



The Franklin Find

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SUPERINTENDENT'S MESSAGE by Judy Mueller

Three weeks down and 35 to go. For some of you, that might make you a little anxious; so many weeks....so few weeks?? Whether you are a rookie or a pro with us, by June, you will be wondering where the time went.

As the year continues, we may see some of that initial enthusiasm wane. By February, it may seem nearly non-existent. As I work on helping us Get Better this year, I am going to try to help us maintain our enthusiasm by ensuring that we focus on that which makes us proud. I see great things happening everyday in our school community that make me very proud of all of you.

We started the year with a Wellness Fair that set us up for success in focusing on one of our core values; wellbeing. Thank you to Ms. Elliehausen and the Wellness Team for their outstanding effort and enthusiasm.

This is just one example of all the ways I see our staff living out our core values of **Equity, Personal Growth, Innovation, Stewardship, and Wellbeing**. I hope you also see that our values are an integral part of our environment and I'd like to ask a favor. Anytime you see one of our values exemplified in your school or classroom, please let me know. I would love to get messages and photos from you to see how our values are living in our schools every day. We will share your stories to help keep our school community focused on who we are, what we do, and what matters most!

STRATEGIC LEADERSHIP by Nick Kohn

District Committees/Teams

One of the most exciting aspects of focused improvement work is the opportunity for collaboration that occurs. While the district coherence plan and annual scorecard help set the direction for the district, true improvement is achieved when teams of professionals come together around the work. Throughout the 18-19 school year, a number of district-wide committees/teams will be used to support the district coherence plan, and we need your help!

The following 18-19 committees/teams need members. More details can be found below or you can contact the departmental leader with any questions. If you are interested in joining any of these teams, please <[CLICK HERE](#)>.

Committee/Team	Coherence Plan Connection	Members Needed	Facilitating Department
District Values Committee	Better Place to Work (Goal 4)	All interested employees are invited to join	Human Resources
K-12 Social Emotional Learning Team	Better Place to Learn (Goal 2)	(3) School Counselors (3) School Psychologists (1) Alt Ed Teacher (2) Special Education Teachers (2) FHS Teachers (2) 6-8 Teachers (2) 3-5 Teachers (2) K-2 Teachers	Pupil Services
K-12 Education for Employment Team	Part of a Better Community (Goal 5)	Multiple K-12 Teachers School Counselors	High School Administration
Science Year of Study Team	Better Place to Learn (Goal 2)	(4) FHS Teachers (2) 6-8 Teacher (6) K-5 Teachers	Teaching & Learning
World Language Year of Study Team	Better Place to Learn (Goal 2)	(3) FHS Teachers (2) 6-8 Teachers	Teaching & Learning
Data Dashboard Team	All Coherence Plan Areas	(3) School Psychologists (1) School Counselor (1) FHS Teacher (1) 6-8 Teacher (1) K-5 Teacher	Strategic Leadership

District Data Dashboard Team

The work of improvement is supported by various forms of data. Regular monitoring of key indicators allows those going about the work of improvement to reflect, learn, and make adjustments. Throughout the last several years, we have relied upon staff created spreadsheets and test vendor reports to categorize data for later analysis. This is an inefficient process that does not lend itself well to staff and student use. In an effort to support improvement efficiency and effectiveness, a district team will be formed to research, evaluate, and select a data dashboard for the district for the start of the 19-20 school year. The time commitment will involve site visits and four meetings at the ECC:

- October 12th - 12:30-3:00
- December 6th - 12:30-3:30
- December 13th - 12:30-3:30
- January - Committee members will visit other districts to talk to professionals using the product.
- February - In district pilots
- March 19th - 12:30-3:00

Curriculum Review Cycle - Year of Study - World Language and K-12 Science

As part of our continuous improvement efforts in the area of teaching and learning, the content areas entering phase one: A Year of Study for the 2018-2019 school year, are World Language and K-12 Science.

Below are the the key tenets of phase one and the work that will be accomplished by the curriculum team for both content areas. If you are interested in being a member of either the World Language or K-12 Science team, please complete this [GOOGLE FORM](#) by 4:00 p.m. Friday, September 21st. The work of the team will take place during the school day, and release time will be provided. Representation of the team will be determined on the number of applicants and representations across the grade levels.

If you have any questions about either curriculum review, please contact Chris Reuter.

Continuous Improvement Cycle: Phase #1: Analysis

The primary purpose of this stage is to engage a district-wide team in an analysis of the current state of the subject area or program.

