

January 11, 2021  
Franklin, Tennessee

The Franklin Special School District Board of Education met at 6:30 p.m. on Monday, January 11, 2021 electronically under Governor Bill Lee's Executive Order 71, extending authority to conduct electronic meetings through February 27, 2021, Franklin, with the following members present:

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

***Others present were:*** Dr. David Snowden, Dr. Mary Decker, Dr. David Esslinger, Carol Riordan and Drew Bingham, with Mayor Ken Moore, Andy Matlock and Sarah Holt as presenters.

A recording of the January 11, 2021 Board Meeting may be found at  
<https://www.youtube.com/watch?v=VM1LG9MQYaY&feature=youtu.be>

#### **I. MEETING CALLED TO ORDER**

The meeting was called to order at 6:30 and a moment of silence was observed.

#### **II. PLEDGE OF ALLEGIANCE**

#### **III. RECOGNITION/GOOD NEWS AWARDS**

1. **Proclamation in Honor of School Board Appreciation Week:** Mayor Ken Moore presented a proclamation to the Board to observe this week in Franklin, January 24-30, 2021.
2. **Good News Awards: Highlighted were** (on file): PGES 2<sup>nd</sup> grader Gunnar Guidry, FSSD Student Artist of the Month for December and PGES 4<sup>th</sup> grader Molly Moore, Student Artist of the Month for January. Thanks to Sonic Drive-In for sponsoring the student artist program with a \$15 gift card for each artist featured. Our Artists of the Month for December through May will be invited to and honored at the May Board meeting.

#### **IV. REPORTS / PRESENTATIONS / DISCUSSIONS**

1. **N.O.O.K. Report** – Sarah Holt, Executive Director, thanked the Board for their support of this program. Since August, the program has grown to 23 volunteers to provide daily service to our community. Among service work, they have been able to provide 34 coats, 31 hoodies/sweatshirts, 220 pairs of pants, 231 shirts, 918 pairs of socks, 69 shoes, 984 sets of underwear, 501 boxes feminine hygiene, other hygiene as requested (e.g. toothbrushes), 27 fuel cards, 25 food boxes working with One Gen Away, and 18 deliveries with the PATH Project of fresh foods each week, and eyeglasses for under- or un-insured students.
2. **Teaching and Learning Spotlight**, "2021-2022 FSSD Calendar Creation Process" – presented by Dr. Decker (on file).

3. **Construction Report and Bond Funded Project Review** – presented by Dr. Esslinger (on file).
4. **Director of Schools State of the District Annual Report FY 2019-20** – presented by Dr. Snowden (on file). Dr. Snowden thanked the teams in the development of this report and invited questions from the Board following their review.
5. **Derek Young Culture Strategies and Retreat** - Each Board member as well as Dr. Snowden and Dr. Decker reflected on the morning professional development session that was held prior to the Board Retreat.

## **VI. APPROVAL OF BOARD AGENDA**

**VII. BUSINESS BEFORE THE BOARD** has the following changes, based on the Board Retreat held on January 9, 2021:

1. **VII.4. Policy Revision: Sick Leave (5.302) – 1<sup>st</sup> Reading** has been replaced with **VII.4. New Policy: COVID-19 Sick Leave (5.3023) – 1<sup>st</sup> Reading** due to the Board requesting that additions to language move to a stand-alone policy instead of being incorporated into the current Sick Leave policy.
2. **VII.11. Authorization for the Executive Committee to Negotiate for a Potential Site for Maintenance/Transportation Facility** has been added to the agenda.

Kevin Townsel made a **motion** to approve the board agenda with updates. Allena Bell **seconded** the motion, which **carried 6-0**.

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

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

The items on the Consent Agenda are as follows:

1. **Minutes of Board Meeting dated November 9, 2020**
2. **2020 LEA Compliance Report**
3. **Budget Amendments**

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

**Consideration of:**

1. **Audit Reports for FY 2019-20** - 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 material weaknesses and no insufficiencies; it was noted that community services and food service incurred debt with school closures and COVID-19 provisions, but plans are in place for collection of those delayed monies. The administration recommended approval of the Audit Reports as presented.

