

**Board Member Attendees:** Scott Burns, Anya Twarog, Susan Hallett-Cook, Tim Dow, Deborah Brown, Paul Doucette

**Absent Board Members:** Lisa Tremblay, Robin Gargano, Jeff Savary

**Administration:** Daniel LeGallo – Superintendent; Kevin Barbour – FMS Principal; Carrie Charette – FHS Principal; Rebecca Butt – Special Education Director; Susan Blair – PSS Principal; Mike Zmuda – FMS Assistant Principal;

**Others:** Franklin Residents/Teachers (approximately 27 people), City Manager Dragon and Finance Director Milner, Cathy Viau (School Board Clerk)

**Call to Order by Tim Dow, Chairperson, at 6:16 PM.**

**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.

**Non-Public Session in accordance with RSA 91A, paragraph IIa (Student)**

**MOTION:** Deborah Brown moved to go into Non-Public Session in accordance with RSA 91A, paragraph II a (student) at 6:17 PM, seconded by Paul Doucette.

**Roll Call Vote – All in Favor**

**Motion Carried – Unanimous**

Discussion of a student matter (No action taken).

**MOTION:** Paul Doucette moved to come out of Non- Public Session at 6:26 PM, seconded by Deborah Brown.

**Roll Call Vote – All in Favor**

**Motion Carried - Unanimous**

**PUBLIC PARTICIPATION - None.**

**RECOGNITIONS**

Dan LeGallo, Superintendent, recognized Susan Blair, Ralph Downes and the Custodial/Maintenance Staff for their efforts and hard work put into the Paul Smith Elementary School cleaning and revitalization. They were thanked with much appreciation.

## **PRESENTATION/REPORTS:**

### ***School Emergency Operations Plan***

Jack Finley was not able to be present but has worked diligently for a district wide plan which has been broken down and customized for each school and will be uploaded by September 1<sup>st</sup>. These have been emailed to the school board members.

The numbering on the windows will be addressed and formatting conversion of the document will also be taken care of. Everyone who participated in the creation and implementation of this plan were thanked for all of their hard work.

**MOTION:** Paul Doucette moved to approve the School Emergency Operations Plan for each school as emailed and presented by Jack Finley, seconded by Anya Twarog.

### **Motion Carried Unanimously**

### ***Consolidation Presentation***

Judi Milner (City Finance Manager) and Elizabeth Dragon (City Manager) gave an overview of a presentation dated 8/21/2017 Financial Services. In this presentation they touched upon several topics as follows: Challenges (shrinking revenues, rising costs, tax base, straining all services.); Solutions (future and now); Why?; What will it look like?; Conservative savings of about \$54,540; What do we have going for us?; What's standing in the way?; What's next?; and Discussion. Discussion was held regarding the fear of loss of control, trust, cost and time needed to do this, differences between the two entities, no other cities doing this with success, differences of benefits between the two entities, upfront startup cost, who would be in charge of hiring and firing for each entity, unions, personnel policy, roles for individuals, contracted services for HR, currently already so much transitions occurring with the separation between Hill and Franklin, distribution and allocation of tax dollars is a concern, not enough savings for all of the work that would need to be put in, look outside the box, there will be transition with the need for a new city manager, etc. Trust is still an issue as the entire Franklin School Board did not want to separate from Hill in the SAU but the City moved forward with it anyway. Many districts are pulling together not separating and there is a concern about the message this sends. Both entities still need to work better together. The plan has been modified over the years. Some of the concerns have been addressed. There are still unknowns since there is no example to go by. The boards are currently working better together. It was recommend that the board give the superintendent more control over the decisions in the district.

