

May 11, 2020  
Franklin, Tennessee

The Franklin Special School District Board of Education met on Monday, May 11, 2020 at 6:30 p.m. electronically in Franklin, with the following members present:

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

*Others present were:* Dr. David Snowden, Dr. Catherine Stephens, Dr. David Esslinger, Dr. Mary Decker, Carol Riordan and Susannah Gentry.

**I. MEETING CALLED TO ORDER**

Chair Stillings called the meeting to order at 6:30 p.m. and called for a moment of silence for our students, faculty, members of the community and country.

Chair Stillings announced that the Board is meeting under the provisions of the Executive Order Number 16 of the Governor of Tennessee. An electronic meeting is necessary to protect public health, safety and welfare in light of COVID-19. Public access to this meeting will be limited and no physical location exists. Public access to this meeting will be provided at a link from [www.fssd.org](http://www.fssd.org) within 48 hours of the meeting; instructions for access to the recording can be found on our website within the time specified by Governor Lee's Executive Order Number 16 dated March 20, 2020.

Each member participating was identified and all members were present, and all votes were by roll call.

**II. PLEDGE OF ALLEGIANCE**

Chair Stillings led the Pledge of Allegiance.

**III. REPORTS / PRESENTATIONS / DISCUSSIONS**

- 1. Teaching and Learning Report** – Presented by Dr. Catherine Stephens, Associate Director (on file). This is Dr. Stephens' last Board meeting as she was hired as Superintendent of Tullahoma City Schools. Dr. Stephens reported on what has been going on in T&L during the students' stay at home time due to COVID-19 since March, which includes using Clever, video conferencing options, preparing user guides for online support, the textbook adoption process, and coordinating community resources.

2. **Construction Report** – Presented by Dr. David Esslinger, Associate Director (on file). There were no questions related to the update and timeline submitted to the Board in preparation of the meeting.
3. **CNP Kitchen Improvement Report** – Also presented by Dr. Esslinger in lieu of Mrs. Robbin Cross, CNP Supervisor, being able to present the report at a live meeting. This report provided a detailed update of kitchen and serving line upgrades as well as those planned for this summer. The staff are excited about the improvements and ease of the new apparatus, lines and serving areas.

**IV. APPROVAL OF BOARD AGENDA**

Robert Blair made a **motion** to approve the board agenda as presented. Allena Bell **seconded** the motion, which **carried 6-0 by roll call vote**.

**V. APPROVAL OF CONSENT AGENDA**

Robin Newman made a **motion** to approve the consent agenda as presented. Tim Stillings **seconded** the motion, which **carried 6-0 by roll call vote**.

The items on the Consent Agenda are as follows:

1. **Minutes of Board Meeting dated April 13, 2020**
2. **ED-2153 ELA Certificate of Adoption**
3. **Budget Amendments**
4. **Surplus: FMS Bleachers**

**VI. BUSINESS BEFORE THE BOARD**

1. **Recommendation of Reduction in Force Positions** – The administration made the recommendation to eliminate three current positions for the upcoming 2020-2021 school year. Recommendations from Dr. Snowden are as follows:
  - Elementary Spanish program at Liberty, which has been in effect for several years - initially beginning as a pilot program, the challenge has been trying to expand it over the years due to a lack of qualified teachers. The class has been included in the related arts rotation and includes thirty minutes of Spanish every seven days. Spanish took the place of computer class which is now taught during Tier I instruction which Principal Amy Patton and others in T&L don't believe is the best use of time for students. Both the teaching position and the para-professional position are recommended for elimination.
  - Physical education position at PGES - As a reminder, FES, JES and PGES have approximately the same number of students enrolled. FES and JES currently operate with two physical education teachers with approximately the same student enrollments. Both LES and MES have larger student enrollments and justify three physical education teachers at each school. The physical education teacher whose position is being eliminated has been placed in a teaching position at PGMS. The person will have an opportunity, if they choose, to return to a physical education position when one becomes available in the future.

Alicia Barker made a **motion** to approve the administration's recommendation as presented for the elimination of the positions listed. Robert Blair **seconded** the motion. With no discussion, the motion **passed 6-0 by roll call vote**.

**2. Resolution – Emergency Suspension of Board Policies due to COVID-19** – Due to the Governor signing Public Chapter 652 and allowing the State Board of Education to address issues created by the COVID-19 crisis for the remainder of the school year, several current FSSD Board policies are now temporarily conflicting with state law and rules. To remedy this, the administration recommends adopting the Resolution presented, to accomplish the following for the remainder of the school year (expiring after the year ends):

- **Policy 4.600 – Grading System** - Students taking courses for high school credit shall receive no grade lower than the grade they earned in the course as of March 20, 2020.
- **Policy 4.700 – Testing Program** – We will not be administering TCAP exams for the spring 2020 semester.
- **Policy 5.109 – Evaluation** - Level of overall effectiveness scores shall not be generated for educators in the 2019-2020 school year. Pre-kindergarten and kindergarten teachers shall not be evaluated using the growth portfolio model for the 2019-2020 school year. Any observations required by State Board of Education Policy 5.201 that were not completed during the 2019-2020 school year as a result of COVID-19 are not required. No student data from this year shall be allowed to negatively impact a teacher.
- **Policy 5.802 – Qualifications and Duties of the Director of Schools** - The Director of Schools may request an extension from the State Board of Education to report information that would impact educator licensure (e.g. alleged employee misconduct, discipline of employees for actions that violate the teacher code of ethics, etc.).
- **Policy 6.200 – Attendance** - Students may not be penalized for non-attendance of online courses. Non-attendance of online courses shall not count as unexcused absences and shall not be recorded. Further, students shall not be counted truant for failure to attend online courses.
- In addition, the administration will consult with the Board on any other policies or provisions of policies not contained in this resolution that may be in conflict, as well as apply for any waiver or extension that ensures consistency with this resolution, board policies, and Public Chapter 652 or the State Board of Education policies or rules and regulations implemented to effectuate Public Chapter 652.