Team(s): Mixed grade level district team

Primary Facilitator(s): Director of Teaching & Learning

Main Goals:

1. To identify areas of concern, causes, & solutions through a root cause analysis
2. To seek to expand on successes.
3. To identify areas where the team would benefit from further study.
4. Identify professional development needs for next year.
5. To develop a communication plan around the work.
6. Identify program educators for the following year.

Education for Employment Team

As reflected in our mission and vision for the district, we strive to ensure all students in the Franklin Public School District are College and Career Ready each year kindergarten through twelfth grade. College and Career Readiness is defined by the Department of Public Instruction as being academically prepared, and socially and emotionally competent through the demonstration of knowledge, skills, and habits.

Areas of Focus for the team are:

- Perform analysis of local, regional, and state labor market needs.
- Implement a strategy to engage businesses, post-secondary education institutions, and workforce development in overall planning in alignment with projected workforce needs.
- Provide career awareness at the elementary, middle, and high school levels.
- Implement a process to support students in the development and revision of their Academic and Career Plan.
- Describe Career and Technical Education provided by the district.
- Provide professional development to staff to deliver Academic and Career Plan in grades 6-12.
- Implement a process to regularly engage parents in the Academic and Career Plan.

The team will meet at Franklin High School on: October 23, January 22, April 16 (Tuesdays), from 4:30-6:00 PM. If you are interested in being a part of this team, please complete this [GOOGLE FORM](#).

In addition to the wide range of stakeholders we had previously, we would like to add stakeholders from- K-6 (All), 7-8 (All), 9-12 (School Counseling, Additional Subject Content Areas).

PUPIL SERVICES by Julie Preman

The Social and Emotional Learning Team

Do you believe that children's emotional development and academic progress are equally important?

Do you believe that children learn best when they feel safe and nurtured?

Do you believe in positive discipline?

If you answered “yes” to one or more of these questions, we would like to invite you to join the Social Emotional Learning Team.

The District is seeking teachers and pupil services staff to collaborate with parents, students and the community on the Social and Emotional Learning Team. The task of the team will be to serve in an advisory capacity and to recommend a multi-year plan for the teaching of Social-Emotional Learning/Employability Skill Competencies.

The team will meet quarterly in the months of October, December, March, and May from 4:30 to 6:30 starting with the first meeting on October 30, 2018. If you are interested in being a part of this team, please complete this [GOOGLE FORM](#).

IT SERVICES by LuAnn Zielinski



Cyber Security Awareness Training

If you are new to the district or need a refresher, please review these videos to be prepared to minimize a data breach of your district electronic files, email, etc.

Part 1 - What is Cyber Security and Why is It Important?

Length: 5 minutes

Part 2 - What are the current risks and challenges?

Length: 5 minutes

Part 3 - How are cyber breaches occurring and what should we look for?

Length: 10 minutes

Part 4 - What should employees do to minimize the risk of a security breach?

Length: 10 minutes

Part 5 - When should you inform IT or supervisor of a potential threat or breach?

Length: 4 minutes



Change Your Password

It's the time of year again where we will be prompted to change our district passwords! To avoid being locked out of your computer or other systems, please complete this **by October 1st!** You must be in the District when you change your password. Also, read the direction sheets to also learn what other passwords will automatically change as a result of this password change.

Mac Users - [watch this video](#) and [follow this directions sheet](#) that explains how to properly change your password. If you follow on-screen prompts at the sign-in window, you will do things incorrectly and make more work for yourself. :)

Windows/PC Users - [follow this directions sheet](#) for changing your password.

Remember, your password must follow these parameters...

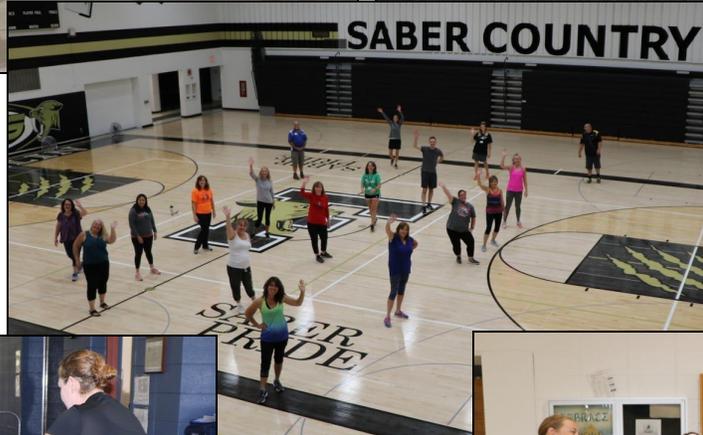
- Contain 8 characters
- Have at least one CAPITAL letter
- Contain a number
- Contain a symbol
- Is not the same as any of the last five passwords used for the district.
-

NEW STAFF: Yes, please change your password now along with the rest of the district so your password does not expire over next summer when you are away from the district and can't change it.

