

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

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4 **Absent Board Members:** Deborah Brown,

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6 **Administration:** Daniel LeGallo – Superintendent; Amanda Bergquist – Business Administrator;  
7 Carrie Charette – FHS Principal; Susan Blair – PSS Principal; Kevin Barbour – FMS Principal; Rebecca  
8 Butt – Special Education Director; Brenda Petelle – Food Service Director

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10 **Others:** Franklin Residents/Teachers/Students (approximately 18 people) and Cathy Viau (School  
11 Board Clerk)

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13 **Call to Order by Tim Dow, Chairperson, at 6:02 PM.**

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15 **Non-Public Session**

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17 **MOTION:** Chris Kneeland moved to have the Board go into nonpublic session to act upon matters  
18 referenced in the following provisions of RSA 91-A: 3 II a (student and personnel) at 6:03 PM,  
19 seconded by Delaney Carrier.

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21 **Roll Call Vote – All in Favor**  
22 **Motion Carried – Unanimous**

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24 Discussion of personnel and student matters.

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26 **MOTION:** Tim Dow moved to come out of non-public session and return to public session at 6:31  
27 PM, seconded by Scott Burns.

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

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32 **Salute to the Flag**

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34 **Meeting Postings**

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

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

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42 **RECOGNITIONS**

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44 Tim Dow congratulated the preschoolers, kindergartners, 8<sup>th</sup> graders, and seniors for all of their  
45 accomplishments. A couple of administrators are leaving: Kevin Barbour (FMS Principal), Jack Finley

1 (FMS Assistant Principal), and Amanda Bergquist (SAU #18 Business Administrator). They were  
2 thanked for all of their years of great service and for all that they have done for the district. Mr. Dow  
3 introduced Jefferson Braman as the new Business Administrator.

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5 There will be no meeting in July 2018.

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7 Anya Twarog recognized the seniors at the Scholarship Night and community members who presented.  
8 Mrs. Twarog recognized Jule Finley as well as the students and staff who participated in the Musical  
9 Musical. It was a fantastic play.

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11 Daniel LeGallo asked to take a moment of silence taken in memory and recognition of the Director of  
12 Buildings and Grounds, Ralph Downes who has passed away last week.

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14 ***Approval of Board Meeting Minutes – May 21, 2018***

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16 **MOTION:** Jeff Savary moved to approve the May 21, 2018 Franklin School Board Meeting minutes  
17 as presented, seconded by Anya Twarog.

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19 **Motion Carried – Unanimous**

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21 ***Auditor Report – Jim Roberge***

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23 Mr. Jim Roberge, Auditor, came to the board to share that the audits are completed. He started with the  
24 district in 2011 and has been approved for two more years. They work strictly with municipal for 35  
25 years now. They are caught up through 2017. They are awaiting on 3<sup>rd</sup> party confirmations. He is glad  
26 to come back to review the complete final audit. Discussion was also held regarding: revenue vs. budget  
27 and fund balances, balance sheet, liability accounts, assets, food service, financial statements, cash flow  
28 of the town being run too lean, unassigned fund balances, assessment process and payments, , tax rate  
29 setting form, past tuition payment status, cash flow issues, establish a reporting policy, history of three  
30 entities needing to be audited, expenditure reports, revenue sheets, procedures and processes needed,  
31 monthly budget vs. actual and revenues/assessment, fund based matches accounting system, better  
32 utilization of the current budgeting program for accuracy, treasurer reports and reconciliations, trial  
33 balances every month (cash/expenditure/revenue/payables), receivable listing, payable listing, creation  
34 and excision of the necessary reports, board's responsibility, capital assets, identify risk areas, has  
35 liability been recorded, increase board knowledge, grants, food service, purchase order system. Etc.

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37 ***Special Education Update – Rebecca Butt***

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39 Rebecca Butt provided the board with an updated handout. She stated that behavior is a large portion to  
40 help keep students in district. It will be a savings to bring students back. The special education team  
41 has been working together to brainstorm alternative plans to bring students back.

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1 ***Lunch Prices 2018/19 – Brenda Petelle***

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3 Brenda Petelle explained that the state increases the lunch prices every year. This increase is a state  
4 mandate for reimbursement. The rate will be changed to \$3.00. It is difficult to do this as she doesn't  
5 want to put anymore burden on the parents/guardians.