### ***Energy Audit Presentation***

Mike Davvy from ENE (Energy Efficient Investments Advisors) provided the board with a packet of information labeled City of Franklin, NH Energy Retrofit August 21, 2017. He begins by sharing the

savings that the city already has experienced since their conversion of several areas such as the lighting overhaul. He gave an overview of the history and process and what the next steps may be depending on what, if any, areas the board chooses to move forward with. The packet of information contained information regarding the following: history and what ENE is; Franklin Preliminary Energy Audit findings; ECM Matrix broken down by school, source, installation, savings, rebates and payback; Boiler issues; current controls issue; energy performance contract goals; condensing technology option boiler; next steps; financing; and questions and answers.

**MOTION:** Susan Hallett-Cook moved to allow the Superintendent and Buildings and Grounds Director to move forward with the EEI Energy Audit application and financing and authorize the signing of the necessary forms, seconded by Scott Burns.

**Motion Carried - Unanimous**

#### *Foreign Exchange Student at FHS*

Olivia Zink has a potential foreign exchange student for which approval is needed to have her attend Franklin High School. Discussion was held and the timeline of events leading to this point was shared. There is no policy regarding foreign exchange students.

**MOTION:** Deborah Brown moved to reaffirm the vote of dates mentioned to have the foreign exchange student attend Franklin High School, seconded by Scott Burns.

**Motion Carried - Unanimously**

#### *Treasurer Nomination*

**MOTION:** Paul Doucette moved to accept Ellen Hurst as the Treasurer from July 1, 2017 to June 31, 2018 with a stipend of \$1,200 to be paid in 6 month increments, seconded Deborah Brown.

**Motion Carried - Unanimously**

#### *Legislative Report (Werner Horn)*

Werner Horn is the Legislator of Merrimack County for Franklin-District I&II and Hill, stated that the State Reps are pulling for a public forum to solicit legislation. He also stated that he will be advocating for a Bill to freeze stabilization.

#### *Finance Report (Business Administrator – Amanda Bergquist absent)*

##### *Update, Audits*

Daniel LeGallo, Superintendent, stated that the auditors are coming next month and working on the fiscal 2016-17 audit. The audits are now accessible online, but only what has been approved. Superintendent LeGallo read aloud the item to be voted on by the board to continue to have HealthTrust as a provider.

**MOTION:** Paul Doucette moved to approve and reaffirm the vote as read aloud to continue with HealthTrust as one of the providers for benefits management, seconded by Susan Hallett-Cook.

**Motion Carried – Unanimous**

**MOTION:** Susan Hallett-Cook moved to approve Primex through 2021 CAP period and allow for board chair to sign-off, seconded by Scott Burns.

**Motion Carried - Unanimous**

*Expenditure Report*

If there are any questions regarding the expenditure reports, the board will email Amanda Bergquist.

*Update from Superintendent*

Superintendent Daniel LeGallo

*Resignations/Nominations*

**MOTION:** Paul Doucette moved to accept, with regret, the resignations as read aloud and presented by the superintendent, seconded by Scott Burns.

There was a question about whether or not resignations need be accepted from the summer.

**Motion Carried – Unanimous**

**MOTION:** Paul Doucette moved to accept the list of nominations as presented by the Superintendent, seconded by Scott Burns.

**Motion Carried – Unanimous**

**MOTION:** Paul Doucette moved to accept the list of FMS Coach Nominations as presented by the Superintendent, seconded by Scott Burns.

**Motion Carried – Unanimous**

**MOTION:** Paul Doucette moved to accept the list of FHS Coach Nominations as presented by the Superintendent, seconded by Scott Burns.

**Motion Carried – Unanimous**

*Audit RFP*

Discussion was held regarding the previous RFP and whether or not this needs to be put back out to bid, whether or not to join the City in the process, length of time, bid specs, run two different bids, are grants separate, and finances.

**MOTION:** Paul Doucette accept moving forward with an RFP for audits for three years and combine with the City, seconded by Scott Burns.