HUMAN RESOURCES by Valley Elliehausen

Wellness Fair

On August 30th, the FPS Wellness Committee hosted the first FPS Wellness Fair. And we would love to hear your feedback. Please complete the following short [survey](#), your feedback will inform future planning efforts. In addition, if you attended and complete the survey you can enter your name for one of two Humana sports bags that include Fitbits!



Biometric Screenings

If you completed your biometric screening in late August at the ECC, your results will be automatically uploaded to your GO365 account within the next 3-4 weeks. Please remember that for some of you that completed a biometric last year, those results and subsequent points, all but BMI, were rolled over. This year's will do two things for you: Add in BMI points, and points for any area where your numbers improved, and credit you for a biometric this year allowing you to have rollover points for the next year starting July 1, 2019.

If you were unable to complete a biometric during our onsite screening event, you can have a biometric completed at any Humana sponsored provider or your own primary care doctor. To find out information on how this process works, log into your GO365 account and access the biometric links.

Flu Shots

We will be hosting a flu shot clinic at the ECC on:

Tuesday, October 2nd

Wednesday, October 10th

Please see the email from Krista Remington with details.

Handbooks and Trainings

Please watch your email next week for information pertaining to this year's Handbook and Training Requirements launched through Talent Ed. You will have until November 2nd to complete all requirements assigned to you in your Talent Ed profile.

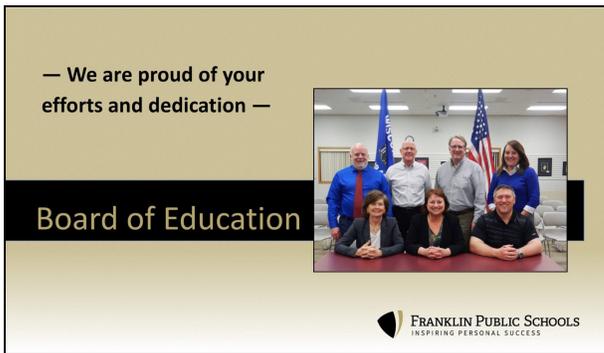
MLP/Frontline Update for Certified Staff:

On Friday, September 14th, this [update](#) was shared with staff. Please read this over and do not hesitate to ask questions of your evaluator, Chris Reuter or me regarding this process. The most important note is that artifacts are not required to be collected in Domains 1 and 4 starting this school year.

Building Hours:

This [schedule](#) details dates I will be at buildings for the day throughout this school year. I will spend some time shadowing maintenance staff this year, but please know that if you have any questions, suggestions, or HR needs, feel free to stop and visit during my time in the building.

BOARD of EDUCATION UPDATE by Janet Evans



Welcome to the 2018-2019 school year! Whatever our role in the district, each of us makes a difference in the lives of our students. You are an exceptional member of our team and we are proud of you.

The Board of Education recently met for a retreat and formulated the following goals for the 2018-2019 school year:

2018-19 Board Goals

Goal #1: By the end of the 2018-19 school year, each Board member will attend two school or community events per semester, and report back to the full Board at the Board meeting following the event.

Goal #2: By the end of the 2018-19 school year, the Board will develop a recognition system that honors staff and community in alignment with district recognition systems.

The Board, Dr. Mueller, our Directors, Mrs. King, and Mr. Misiak participated in a tour of the new Forest Park Middle School, guided by Mr. Cloutier and the construction project manager. While it has been exciting to watch the construction progress from the outside, it was amazing to see the inside beginning to take shape and envision the space filled with students and staff one year from now. We are truly fortunate to have a community supportive of our public schools.



Upcoming Board Meeting Dates and Agenda Items:

- **Wednesday, September 26th at 6:00 PM at the ECC**
Tentative agenda items: Coherence Plan Update, District Administrator Goals Presentation
- **Wednesday, October 10th at 6:00 PM at the ECC**
Tentative agenda items: Enrollment and Staffing Report, At Risk Report, Community Education and Recreation Department Report

Agendas are posted on the [Board of Education/Board Docs page](#) of the Franklin Public Schools website the Friday evening prior to the Board meeting.