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7 **MOTION:** Susan Hallett-Cook moved to approve the lunch rate increase to \$3.00 for 2018-19 as  
8 presented by the Food Service Director and mandated, seconded by Jeff Savary.

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10 **Motion Carried – Unanimous**

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12 **A BREAK WAS TAKEN FROM 7:32-7:42 PM**

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14 **OLD BUSINESS**

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16 Amanda Bergquist, Business Administrator, answered any questions the board had regarding the finance  
17 reports given. Updated versions were given at the meeting.

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19 **COMMITTEES**

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21 Susan Hallett-Cook stated that they the Strategic Planning Committee and Board met last Saturday and  
22 settled on a draft of the Strategic Plan. Mrs. Hallett-Cook is working on the formatting and will be  
23 sending it to the Board. She thanked the community members and other members of the public for their  
24 participation. It will be returned in August for approval.

25  
26 **Legislative Report** – Werner Horn, Representative, and Werner Horn spoke about the commissioner  
27 coming to the district wide musical. There will not be any more sessions until the next season. He also  
28 thanked everyone for allowing him to present at each board meeting.

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30 **NEW BUSINESS**

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32 ***Resignations***

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34 **MOTION:** Paul Doucette moved to accept the list of resignations as presented by the  
35 Superintendent: Maggie Lohmann (PSS Nurse), Rachel Stevens (Grade 5 Teacher), Megan Arena ( FHS  
36 Guidance Counselor), Heather Subocz (Grade 4 Teacher), Andrea Costanzo (FHS English Teacher),  
37 Ryanne Dennis (FHS Math Teacher), Kevin Barbour (FMS Principal), Heidi Dunlop (FHS Special  
38 Education Teacher), Sarah Dee (FMS FACS Teacher), Amanda Maguire (FHS Teacher), Mary Doherty  
39 (PSS Special Education Teacher), with deep regret, seconded by Chris Kneeland.

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41 Discussion was held regarding how many staff members were RIF'd, not returning, resignations and  
42 non-renominations. It was inquired upon to know how many there are in total.

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44 **Motion Carried - Unanimous**

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46 ***Kindergarten Teacher***

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2 Currently they are 80 students which warrants adding a 5<sup>th</sup> kindergarten class.

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4 **MTOION:** Paul Doucette moved to accept the addition of a 5<sup>th</sup> kindergarten teacher due to  
5 enrollment, seconded by Susan Hallett- Cook.

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7 **Motion Carried - Unanimous**

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9 ***Drop Out Rate***

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11 The dropout rate for 2016-17 is 3.76% which is up slightly from 3.43% last year. The I2 Team will be  
12 discussion this at their June meeting.

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14 ***Energy Project Update***

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16 The energy project continues in full swing. We will continue to meet with EEI every 2 weeks to discuss  
17 progress. We were informed by EEI that they were able to replace both boilers at Paul Smith School.  
18 Our latest rebate from Liberty Utilities totals \$48,350.14. This is for PSS and FHS. We are still waiting  
19 to hear on a rebate for FMS.

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21 ***Update on Lawsuit***

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23 Tim Dow and the Superintendent met with Attorney John Tobin on June 5<sup>th</sup> to discuss a potential  
24 lawsuit against the state. We also will be attending the forum in Pittsfield this week. They also wanted  
25 to make it clear that they are not suing the city of Franklin. Franklin will host a forum for the Claremont  
26 III lawsuit at some point.

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28 ***Roof Update***

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30 The roofing company will begin work on June 21<sup>st</sup>, the day after students get out of school.

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32 ***General Assurances***

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34 The general assurances for federal grants were emailed to the board. The changes from the DOE this  
35 year is to have the Superintendent and the Board Chair sign off on them. The Superintendent will be  
36 looking for a motion from the board to authorize Tim to sign off.

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38 **MOTION:** Paul Doucette moved to authorize the School Board Chairperson to sign off on the  
39 general assurances, seconded by Chris Kneeland.