**Amendment:** Deborah Brown moved to amend this to also do a single audit RFP, seconded by Paul Doucette.

**Motion as Amended Carried – Unanimous**

*Opening Day Invite*

The Superintendent extended an invitation to the board, chiefs and council to join the staff for opening day breakfast and welcome ceremony. Susan Hallett-Cook will speak to the Strategic Plan.

*Middle School Woodshop/Behavior Program*

They have been unable to find a wood shop teacher so they would like to implement the behavior program in its place at the middle per the Principal's request for 17/18 school year. Mr. Barbour explained what this program entails. They are moving staff around for this.

**MOTION:** Deborah Brown moved to accept the nomination of Megan Pockhart as the 5<sup>th</sup> Grade Teacher, seconded by Paul Doucette.

**Motion Carried – Unanimous**

*Mayor's Drug Task Force Guest Speaker*

This will be held on the same day as the board meeting but will be held from 5-6 PM a well-known speaker will be presenting.

*Discarding of furniture/equipment at PSS*

A lot of things were discarded and others in the district were welcomed to come to take a look to see if there is anything they would want or need.

**MOTION:** Deborah Brown moved to allow the Superintendent to handle these items as he sees fit, seconded by Anya Twarog.

**Motion Carried – Unanimous**

*My Turn Grant*

This is a dropout prevention grant. So far, they have helped 14 students.

### *GEAR UP, Update*

This is a grant that follows the current 7<sup>th</sup> and 8<sup>th</sup> graders through graduation. At the end they will receive a grant towards college.

### *2018 Proposed Resolutions*

Will be gone over within the next couple months.

**MOTION:** Susan Hallett-Cook moved to approve and accept the Fruit and Vegetable Grant as presented, seconded by Scott Burns.

**Motion Carried - Unanimous**

### **Maintenance Update (Ralph Downes)**

Ralph Downes, Director of Buildings and Grounds, stated that they are working on the outside at the High School and are working on getting the buildings where they need to be by priority. Ralph Downes recognized Susan Blair for the great job she has done with helping over the summer with her hands on help. Mr. Downes spoke about the boilers at the high school, the door will be done by Granite State Glass and will be done within 4 weeks, the PSS boiler has been tagged out, everything at FMS is old and the A/C unit is failing.

Susan Blair recognized Ralph Downes and his team for doing such a wonderful job and all pitching in at all three schools.

The Buildings and Grounds Committee will be working on the CPI which are items totaling \$25,000 or more. Discussion was held regarding the board role on the committee.

### **IT, Update**

The team is working on trying to increase the band width. Discussion was held regarding the level of security at each grade level now and in the future; password changes; security updates done and to be completed on all computers; bell system at the high school; sound system in the auditorium; deletion of Hill from the website; and safe search upgrade on each device needed.

### **Athletics, Update**

Dan Sylvester was at a meeting tonight. He did make reductions to include the elimination of wrestling, winter cheer and golf.

### **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: UNH Summit; Interviews; recognition of buildings and grounds; fall

sports; welcoming of Mr. Athanas; My Turn; Youth Moves NH; LRCC 7 participants; upcoming ELO; Fall NEASC; Fresh Fest; Open House; Guest Speaker – Kevin Sabert; YRBS and Homecoming.

Discussion was held regarding the school store and the potential for an outside vending machine to be brought in on loan. There was some concerns regarding the liability and maintenance of it. The need for this was highly stressed by the principal.

### **FMS Principal Report**

Kevin Barbour, FMS Principal, gave a verbal report to the board. There were 50 students who attended summer school and the custodians did a great job with the school then went to help PSS. Mr. Barbour was proud to say that the three principals are working well together and are working to coordinate programs.

### **PSS Principal**

Susan Blair, PSS Principal, gave a written report to the board regarding the following topics for Paul Smith Elementary School: Update on enrollment by grade; summer school; kindergarten and open house; welcome back letter status; opportunity for three practicum students from PSU and one Colby Sawyer College; Professional Development (Summer Summit, Culture, Climate and Positive Behavior Support conference); Recognitions (Thank you for genuine welcome, thanked Cindy Riley, Kathy Fuller plus several alumni on behalf their support in providing needed supplies and gift cards to the school, thanked the maintenance staff for their phenomenal job and hard work, FSB “Fill the Bus Program”).

