenced in
17 the following provisions of RSA 91-A: 3 IIC (student matter) at 6:00 PM, seconded by Scott Burns.

18
19 **Roll Call Vote – All in Favor**
20 **Motion Carried – Unanimous**

21
22 **MOTION:** Tim Dow moved to come out of non-public session and return to public session at 6:27 PM,
23 seconded by Deborah Brown.

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

27
28 The regular meeting was called to order at 6:30 PM.

29
30 **MOTION:** Tim Dow moved to seal the non-public meeting minutes, seconded by Scott Burns.

31
32 **Motion Carried - Unanimous**

33
34 **Salute to the Flag**

35
36 **Meeting Postings**

37
38 It was stated that the meeting agenda was posted at the SAU Office, Franklin Public Library, Franklin City Hall,
39 the three schools, and the website.

40
41 **PUBLIC PARTICIPATION** – Tim Dow shared that this section will be limited to 3 minutes per person with a
42 maximum of 30 minutes.

43
44 Werner Horn inquired about firearms in the school and consideration of people's various views and that this issue
45 shouldn't be guided by governmental policy due to mental health issues nationwide.

46
47 **RECOGNITIONS - None**

48
49 *Approval of Board Meeting Minutes – March 19 and 20, 2018*

1
2 **MOTION:** Scott Burns moved to approve the March 19 and 20, 2018 Franklin School Board Meeting
3 minutes as corrected (page 3 – line 36 and 37 change “have a parallel plan” to “have a plan that is parallel),
4 seconded by Scott Burns.

5
6 **Motion Carried – Unanimous**

7
8 **PACE Presentation – Jule Finley**

9
10 Jule Finley provided the board and administration with handouts. Mrs. Finley explained that PACE is
11 Performance Assessment for Competency Education. Mrs. Finley’s report included the “Top 10 Skills”;
12 traditional education vs. competency-based education; personalized learning vs. traditional learning; article
13 regarding “Moving From Good to Great in New Hampshire” – (Overview, learning along the way, key aspects of
14 PACE (who, when, pilot, learning, assessments, over-testing, accountability, guardrails, reciprocal, support,
15 technical quality and quality assurance, which assessments comprise the NH PACE system, How is the quality of
16 the assessments assured, how does NH PACE support fairness and accessibility for all students, how are NH PACE
17 assessment scored and how is scoring quality ensured, how is comparability evaluated and monitored, how are
18 “annual determinations” produced, Smarter Balanced/SAT in select grades, ELA/Math PACE Districts Percent
19 Scoring at Level 3 & 4, preliminary accountability results)); and an article about “Work Study Practices help
20 prepare students for the future”

21
22 **OLD BUSINESS**

23
24 Finance Report – Amanda Bergquist, Business Administrator, stated that if the board has any questions about the
25 expenditure report after the meeting she asked that they email the questions to her. Mrs. Bergquist stated that the
26 auditors will be in tomorrow to work on SAU 2017 audits. The hope is to have the auditor present at the June
27 2018 meeting for an update.

28
29 **Committee Reports**

30
31 Liaison Committee – Scott Burns stated that they met and went over the strategic plan. The hope is to present to
32 the board in July to get board approval and input.

33
34 Finance – Deborah Brown stated they met on April 5th. They did a review of finances, treasurer report, audits
35 status, buildings and grounds projects, safety grants, 2018-19 Budget, energy audit, \$1 million dollar anticipated
36 shortfall, and that there will be a Joint Finance Meeting April 17, 2018.

37 Buildings and Grounds – Jeff Savary stated that they did not meet this month. He had mentioned that the Safety
38 Grant is to be explored. Daniel LeGallo toured the district with Gil Manning and Amanda Bergquist to look at the
39 condition of the bathrooms to do a baseline audit and beginning repairs. Gil Manning is temporarily stepping into
40 the role of Buildings and Grounds Director for Ralph Downes.

41
42 Scholarship – Anya Twarog stated that they are hoping to meet soon. Desiree Smith took over the High School
43 position in guidance for this. They will be meeting sometime after break. Tim Dow and Paul Doucette are also on
44 this committee.

45
46 Mayor’s Drug Task Force – Anya Twarog stated that they will be meeting tomorrow and they will be discussing
47 the theme of “The time is now!”

