

Special Franklin School Board Meeting Minutes August 3, 2020
Franklin Middle School – Media Center 6:47 PM

Board Member Attendees: Tim Dow – Chair, Deborah Brown, Scott Burns (ZOOM), Cecile Cormier, Susan Hallett-Cook (ZOOM), Chris Kneeland, Jeff Savary.

Absent Board Members: Delaney Carrier, 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); Toby Compo - Director of Buildings and Grounds (ZOOM); Ken Darsney – FMS Principal; Robyn Dunlap – IT Director (ZOOM); Jule Finley – Curriculum Director; Peter Schmidt - FHS Assistant Principal (ZOOM); Barbara Slayton - Wellness Coordinator (ZOOM); Danny Sylvester – Athletic Director; Jason Trafton – FMS Assistant Principal.

Others: Colleen Conway (School Board Clerk-Pro-tem); 5 guests; Live Stream Viewers.

Call to Order by Tim Dow, School Board Chairperson, at 6:47 PM. Tim Dow 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

Mr. LeGallo presented a number of emails and letters from the public. All are attached and are a part of these minutes. Tim Dow also presented a letter from a teacher and it is attached and part of these minutes.

ITEM #2 – EDUCATIONAL SCHOOL RESPONSE PLAN 2020-21

➤ School Calendar Revision

Mr. LeGallo presented an updated calendar with a Student start date of Wednesday, September 9, 2020. This calendar has students attending 178 days (with 2 Governor days reduced for teacher preparations) and 180 Days of Staff attendance. The Superintendent recommended that the board take affirmative action upon this request.

MOTION: Jeff Savary moved to accept the new calendar as presented with the first day being September 9th, seconded by Chris Kneeland.

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Chair called for Discussion: None noted.

Motion Carried 6 in favor and 1 abstaining by Roll Call Vote

➤ Educational Response Plan

Mr. LeGallo presented the Educational Response Plan as a collaborative effort on the part of administrators, teachers, staff and families. This plan is a working document as it allows for ways to meet challenges presented in the future. Given a new start date of September 9th, overall the plan calls for 2 days' attendance and 3 days remote with an option for full remote by families who choose to do so. Students, parents & staff need to be prepared for changing conditions. The Teachers Union will be meeting on Thursday night to review and plan for execution. Jefferson Braman, Business Administrator, presented a list of expenses in regards to PPE and cleaning and safety measures needed to open. These numbers ranged from \$600k to \$1.5mil. The Superintendent recommended that the board take affirmative action upon this request to move forward with the Educational Response Plan.

MOTION: Jeff Savary moved to accept the plan as presented contingent on the meeting with Teachers on Thursday, seconded by Cecile Cormier.

Chair called for Discussion: Deb Brown had detailed questions and it was decided that they would be uploaded to the Board directory since they were partially answered by the presentation of the proposal. Jeff Savary asked how the PPE list was developed and Jefferson indicated that NHASBO has been very helpful with research and recommendations. Chris Kneeland asked that this information be uploaded to the Board directory. Scott Burns asked for clarification that “masks” means “face covering” and Rebecca Butt confirmed that individuals with issues around these coverings will be dealt with on a case by case basis. Susan Hallett-Cook felt a lot of work went into this plan and is hopeful that on some of the items presented by Jefferson, we could work with cost savings with the City if they too are looking for some of these items. Mr. LeGallo again reiterated that he is hoping for direction to move forward with the plan so that the staff in each school can begin planning.

Motion Carried 5 in favor and 2 against by Roll Call Vote

ITEM #3 – FALL ATHLETICS

Mr. LeGallo has been discussing with the Admin Team fall sports and how they will fit into the new reality. He asked Dan Sylvester to present the work he has been doing with the NHIAA who are looking for ways to provide athletics starting in September. Mr. Sylvester said there are a lot of things in limbo with the NHIAA because they want to encourage kids getting out and active but they are still trying to figure out what that looks like. Franklin has 133 kids interested in fall sports and given that the start date has extended to September 9th, that gives time for more kids to sign up. There will be a meeting with NHIAA on Thursday that he will participate in. The council will be looking at minimizing risk, maximizing safety, sanitation, etc.

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He will upload information and suggestions and there was a general consensus that Fall Sports will be decided at the August 17th Board meeting.

Chair called for Discussion: Deb Brown requested that the info from NHIAA also be uploaded to the Google Drive. Chris Kneeland wondered if we will have enough participation given the 27% remote maintains at the opening on the 9th. Mr. Sylvester indicated that registration remains open for 2 weeks after that. Depending on what kind of program we can offer, he anticipates that the number will land closer to 150 students. Mr. LeGallo reminded the Board that kids whose family chooses for them to be fully remote learning does not infringe on eligibility to participate in sports. He thanked Mr. Sylvester for presenting in person this evening.

ITEM #4 – 1:1 Chromebook Plan / Insurance: (see attachment)

Mr. LeGallo presented the Franklin School Districts 1:1 Chromebook Program and recommended that the Board approve this plan.

