

March 9, 2020
Franklin, Tennessee

The Franklin Special School District Board of Education met on Monday, March 9, 2020 at 6:30 p.m. at Moore Elementary School, 1061 Lewisburg Pike, Franklin, with the following members present:

Tim Stillings, Chair
Robert Blair, Vice Chair
Kevin Townsel
Alicia Barker
Robin Newman

Not present: Allena Bell

Others present were: Dr. David Snowden, Dr. Catherine Stephens, Dr. David Esslinger, Carol Riordan, T&L Department members Mark Anderson, Dr. Mary Decker, Celby Glass, Dr. Cindy Cook, Dr. Cheryl Robey, Amber Whitley, Josh Bracamontes, and F&A Department members Lisa Chatman, Leslie Duke, Amy Fisher, Chip Sternenber, Bo Alexander, Robbin Cross, Amanda Parks and other staff, principals, teachers, parents, FSSDEA and community members. No media was present.

Prior to the meeting a reception was held to honor our teachers, administrator and supervisor of the year beginning at 6:00 p.m.

I. MEETING CALLED TO ORDER

Chair Stillings called the meeting to order at 6:32 p.m. and called for a moment of silence.

II. PLEDGE OF ALLEGIANCE

MES Principal Mrs. Lisa Burgin welcomed those in attendance and led the Pledge of Allegiance.

III. RECOGNITIONS/GOOD NEWS AWARDS

- 1. Good News Awards: Highlighted were** (descriptions on file):
- **Student Artist of the Month** for March, FES 1st grader Janaye Broussard;
 - **Sonic Drive-In** for sponsoring the student artist of the month program with a generous \$15 gift card for each student;
 - **PGS Mini Mu team top 20 finishers** Yiqing Huang (4th grade), Yiming Huang and Sam Reynolds (5th grade);
 - Students selected for the **Middle TN Vocal Association Elementary Honors Choir: from FIS** - Raaga Tipirneni, Mirasta Palmer, Emilia Muterspaugh, Katarina Santiago, Anna Myrick, Nola McIntosh, Jack Ives, Rylee Heinz, Kaitlyn Stokes, Elysa Sweet, Anna Kate Williams, Katie Ross, Ryan Fellows, Abby

Thacker, Charlotte-Ann Bennett, Olivia Reed, Ghana Prakash, Carli Wall, Audrey Burrell, Elizabeth Shipman, Bradley Vilendrer, Noelia Gonzalez, Sejal Singla, Anayleen Rodriguez, Amelia Fein, and Vighnesh Vijayakumar; and **from PGS** - Eleanor Baldrige, Marley Foster, Annabelle Gaut, Sara Norris, Nicholas Onusaitis, Liv Palumbo, Roxanne Rogers, Sam Strelecki, Jillian Vaughn and Parker White. Candace Adams (FIS) and Chris Strelecki (PGS) are their choral teachers;

- Students selected for the **Williamson County Honors Orchestra: from PGMS** - Andrew Rybiski (7th grade); **from FMS** - Sejal Verma, Brennan Slusser, Blake Bunn and Kate Watts (8th grade), led by clinician Travis Patton;
 - Students selected for the **Williamson County Middle School Honor Band: all from FMS** – Madison Garey (7th grade), Carlos Ortiz-Salazar, Nathan Vocke, James Onadeko, Payton Bledsoe, Caedmon Holland, Zach Sizemore, Hannah Dilling, and Donovan Ebrahimi (8th grade). Mark Garey and Carole Grooms are their band teachers;
 - Students selected for the **Mid-State Band and Orchestra: all from FMS** – Caedmon Holland, Nathan Vocke, Carlos Ortiz-Salazar and Brennan Slusser.
2. **FSSD Teachers of the Year** (descriptions on file) –
- **Elementary Teacher of the Year** – Erin Dowling (FES Kindergarten)
 - **Middle Grades Teacher of the Year** – Candace Adams (FIS Music)
 - **Building Level Teachers of the Year** –
Claudia Quezada (JES ELL)
Aaroen Andrew (LES 3rd grade)
Jessica Rosenthal (MES 3rd grade)
Jennifer Lampley (PGES Accelerated Learning Specialist)
Martha Haynes (PGMS 8th grade)
Toni Marlin (FMS 7th grade)
 - **Cornerstone Financial Credit Union** for sponsoring our Teachers of the Year by providing \$500 to each of the FSSD Teachers of the Year and \$100 to each of the Building Level Teachers of the Year. Brendan Olsen from the Business Development Office of Cornerstone, and Mona Montoya of the Franklin branch of Cornerstone were on hand to present the monetary awards.
3. **Principal of the Year** – Dr. Alisha Erickson, PGES
4. **Supervisor of the Year** – Dr. Lee Kirkpatrick, Student Support Services Supervisor (absent and not recognized at this meeting)
5. **Kristen Letsinger** – recognized for tenure by her principal; however, she was approved for tenure at the prior meeting. Note: she was ill and was not able to attend the prior meeting to be officially recognized.
6. **Dr. David Snowden** – recognized by the Board Chair for being awarded the **Boy Scouts of America Good Scout Award**, to be honored at a luncheon at the end of March.

