

August 12, 2019
Franklin, Tennessee

The Franklin Special School District Board of Education met on Monday, August 12, 2019 at 6:30 p.m. at Poplar Grove Middle School, 2959 Del Rio Pike, Franklin, with the following members present:

Tim Stillings, Chair
Robert Blair, Vice Chair
Allena Bell, Treasurer
Kevin Townsel, Secretary
Alicia Barker
Robin Newman

Others present were: Dr. David Snowden, Dr. Catherine Stephens, Charles Arnold, Carol Riordan, Mark Anderson, Leslie Duke, Celby Glass, Dr. Mary Decker, Dr. Cindy Cook, Lisa Chatman, Amanda Parks, Josh Bracamontes, Dr. Gina Looney, Bo Alexander, Amy Fisher, and other staff, principals, teachers, parents, FSSDEA and community members.

Mr. Jim Estes and Mr. Coy Young from Rutherford County School District and Mr. Steve Haley from Dickson County School District visited to assess the meeting as part of the Board of Distinction priorities. Patricia Hudson from Dickson County School District visited to observe.

I. MEETING CALLED TO ORDER

Chair Stillings called the meeting to order at 6:31 p.m. and called for a moment of silence. Our visiting Board members were recognized from the audience as well as a member of Leadership Franklin, COF IT Director Dr. Jordan Shaw.

II. PLEDGE OF ALLEGIANCE

PGMS Principal Mr. Chris Treadway welcomed those in attendance and led the Pledge of Allegiance.

III. RECOGNITIONS/GOOD NEWS AWARDS

Good News Awards: Highlighted were (on file): PGMS 6th grader Addison Holt, whose design was selected by the CNP to represent the FSSD School Breakfast program; and the Freedom Academic Competition Team (FACT), comprised of FMS and FIS students, who competed in the International Academic Competitions Middle School and Elementary School National Championships: 7th grader Will Osteen; 8th graders Lauren Reeves, Brennan Slusser, Caedmon Holland, Payton Bledsoe, Brooke Bledsoe; and 9th graders Brewer Osteen, Madeleine Hamilton and Jack Maxwell.

IV. PUBLIC INPUT

- Kristen Letsinger, FSSDEA Vice President and PGES 4th grade teacher, thanked the Board for their approval of the budget which includes a 2.5% salary increase for all personnel and approval of using one day of sick time as a flex day if necessary.

V. REPORTS / PRESENTATIONS / DISCUSSIONS

1. **Summer MAC** - presented by Ms. Amanda Parks, Supervisor – this summer there were 267 students enrolled, 56 were able to attend on LEAPS scholarships. This was the first summer STEM classes were incorporated into the theme; with the Reading Incentive Program 712 books were logged; additional programs such as painting with local artist Shannon Haas were outlined to the Board.
2. **Story Bus Plus** – presented by Dr. Gina Looney, District Reading Coordinator – this summer the Story Bus Plus operated 5 days a week with few exceptions, logging over 433 visitors, including those attending Summer MAC each Friday.
3. **CNP Summer Feeding Program** (aka The FSSD Rebecca Lounsberry Summer Meals Program) – presented by Mrs. Robbin Cross, Supervisor – an increase of 8,133 from the previous summer were served! Breakfast and lunch plates totaled 192 meals at the open sites; overall 35,830 lunches and 14,608 breakfasts were served in 38 days.
4. **Teaching and Learning Spotlight** (on file), “Social Emotional Learning (SEL) Professional Learning” – presented by Dr. Stephens, more information can be learned from this subject as well as the entire department in the T&L Spotlight. One of the strategies supporting the FSSD five-year strategic plan is SEL Professional Learning. Two opportunities for this professional development occurred this summer: our Leadership Team hosted Dr. Joelle Hood of Thriving YOUiversity, and on another day, four of our leadership team members facilitated SEL professional learning for teachers, leaders and members of school-based SEL teams.
5. **Construction Report** (on file) – presented by Mr. Arnold – HFR Design was on hand for any questions. Status and timetables were given for the PGS Gymnasium and District PAC, the LES HVAC upgrades and the P&R Master Plan for the FMS/PGMS ball field complex.
6. **StaffEZ** – presented by Leslie Duke, Human Resources Supervisor – Updates were given on the new substitute staffing system through StaffEZ. Twelve meetings for district substitutes have been held with 75 new and existing subs attending for the changeover this year to StaffEZ; four more meeting are scheduled. There are 141 applications that are in completed stage, with only 14 waiting on background checks at this time. Social media, banners and newsletters are being used for promotion of substitute needs and how to apply. Mrs. Duke noted that there was a 100% fill rate today for the substitutes needed, and that StaffEZ is working hard to keep a very high fill rate. Dr. Snowden concluded the update with benefits for the district and for the

subs in using StaffEZ, which will be a higher fill rate, less disruption for student learning, avoidance of pulling administrators and paraprofessionals from regular duties into teaching positions, avoidance of doubling up of classes for other teachers, and for the subs, more work availability as well as insurance benefits and bonuses available.