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41 **Motion Carried – Unanimous**

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43 ***Safety Project Update***

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45 Amanda will be giving an update on the schedule for the summer work. They are still waiting to see if  
46 we will receive the 3<sup>rd</sup> chunk of money that we submitted totaling \$320,000.

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***Music Fundraiser Acceptance***

The FHS Music Department raised \$977.00 at the Rascal Flats Concert at Meadowbrook. They also received a \$100 donation from one of the board members. A motion is needed to accept.

**MOTION:** Paul Doucette moved to accept the \$977 from the Rascal Flats Concert at Meadowbrook and the \$100 donation from one of the board members as presented, seconded by Scott Burns.

**Motion Carried – Unanimous**

***Program of Studies***

The FHS Principal Carrie Charette will be presenting on this. Discussion was held regarding the changes that were made.

**MOTION:** Paul Doucette moved to accept the FHS Program of Studies as presented by the FHS Principal Carrie Charette, seconded by Chris Kneeland.

**Motion Carried - Unanimous**

***Board Self-Assessment***

The Board will be completing a self-assessment. The form is in the packet and comes from the NHSBA website.

**MOTION:** Paul Doucette moved to accept the self-assessment presented to be completed by September 2018 and done annually after that, the format is not set in stone, seconded by Scott Burns.

**Motion Carried – Unanimous**

***Hiring***

**MOTION:** Paul Doucette moved to authorize the Superintendent to hire staff over the summer and be nominated in the August meeting, seconded by Jeff Savary.

**Motion Carried – Unanimous**

***Nominations***

**MOTION:** Paul Doucette moved to nominate the following: Bruce Blau (Special Education PSS), Laurie Lucier (Special Education FHS), Ashley Preuss (2<sup>nd</sup> Grade Teacher), Caitlyn Greene (Kindergarten), Pamela Musuracy (Grade 6 ELA/Math), Sharon Talbot (Grade 5 ELA/Math), Darren Lennon (Grade 6 Math/Science), Rebecca Chenette (Grade 8 Math/Science), Kevin Wall (Grade 7/8 Science), Jenna Stapleton (FHS English) as presented, seconded by Tim Dow.

1 **Motion Carried - Unanimous**

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3 ***Curriculum Report***

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5 Jule Finley presented a draft report as well as a rough draft of the Summer Institute. There were 30 staff  
6 members who have registered which is more than anticipated. This is fantastic. Other topics discussed  
7 were: Summer PSS/Leaders Room, No Grade No Grade Conference as PSU for three days. Lauren  
8 Pearsall and the students were commended for an incredible job on the yearbook. Werner Horn was  
9 thanked for connecting with the commissioner to have him attend the musical and he did come to the  
10 musical. It is always great to receive positive press such as the recognition from WMUR for the district  
11 wide musicals pilot program.

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13 **NEW BUSINESS**

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15 **Update from Superintendent**

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17 Daniel LeGallo, Superintendent, went over some items from his written Superintendent's Report.

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19 **PSS Principal**

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21 Susan Blair, PSS Principal, gave a written and verbal explanation report to the board regarding the  
22 following topics for Paul Smith Elementary School (dated June 18, 2018): Population 292 plus 39  
23 preschool; Kindergarten enrollment of 80; NHSES completion; Grant Updates; Recognitions; and  
24 important dates. An additional PTO handout was given to the board as well.

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26 **FMS Principal Report**

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28 Kevin Barbour, FMS Principal, gave a written report to the board, which included the following  
29 information: Upcoming Events; IReady; End of Year Activities; Recognitions and NEAP testing  
information.

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30 Mr. Barbour was thanked for all of his efforts over the last 20 years.

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31 **FHS Principal's Report**

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32 Carrie Charette, FHS Principal, gave a written to the board regarding the following topics for Franklin  
33 High School: Senior Scholarship Night; National Honor Society evening induction; Senior Class Trip to  
34 Virginia Beach; Senior Class Night; Spring Sports Awards Night; Yearbook Dedication Ceremony;  
35 Fireman's Cookout at FHS; Class Day Parade; Graduation; Community Service Hours; Underclassmen  
36 Awards; Robotics Team celebration – Rookie All State Award; Summer School; Summer Free  
37 Community Lunch Program; and Teen Institute Summer Leadership Program.

