

January 13, 2020  
Franklin, Tennessee

The Franklin Special School District Board of Education met on Monday, January 13, 2020 at 6:30 p.m. at Johnson Elementary School, 815 Glass Lane, Franklin, with the following members present:

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

*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. Lee Kirkpatrick, Dr. Cheryl Robey, Dr. Cindy Cook, Amber Whitley, Josh Bracamontes, and F&A Department members Lisa Chatman, Leslie Duke, Amy Fisher, Chip Sternenberg, Bo Alexander, Robbin Cross, Amanda Parks and other staff, principals, teachers, parents, FSSDEA and community members.

Prior to the meeting a reception was held to honor our new National Board Certified Teachers. Family and friends of Rebecca Lounsberry were also a special part of the reception.

**I. MEETING CALLED TO ORDER**

Chair Stillings called the meeting to order at 6:35 p.m. and called for a moment of silence.

**II. PLEDGE OF ALLEGIANCE**

JES Principal Mrs. Tosha Robinson Baugh welcomed those in attendance and led the Pledge of Allegiance.

**III. RECOGNITIONS/GOOD NEWS AWARDS**

- 1. Proclamation in Honor of School Board Appreciation Week** – Mayor Dr. Ken Moore presented the Proclamation to the Board (on file).
- 2. National Board Certified Teachers** – Teachers Rachel Lessing, Amber Walsh, Margaret (Marty) Jeffords and Charity Rice were pinned by fellow NBCTs Leah Bishop (for Rachel Lessing and Marty Jeffords), Marie White (for Amber Walsh) and Dr. Cheryl Robey (for Charity Rice) during their recognition as achieving their National Board Certification.

**3. Good News Awards: Highlighted were (on file):**

- Student Artists of the Month for December and January, PGES 1<sup>st</sup> graders Keyla Garcia Coello and Argen Molina Torrez; Sonic Drive-In for sponsoring the student artist of the month program with a generous \$15 gift card for each of student;
- FIS students Jayden Davis, Alejandro Garcia, Lamarius Harris, Kentrell Harrison, Ben Kissel, Charlie Kissel, Dorian Pointer, Ricky Romero and Cristiano Trochez Telon who built “buddy benches” for the school playground using their STEM skills, teamwork and communication; supervised by teachers Angie Tisdale and Howard Washington;
- PGS Boys Soccer Team for winning the HVAC Division A Championship in November, Coaches Mickey Rybiski and Mac Conrad, Assistant Coach Amelia Coe, team members Will Adams, Luis Araujo, Andrew Bechtel, Giovanni Castro-Reyes, Brayan Esparza, Tobey Jones, Andres Martinez, Dennis Morrison, Yusir Nava, Avery Pauley, Austin Ramirez, Sergio Santos, Hector Zaragosa, Carlos Araujo, Jonathan Covarrubias, Nils Hurst, Oakley Rawson, Juan Segovia, Cristofer Valadez and Jackson Ernest;
- Robert Blair and Tim Stillings, Board members inducted into the TSBA Scholars Circle at the last TSBA Convention;
- Renaming of the FSSD Summer Meals Program to the Rebecca Lounsberry FSSD Summer Meals Program – members of the Lounsberry family were at the meeting to help commemorate this event.

**IV. PUBLIC INPUT**

No one from the public addressed the Board.

**V. REPORTS / PRESENTATIONS / DISCUSSIONS**

1. **Teaching & Learning Spotlight** – “*Reading Academy*”, introduced by Dr. Catherine Stephens, Associate Director, Dr. Gina Looney presented on this subject matter. More updates on the T&L Department are in the January 2020 summary (on file).
2. **Construction Report** – Presented by Dr. David Esslinger, Associate Director (on file).
3. **Director of Schools Annual Report FY 2018-19** – Dr. David Snowden presented this report and recognized the work from the T&L and F&A Departments that went into the preparation of this in-depth document. Mr. Townsel outlined next steps in the Director of Schools’ evaluation process.

**VI. APPROVAL OF BOARD AGENDA**

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

## **VII. APPROVAL OF CONSENT AGENDA**

Allena Bell made a **motion** to approve the consent agenda as presented. Kevin Townsel **seconded** the motion, which **carried 6-0**.

Approved under Consent Agenda (on file) were:

1. **Minutes of Board Meeting dated November 18, 2019**
2. **Bids: CNP Kitchen Equipment**

## **VIII. BUSINESS BEFORE THE BOARD**

1. **Audit Reports for FY 2018-19** - Both the Annual Financial Report for the FSSD and the individual schools' Activity Fund Report were presented for the Board's review prior to the meeting (on file). Andy Matlock, CPA from Matlock Clements, P.C. presented the opinions in the overview of the audits and was available to answer any questions regarding the reports. Highlights: the auditor opinion for both audits was clean and unmodified with no reportable findings; for the schools' audit there were no material deficiencies and no non-compliance with federal programs, among other reporting to the Board. The administration recommended approval of the Audit Reports as presented.

Allena Bell made a **motion** to approve the **Audit Reports for FY 2018-19** as presented. Kevin Townsel **seconded** the motion, which **carried 6-0**.

2. **2020-21 Calendar** - The calendar development process was presented by Dr. Stephens during the Board Retreat and again at the meeting; Version 1 of the options presented was recommended for approval (on file).

Kevin Townsel made a **motion** to approve the **2020-21 Calendar Version 1** as presented. Robin Newman **seconded** the motion, which **carried 6-0**.