48
49 Strategic Planning – Susan Hallett Cook stated that she and Delaney Carrier are working on putting together a
50 packet and looked at surveys to be streamlined to give to every staff member. A Gap Analysis will be done. Jack
51 Finley is also working with them on this project.

1
2 I2 – Scott Burns stated that they went over PACE and at the next meeting on Thursday they will be discussing My
3 TURN and community service hours.

4
5 Tim Dow gave an update on the HUOT Agreement. This agreement is still being reviewed by legal counsel and
6 will follow the board's direction to sign once it's approved by the commissioner.

7
8 Sick Bank – Paul Doucette stated that there has been three requests this week and eighteen this year.

9
10 Policy – Anya Twarog stated this will be discussed later in the meeting.

11
12 **Legislative Report** – Werner Horn, Representative, gave an overview of SB 193 and where it is in the hearing
13 process. He also gave his views on local gun control and the need to address mental health issues, increase
14 resources, and concerned about the Mayor's Drug Task Force and other mental health related grants coming to an
15 end. It was stated that work sessions are important to attend. There are SB deadlines. There is an adequacy
16 review meeting scheduled for April 30th at 10:00 am.

17
18 Daniel LeGallo and Tim Dow have been regularly attending the meetings regarding SB193. There are a lot of
19 concerns if this should pass as far as its effect on district funding.

20 21 **NEW BUSINESS**

22 23 **Update from Superintendent**

24
25 Daniel LeGallo, Superintendent, shared a written and verbal report to the board regarding the following. Mr.
26 LeGallo shared that EEI sponsored the FHS Robotics trip to Massachusetts. It was a great experience. There was
27 an article in the Concord Monitor about it.

28 29 *Resignation*

30
31 **MOTION:** Paul Doucette moved to accept, with regret, the resignation of Amanda Bergquist SAU 18
32 Business Administrator effective June 29, 2018, seconded by Scott Burns.

33
34 **Motion Passes – 8 in Favor and 1 Opposed (Tim Dow)**

35 36 *Energy Audit*

37
38 Discussion was held regarding the vendor choosing process for EEI and they have been able to be below budget
39 for controls.

40 41 *Policy DJE – Bidding requirements*

42
43 Discussion was held regarding waiving the bidding requirements for the safety proprietary projects for such items
44 as the phone system, cameras, walkie-talkies as they are current vendors we are already under contract with.
45 Therefore, no quotes will need to be obtained. It was agreed to waive the bidding requirements for the sake of the
46 safety grants.

47
48 **MOTION:** Deborah Brown moved to amend policy DJE – Bidding Requirements to read as an increase from
49 \$5,000 to \$10,000, seconded by Paul Doucette.

50
51 **Motion Carried – Unanimous**

1
2 **MOTION:** Deborah Brown moved to waive the second reading and adopt the amend policy previously
3 discussed (DJE – Bidding Requirements), seconded by Paul Doucette.
4

5 **Motion Carried – Unanimous**
6

7 *Nominations 2018-19*
8

9 **MOTION:** Paul Doucette moved to accept the teacher nominations as presented in writing by the
10 Superintendent, seconded by Scott Burns.
11

12 **Motion Carried – Unanimous**
13

14 *FMS PE Teacher Nomination for 2018-19*
15

16 **MOTION:** Paul Doucette moved to accept the nomination of the FMS PE Teacher Peter Gunn for the 2018-
17 19 School year as presented by the Superintendent, seconded by Jeff Savary.
18

19 **Motion Carried – Unanimous**
20

21 *FHS Accreditation Report*
22

23 Discussion was held regarding the 95-page report received. The main issue and concern which warranted a
24 warning letter was the lack of funding. They recognized the administration, teachers and staff positivity but were
25 very concerned about the little funding. This will need to be publicized. This was an eye opener.
26

27 Everyone who works in the district were commended for all their hard work as well as students.
28

29 Some of the other topics discussed were:

- 30 • What are the schools doing including extracurricular, sports and clubs
- 31 • Focus on the positive things going on in the district and justification of funds
- 32 • The need for more local attendance at the City Council Meetings
- 33 • Accountability and transparency
- 34 • Possibility of principal reports being posted
35

36 **MOTION:** Paul Doucette moved to publicize the NEASC Accreditation Report of April 12, 2018 however
37 the Superintendent sees fit, seconded by Susan Hallett-Cook.
38