### **Approval of Franklin School Board Meeting Minutes for June 19 and June 29, 2017**

**MOTION:** Paul Doucette moved to approve the Franklin School Board Meeting Minutes of June 19 and 29, 2017 as corrected, seconded by Scott Burns.

On page 6 on June 19<sup>th</sup> mid page change “approve” to “accept”

**Motion Passes – 5 in Favor and 1 Abstained (Paul Doucette)**

**NEW BUSINESS - None**

**OLD BUSINESS - None**

*Budget Update – brought back an elementary teacher from different position. The high school teacher that was on hold took a support position.*

**POLICY –**

**MOTION:** Deborah Brown moved to accept the following policies for 1<sup>st</sup> reading and seconded by Paul Doucette....

- JICL School District Internet Access for Students
- JICL-R School District Acceptable Internet Use Agreements for Students

- GBEF School District Internet Access for Staff
- GBEF-R School District Acceptable Internet Use Agreements for Staff
- EGAD Copyright Compliance
- EGAD-R Copyright Compliance also referencing Fair Use Doctrine Guidelines for SAU #18
- ILDA - Non-Educational Questionnaires, Surveys and Research
- ILD - Educational Questionnaires, Surveys and Research

**Motion Carried – Unanimous**

***Late Items***

**Committee Reports:**

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

Buildings/Grounds/Fields – Jeff Savary stated that they did not meet this month.

Finance Committee/Capital Improvement – Deborah Brown stated that they have met to discuss the process for the 2018-19 budget; the treasurer position and reports; joint RFP for auditing services; CIP with Buildings and Grounds; and a review was done of all finance related policies.

Scholarship Committee – They have not met.

Wellness Committee – They have not met.

I<sup>2</sup> Committee – Scott Burns stated that they are going over the My Turn Grant and the dropout rate and recovery.

Communications/Strategic Planning Committee – Susan Hallett-Cook stated that they have been working the surveys. From the surveys they will form a committee to decide where the focus needs to be and then develop goals and action steps.

Negotiations – Teacher, Support Staff and Custodians – Deborah Brown stated that he attended a workshop regarding negotiations and no letters have been received yet. They want to develop a strategy since all three are scheduled.

Policy Committee – Anya Twarog stated that they will be working on drug and alcohol policies to try to align to be part of Project AWARE and Systems of Care.

**PUBLIC PARTICIATION - None**

**Non-Public Session in accordance with RSA 91A:3, paragraph IIb a/c (student and negotiations)**

**MOTION:** Deborah Brown moved to go into Non-Public Session in accordance with RSA 91A:3, paragraph IIa/c at 9:52 PM, seconded by Anya Twarog.



**Roll Call Vote – All in Favor**

**Motion Carried – Unanimous**

**MOTION:** Deborah Brown moved to come out of Non-Public Session at 10:03 PM, seconded by Paul Doucette.

The Board discussed parent request to enroll student prior to their 5<sup>th</sup> birthday in kindergarten.

**Roll Call Vote – All in Favor**

**Motion Carried – Unanimous**

**MOTION:** Paul Doucette moved to seal the meeting minutes of the Non-Public meeting, seconded by Susan Hallett-Cook.

**Motion Carried – Unanimous**

**MOTION:** Deborah Brown moved to not allow early registration of student in kindergarten prior to their 5<sup>th</sup> birthday due to class sizes and staffing as recommended by the Superintendent, seconded by Paul Doucette.

**Motion Carried – Unanimous**

**Adjournment**

**MOTION:** Deborah Brown moved to adjourn at 10:03 PM, seconded Scott Burns.

**Motion Carried – Unanimous**