

Franklin School Committee
Minutes
August 11, 2015
Municipal Building – Council Chambers

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Call to order: 7:00 p.m.

Mrs. Mullen

Mrs. Mullen read the District's Vision Statement.

Pledge of Allegiance: The Committee recited the Pledge of Allegiance.

Attendance: Mrs. Douglas, Mrs. Rohrbach, Mrs. Mullen, Mrs. Trahan and Dr. Jewell were present. Also present were Superintendent Maureen Sabolinski, Assistant Superintendent Sally Winslow, Miriam Goodman, School Business Administrator, and other invited guests. Dr. O'Malley, Mr. Clement and the FHS representatives who are on summer recess were not in attendance.

Moment of Silence:

A moment of silence was observed.

1. Routine Business

- Citizens Comments: None

- Minutes: I recommend approval of the minutes from the June 28, 2015 School Committee Meeting.
Motion: Mrs. Trahan Second: Mrs. Douglas
Approve: 4 Oppose: 0

- Payment of Bills: Mr. Clement was not in attendance at this evening's meeting.

- Payroll: Mrs. Douglas reviewed the payroll, found it to be in order and recommended acceptance.

- FHS Student Representatives: The FHS Student Representatives are on summer recess.
- Correspondence: Budget to Actual

2. Guests/Presentations:

A. New Administrators:

Franklin High School Principal Peter Light introduced the following two new Assistant Principals to the Franklin High School.

Brenda Redding has been an educator in Franklin for 11 years; 5 years as a teacher at Annie Sullivan Middle School and the past 6 years at Franklin High School serving as a teacher and the Director of the Science Department.

Craig Williams served as the interim Assistant Principal at the Annie Sullivan Middle School during the past school year and has also done some coaching in the district. Prior to being appointed as Assistant Principal at Franklin High School, he was a teacher at the Annie Sullivan Middle School for the past 7 years.

Mr. Light indicated that two other new assistant principals, Maria Weber, Assistant Principal for Student Services, and Lisa Martesian, Assistant Principal/Assistant Director for Special Education, were unable to attend this evening but will come to introduce themselves at a future School Committee Meeting. Mr. Light further noted that the previous assistant principals who recently left FHS did so as an upward career move to assume different leadership positions in other districts.

Debbie Dixon was introduced as the new Director of Student Services. Ms. Dixon most recently worked in the Sudbury Public Schools where she had served as Student Services Director. Over the course of her thirty year career in special education, she has served in other districts as Assistant Team Chair, PPS Director and special educator. She has dedicated her career to serving children with disabilities. Ms. Dixon stated that she is looking forward to working with the staff and parents of the Franklin School

System. Mrs. Mullen noted that she was on the interviewing committee, and that the committee was very impressed with Ms. Dixon.

B. Handbooks:

Mrs. Winslow stated that the policies for the handbooks are reviewed on a yearly basis to ensure compliance with current laws and regulations. She stated that while all handbooks contain consistent information, each school was still able to ensure that the individual personalities and cultures of each school community are reflected.

Mrs. Winslow explained that the elementary and middle school handbooks are broken down by three parts; Part I contains individual school specific information. Part II contains practices that are specific to all elementary and middle schools by level. Part III contains district School Committee Policies that are mainly related to students or instruction. The ECDC and FHS handbooks deviate from those formats somewhat, given the unique needs of those student populations, but contain the policy information that is consistent with the rest of the schools.

Mrs. Winslow indicated that other than the obvious personnel/directory changes that occur each year, that most of the changes are policies which the Policy Sub-Committee either recently made minor revisions to, as well as the Physical Restraint Policy and the Electronic Communications Policies, which the Committee will be voting on as a second read at tonight's meeting. The policies with minor revisions include the Anaphylaxis Procedure, Administering Medication to Students, and Management of Life Threatening Food Allergies. Additionally, the increase in lunch prices, which the Committee approved at the previous meeting, was also included in all of the handbooks.