VI. APPROVAL OF BOARD AGENDA

Allena Bell made a **motion** to approve the board agenda as presented. Alicia Barker **seconded** the motion, which **carried 6-0**.

VII. APPROVAL OF CONSENT AGENDA

Robin Newman made a **motion** to approve the consent agenda as presented. Robert Blair **seconded** the motion, which **carried 6-0**.

Approved under Consent Agenda (on file) were:

1. **Minutes of Board Meeting dated July 15, 2019**
2. **2019-20 Extended Contract Proposals**
3. **2019-20 Board of Education Regular Meeting Schedule (1.402)** – revised due to a date change in July, 2020
4. **Surplus: 2008 Ford/Blue Bird Type A School Bus**
5. **Budget Amendments**

VIII. BUSINESS BEFORE THE BOARD

1. **Policy Revision: Surplus Property Sales (2.403) – 2nd Reading** - Public Chapter 413 raises the threshold for items that may be declared as surplus property. Previously, items had to be less than \$250 in value; the new law raises this threshold to \$500. The new law also removes the requirement that this property be sold within ninety days of being declared surplus property. There were no changes requested by the Board upon first reading. The administration recommended approval of the second reading.

Robert Blair made a **motion** to approve the second reading of the policy revision of **Surplus Property Sales (2.403)** as presented. Alicia Barker **seconded** the motion, which **passed 6-0**.

2. **Policy Revision: Bids and Quotations (2.806) – 2nd Reading** - Purchasing amounts have been updated in this revision request to reflect the amount reflected in the bid solicitation section of Williamson County Government Purchasing Policies and Procedures as noted in TCA 49-2-203(a)(3). There were no changes requested by the Board upon first reading. The administration recommended approval of the second reading.

Robin Newman made a **motion** to approve the second reading of the policy revision of **Bids and Quotations (2.806)** as presented. Kevin Townsel **seconded** the motion, which **passed 6-0**.

- 3. Policy Revision: Emergency Preparedness Plan (3.202) – 2nd Reading** - The revisions in this policy changes the language in the section on AED drills from “any school with an AED” to “all schools” and outlines the development of administrative procedures on AED and CPR training, planning, notification and maintenance to comply with state law. Our district is already in compliance. References have also been updated. There were no changes requested by the Board upon first reading. The administration recommended approval of the second reading.

Allena Bell made a **motion** to approve the second reading of the policy revision of **Emergency Preparedness Plan (3.202)** as presented. Robert Blair **seconded** the motion, which **passed 6-0**.

- 4. New Policy: Students from Military Families (6.506) – 2nd Reading** - TSBA has created a new policy “to house various provisions that apply to students from military families.” Guidance on excused absences due to military service of the parent/guardian from 6.200 is now located in this model policy. Additionally, it covers new legislation based on Public Chapter 138, which requires boards to allow students that do not currently reside in the school district to enroll there provided: (1) the student is the dependent child of a service member who is being relocated on military orders and will be a resident of the school district; and (2) the service member provides documentation of these military orders. There were no changes requested by the Board upon first reading. The administration recommended approval of the second reading.

Tim Stillings made a **motion** to approve the second reading of the new policy, **Students from Military Families (6.506)** as presented. Kevin Townsel **seconded** the motion, which **passed 6-0**.

- 5. Policy Revision: Role of the Board of Education (1.101) – 1st Reading** - TSBA has rewritten this policy to be more specific about the Board’s functions. Previously, our policy included general areas of responsibility. The updated version, however, lists specific legal responsibilities in each of these areas. Legal references have also been updated to tie in with each item. The administration recommended approval of the first reading.

Allena Bell made a **motion** to approve the first reading of the policy revision of **Role of the Board of Education (1.101)** as presented. Alicia Barker **seconded** the motion, which **passed 6-0**.

- 6. Policy Revision: Duties of Board Members (1.202) – 1st Reading** - This policy has been rewritten to focus on those legal duties that are outlined in state law, with guidance from TSBA. Items 1 and 3-8 of the current policy are listed in Policy 1.2021 Boardsmanship Code of Conduct, also being presented as first reading. The administration recommended approval of the first reading of 1.202.