IV. PUBLIC INPUT

- No one from the public addressed the Board.

V. **REPORTS / PRESENTATIONS / DISCUSSIONS**

1. **Teaching & Learning Spotlight – “Professional Learning”**, introduced by Dr. Catherine Stephens, Associate Director. The February 17th and March 3rd professional learning days were highlighted. The 2/17 district PL day had the most learning sessions ever offered, with 86 to choose from, including unique sessions to target specific groups. On 3/3, a school-based PL day focused on the unique needs of each school’s teachers and staff. Dr. Mary Decker and the individual campuses were recognized for making these successful learning opportunities for all school personnel. More updates on the T&L Department are in the March 2020 summary (on file).
2. **Construction Report** – Presented by Dr. David Esslinger, Associate Director (on file). Mr. Stephen Griffin of HFR was on hand for questions.

VI. **APPROVAL OF BOARD AGENDA**

Robin Newman made a **motion** to approve the board agenda as presented. Robert Blair **seconded** the motion, which **carried 5-0**.

VII. **APPROVAL OF CONSENT AGENDA**

Robert Blair made a **motion** to approve the consent agenda as presented. Alicia Barker **seconded** the motion, which **carried 5-0**.

Approved under Consent Agenda (on file) were:

1. **Minutes of Board Meeting dated February 13, 2020**
2. **ELA DOS Record of Names and Qualifications of Members of Local Textbook Selecting Committee Form ED-2150**
3. **Overnight Field Trip Request – PGMS to Washington, D.C.** – please note that this field trip was cancelled due to COVID-19.
4. **FSSD Volunteer of the Year Selection Committee**
5. **Bid: CNP Kitchen Equipment**

VIII. **BUSINESS BEFORE THE BOARD**

1. **Policy Revision: Reporting Student Progress (4.601) – 2nd Reading** – Revisions in part change the method of the reporting procedure for student progress reports in grades 5-8. Beginning with the next progress reporting (Spring 2020), parents/guardians of students in grades 5-8 will access their child’s report in the online student management system (Skyward), with the exceptions on paper format for those students having unsatisfactory progress and those students without access to Skyward. Communication went out to parents of students in grades 5-8 on February 4th with information on the new reporting procedure. Parents/guardians will be able to digitally sign off online. A report will be run to monitor the electronic signatures. The consistent, district-wide routine for communication that is used for all grades will be in place for the 5-8 progress reports as well. Those receiving a paper copy of their

student's progress report will receive, sign and return the report through their student in their weekly folder. Other changes to this policy expand on parent conferences, and puts into policy language regarding compliance with laws and regulations regarding withdrawals. There were no changes requested by the Board upon 1st Reading. The administration recommended approval of the second reading as presented.

Tim Stillings made a **motion** to approve the revisions in the second reading of **Reporting Student Progress (4.601)** as presented. Robin Newman **seconded** the motion. After discussion, the motion **passed 5-0**.

2. **Policy Revision: Workplace Bullying (5.504) – 2nd Reading** – These changes are being recommended in order to further identify the steps to be taken in the event of workplace bullying. There were no changes requested by the Board upon 1st Reading. The administration recommended approval of the second reading as presented.

Alicia Barker made a **motion** to approve the revisions in the second reading of **Workplace Bullying (5.504)** as presented. Robert Blair **seconded** the motion, which **passed 5-0**.

3. **Policy Revision: Assignment/Transfer (5.115) – 1st Reading** – This policy revision removes duplicate language within referenced policies as well as updating to current practice based on prior Board approval of revisions to the Nepotism (1.108) policy back in September 12, 2005. At that Board meeting, the nepotism policy was revised so that immediate family members would be allowed to work at the same administrative unit as long as no family member held a supervisory position over another family member. It was noted at that Board meeting that Williamson County and many other districts utilize this form of the policy and the Board believed that would be a positive change for the FSSD as well. As an oversight at that time, Policy 5.115 was not updated as a cross referenced policy. The administration recommended approval of the first reading as presented.

Kevin Townsel made a **motion** to approve the revisions in the first reading of **Assignment/Transfer (5.115)** as presented. Tim Stillings **seconded** the motion, which **passed 5-0**.

4. **Policy Revision: Work Year for Twelve Month Employees (5.310) – 1st Reading** - This revision updates the policy to include Fall Break and Thanksgiving Break in the designated breaks that school offices are closed. It also aligns language for consistency. In addition, the policy regarding carrying over accrued vacation time is being revised to remove a time limit to use vacation days, and also sets a maximum number of vacation days to carry over, transferring the excess (over 20 days) to sick leave on June 30 of each year. Updates to this policy were reviewed by our leadership group at their last meeting. The administration recommended approval of the first reading as presented.