39 **Motion Carried - Unanimous**
40

41 *Auditor Services*
42

43 **MOTION:** Tim Dow moved to extend the auditor services with Grzelak Company (our current auditing
44 servicer) for an additional two years and remain level funded at \$20,000, seconded by Paul Doucette.
45

46 Discussion was held regarding bidding.
47

48 **Motion Passes – 6 in Favor and 3 Opposed (Jeff Savary, Deborah Brown, and Susan Hallett-Cook)**
49

50 *FMS Field Trip*

1
2 **MOTION:** Paul Doucette moved to approve the FMS Field Trip to the NE Aquarium on June 14, 2018 as
3 presented, seconded by Susan Hallett-Cook.

4
5 **Motion Carried – Unanimous**

6
7 **MOTON:** Paul Doucette moved to approve the Senior Class Trip to Jay Peak in Vermont as presented by
8 Carrie Charette, Principal, on June 2-4, 2019, seconded by Chris Kneeland.

9
10 **Motion Carried – Unanimous**

11
12 *Safety Grant – Round Two*

13
14 **MOTION:** Paul Doucette moved to accept the Safety Grant called the District Telephone Emergency
15 Preparedness Project in the amount of \$32,800 as presented, seconded by Deborah Brown.

16
17 **Motion Carried – Unanimous**

18
19 *Waived Days – Staff*

20
21 **MOTION:** Tim Dow moved to waive three of the five days for staff members for the 2017-18 school year
22 due to the board voting to go by instructional hours rather than days, seconded by Paul Doucette.

23
24 **Motion Carried – Unanimous**

25
26 *Strategic Planning Facilitator*

27
28 It was announced that Lynn Heally will be the Strategic Planning Facilitator for less than \$3,000. The next
29 meeting is May 2, 2018. She will also be hear all day for the strategic planning with the entire team on June 9,
30 2018. The survey is ready to be launched.

31
32 *SB 193*

33
34 Tim Dow and Daniel LeGallo will be going to Concord tomorrow to hear more about SB 193 and the possible
35 vote.

36
37 *Joint Finance Meeting (April 17, 2018)*

38
39 There is an anticipated \$1 million shortfall that will be discussed.

40
41 *Transportation Update*

42
43 This is still in the hands of the attorneys for review. It is a three-year five percent increase per year commitment.

44
45 **Curriculum Report – Given to the board with their packet previously by Jule Finley.**

46
47 Mrs. Finley's report included information regarding the following: PACE; Upcoming PD; Math Training Free
48 through LRCIA; Free ELO Training; Science HGS Training – March 28 & 29 – Bedford, NH; Curriculum
49 Meetings; Initial Safety Grant awarded \$336,000; Applied for Title IVA Grant; Applied for Title I Reallocation
50 Grant; and District Wide Arts Integration Project; Title IV and invitations were given out for graduation to the
51 Board.

1
2 **PSS Principal**

3
4 Susan Blair, PSS Principal, gave a written and verbal explanation report to the board regarding the following
5 topics for Paul Smith Elementary School (dated April 2018): Population; Kindergarten enrollment for September
6 2018; Caught Doing Good; Third Grade Concert; Planning for 2018-19; Grant Updates; Upcoming Important
7 Dates; Summer resource tool kit; reallocation of wings/houses (classrooms for next year); and a sample letter to
8 kindergarten parents.
9

10 **FMS Principal Report**

11 Kevin Barbour, FMS Principal, gave a written report to the board, which included the following information:
12 Upcoming Events; Enrollment for April; NE Aquarium; Graduation for Eighth Grade; Grade Three Transition
13 Plans; Flexible seating after attending a workshop about how this creates a more productive outcome.

