

ADDED I. I recommend approval of the request of Brad Sidwell to take the Boys Ice Hockey Team to Woonsocket, RI for competition from December 26-28, 2013.

Motion: Mrs. Trahan

Second: Mrs. Rohrbach

Approval: 7

ADDED J I recommend approval of the request of Brad Sidwell to take the Wrestling Team to Bristol, RI for competition on December 14, 2013.

Motion: Mrs. Trahan

Second: Mrs. Rohrbach

Approval: 7

3. School Committee Training

A. Roles / Responsibilities of School Committee Members – Attorneys Michelle McNulty & Paige Tobin

Attorney McNulty provided an overview of how the roles and responsibilities of school committee members has changed over the years. Because school committees are elected officials, the general public sometimes thinks that members are the “go-to people” to solve their issues. However, under the Education Reform Act of 1983, school committees are responsible for the following: policy issues; budget issues; hiring and evaluating the Superintendent; and hiring the School Business Administrator and Director of Special Education.

- School Committees are a public body and only have the ability to act as a body. Individual members cannot speak on behalf of the full committee.
- School Committee Meetings are open meetings; members cannot deliberate unless it is an open meeting.
- Email communications are public records; school committee members cannot deliberate through email communications as there is no deliberation outside of the public meeting. This includes other forms of electronic communication (e.g. texting, social media, etc.).
- School committee members need to use school district email accounts as they are archived as public records. Requests for public records can include email and if members are using personal email for school district business it could be discoverable if there is a legal issue that goes to federal court or request for records.
- “Information only” emails are OK.
- If a school committee member receives an email from a parent he/she needs to be careful not to create the impression that he/she is speaking for the district as members do not have “apparent authority.”

Attorney Tobin discussed that it is not uncommon for parents of students with disabilities to contact school committee members with concerns about special education programs, services or discipline issues. It is important that members understand that they are only getting one side of the story and that they do not have all of the information. In special education, process is everything. School Committee members are not entitled to receive information from the school about students under the student record laws.

- Best practice is to redirect the parent to Beth Fitzmaurice for Special Education issues and to inform Maureen Sabolinski or Sally Winslow regarding any concerns raised and they will give the information to Beth Fitzmaurice
- If a parent tells you that their child's IEP or 504 accommodation plan is not being followed, it is really important to immediately let the administration know as they need to investigate
- What a member knows or should have known once a parent informs him/her could hold him/her liable in any civil rights litigation
- It is also important to immediately report any complaints a member receives about a staff member to the Superintendent

B. Subcommittee Goal Setting

Mrs. Mullen and Mrs. Sabolinski led the discussion/training on Subcommittee goal setting.

- a. Community Relations: Mrs. Sabolinski explained that the district has contracted with K-12 Insight, a private vendor who specializes in customizing surveys to gather data/feedback from community members regarding how we are doing in various areas. It is also a communication tool that encourages two-way engagement. The first survey that will be kicked off is called "Your Voice" which will provide a forum for parents and community members to provide us with feedback on what they like or dislike about what we are doing as a district.
Another form of community outreach is the JPCC, which Mrs. Rohrbach attends as committee liaison. We also anticipate that we may need to get out to the community to do some roadshows on the topics of budget and PARCC testing.
With the opening of the new FHS, we anticipate some community tours and opening ceremonies. There is also discussion of a "Say goodbye to Franklin High" event when the current high school is decommissioned on the last day of school.
- b. Budget Subcommittee: Mrs. Sabolinski indicated that there would be a Budget Workshop for School Committee members and school administrators to review the budget process and to give new

committee members an overview of the budget process and the unique needs of the different schools. This will be scheduled as a dinner meeting after the first of the year. It has been several years since we have conducted this workshop and it has been a positive and productive experience when we have done these in the past.

- c. Policy Subcommittee: Discussed the Memorial Commemoration Policy which will be up for a first read on January 14th. Reviewed the work that was done by the Policy Subcommittee with consultant Maria Trozzi from the Good Grief Program at Boston Medical Center and the rationale for the recommendation of this policy which will eliminate the acceptance of memorials in the schools or on school grounds. The Committee also reviewed the book of memorial commemorations which Pandora Carlucci put together showing pictures of all the memorial commemorations located throughout the district.
- d. Space Needs Committee: The task for this group will be to revise/update the Space Needs Report that was last updated in January 2011. This will involve reviewing available space and use of space in all of the schools, reviewing current enrollment and enrollment projections, as well as the impact of removing modular classrooms that remain at Davis Thayer and Kennedy Schools. Furthermore, there will need to be a meeting for Davis Thayer parents to discuss the recommendations from the architectural study completed for Davis Thayer School. This will take place after the first of the year.

4. Motion to Adjourn: Mrs. Trahan

Second: Mrs. Rohrbach

Mrs. Douglas—yes
Mr. Clement—yes
Mrs. Trahan—yes
Mrs. Rohrbach—yes
Mr. O’Malley—yes
Mrs. Mullen—yes
Mr. Jewell—yes

Adjourn: 9:25 p.m.

Respectfully Submitted,

Sally Winslow
Assistant Superintendent

List of documents:
SCAgenda 12-10-13.pdf

November 19, 2013 SCMinutes-DRAFT.pdf
Payroll Warrant #1410 earnings.pdf
Payroll Warrant #1410.pdf
Payroll Warrant #1409M earnings.pdf
Payroll Warrant #1409M.pdf
Payroll Warrant #1411 earnings.pdf
Payroll Warrant #1411.pdf
Payroll Warrant #1411M earnings.pdf
Payroll Warrant #1411M.pdf
Franklin Public Schools summary & Sign off.pdf
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ActionA.pdf
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ActionC.pdf
ActionD.pdf
ActionE.pdf
ActionF.pdf
ActionG.pdf
ActionH.pdf
Action I.pdf
ActionJ.pdf
Enrollmentcompare-Nov 2012-Nov 2013.pdf
Dec Newsletter-Solutions
Feb Vaca 2014-Solutions.pdf