Allena Bell made a **motion to approve the first reading** of the policy revision of **Duties of Board Members (1.202)** as presented **and to waive the second reading**. Kevin Townsel **seconded** the motion, which **passed 6-0**.

7. **Policy Revision: Boardmanship Code of Conduct (1.2021) – 1st Reading** - This policy has been reviewed and updated by TSBA, and moved in our policy section from 1.1061 to 1.2021 due to better placement of the content matter. The name changes from “Effective Boardmanship Standards” to “Boardmanship Code of Conduct”. In addition, best practices for individual board members which were previously in Policy 1.202 have been incorporated into this policy. The administration recommended approval of the first reading.

Tim Stillings made a **motion** to approve the first reading of the policy revision of **Boardmanship Code of Conduct (1.2021)** as presented. Allena Bell **seconded** the motion, which **passed 6-0**.

IX. DIRECTOR OF SCHOOLS REPORT

- **Opening School Program** – On August 1st, all personnel gathered together for our official *Opening of Schools*. Everyone looks forward to this morning; it is exciting to see our returning employees and to welcome those new to the FSSD! The Leadership Team added some fun, followed by our key-note speaker, Freedom Writer Tony Becerra, who led us through his educational and home life, finally finding the teacher that inspired and made a difference in his life, Erin Gruwell. Our professional learning opportunities followed for the rest of the day - many sessions were presented by FSSD personnel. We are appreciative to Dr. Decker for securing and organizing all these learning opportunities. We also very much appreciate the attendance of our Board members for the morning program!
- **BANTIP** – The new teacher induction program was very successful as thirty-two new teachers were officially welcomed to the FSSD. It was a busy few days for these new teachers, and mentors are ready to take on another year of preparing our newest additions to make the most of their year of teaching! We look forward to working with them and supporting them as they transition to our family. On the last day of the BANTIP orientation, teachers took a school bus ride around the school district to help orient them to the location of the schools and neighborhoods.
- **Board Self-Evaluation** – This evaluation has been sent out separately to each Board Member; and all Board Members have completed it and submitted back to TSBA. Results will be sent to the Board Chair.
- **District Information** – Attached in BOEconnect for your reference are a confidential district phone list circulated to administrators and school offices, our school calendar and a Board/Central Office/administrator birthday listing.

- **Therapy Dog Mattie Grace** – Mattie Grace is beginning her Good Citizenship testing, and in mid-September will have her Therapy Dog testing.
- **Upcoming conferences and meetings:**
 - **TSBA Fall District Meeting – September 5th and September 26th** – The Board has been split up this year on the Fall District Meetings:
9/5 meeting: Mr. Blair, Mrs. Newman, Dr. Barker, Mrs. Bell and Mrs. Riordan will attend the South Central regional meeting in Maury County this year;
9/26 meeting: Mr. Stillings and Dr. Snowden will attend the Mid-Cumberland region Fall District Meeting in Springfield.
 - **NSBA CUBE Conference - September 26-28** –Mr. Blair and Mrs. Bell will represent us.
 - **TSBA Leadership Conference and Annual Convention – November 14-17** – registration is open.
 - **NABSE Conference – November 13-17** – Mr. Blair and Mr. Townsel are representing us.
 - **Equity Symposium and Advocacy Conference – February 1-4** - registration opens October 9
 - **Day-on-the-Hill – February 10-11**
 - **NSBA Conference – April 4-6, Chicago** – registration opens October 17.

X. UPDATES

Teaching & Learning – Dr. Catherine Stephens, Associate Director for Teaching & Learning, provided the following (on file):

- Demographics dated 8/1/2019

Finance & Administration – Chuck Arnold, Associate Director for Finance & Administration, provided the following (on file):

- Personnel Change Report July/August 2019
- Investment Report dated June 30, 2019
- Revenue and Expenditure Reports dated 8/6/19
- Sales Tax Comparison Report dated 8/5/19


XI. ANNOUNCEMENTS

- Mrs. Bell gave an update on the status of obtaining Board of Distinction; all have completed their Board self-evaluation and we are awaiting the results from TSBA.
- Dr. Barker thanked the administration and personnel for a wonderful first day of school. The feeling was of celebration and welcoming for a new year and she commended the district for this beginning.
- Dr. Snowden thanked the media who were there to showcase our first day with students.


XII. ADJOURNMENT

Chair Stillings adjourned the meeting at 7:25 p.m.

After the meeting adjourned, the Board debriefed with our guest Board members who were there to assess the effectiveness of the meeting. This debrief concluded at 7:50. Full results will be forwarded by this committee in the coming days.



Tim Stillings, Chair 9/16/19
Date

ATTEST: 

Kevin Townsel, Secretary 9/16/19
Date