Allena Bell made a **motion** to approve the **Audit Reports for FY 2019-20** as presented. Alicia Barker **seconded** the motion, which **carried 6-0**.

2. **2021-2022 Calendar** - The calendar development process was presented by Dr. Decker 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. Allena Bell **seconded** the motion, which **carried 6-0**.

3. **New Policy: Threat Assessment Team (3.204) – 1st Reading** - Tailored for FSSD, this new policy aligns with TCA 49-6-2701 which allows Boards to create a threat assessment team. Our district has this team already in place as an active part of day to day operations of the district. The administration recommended approval.

Robin Newman made a **motion** to approve the 1<sup>st</sup> Reading of revisions for the policy Threat Assessment Team (3.204) as presented. Allena Bell **seconded** the motion, which **passed 6-0**.

4. **New Revision: COVID-19 Sick Leave (5.3023) – 1st Reading** – Under the Families First Coronavirus Response Act (FFCRA), employees could receive up to ten (10) days of emergency paid sick leave (EPSL) through December 31, 2020. To extend this benefit, the board has the option to voluntarily extend the benefit to employees until the end of the current school year. During the Board Retreat on Saturday, January 9<sup>th</sup>, the Board has chosen to adopt a policy to extend this benefit. Language outlining requirements of this benefit has been added as a new policy. As written into the policy, benefits would expire as of June 30<sup>th</sup> of this year. The administration recommends approval of the 1st Reading and to waive the 2nd Reading.

Allena Bell made a **motion to approve the 1<sup>st</sup> Reading** of revisions for the new policy COVID-19 Sick Leave (5.3023) as presented and **waive the 2<sup>nd</sup> Reading**. Kevin Townsel **seconded** the motion, which **passed 6-0**.

5. **Policy Revision: Procedural Due Process (6.302) – 1st Reading** - This revision is part of the review of the Section 6 group of policies. Referencing the TSBA model policies, updates highlight differences between corrective measures of minor and severe offenses, and removes language that is duplicated in Policy 6.317, Student Disciplinary Hearing Authority. References are also updated. The administration recommended approval.

Alicia Barker made a **motion** to approve the 1<sup>st</sup> Reading of revisions for the policy Procedural Due Process (6.302) as presented. Robin Newman **seconded** the motion, which **passed 6-0**.

6. **Policy Revision: Admission of Suspended or Expelled Students (6.318) – 1st Reading** – Updates to this policy are to clarify the last paragraph and update references. The administration recommended approval.

Robin Newman made a **motion** to approve the 1<sup>st</sup> Reading of revisions for the policy Admission of Suspended or Expelled Students (6.318) as presented. Robert Blair **seconded** the motion, which **passed 6-0**.

7. **Policy Revision: Promoting Student Welfare (6.400) – 1st Reading** – This policy revision request is to **replace** the following policies, acting as an overview for health and welfare of our students:

Guidance Program (6.400)  
Student Health Services (6.401)  
Student Psychological Services (6.406)  
Student Social Services (6.407)

Procedures and guiding principles in place for each heading in this policy will be moved to the procedures manual upon approval of this revision. Policies 6.401, 6.406 and 6.407 will be deleted if approved, and 6.400 will change names from Guidance Program to Promoting Student Welfare. The administration recommended approval.

Allena Bell made a **motion to approve the 1<sup>st</sup> Reading and waive 2<sup>nd</sup> Reading** as presented. **This rewrites/replaces 6.400 and deletes 6.401, 6.406 and 6.407.** Kevin Townsel **seconded** the motion, which **passed 6-0**.

8. **Policy Revision: Physical Examinations and Immunizations (6.402) – 1st Reading** – Updates to this policy are part of the Section 6 review, updating to current Tennessee Code Annotated language and references. The administration recommended approval.

Allena Bell made a **motion** to approve the 1<sup>st</sup> Reading of revisions for the policy Physical Examinations and Immunizations (6.402) as presented. Alicia Barker **seconded** the motion, which **passed 6-0**.