Mrs. Winslow noted that one change in the Middle School handbooks is that the addition of information around the SOS (Signs of Suicide) program. This is a nationally acclaimed program regarding depression awareness and suicide prevention program. The district has been using this program for a number of years as part of the Health Curriculum, but the version being used was an older, outdated version, which was not being implemented

consistently at the three middle schools and the high school. SOS is a universally-designed program and screening tool that will be implemented for our students in grades 7 and 9. Mrs. Winslow, Mrs. Edwards, Mrs. Cerce, Mrs. McVay and a few of the school adjustment counselors went to a workshop last winter on the program and were very impressed. The district will be providing training to counselors, nurses and psychologists, using a “train the trainer model, during the upcoming professional development day on August 31st. These individuals will in turn be able to provide an overview training to staff district-wide, which is now required as part of the new Gun Law in MA. Counselors and Health/PE Teachers will pair up to provide the training to students in grades 7 and 9. Parents will have the ability to opt out, if they do not wish for their children to participate.

The three elementary schools were represented by: Oak Street Principal: Corine Minkle, Davis Thayer Principal: Evemarie McNeil and Parmenter Assistant Principal: Shannon Barca. All three principals indicated that the changes to the handbooks this past year were minimal and were mostly around the updated policies described by Mrs. Winslow. They all agreed that the personalities and cultures of each school are preserved while the policies and procedures are consistent. . Mr. Jewel asked if there have been any issues raised by parents regarding any of the policies in the handbooks—any themes. All representatives stated that there wasn't and that great communication between all schools helped to make it a successful process. Mr. Jewel agreed that great communication was there. Mrs. Trahan commented that the principals had a done a great job with the handbooks ensuring their consistency yet maintaining the individuality of the schools.

Mrs. Mullen asked if anyone had any safety concerns given the issue at Parmenter earlier this year. The principals indicated that there were no concerns raised about this recently and that if anything there has been an increased awareness on the part of all staff and parents.

Representing the middle schools for the handbook discussion were Principal Paul Peri from Remington Middle School, Principal Shawn Fortin from the Horace Mann Middle School, and Assistant Principal Rebecca Motte from Annie Sullivan Middle School. Mr. Fortin indicated that there have been no

significant changes made to the middle school handbooks. Mr. Jewel asked if the dress code was being addressed in the handbooks. Mr. Fortin stated that appropriate student attire is an issue that is an ongoing discussion with our 11-14 year olds.

Principal Peter Light from the Franklin High School stated that he agreed upon the uniqueness of the handbooks and that other than a few personnel changes, the minor revisions to some of the School Committee Policies as mentioned and in the increase in lunch prices there were no other significant changes.

Mr. Light indicated that he has included language in the high school handbook to address the issue of excessive student absenteeism. He has seen an increase in the number of students missing a significant amount of time in school making it difficult to award credit. Students with excessive absences as delineated in the handbook will require a meeting including the student, parents, administration and guidance to discuss options for the child.

Another change noted was how students will be assigned to guidance counselors. In the past, students have been assigned to guidance counselors alphabetically, resulting in inequitable caseloads. Mr. Light explained that there are three houses in the high school. Moving forward, students will be assigned to guidance counselors based upon their house assignment. This will help provide equitable and manageable student caseloads for guidance counselors and will ensure that counselors have the time to meet with each individual student. Mr. Light emphasized that there will be no impact on current juniors and seniors. The changes will be made for ninth and tenth graders, with the exception of families who have multiple students, who will be kept with the same counselor to keep it consistent. Other exceptions may be made on a case by case basis. Counselor assignments will be made available on the Aspen Portal.

C. Calendar Survey:

Mrs. Sabolinski updated the Committee on the Calendar Survey that was sent out to parents and teachers in May 2015. She waited until May to send the survey out so that hopefully people would be less influenced by the

particularly challenging winter that we had experienced. She stated that in May of 2015, the survey had been sent out to parents and faculty regarding making changes to the traditional school calendar for the 2016-2017 school year. The survey was developed and sent out by the K12 Insight sought feedback regarding eliminating religious and state/federal holidays, eliminating or shortening school vacation weeks, consolidating the February and April vacation into a single vacation week in March, starting school before or after labor day, and changing school start and end times. Mrs. Sabolinski reported that the participation rate for parents was 81% and that staff participation was slightly disappointing at 23%. Mrs. Sabolinski noted that staff participation rate may have been low because May and June are very busy months for teachers at the end of the school year.