14 **FHS Principal's Report**

15 Carrie Charette, FHS Principal, gave a written (Carrie Charette) to the board regarding the following topics for
16 Franklin High School: SAT update; Robotics; NHETG; Boston Museum Field Trip; Band and Chorus trip to
17 WRHS; Guidance trip to HUOT; DOE safety walk through; FHS host of "The Time is Now"; board approval
18 items; recognitions for both students and staff; upcoming events; and possible credit options for computers. Also,
19 the following handouts were given: HUOT Technical Center Embedded Academic Credits and DOE State
20 Requirements.
21

22 **Late Items – None**

23
24 **POLICY –**

25
26 Anya Twarog explained the meaning of the letter that follows the policy: R = Required/Recommended and O =
27 Optional. These had not been listed previously.
28

29 ***First Reading Policies***

30
31 **MOTION:** Anya Twarog moved to approve for first reading the following policies:

- 32 • On all policies update Category;
33 • EB – Joint Loss Management Committee (Also JLI) change the word "in-servicing" to be "in-service"
34 • EBB/ADD- NEW – School Safety (Also ADD, EB) use the NHSBA Policy with the following changes:
35 add the requested action from the Teachers Union of "Include an item, similar to #2, which states "Procedures
36 that ensure the safety/protection of the staff"; "Item # 10 include the wording "and Staff" after students"
37 • EBBC – Emergency Care and First Aid – use the NHSBA but remove sections pertaining to Naloxone/Narcan
38 and Opioid Antagonists
39 • EBC – Crisis Prevention and Response (Also EB/EBCA/JICK) – NEW – from the last sentence of the second
40 paragraph remove "Division of Homeland Security and Emergency Management, Department of Safety"
41 • EBCA – Emergency Plans – replace with the NHSBA Policy
42 • EBCC – Bomb Threats – replace with NHSBA policy
43 • EBCE – School Closing – NEW – Paragraph 1 – change "Assistant Superintendent or School Board
44 Chairperson" to "Superintendent's designee"; paragraph 2 – change "kindergarten" to "preschool"; paragraph

- 1 5 – remove the last sentence “Schools and offices should plan and communicate alternate dates and times to
2 hold programs or events.”; the last paragraph add “/guardians” following “parents”.
- 3 • EBCF – Pandemic/Epidemic Emergencies – NEW- use as is
 - 4 • EC – Buildings and Grounds Management – NEW – use as is
 - 5 • ECA – Buildings and Grounds Security – NEW – use as is
 - 6 • ECAB – Access to Buildings – NEW – in paragraph 1 - change “keys” to “keycards” and remove “or building
7 Principal” and replace with “and/or the Buildings and Grounds Director”
 - 8 • ECAF – Audio and Video Surveillance on School Buses – replace with the NHSBA Policy
 - 9 • ECF – Energy Conservation – NEW – remove #3 – “Energy management on his/her campus will be made a
10 part of the principal’s annual evaluation;” and remove #5 “Administrative regulations to implement this
11 policy will be developed by the superintendent.”
 - 12 • EDC – Authorized Use of School-Owned Materials & Equipment – NEW – paragraph 2 – replace “Board”
13 with “Superintendent or Designee”
 - 14 • Replace our EDCA – Employee Use of Cellular Telephones with the NHSBA policy EDCA – Employee Use
15 of Electronic Communication Devices – in paragraph 7 remove “Students and”
 - 16 • EEA – Student Transportation Services – replace with the NSHBA Policy
 - 17 • EEAA – Video and Audio Surveillance on School Property – replace with the NSHBA Policy
 - 18 • EEAEA – Mandatory Drug and Alcohol Testing – School Bus Drivers – tabled as the Superintendent will be
19 looking into further, seconded by Susan Hallett-Cook.

20
21 **Motion Passes – 8 in Favor and 1 Opposed (Scott Burns)**

22
23 **PUBLIC PARTICIATION – None**

24
25 **Non-Public Session**

26
27 **MOTION:** Tim Dow moved to have the Board go into nonpublic session to act upon matters referenced in
28 the following provisions of RSA 91-A: 3 II (a), (e) (student matter) at 8:45 PM, seconded by Deborah Brown.

29
30 **Roll Call Vote – All in Favor**
31 **Motion Carried – Unanimous**

32
33 **Discussion was held regarding a student matter.**

34
35 **MOTION:** Tim Dow moved to come out of non-public session and return to public session at 8:55 PM,
36 seconded by Susan Hallett-Cook.

37
38 **Roll Call Vote – All in Favor**
39 **Motion Carried – Unanimous**

40
41 **Adjournment**

42
43 **MOTION:** Paul Doucette moved to adjourn at 8:56 PM, seconded Deborah Brown.

44
45 **Motion Carried – Unanimous**

46