MOTION: Chris Kneeland moved to adopt the Franklin School District 1:1 Chromebook Program as presented, seconded by Deb Brown.

Chair called for Discussion: Tim noted that Robyn Dunlap was available remotely to answer any questions. Hearing none, the roll call vote was taken.

Motion Carried Unanimously by Roll Call Vote

ITEM #5 – AUTHORIZATION FOR SIGNATURE ON STUDENT ACTIVITY ACCOUNTS (see packets and uploads)

Mr. LeGallo presented a memo requesting that the Business Administrator, Mr. Jefferson Braman be added as a secondary signer on each of the 3 Student Activity Accounts. This memo is included in the board packet and uploads.

Chair called for Discussion: Deb Brown asked who currently is first signature and who reconciles the bank statements. Jefferson indicated that the Principal of each building is the Primary signer and that Colleen Conway as our Accounts Payable Specialist reconciles those accounts. Deb inquired as to how many signatures are required on the check. Chris Kneeland inquired if those accounts could be included in the financial reports for the Board and Jefferson indicated he would do that.

MOTION: Chris Kneeland moved that the Business Administrator, Jefferson Braman become a signer on the Paul Smith Student Activities Bank Account, the Franklin Middle School Student Activities Bank Account, and the Franklin High School Student Activities Account all being accounts at the Franklin Savings Bank, seconded by Cecile Cormier.

Motion Carried 6 in favor and 1 abstention by Roll Call Vote

ITEM #6 – ENGAGEMENT LETTER FROM AUDITOR

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Mr. LeGallo presented the Board with a Single Audit Engagement Letter from Roberge and Company, P.C. for the Fiscal Year Ending June 30, 2020. The fee is \$24,000 for a one-year engagement including a Federal Audit. If the Board is interested in looking at a multi-year contract, they would be happy to provide a standing rate. The Superintendent recommends accepting this engagement and Authorizing the Superintendent, Business Administrator and Board Chair to sign the letter on behalf of the Board and Management.

MOTION: Deb Brown moved to Authorize the Superintendent, the Business Administrator and the Board Chair to Execute the Single Audit Engagement Letter from Roberge and Company, P.C. for the Fiscal Year Ending June 30, 2020, seconded by Chris Kneeland.

Chair called for Discussion: None

Motion Carried Unanimously by Roll Call Vote

ITEM #7 – MS – 26C BUDGET SIGNING

Mr. Braman presented to the Board for Signature the State required MS-26C Budget. This is the formality of the budget of \$17,104,600 previously accepted in a Motion passed by the Board as shown below for reference. The Form was passed around for signatures of the present Board Members

[REF: MOTION: Susan Hallett-Cook moved to adjust the overall budget to \$17,104,600 as recommended by the Finance Committee, seconded by Deb Brown

Motion Carried Unanimously by Roll Call Vote]

ITEM #8 – OTHER

Mr. LeGallo informed the board that in addition to all the items presented this evening, he has also been working on a New Teacher Evaluation and a Mentor Program which will be presented at the August 17th meeting.

Chair called for Discussion: None

ITEM #9 – PUBLIC PARTICIPATION

Tim Dow, Chair of the Board opened the floor up to any one present. Mr. Horn of Winnepesaukee Street, Ward II presented his opinions on the costs of opening Schools during the pandemic. Mr. LeGallo had received multiple questions regarding testing, transportation for sports, and multi last name households. Mr. LeGallo assured that family's will be scheduled together regardless of last name. He has responded to each of these messages.

Chair called for Discussion: None

ITEM #10 – NON-PUBLIC SESSION (Personnel)

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MOTION: Deb Brown moved to go into Non-Public Session in accordance with RSA 91A, paragraph IIc, d and e (Negotiations/Personnel) at 8:38 PM, seconded by Chris Kneeland.

Motion Carried Unanimously by Roll Call Vote

Scott Burns - Board Member; and Susan Hallett Cook - Board Member were the only ones in the meeting virtually and certified that no one else was present in the room during this time. Dan LeGallo-Superintendent; Jefferson Braman-BA and Colleen Conway - School Board Clerk (pro-tem) remained in the Library with all other Board Members

MOTION: Cecile Cormier moved to come out of Non-Public at 8:46 PM, seconded by Scott Burns.

Motion Carried Unanimously by Roll Call Vote

MOTION: Cecile Cormier moved to accept with regret the resignation of Peter Schmidt, High School Assistant Principal as of 8/7/2020, seconded by Scott Burns.

Chair called for Discussion: Deb Brown volunteered to serve on the search committee along with Carrie Charette and Jule Finley for a new Assistant Principal.

Motion Carried Unanimously by Roll Call Vote

MOTION: Deb Brown moved to make a Salary adjustment of \$2,500 as discussed in non-public session, seconded by Chris Kneeland.

Chair called for Discussion: None

Motion Carried Unanimously by Roll Call Vote

ADJOURNMENT

MOTION: Tim Dow moved to adjourn at 8:58 PM, seconded by Chris Kneeland.

Motion Carried Unanimously by Roll Call Vote