9. **Policy Revision: Emergency Contact Information (6.410) – 1st Reading** – Updates to this policy are part of the Section 6 review, updating to current Tennessee Code Annotated language and references. The title changes from “Accidents and Illnesses” to better capture the intent of the policy, as well as bringing it up to practice. The administration recommended approval.

Robert Blair made a **motion** to approve the 1<sup>st</sup> Reading of revisions for the policy Emergency Contact Information (6.410) as presented. Allena Bell **seconded** the motion, which **passed 6-0**.

10. **Policy Revision: Students with Disabilities-Special Education Services (6.500) – 1st Reading** - Updates to this policy align it with state law. Language has been provided by

TSBA as part of their review of board policies that are required by law. As an elementary and middle school district, placement of students in age appropriate classrooms and settings is a procedure that is followed throughout our district. The administration recommended approval.

Kevin Townsel made a **motion** to approve the 1<sup>st</sup> Reading of revisions for the policy Students with Disabilities-Special Education Services (6.500) as presented. Alicia Barker **seconded** the motion, which **passed 6-0**.

11. **Authorization of Executive Committee** – Based on discussion at the Board Retreat of January 9<sup>th</sup>, the Board would like to give authorization to the Executive Committee to negotiate with willing sellers for a potential site for a Transportation and Maintenance facility. This item has been added to the published agenda for this purpose.

Allena Bell made a **motion** to approve giving authorization to the Executive Committee to negotiate with willing sellers for a potential site for a Transportation and Maintenance facility. Alicia Barker **seconded** the motion, which **passed 6-0**.

## IX. DIRECTOR OF SCHOOLS REPORT

- **Update of Monitoring of COVID-19 Data Spread** – We continue to monitor spread daily and have cooperation with personnel, parents and students in success with meeting mitigation protocols. We have applied to be a point of delivery for immunizations and wait for approval.
- **Board Retreat** – January 9<sup>th</sup>'s morning professional development session with participation from our Board and Leadership Team was good, thanks to the Board for giving of their time as well for the successful retreat.
- **School Board Appreciation Week in Tennessee** – We will be honoring our Board members in our schools this year January 25-29. You will be receiving an invitation to an individual school to be honored and recognized for your service to the students and employees of our district. In recognition of your service, the school district will be donating a book to each of the media centers: Just Like a Mama, written by Alice Faye Duncan and illustrated by Charnelle Pinkney Barlow for the K-4 schools, and Born Just Right, by Jordan and Jen Lee Reeves for 5-8 grades. Thank you for all the support, time and dedication each of you devote to our district!
- **FSSD Art Show at the Frist Center for the Visual Arts** – Schools will not be featured this year as in past years - we look forward to Spring of 2022!
- **Statement of Disclosure of Interests to Tennessee Ethics Commission** – Please submit your annual statement to the Ethics Commission if you have not. The access to online filing is at <https://apps.tn.gov/conflict/>, with a deadline of January 31<sup>st</sup>.



- **Conferences and meetings update:** Carol has provided updates on the conferences, please let her know of your interest.

## X. UPDATES

1. Teaching & Learning
  - Demographics dated 12/17/20
2. Finance & Administration
  - Personnel Report November/December 2020
  - Personnel Report December 2020/January 2021
  - Investment Report dated 11/30/20
  - Revenues and Expenditures Report dated 1/5/21
  - Comparison of Sales Tax for January meeting

## XI. ANNOUNCEMENTS

- Dr. Esslinger reported on sales tax collections reflected for December and January.
- Mr. Stillings reflected on individual family losses and the loss of Pearl Bransford, former Board member and City of Franklin Alderman. He noted his remembrance that she had two criteria as an FSSD Board member: What is in the best interest of the children, and can the district afford it?
- Mr. Blair also reflected that he had replaced Mrs. Bransford on our Board as she went to serve the community in other ways, and that our Board and the community owes her a debt of gratitude for her long-time service.

## XII. ADJOURNMENT

Chair Blair adjourned the meeting at 7:29 p.m.

		<u>2-8-2021</u>
	Robert Blair, Chair	Date
ATTEST:		<u>2-8-2021</u>
	Kevin Townsel, Secretary	Date