

**Franklin School Board Meeting Franklin Middle  
School – Library  
November 16, 2020  
6:30 PM – Regular Board Meeting  
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**Board Member Attendees:** Tim Dow – Chairperson, Deborah Brown (ZOOM), Scott Burns, Cecile Cormier, Chris Kneeland, Jeff Savary – Vice Chairperson. Delaney Carrier

**Absent Board Members:** Susan Hallett-Cook, Paul Doucette

**Administration:** Daniel LeGallo – Superintendent; Jefferson Braman – Business Administrator; Susan Blair – PSS Principal; 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 (ZOOM); Barbara Slayton - Wellness Coordinator; Danny Sylvester – Athletic Director; Jason Trafton – FMS Assistant Principal (ZOOM).

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

**MOTION:** Tim Dow moved to into Non-Public in accordance with RSA 91A, paragraph IIa and d (personnel and negotiations) at 6:04 PM, seconded by Delaney Carrier.

**Motion Carried – Unanimously by Roll Call Vote**

**MOTION:** Tim Dow moved to come out of Non-Public Session at 6:26 PM, seconded by Deborah Brown.

**Motion Carried – Unanimously by Roll Call Vote**

**MOTION:** Tim Dow moved to release the FMS Title I Teacher from her contract as of this Friday, seconded by Scott Burns.

**Motion Carried – Unanimously by Roll Call Vote**

**MOTION:** Tim Dow moved to increase the salary of the Office of Wellness Director by \$5,000 to bring to \$75,000 this year, next year to \$78,000 (increase of \$3,000) and the third year to \$81,00 (increase of \$3,000) and provide a three-year contract; half this salary is paid by a grant and the other half from the budget, seconded by Scott Burns.

**Motion Carried – Unanimously by Roll Call Vote**

**MOTION:** Tim Dow moved to nominate Dan Clark to be moved into the position of Facility Director with the same salary of the previous director in the amount of \$66,800, seconded by Cecile Cormier.

**Motion Carried – Unanimously by Roll Call Vote**

**PUBLIC MEETING BEGINS AT 6:30 PM**

**1. Call to Order by the Board Chairperson**

The Franklin School Board Meeting of October 19, 2020 was called to order at 6:30 PM by Chairperson Tim Dow. Tim Dow also stated the following: Community Members may attend the meeting in person, or email the Superintendent questions/comments prior to the meeting at [dlegallo@gm.sau18.org](mailto:dlegallo@gm.sau18.org). Please include name. All questions and comments will be read into the minutes. During the meeting the public may participate by calling the

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Superintendent's phone number at 266-9833, if you prefer not to attend. Public may view the meeting on our YouTube channel using this link: <http://bit.ly/2UXbKYi>

- **Salute to the Flag**
- **Meeting Postings**

Cathy Viau confirmed that the meeting was posted as required by law.

## **2. Public Participation**

David Bedard, Math Teacher at FHS and Basketball Coach, requested that the board continue on with Sports for the Winter Season while following the NHIAA Precautions and Guidelines as presented. He expressed his concerns about students not being active and the effects on the students academically, physically and emotionally. He stated the Athletic Director has been great throughout the past season with communication and following guidelines to keep everyone as safe as possible.

Daniel LeGallo stated that he had not received any emails or phone calls, therefore they ended public participation.

## **3. Recognitions –**

- FHS Robotics Team Winnepesaukee Judges Awards

Daniel LeGallo recognized Leda Guillotte, Robotics Coach. This is their fourth year with the Robotics Team and were awarded the Governor's Award. They were only one of twenty-six teams.

- College Scholarships FHS Robotics Seniors/Coach – Leda Guillotte

Two seniors were given \$2,000 scholarships each. The recipients were Xiomara Head (Building Team Captain) and Elizabeth Guillotte (Team Captain). Only six individuals were presented with scholarships.

FMS and PSS were finalist for the Spirit of Hope and Kindness Award.

Elizabeth Guillotte has been a great asset in helping community members with projects given.

## **4. Approval of Board Meeting Minutes – October 19, 2020**

**MOTION:** Cecile Cormier moved to approve the Franklin School Board Minutes of October 19, 2020 as presented, seconded by Delaney Currier.