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39 **MOTION:** Tim Dow moved to accept the Anime Overnight Campout at FHS as presented, seconded  
40 by Susan Hallett-Cook.

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42 **Late Items – None**

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**POLICY – First Reading**

**MOTION:** Paul Doucette moved to accept the following policies as presented for First Reading, seconded by Susan Hallett-Cook:

EF	Food Service Management <i>Use NHSBA Policy and have the Food Service Director review</i>	R	Both
EFAA	Meal Charging <i>Use NHSBA Policy and have the Food Service Director review</i>	P	NEW
EFE	Vending Machines <i>Use NHSBA Policy and have the Food Service Director and the Business Administrator review especially the money allocation portion</i>		NEW
EGA/JICL	School District Internet Access for Students (Also EHAA & IJNDB – replaced by GBEP Staff and JICL Students) <i>had already been done but will review</i>		Both
EH	Public Use of School Records (Also EHB) <i>Use NHSBA Policy</i>	R	Both
EHAA	Computer Security, E-mail and Internet Communications (Also EGA) <i>Use NHSBA Policy and have the Technology Director review</i>	P	Both
EHB	Data/Records Retention (Also EH, JRA & GBJ) <i>Use NHSBA Policy</i>	P	Both
EHB-R	Record Retention Schedule <i>Use the current Policy</i>		
EI	Risk Management <i>Use NHSBA Policy and have the Business Administrator review</i>	R	NEW
EIB	Liability Insurance and Pooled Risk Management <i>Use NHSBA Policy and have the Business Administrator review</i>	R	NEW
EID	Insurance <i>Use NHSBA Policy and have the Business Administrator review</i>	R	NEW

6 **Motion Carried - Unanimous**

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Al Warner, Ward III, shared his concerns regarding the way people are questioning what does the Superintendent do? He is the leader of the entire district. His question is what does the City Manager do? He stated that people do not recognize the importance of the Superintendent and his role in the district which is educating the future of the city. They are the workforce of tomorrow. He also stated that the second public participation was not there at the last meeting. He asked if there is a Plan B if the City of Franklin doesn't give the school money.

It was stated that the Superintendent is trying to bring back as many people as possible. There are a lot of teachers leaving and we are losing long term employees. An exit interview form is given to all employees but is optional for them to fill out. Four to five employees requested one on one exit interviews. Many employees are leaving for more money, career changes, retiring and uncertainty is a large concern.

It is encouraged to reach out to legislatures regarding what the definition of adequacy and reach out to city council. They have a budget meeting occurring this evening. An option of 5 year gradual tax reallocation has been presented to the city council twice which will mean a district increase of \$1.3 million. The first year would be \$468,000.

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**Non-Public Session**

**MOTION:** Susan Hallett-Cook moved to have the Board go into nonpublic session to act upon matters referenced in the following provisions of RSA 91-A: 3 II a/c (student and personnel) at 8:42 PM, seconded by Scott Burns.

**Roll Call Vote – All in Favor**  
**Motion Carried – Unanimous**

Discussion of personnel and student matters.

**MOTION:** Tim Dow moved to come out of non-public session and return to public session at 9:21 PM, seconded by Paul Doucette.

**Roll Call Vote – All in Favor**  
**Motion Carried – Unanimous**

**MOTION:** Paul Doucette moved to allow the student from this evening to finish out their senior year here at Franklin High School, seconded by Anya Twarog.

**Motion Passes – 7 in favor and 1 abstained (Susan Hallett-Cook)**

**MOTION:** Paul Doucette moved to forward the personnel issue to Attorney Matt Upton for review, seconded by Scott Burns.

**Motion Passes – 7 in favor and 1 abstained (Susan Hallett-Cook)**

**MOTION:** Paul Doucette moved to approve offering the Interim FMS Principal Kenneth Darsney as presented by the Superintendent for a period of one year at a salary of \$87,000, seconded by Jeff Savary.

**Motion Passes -5 in favor and 3 abstained (Anya Twarog, Scott Burns, and Susan Hallett-Cook)**

**Adjournment**

**MOTION:** Paul Doucette moved to adjourn at 9:24 PM, seconded Scott Burns.

**Motion Carried – Unanimous**