3. **Approval of Contracts for Construction Management at Risk Firm for PAC and PGS Gym** – Submitted for approval were the “AIA Standard Form of Agreement Between Owner and Construction Manager” and “General Conditions Contract for Construction” with Nabholz Construction to provide construction management at risk services for the district performing arts center and Poplar Grove gymnasium (on file). The process for selection involved the Executive Committee and Associate Director for Finance & Administration holding additional meetings with each qualifying firm. In addition, the aforementioned contracts were reviewed, modified and agreed upon by the architects, legal counsel, Associate Director for Schools and Nabholz Construction representatives. Adam Seiter, Project Executive with Nabholz, was on hand for questions. The administration recommended approval.

Tim Stillings made a **motion** to approve the **Contracts for Construction Management at Risk Firm for PAC and PGS Gym** as presented. Robin Newman **seconded** the motion, which by roll call vote was **unanimous 6-0**.

Mr. Blair left the meeting at 7:35.

- 4. Policy Revision: School District Records (1.407) – 1<sup>st</sup> Reading** - Revisions reflect updates based on state law found in TCA 10-7-503, adding additional ways Tennessee citizens can make a public records request, as well as language in policy to deny future requests from a citizen or group that makes a records request but does not follow through with payment after production or viewing after availability. The administration recommended approval of the first reading as presented.

Kevin Townsel made a **motion to approve** the revisions in the first reading of School District Records (1.407) as presented **and waive the second reading**. Allena Bell **seconded** the motion, which **passed 5-0-1**, with Mr. Blair absent for the vote.

- 5. Policy Revision: Class Size (4.410) – 1<sup>st</sup> Reading** - Based on our annual TSBA audit, language is being added to this policy that will align the policy to current law. It is now required that the policy for class size states that class sizes should not exceed the averages allowed by state law. FSSD class sizes are in compliance. The administration recommended approval of the first reading as presented.

Tim Stillings made a **motion** to approve the revisions in the first reading of **Class Size (4.410)** as presented. Robin Newman **seconded** the motion, which **passed 5-0-1**, with Mr. Blair absent for the vote.

- 6. Policy Revision: Supervision (5.108) – 1<sup>st</sup> Reading** - This revision request is to add direction to employees in reporting charges of any criminal offense to their immediate supervisor within 72 hours of the employee's charge of the offense. The administration recommended approval of the first reading as presented.

Kevin Townsel made a **motion** to approve the revisions in the first reading of **Supervision (5.108)** as presented. Alicia Barker **seconded** the motion, which **passed 5-0-1**, with Mr. Blair absent for the vote.

- 7. Policy Revision: Student Wellness (6.411) – 1<sup>st</sup> Reading** - As part of the TSBA audit, reference to the number of health index modules was removed from the policy. The State Board has updated the number of modules to eight. References are also updated. The administration recommended approval of the first reading as presented.

Tim Stillings made a **motion** to approve the revisions in the first reading of **Student Wellness (6.411)** as presented and waive the second reading. Allena Bell **seconded** the motion, which **passed 5-0-1**, with Mr. Blair absent for the vote.

## IX. DIRECTOR OF SCHOOLS REPORT

- **Board Retreat** – The annual Board Retreat was held on January 11, 2020 at the MES Teacher Center. The Board, legislators and presenters were thanked for their time during this informative work day for the Board.
- **School Board Appreciation Week in Tennessee** – We will be celebrating this year January 27-31. Board members will be receiving an invitation to an individual school to be honored and recognized for service to the students and employees of our district. In recognition of their service, the school district will be donating a book to each of the media centers: We Don't Eat Our Classmates, by Ryan T. Higgins for the K-4 schools, and Tristan Strong Punches a Hole in the Sky, by Kwame Mbalia for 5-8 grades. Board members were thanked for all the support, time and dedication each devotes to our district!
- **FSSD Art Show at the Frist Center for the Visual Arts** – FSSD students from each school will participate in the Franklin Special School District Art Show at the Frist Center for the Visual Arts, on display from January 25th through February 9th, 2020. The artwork from two students at each grade level from each of our schools will be featured. On Saturday, January 25th, a reception will be held to recognize our student artists and our amazing art teachers. The event will be held from 2:00 – 4:00 that afternoon with a brief presentation scheduled for 2:30 in the auditorium of the Frist Center. We appreciate this partnership with The Frist Center for the Visual Arts and the additional work of the art teachers as they prepare student work to be displayed.
- **Statement of Disclosure of Interests to Tennessee Ethics Commission** – This annual statement to the Ethics Commission is required by law to be filed by January 31<sup>st</sup> from each Board member and can be accessed at <https://apps.tn.gov/conflict/>.
- **2019-20 Conference update:** Board members were thanked for their representation at these conferences and the investment of time put in for leadership development.
  - **Equity Symposium and Advocacy Conference – February 1-4** – Dr. Barker and Mr. Stillings will be representing us at this conference.
  - **Day-on-the-Hill – February 10-11** – Registration is ongoing at this time.
  - **NSBA Conference – April 4-6, Chicago** – All are registered and hotels secured, travel dates are requested at this time.

## X. UPDATES

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

- Demographics dated 12/9/2019

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

- Personnel Change Report November 2019/January 2020

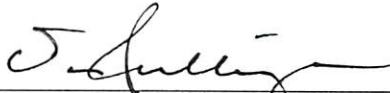
- Investment Report dated 11.30.19
- Revenue and Expenditure Reports dated 1.7.20
- Sales Tax Revenue Comparison Report dated 1.10.20


XI. ANNOUNCEMENTS

Dr. Esslinger presented the tax comparison: collections for November were 1.4% higher than the same period last year; collections for December were 1.5% higher than last year.

XII. ADJOURNMENT

Chair Stillings adjourned the meeting at 7:45 p.m.

  
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Tim Stillings, Chair                      2/10/20  
Date

ATTEST:   
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Kevin Townsel, Secretary              2/10/20  
Date