**Motion Carried – Unanimously – by Roll Call Vote**

## **5. Old Business**

- Update from Business Administrator (Present Via Zoom)

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1. Financial Report

Jefferson Braman stated that the financial reports are in the shared folder. 95% of the budget has been expended and encumbered. We should be receiving funds that will offset the food service expenses incurred in order to provide food for all students. ESSER Funds will be ending at the end of next September which should cover the hours, buses, and food supplies.

2. FY 21/22 Adequacy Estimate

Jefferson Braman stated that the school district is awaiting approval from the city from the fund balance in the amount of \$453,018. There is Adequacy Aid funding earmarked for pandemic costs. It is the hope to carry over to the subsequent year. We also received GOFER Funds in the amount of \$180,200 which is \$200 per enrolled students. This will be auto paid to the district. Revenues have been better than anticipated. Medicaid funding through the previous year is unknown. Adequacy Aid is estimated to be down by 1.3 from this year. They are still working on the funding formula in government. One component is based partially on Free and Reduced qualifying families which is down by approximately 249 from last year which is about \$393 per child. Many families have not completed their forms at this time as everyone has been receiving meals uninterrupted.

• Committee Reports

The new website and mobile apps are now available and there is still some transition updates to be done.

Finance Report – Deborah Brown – They met on the 12<sup>th</sup> and went over the following items: bank reconciliations, budget, building projects, third party audit for ENE is done, fire inspection, future alarm system upgrades/roof, CARES fund and premium holidays.

Communication and Strategic Planning – Delaney Currier – they met on the 12<sup>th</sup> and gave an update on the following items: the meeting to be held Thursday with Healy, Communication Plan Change, Communication Data and data tracking update, APPTGEY (programming to be updated for tracking), committee meeting templates from NHSBAA, etc.

**MOTION:** Delaney Currier moved to approve the Franklin Communication Plan changes on page 12 under Assess and change City month to meetings at a minimum of four times per year, seconded by Cecile Cormier.

**Motion Carried – Unanimously by Roll Call Vote**

Liaison Committee – Jeff Savary – The COVID Response Team and the City is pleased with the Board/School Plan and ability to adapt and hope that the numbers improve next year with the vaccine. Discussion was held regarding manufacturing and all of the hard work put in and partnerships being developed and being built on. The mobile app information was given to the City to upload.

HOUT Regional Advisory Board – Tim Dow – there have been no decline in attendance and they are having technical issues with remote learning which they are addressing. Attendance continues to be steady. There is a decline in the number of courses being taken. Distance seems to be a factor for the amount of time a student misses. We are working with Laconia to come up with options and solutions. There are currently 18 students at HOUT.

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**6. New Business**

- Update from Superintendent – Daniel LeGallo

1. Hybrid Update/Thanksgiving Survey Responses

The Hybrid Model is still in. There have been several issues over the weekend and today. HOUT is still in session and bussing students to and from HOUT. Tomorrow will be fully remote. A staff and community survey will be sent out. The Governor changed the requirements of travel to quarantine for seven days with a COVID Test on the 7<sup>th</sup> day. We are working and dealing with situations day to day.

2. Winter Sports

Athletic Director, Danny Sylvester, stated there have been bumps in the road but the support and communication have been great. He provided the Board with a summary and protocol sheet which he read aloud. Please see attached.

**MOTION:** Deborah Brown moved to approve the 2020/21 Winter Sports for Basketball with the masks to be worn as well as indoor track as presented, seconded by Jeff Savary.

This will be brought back for final approval for guidelines next month.

**Motion Carried – Unanimously – by Roll Call Vote**

3. Memorandum of Agreement: Remote Snow Days

**MOTION:** Deborah Brown moved to table the MOA: Remote Snow Days until December, seconded by Tim Dow.

**Motion Carried – Unanimous – by Roll Call Vote**

4. Hannaford Food Pantry Update

FMS and FHS are working on a school supply estimate and they are applying for a grant for this and new freezer for the high school. This is thanks to Ken Darsney, Carrie Charrette and Leda Guillotte.

5. Manufacturing Update

Discussion was held regarding a Manufacturing Math Course and Blueprint Reading each nine weeks. These would be offered to Sophomores, Juniors and Seniors.

**MOTION:** Tim Dow moved to approve the offering of Manufacturing Math Course and a Blueprint Reading course supported by LRCC as presented, seconded by Delaney Currier.

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**Motion Carried – Unanimous – by Roll Call Vote**

6. Public Hearing – December 7, 2020 at 6:00 PM at Franklin City Hall

The public hearing will be held at the City to obtain funds in the amount of over \$600,000.

7. SAU #101 Request for Superintendent Services

A letter was received by the Wakefield School Board inquiring about obtaining superintendent services from our district. It was decided that the current workload is enough and it would not be feasible.

**MOTION:** Tim Dow moved to decline the entering into the Wakefield School District for superintendent services agreement as discussed, seconded by Cecile Cormier.

**Motion Carried – Unanimous – by Roll Call Vote**

8. Strategic Plan Meeting

There will be a meeting on Thursday in the FHS Cafeteria with a remote option offered. Lynn Healy will be coming to discuss new ideas, general measuring strategies, minimize the loss of active knowledge, and get other ideas especially from departing members, etc. Deborah Brown will not be able to attend.

**7. Curriculum Report**

Jule Finley gave an overview of the following: professional development, mentoring, communication, Portrait of a Graduate, Program from the Fall Show, Conference functioning, Lakes Region CIA, Title I and a request from Karissa to interview a couple of board members (Delaney Currier and Deborah Brown may do so).

**8. Special Education Report**

Rebecca Butt gave an overview of the following: Medicaid funds, related service providers orders, consent forms previous and current, working on removing blocks, working with Andrew from MSB for assistance, final stage of the DOE Compliance Monitoring and improvements, no new findings were given but we did receive some recommendations.

**9. PSS Administrative Report**

Sue Blair gave an overview of the following: fluctuation of population, five new students came in this week, several Hybrid students moved to remote, fluid transitions, ever changing, Title I Intervention numbers, resources in the area, home visits, and RTI. Bonnie received the Woman of Achievement Award from Business Women's Association and received a \$500 grant.

**10. FMS Administrative Report**

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Ken Darsney gave an overview of the following: population

Jay Trafton gave an overview that things are going better, he is seeing students on a more positive basis, there were under 30 incidents in a month and half (8 major and 21 minor).

### **11. FHS Administrative Report**

Carrie Charrette gave an overview of the following:

Tim Westphal gave an overview that there has been a drop in offenses, the climate is changing, staff and administration and parents are providing more support to the students, the needs are greater, new offerings in the works such as the Homework Den and resources, we are actively becoming more aware of students' needs.

Robyn Dunlap is keeping up with swap outs and the website along with other technical issues.

Barbara Slayton gave an overview of the following:

### **12. Policy**

Second Reading and Adoption:

**MOTION:** Tim Dow moved to approve for second approval and adoption as presented:

- Policy EBCG – COMMUNICABLE & INFECTIOUS DISEASES: Second Reading and Adoption by Board
- Policy JLCD – ADMINISTERING MEDICATION TO STUDENTS: Second Reading and Adoption by Board
- Policy JLCD-R – PROCEDURES FOR ADMINISTERING MEDICATION TO STUDENTS: Second Reading and Adoption by Board
- Policy JLCG – EXCLUSION OF STUDENTS WHO PRESENT A HAZARD: Second Reading and Adoption by Board
- Policy JA – STUDENT POLICIES GOALS: Second Reading and Adoption by Board
- Policy JHC – STUDENT EARLY RELEASE PRECAUTIONS: Second Reading and Adoption by Board
- Seconded by Scott Burns.

**Motion Carried – Unanimous – by Roll Call Vote**

**MOTION:** Tim Dow moved to approve for withdrawal as presented:

- Policy JB – EQUAL EDUCATIONAL OPPORTUNITIES: WITHDRAW POLICY (replaced by ACE)
- Policy JBA – PROCEDURAL SAFEGUARDS—NON-DISCRIMINATION ON THE BASIS OF HANDICAP OR DISABILITY: WITHDRAW POLICY (replaced by ACE)

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- Policy JECAA – ADMISSION OF POST-SECONDARY STUDENTS: **WITHDRAW POLICY**  
(*obsolete*)
- Policy JFA-R – TECHNICAL ASSISTANCE ADVISORY - **WITHDRAW POLICY**
- (replaced by ACAC)
- Seconded by Scott Burns.

**Motion Carried – Unanimous – by Roll Call Vote**

First Reading Policies:

**MOTION:** Deborah Brown moved to approve for first reading as presented:

- ITEM #1 - Policy IMBA – DISTANCE EDUCATION:  
ITEM #2 – Policy BHC – BOARD-STAFF COMMUNICATIONS:  
ITEM #3 – Policy GBD – BOARD-EMPLOYEE COMMUNICATIONS:  
ITEM #4 – Policy EHAA – COMPUTER SECURITY, E-MAIL AND INTERNET COMMUNICATIONS:  
ITEM #5 – Policy KA – SCHOOL-COMMUNITY RELATIONS GOALS: TITLE Change  
ITEM #6 – Policy KBA-R – PUBLICS RIGHT TO KNOW: (NHSBA=EH)  
ITEM #7 – Policy KBA-E1 – RIGHT TO KNOW IMPLEMENTATION: (NHSBA=EH-R)  
ITEM #8 – Policy KBA-E2 – WHAT ARE THE REQUIREMENTS FOR LEGAL SCHOOL BOARD MEETINGS: (NHSBA=EH-R)  
ITEM #9 – Policy KBAA – POLICY ON RIGHT TO KNOW LAW, RSA 94-A: (NHSBA=EH)  
ITEM #10 – Policy KBC – NEWS MEDIA RELATIONS: (NHSBA=KDA)  
ITEM #11 – Policy KBC-1 – CRISIS INTERVENTION: (NHSBA=KDA)  
ITEM #12 – Policy KB-R – PARENT INVOLVEMENT IN EDUCATION:  
ITEM #13 – Policy KD-R – SCHOOL DISTRICT SOCIAL MEDIA WEBSITE-REGULATIONS:  
ITEM #14 – Policy KE – PUBLIC COMPLAINTS:  
ITEM #15 – Policy KEB – PUBLIC COMPLAINTS ABOUT SCHOOL PERSONNEL EMPLOYEES, STUDENTS OR ADMINISTRATION:  
ITEM #16 – Policy KED – GRIEVANCE PROCEDURE OF SECTION 504:  
ITEM #17 – Policy KG – USE OF SCHOOL FACILITIES: (NHSBA=KF)  
ITEM #18 – Policy KGA – USE OF TOBACCO PRODUCTS: (NHSBA=GBED)  
ITEM #19 – Policy KGD – USE OF SCHOOL FACILITIES FOR MOTOR VEHICLES: (NHSBA=JLIE)  
ITEM #20 – Policy KH – PUBLIC SOLICITATIONS IN THE SHOOOLS:  
ITEM #21 – Policy KI – PUBLIC GIFTS TO THE SCHOOLS: (NHSBA=KCD)  
ITEM #22 – Policy KJ – ADVERTISING IN THE SCHOOLS: (NHSBA=KHB)  
ITEM #23 – Policy KJB – POSTING OF COMMUNITY NOTICES: (NO NHSBA)  
ITEM #24 – Policy KK – VISITORS TO THE SCHOOLS: (NHSBA=KI)  
ITEM #25 – Policy KKA – CIVILITY POLICY: (NHSBA=KFA)  
ITEM #26 – Policy KMA – RELATIONS WITH PARENT ORGANIZATIONS: (NO NHSBA) ITEM #27 – Policy KNAJ – RELATIONS WITH POLICE AUTHORITIES: (NHSBA=KLG) IT – Policy KNAK – RELATIONS WITH FIRE AUTHORITIES: (NHSBA=KLG)

Seconded by Tim Dow.

**Motion Carried – Unanimous – by Roll Call Vote**

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**13. Late Items/Other**

**MOTION:** Scott Burns moved to approve the Robotics Grant of \$4,600 from the DOE as presented, seconded by Cecile Cormier.

**Motion Carried – Unanimously – by Roll Call Vote**

**14. Public Participation – None**

**15. Adjournment**

**MOTION:** Deborah Brown moved to adjourn at 8:42 PM, seconded by Tim Dow.

**Motion Carried – Unanimously – by Roll Call Vote**