The administration recommended approval of the resolution as presented.

Allena Bell made a **motion** to approve the Resolution for Emergency **Suspension of Board Policies due to COVID-19**. Kevin Townsel **seconded** the motion. After discussion, the motion **passed 6-0 by roll call vote**.

## VII. DIRECTOR OF SCHOOLS REPORT

- Dr. Snowden expressed words of gratitude for Dr. Stephens' work with the district: she has been a tremendous asset, and knows that she is ready to tackle her new position with the Tullahoma City School District and congratulated her.
- Dr. Snowden officially welcomed Dr. Decker as the new Associate Director for Teaching & Learning. She has transitioned in part through ZOOM with Dr. Stephens.
- Dr. Snowden led discussion of the **Budget Work Session for May 18** being held as a public meeting or a ZOOM meeting, either would have limited participants in attendance due to social distancing and avoidance of group gatherings. It was the consensus of the Board after discussion to have the first Budget Work Session **held by ZOOM.**
- **FSSD's Top Forty, Certified Employees of the Year** – At this time, our Top Forty volunteers and Certified Employees of the Year will be recognized at our August Board meeting, since we are approaching the summer months. These recognitions were scheduled for April and May. A reception prior to the meeting is scheduled, as well as awards during the meeting. If plans change further, we will keep you updated.
- **District Retirement Reception** – This year's retirement reception will be celebrated when it is approved by the Governor that public events can be held once again. We are continuing to look at possible dates to reschedule and/or the possibility of recognizing them in some other way.
- **Budget Process FY 2020-21** - Proposed dates for the budget work sessions are **May 18, May 28 and June 15.** As always, 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. Budget items for the first two meetings will be provided prior to the May 18<sup>th</sup> meeting for your review and questions; however, some information related to projected revenue (which will be discussed at the May 28 session) may not be available when the initial budget packets are delivered. These will be added to your budget information as soon as the projections are received.
- **FSSD Nutrition Department Feeding** - Recently recognized with a Community Hero Award, we already knew they were our true heroes for their impact to our community. We are immensely proud of our CNP Department and Transportation personnel and humbled by the service provided to meet the community need since the closing of our district in March. Our personnel are truly remarkable and we appreciate their commitment to provide needed nutrition for not only our students but all community children in need during this health crisis. Thanks and "Congratulations" to Mrs. Robbin Cross for her leadership in these efforts.

- **Re-opening of MAC and WeeMAC services** – Guidelines are in place to re-open child care, using rigid procedures to protect the health of our children and adults. The initial Staff training will be held on Friday, May 8<sup>th</sup> and will be ongoing as needed. The staff re-opened today, May 11<sup>th</sup> at 6:30 a.m., serving 22 MAC and 18 WeeMAC students. Dr. Snowden noted that we wanted parents to be able to utilize services, but doing it in a safe manner; he anticipates a smoot process going forward. Thanks to Supervisor Amanda Parks and District Nurse Supervisor Amy Fisher for their collaboration to establish protocols for health and safety.
- **FMS Parade for 8<sup>th</sup> graders** – Celebrating their final year with FSSD.
- **Final packet pick-ups, return of Chromebooks/textbooks/materials and report on calendar year end** – The final instructional packets were picked up by parents on Friday, May 1<sup>st</sup>. Teachers and staff have been reporting at various times over the past couple of weeks to pack up all student belongings to be picked up during the week of May 18-22. Each school has developed a schedule for parent pickup of student belongings and the return of district/school property (including Chromebooks, musical instruments, textbooks, library books, etc.) during that week.

**X. UPDATES**

**Teaching & Learning** – Dr. Stephens reported that 83% of the rising K-8 students are registered, or approximately 2,717 students. 17%, or approximately 559 students have not registered.

**Finance & Administration** – Dr. Esslinger provided the following (on file):


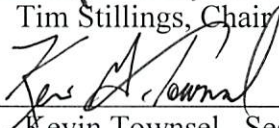
- Personnel Change Report April/May 2020
- Investment Report dated 3/31/2020
- Revenue and Expenditure Reports dated 5/5/2020
- Sales Tax Revenue Comparison Report for May

**XI. ANNOUNCEMENTS**

- Dr. Esslinger reported that the 5.7% increase over last year in May reflects taxes collected through February 2020. He further explained the ADA adjustment. With 86% of the projected 2019-20 budgeted sales tax collected, the next two months of sales tax collections will be low due to closure of many businesses and absence of tourism with COVID-19. Local option sales tax was discussed.

**XII. ADJOURNMENT**

Chair Stillings adjourned the meeting at 7:20 p.m.

	<u>6/8/2020</u>
Tim Stillings, Chair	Date
	<u>8 June 2020</u>
Kevin Townsel, Secretary	Date

ATTEST: