

Special Franklin School Board Meeting Minutes September 21, 2020
Franklin Middle School – Bessie C. Rowell Memorial Library 6:30 PM

Board Member Attendees: Tim Dow – Chair, Deborah Brown, Scott Burns, Cecile Cormier, Delaney Carrier, Chris Kneeland, Jeff Savary

Absent Board Members: Paul Doucette, Susan Hallett-Cook

Administration: Daniel LeGallo – Superintendent; Jefferson Braman – Business Administrator; Susan Blair – PSS Principal (ZOOM); Rebecca Butt - Director of Special Education (ZOOM); Carrie Charette – FHS Principal (ZOOM); Ken Darsney – FMS Principal; Robyn Dunlap – IT Director (ZOOM); Jule Finley – Curriculum Director; Tim Westphal - FHS Assistant Principal; Barbara Slayton - Wellness Coordinator; Jason Trafton – FMS Assistant Principal (ZOOM).

Others: Cathy Viau (School Board); Live Stream Viewers.

Call to Order by Tim Dow, School Board Chairperson, at 6:32 PM.

Tim Dow opened the public portion of the meeting at 6:33 PM and read aloud the strict Governor’s orders so that all were made aware that this meeting is in compliance with the Emergency Meeting guidelines and orders. This meeting was posted as directed and appropriately. All votes taken will be done by voice and visual roll call vote. All the public were given Superintendent LeGallo’s cell phone number and availability to call prior to and during this meeting.

Community Members were informed that they may email questions/comments prior to the meeting to the Superintendent at dlegallo@gm.sau18.org.

Pledge of allegiance to the American Flag

AGENDA:

ITEM #1 – Public Participation

No one was present but on email was read aloud from a community member regarding sports and PPE Safety concerns.

➤ **Recognition**

Daniel LeGallo read aloud a letter that was sent in regards to the 2020 Community Service Partner Award awarded to the Office of School Wellness Coordinator – Barbara Slayton for efforts in working on the mental health and well-being offerings. (The letter will be attached.) The ceremony will take place on Thursday, October 24th at 9:00 am. Barbara Slayton stated that she appreciates the recognition. Tim Dow stated that Barbara puts in a lot of time with Franklin and Winnisquam to develop and gain access to as many resources as possible.

➤ **Approval of Minutes**

MOTION: Deborah Brown moved to hold the approval of the September Franklin School Board Meeting minutes until the October Meeting, seconded by Scott Burns.

Motion Carried Unanimously by Roll Call Vote

ITEM #2 – OLD BUSINESS

- **Committee Reports**

Deborah Brown spoke about the topics discussed at their last Finance Committee Meeting: reconciliations, fund balance, unaudited fund balance, adequacy aid, building projects, key projects, CARES ACT approved by City Council on September 14th, expenditures, drafting budget review dates, DOE 25 and MS 25, food service, money transfer, NHR increases 26% increase to the employer, and the next meeting will be held on October 13th at the SAU.

Delaney Currier spoke about the Communication Meeting on the 17th and the topics of discussion: meeting minutes' postings and availability prior to meetings, strategic planning, APPTGY track, timeline, the benefits and efficiency of this for communication, and data tracking reports (graphic report and trends).

ITEM #3 – NEW BUSINESS

Business Administrator Updates:

Jefferson Braman spoke about the following topics: Tuition Rate for Elementary (Prek – 8) and High School and grade levels associated with each rate, the tax rate was accepted as presented, CARES ACT funding (depending upon how long the pandemic lasts), Adequacy Aid amount will be received October 1st, DOE 25 and MS 25 (reviewed, explained, and signed), ADM, increase to NHR will be going up over \$200,000, Capital Reserve Fund balances.

MOTION: Deborah Brown moved to accept the elementary tuition rate of \$14,767.41 and high school tuition rate of \$18,293.49 as presented, seconded by Delaney Currier.

Motion Carried Unanimously by Roll Call Vote

Superintendent Updates:

Superintendent LeGallo introduced our new FHS Assistant Principal, Tim Westphal. Tim Westphal addressed the public with letter he had written. Tim Dow stated that the letter from Tim Westphal to the high school community was outstanding and that we are grateful and thank you for sending it out as well as welcomed him to our community.

We have made it through the first nine days. They can be challenging even in the best of times. Other topics discussed were the challenges of basically teaching three classes at a time, protocol, transportation, food service (serving over 1,000 meals per day), technology, family challenges with learning how the technology works, things are improving with parents and students learning how to work with educational technology and teachers are able to teach more robustly than when the pandemic began, over time things will become easier and better. Other districts are seeing a rise in the number of kids being sent home with symptoms and positive cases. We are thankful for all of our staff, administration, teachers, parents, students and community members for doing the best they can. Teachers have expressed their concerns surrounding the need to better educate the parents with this new educational model and technology. Teachers are sometimes feeling that they are not as successful as they usually are as many things are out of their control although they are doing their best to educate the parents and students under these circumstances. Discussion was held regarding the new routines, parent outreach, ZOOM check in process for classes, offering lots of support, and everyone is going above and beyond to help each other. In special education there is a higher level of stress and anxiety with

scheduling and teachers are doing their best to be creative to meet the needs but it does not come without challenges. There have been many Compensatory Service meetings being held to try to lessen the load and accommodate.

Discussion was held about the Strategic Plan:

- What should the next steps be?
- Beef up the plan and add goals and extend out beyond the five years, measurable goals are extremely important.
- Add to an improve the plan.
- Discuss other areas not touched upon yet.
- Many goals have already been met and we are ahead of where we should be.
- There have been some setbacks and challenges.
- Will be further discussed in October and November with more input.
- Reflect on what we have already accomplished.
- The board will be reaching out to the facilitator to discuss a meeting.
- Take input from staff and administration.

Nomination

MOTION: Deborah Brown moved to accept the nomination of Paul Landau as the Special Teacher at the Franklin Middle School, seconded by Cecile Cormier.

Motion Carried Unanimously by Roll Call Vote

Manufacturing

Joe Brown, Jule Finley, Daniel LeGallo. Carrie Charette, Legislature and Joe Smith (LRCC) set up tours for students prior to COVID, trying to bring in curriculum along that lines. LRCC is interested in teaching a course at FHS. There are lots of possibilities and options. The plan is to continue collaboration with LRCC. There is an increased need in manufacturing and providing more opportunities for students.

Joe Brown, Carrie Charette, Jule Finley, Daniel LeGallo and Wayne Frasier are continuing to work together on the Running Start Programs. The city is happy to hear that we working on these programs especially manufacturing. Fourteen students are currently involved in and participating in LRCC programs. Currently, the HUOT Center is not offering remote status.

The Middle School is the winner of the \$1,500 Fisher Cat Award. Discussion was held as to what this will be used for and also recognized Ms. Martin for helping to spear head the program.

MOTION: Scott Burns moved to approve the Fisher Cat Funds granted in the amount of \$1,500 as presented, seconded by Cecile Cormier.

Motion Carried Unanimously by Roll Call Vote

Food Service

The waiver will be checked on the first of the month.

PSAT/SAT

On October 14th the PSATs and SATs will be given. Only the Seniors and Sophomores will be present in school on that day if approved. The others will be given educational assignments to do.

MOTION: Deborah Brown moved to approve the change to October 14th as presented, seconded by Cecile Cormier.

Motion Carried Unanimously by Roll Call Vote

BREAK 8:00 PM to 8:05 PM

Curriculum Report

There was a question as to how many students will be participating in the play. Congratulations was given to them for accomplishment of this in such a short time. The NH CIA Meetings did not happen on the dates stated.

Special Education Report

There were no questions. Compensatory education meetings going well. There were no findings on the indicators, therefore we are in compliance. The NHDOE is starting beginning of the of the second phase. Rebecca Butt has chosen the files for them to go through.

Paul Smith School Report

There were no questions. Susan Blair stated that at the start of school there was a lot of anxiety and help has been given to try to help them be as successful as possible. Opening day went well. Teachers are thrilled about the smaller classrooms. Thank you to the kitchen staff for all their hard work with breakfast, snacks and lunches.

Franklin School Report

There were no questions. Ken Darsney stated that they are really paying attention to the students' groups, helping kids with progress, everyone working well, how things are going, accessibility and help. There have been great opportunities to present from the PSS and FMS to the public.

Franklin High School Report

There were no questions. Carrie Charette stated that on September 3rd there were 42 incoming freshmen that attended the self-guided walk through. Jamie Bryant and Barbara Slayton were thanked for their help through their counseling department.

POLICY

- 1. MOTION:** Tim Dow moved to approve the following policies for first reading as presented but we will wait on the withdrawal polices:

- Policy ACAC: TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS: First Reading by Board
- Policy DK – Payment, Checks & Manifests: First Reading by Board
- Policy EBBC – Emergency Care & First Aid: First Reading by Board
- Policy EHAC – Electronic/Digital Records & Signatures: First Reading by Board
- Policy GBGA – STAFF HEALTH: First Reading by Board
- Policy IHAM – HEALTH EDUCATION & EXEMPTION FROM INSTRUCTION: First Reading by Board
- Policy JLC – STUDENT HEALTH SERVICES & SCHOOL NURSES: First Reading by Board
- Policy JLCA – PHYSICAL EXAMINATIONS OF STUDENTS: First Reading by Board
- Policy JLCA-R – FAMILY PHYSICIAN’S REPORT OF PHYSICAL EXAMINATION: Sample Appendix Form
- Policy JLCB – IMMUNIZATIONS OF STUDENTS: First Reading by Board
- Policy JLCC – HEAD LICE/PEDICULOSIS: First Reading by Board
- Policy JLCF – WELLNESS: First Reading by Board
- Policy JLCI – COORDINATED SCHOOL HEALTH PROGRAM: First Reading by Board
- Policy EBBB – ACCIDENT REPORTS: First Reading by Board
- Policy DGA – AUTHORIZED SIGNATURES: First Reading by Board

Seconded by Deborah Brown.

Motion Carried Unanimously by Roll Call Vote

The board has just received the NHSBA FALL LISTING OF UPDATED LEGISLATIVE POLICIES.

LATE ITEMS

October 1st is the deadline for enrollment. There was a request for the number of homeschoolers by grade level.

No other public comments. One email was received by Molly Horn, FHS Teacher, which was read aloud for the public regarding hybrid scheduling and the amount of work involved in teaching this way.

NON-PUBLIC SESSION (Personnel) (Those present are the board members, Jefferson Braman, Daniel LeGallo, Cathy Viau, Jule Finley)

MOTION: Deb Brown moved to go into Non-Public Session in accordance with RSA 91A, paragraph IIc, d and e (Personnel) at 8:24 PM, seconded by Scott Burns.

Motion Carried Unanimously by Roll Call Vote

MOTION: Scott Burns moved to come out of Non-Public at 8:44 PM, seconded by Cecile Cormier.

Motion Carried Unanimously by Roll Call Vote

MOTION: Tim Dow moved to seal the non-public portion of the meetings minutes for tonight's meeting indefinitely, seconded by Deborah Brown.

Motion Carried Unanimously by Roll Call Vote

MOTION: Tim Dow moved to accept, with regret, the resignation of the Facility Director effective immediately, seconded by Jeff Savary.

Motion Carried Unanimously by Roll Call Vote

ADJOURNMENT

MOTION: Deborah Brown moved to adjourn at 8:48 PM, seconded by Scott Burns.

Motion Carried Unanimously by Roll Call Vote