Mrs. Sabolinski reported that overall, the survey responses from parents and staff regarding starting before or after Labor Day did not provide any compelling data one way or the other. Given this information, Mrs. Sabolinski indicated that at this time the district will continue with the current practice of developing the calendar each year based upon when Labor Day falls. Additionally, there is language in the teacher's contract regarding Labor Day and the start of school that needs to be considered.

The responses from both parents and teachers regarding eliminating holidays, eliminating or shortening vacations, or making one winter vacation in March yielded no compelling data that would indicate any change to the current calendar format at this time.

However, Mrs. Sabolinski noted that the survey data did show that some families did show continued interest in consolidating the February and April Vacation weeks into one week in March, and this might be something that might bear further exploration in the future. She also noted that a major consideration is that March is the month that much of the state mandated testing is scheduled which is driven by the DESE.

The survey did not indicate support from parents or teachers with regard to changing school start/end times so that the elementary students start early and the middle and high schoolers start later. Mrs. Sabolinski raised concerns about student safety with regard to having elementary students

standing out in the mornings and late afternoons during the winter months while it is cold and dark waiting for buses or walking home from bus stops. The district currently has three tiers of buses. Mrs. Sabolinski indicated that if finances were unlimited and we had one tier of buses, we could make this work. However, it is estimated that this would cost 1.1 million dollars, which is not feasible. Mrs. Sabolinski noted that the research regarding start times and sleep for children and adolescents supports these changes, but fiscally, it is unsustainable. Mrs. Trahan noted that despite what the research says, she does not think changing the start and end times is reflective of the real world or that it would prepare students for college and the world of work. Mrs. Trahan applauded the district's effort to solicit community and staff feedback by conducting this survey.

3. Discussion Only Items:

- Policy – Second Readings
 - JT – Electronic Device Policy: No Responses Back
 - JKAA – Non-Violent Physical Crisis Intervention Policy: No Responses Back
- Re-Organization – Instructional Services
- Elimination of “Director of Instructional Services” position

Mrs. Sabolinski stated that she has been looking at the district and the direction where things are going. The student population has nearly doubled from when the Director of Instructional Services position was originally created. The job focused on curriculum development—it was a much simpler role with a narrow focus. With the much larger student population, the many DESE mandates and expectations, MCAS/PARCC scheduling, accountability, regulations, etc., the job has become much more complex. Mrs. Sabolinski stated that there has been a philosophical shift in instructional leadership. The focus is not on what the teachers are teaching but on what students are learning. There are many diverse learning styles that need to be addressed that require teachers to be able to utilize very complex skills. Mrs. Sabolinski noted that there are currently over 80 ELL students. Mrs. Sabolinski indicated that we need a very strong leader in this role and recommends that we make a shift from a director role to an assistant

superintendent role. Adding this role will put the district in a more competitive position in relation to other districts.

Mrs. Sabolinski commented that Mrs. Joyce Edwards has been in the role of Director of Instructional Services and has done a magnificent job shifting from the director role to an assistant superintendent role. She has been a partner with Assistant Superintendent Winslow and Superintendent Sabolinski in Educator Evaluation, mentoring, peer coaching, and home schooling. She has been overseeing Title I and ELL and has a deep and rich understanding of instruction and how to get all students. Mrs. Sabolinski stated that she will be recommending that the Committee agrees to eliminate the position of Director of Instructional Services and create the position of Assistant Superintendent for Teaching and Learning. Mrs. Sabolinski indicated that she will be nominating Mrs. Edwards for that role.

Mrs. Mullen commented that she is in favor of making this change in roles. She stated that the district is fortunate to have Mrs. Edwards and that she has a wide skill set. Mrs. Mullen further stated that this is a role which has a great deal of accountability, and that districts half the size of Franklin have this position.

Mrs. Mullen indicated that this will be addressed in several actions item later in the agenda.