Tim Stillings made a **motion** to approve the revisions in the first reading of **Work Year for Twelve Month Employees (5.310)** as presented. Robert Blair **seconded** the motion, which **passed 5-0**.

IX. DIRECTOR OF SCHOOLS REPORT

- **Update on deep cleaning of schools due to COVID-19** – On Friday, March 6th and Monday, March 9th all of our schools and buses were deep cleaned in a pro-active means to keep our students and personnel healthy. Dr. Snowden visited each site, where custodians, maintenance, landscaping, technology personnel, bus drivers and others were cleaning all items throughout the school and inside buses as possible. Chip Sternenberg, as well as Bo Alexander were commended for their organization of this process. Personnel involved felt the importance of this action in advance of students and adults coming back into the buildings.
- **FSSD recognized by Davis House Child Advocacy Center** – Amanda Fisher and Celby Glass accepted the Ronald L. Davis Award at the Davis House “Button Ball” on Saturday, March 7th on behalf of our district. This award is the highest honor bestowed by the Advocacy Center: “presented to an individual or group who exemplifies exceptional and consistent service and dedication to the protection of children. This service and dedication can be displayed through professional excellence in the field of child abuse or through support of Davis House Child Advocacy Center and its mission in a variety of ways.”
- **Spring Break – March 16 – 20** – Our district and district offices will be closed.
- **FSSD Employee Recruitment Fair** – The 2nd annual recruitment fair will be held Saturday, **March 28th** from 9:00 – 11:00 at Freedom Intermediate. We are currently recruiting for full- and part-time jobs for both the current year as well as next year. Staff EZ will be on hand this year to recruit for substitute teachers. School administrators, department supervisors and the HR Department will be on hand to give information about their needs; salary and benefit package information will also be available. Information is posted on our website, as well as on social media and on yard signage. Our Human Resources Supervisor, Mrs. Leslie Duke, will be recruiting at three different venues as well as reaching out to the universities, in addition to our local event.
- **NSBA Annual Conference, April 3 – 6 - Chicago** – All plans are set for this conference. Thank you for your dedication and leadership!
- **Spring Holiday – April 10th** is a district-wide holiday. All offices will be closed.
- **FSSD’s Top Forty** – At our **April 13th** Board meeting, we will be honoring five volunteers from each of the eight different schools in the FSSD. We will host a reception for the “Top 40” at 6:00 prior to the Board meeting, before recognizing

them individually during the first part of the meeting. The reception and meeting are scheduled to be held at Liberty Elementary.

- **Budget Process FY 2020-21** - Proposed dates for the budget work sessions are **April 20, May 18 and June 15**. The first session will cover Operations Budgets for both Finance & Administration and Teaching & Learning, Revenue and Personnel will be reviewed in the second, and then a discussion of the cumulative impact will take place on the third work session, facilitating the possible completion of the budget process. Please note the **April 20th budget work session will be held in the Williamson County Public Safety Center**. This will give Board members an opportunity to tour that facility if you have never been there. It is a very impressive facility! **The Board has requested a change of time from 5:00 to 5:30** to accommodate those that are coming from work outside the district.
- **District Retirement Reception** – This year’s retirement reception will be held on Thursday, **April 30** at Freedom Intermediate School. A reception will be held beginning at 5:00 before the program at 6:00. We hope that your schedule will allow you to attend.
- **Young Scholars Institute** – The 2020 camp, for “independent and highly motivated students” who have completed 1st through 8th grade, has applications online and in print. The dates for the Institute will be **June 1-5 and June 8-12**. The camp will again be hosted at Poplar Grove.

X. UPDATES

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

- Demographics dated 2/28/2020

Finance & Administration – Dr. David Esslinger, Associate Director for Finance & Administration, provided the following (on file):

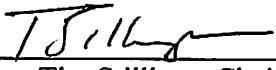
- Personnel Change Report February/March 2020
- Investment Report dated 1/31/20
- Revenue and Expenditure Reports dated 3/3/2020
- Sales Tax Revenue Comparison Report for March

XI. ANNOUNCEMENTS

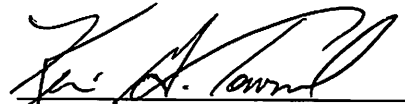
- 8th graders will be traveling to Columbia State Community College Tuesday and Wednesday, 3/10-3/11 for a tour and sampling of curriculum options available there. On Tuesday, PGMS will be visiting ½ day, and on Wednesday, FMS will be there the full day.
- Dr. Esslinger reported that tax collection is up 9% from last year due to a brisk December.

XII. ADJOURNMENT

Chair Stillings adjourned the meeting at 7:23 p.m.



Tim Stillings, Chair 4.23.20
Date

ATTEST: 

Kevin Townsel, Secretary 5/21/20
Date