4. Action Items:

1. I recommend adoption of the following policies as discussed:

a. JT-Electronic Device Policy

b. JKAA-Non-Violent Physical Crisis Intervention Policy

Motion: Mrs. Trahan

Second: Mrs. Rohrbach

Approval: 5

Oppose: 0

2. I recommend adoption of the ECDC Handbook as presented.

Motion: Mrs. Trahan

Second: Mrs. Rohrbach

Approval: 5

Oppose: 0

19. I recommend acceptance of a check for \$3,370.00 from the Franklin Music Boosters for in-house enrichment at FHS.

Motion: Mrs. Trahan

Second: Mrs. Rohrbach

Approval: 5

Oppose: 0

20. I recommend acceptance of the donation of a panther statue from the Graci Family for FHS.

Motion: Mrs. Trahan

Second: Mrs. Rohrbach

Approval: 5

Oppose: 0

5. Information Matters:

- Superintendent's Report:
 - Mrs. Sabolinski stated that class placement letters for K-8 grades would be going out August 21st. Enrollment has been vigorous – trying to keep class sizes down.
 - High School schedules will be available on the Aspen Portal on August 14th.
 - Mrs. Sabolinski noted that the community is invited to hear Dr. John Kelly who will be speaking at an event sponsored by the Task Force on Opioid Abuse. Dr. Kelly is going to discuss the stigma of addiction. This will take place at Franklin High School on August 12th from 7-9.
 - Mrs. Rohrbach commented regarding the modulars at Davis Thayer being taken down and how quickly the DPW was able to accomplish this task. Mrs. Sabolinski also commented on this task and stated that it went smoothly except for the fiber communication being cut and restored two days later. The fencing around the perimeter will need to be replaced and it does not affect the security of the school. Mrs. Rohrbach asked if the door facade will be redone and that the DPW did do a great job.
 - Mrs. Sabolinski also wanted to acknowledge Miriam Goodman for a great job that she did on the bus route schedules. She produced great

documentation for the evaluation of bus stops and it will be posted on the website.

- Mrs. Sabolinski received an email stating that the Franklin High School was a winner of the 2015 Dalton Award from the Boston Globe. It was a great acknowledgement for their program.
- School Committee Sub-Committee Reports: No new information discussed at this time.
- School Committee Liaison Reports: No new information discussed at this time.

6. New Business:

Vice Chairman Roberta Trahan reminded the public about the Harlem Wizard's Game to support the FEF on November 13, 2015.

7. Adjourn: 8:30 p.m.

Mrs. Mullen made a motion to adjourn to go into Executive Session to discuss personnel with no intent to return to open session.

Second by Mrs. Trahan.

Mrs. Douglas: Yes

Dr. O'Malley: Absent

Mrs. Rohrbach: Yes

Mr. Clement: Absent

Mrs. Mullen: Yes

Mrs. Trahan: Yes

Dr. Jewel: Yes

Respectfully Submitted,

Diane Dearborn & Sally Winslow

SCAgenda 8-11-15.pdf

b2a.pdf

July 28, 2015 SCMinutes-DRAFT2.pdf

Payroll Warrant #1602 summary.pdf

Franklin School Committee

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Final Minutes

Payroll Warrant #1602.pdf
Franklin Public School summary & sign off 2.pdf
SCWarrant072315.pdf
SCWarrant073015.pdf
01-ECDC Handbook 2015-16.pdf
02-DT Student and Family Handbook 2015-2016.pdf
03-Jefferson Studnet and Family Handbook 2015-2016.pdf
04-Keller Handbook 15-16.pdf
05-JFK Handbook 15-16.pdf
06-Oak Handbook 15-16.pdf
07-Parmenter-2015-2016 Parent Handbook.pdf
08-HMMS Handbook 15-16.pdf
09-2015-2016 RMS Handbook.pdf
10-ASMS Handbook 15-16.pdf
11-FHSStudentHandbook2015-16.pdf
School Calendar Survey.pdf
JKAA Non-Violent Physical Crisis Intervention.pdf
JT - Electronic Device Policy 7-14-15.pdf
OLD-JKAA - Non-Violent Physical Crisis Intervention-Physical restraint.pdf
OLD-JT - Electronic Device Policy.pdf
ActionA.pdf
ActionB.pdf
ActionC.pdf
ActionD.pdf
ActionE.pdf
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ActionH.pdf
ActionI.pdf
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