

BOARD MEETING MINUTES  
FREEMAN SCHOOL DISTRICT NO. 358  
February 25, 2021

**MEETING CALLED TO ORDER:** The regularly scheduled meeting of the Freeman School District Board of Directors was called to order at 6:00 p.m. by Chair Annie Keebler. There was a quorum present.

**MEMBERS PRESENT:** Annie Keebler, Bill Morphy, Ed Cashmere, Neil Fuchs, Jim Tippett, Randy Russell and Brendon Myers were present.

**GUESTS:** Lisa Phelan, Jim Straw, Renee Bailey, Kris Herda, Debbie Morphy, Jody Sweeney, Char Trejbal, Everett Combs, Todd Reed, Kirk Lally, Linda Mega, John Hays and Danielle Santman.

**FLAG SALUTE:** Kris Herda led us in the flag salute.

**CONSENT AGENDA:**

January 28th, 2021 Board Minutes	
February Mid-Month AP - 117141-117142	\$ 23,772.57
February General Fund AP - 117154-117196	\$ 85,500.51
February ASB Fund AP - 117147-117153	\$ 11,840.33
February Accounts Payable Direct Deposits	\$ 12,047.71
February Payroll - 117143-117146	\$772,023.77
January's Treasurer's Statement/Budget Status	

Neil Fuchs moved the Board approve the consent agenda as presented. Jim Tippett seconded the motion and it passed unanimously.

**AP BIOLOGY PRESENTATION:**

- John Hays – AP Biology Trip

**BOARD RECOGNITION:**

- School Retirees' Appreciation Week  
Washington State School Retirees' Appreciation Week Proclamation by Governor Inslee

**PACE CHARACTER TRAIT:**

*HONESTY – Sincerity and reverence or love for the truth.*

**CORRESPONDENCE:**

- ESD 101 – Levy Congratulations Letter
- Governor Inslee Correspondence

**BUILDING REPORTS**

**Lisa Phelan, Elementary Principal, reports:**

Overview

- The FES staff are excited to have all students in grades P-5 full time.
- Elementary are in the process of preparing for profile meetings and parent/teacher spring conferences.

Areas of Focus

- FES continues to maintain the safety and social emotional well-being procedures for all students and staff.
- Next week, recess after lunch for all grades will be implemented.
- Observations and mid-year check- ins.
- Planning for the March 8<sup>th</sup> staff professional development.

Enrollment

K-39, 1-56, 2-52, 3-56, 4-56, 5-58 = 317 Total (Up 10 from January)

**Jim Straw, Middle School Principal, reports:**Overview

- FMS is currently running a Hybrid schedule with Students in grades 6-8 attending school two days per week in Tuesday/Thursday – Wednesday/Friday Cohorts with Monday a virtual day for everyone.
- There are 40 students accessing the school and network on Mondays to alleviate connectivity issues and we have eight students opting to attend virtual only.

Areas of Focus

- Transitioning to students attending four days per week, beginning with 6<sup>th</sup> grades the week of March 1<sup>st</sup>.
- Heartgrams! The FMS Leadership class and Mr. Cochran brought back a Freeman tradition with a twist. Each student had the ability to send heartgrams, virtually, to two friends. Something normal!!
- Annual FSD Table Top Drill
- MS will be starting a split lunch (2). 7<sup>th</sup> & 8<sup>th</sup> before 4<sup>th</sup> period, 6<sup>th</sup> after 4<sup>th</sup> period. 6<sup>th</sup> in the MPR, 7<sup>th</sup> & 8<sup>th</sup> spread between the commons and gym.

Enrollment

6-75, 7-80 (+2), 8-83 = 238 Total (+2)

**Renee Bailey, High School Principal, reports:**Overview

- FHS is focusing on bringing seniors back full-time and continuing to find ways to support all kids and each other.

Areas of Focus

- In person learning strategies to support virtual learning
- Collaborative culture – PD topics chosen by teachers every other Wednesday – Four staff have presented on a wide range of personal and professional pieces.
- Trades Week – March 1-5
- SAT ordered for Juniors and Seniors – funded by CTE
- Process of hiring two new CTE para-educators to support all kids in classrooms
- Teacher Evaluations well underway

Enrollment

9-72 (+1), 10-78 (+1), 11-68, 12-88 (-3) = 306 Total (-1)

**Kris Herda, Assistant Principal/Athletic Director, reports:**Overview

- Off and running with Fall Sports at FHS. All seasons have started. Events start on March 6<sup>th</sup>.
- Completed 3 successful weeks of “Summer 2.0” which included Football, Soccer, Volleyball, Cross Country, Boys and Girls Basketball, Wrestling, Softball, and Baseball.

Areas of Focus

- Hard at work planning for the Fall Sports season. Scheduling, getting officials, transportation, staffing, safety protocols, supervision, etc.
- Working on new Athletics website, new website for scheduling officials, and the NFHS Network for broadcasting events (Main Gym and Football Field).
- Finalizing a proposal for MS Athletics. Will not compete against other schools but run 3 week seasons that will teach skills, run drills, and do scrimmages.

Enrollment

- Numbers for Fall Sports look good. Football- 54, Cheer- 12, Volleyball- 29, Soccer- 23, XC- 11
- Posted Positions- HS Assistant Baseball

**DEPARTMENT REPORTS****Char Trejbal, Transportation Supervisor, reports:**

- Still waiting to hear back yet the federal grant for bus replacement.
- Completed the winter ridership report that was due February 1<sup>st</sup>.
  - Had a median headcount of 565. This headcount was 136 more students than the fall report (429). Spring report (2020) was 909.

- Received the 1026A allocation report from OSPI showing how much we will receive for this year. We will be receiving approximately \$147,846 less than last year (which is less of a loss than expected).
- We no longer have a McKinney Vento route. The two students we were transporting enrolled in Cheney School District.
- We are still operating on the fuel we purchased last year. The last 9,000 gallons we purchased was at \$1.31 per gallon. It is now \$2.59 per gallon. VL Transport will be coming to move fuel from our tank by Kirk's office to our PRTC tank.
- May have to add another route in April, if we are able to allow all remaining students to return. Last year we had 15 routes. Started this year with 10 routes and had to add 2 routes in October/November. We are currently running 3 routes less than last year and will probably end up running 13 routes before the end of the year.
- We would like to thank Kris Herda and the other league AD's for their hard work in setting up the sports schedules. Our first round of sports trips (weather depending) should work out very well as there is only 1 trip out on any one day and some departure times are after the route buses return. There are also several trips out during spring break.

### **Kirk Lally, Grounds/Maintenance Director, reports:**

#### 2. Grow collaboration & Ownership

- Maintenance continues to prepare the campus for winter months; so far all winter equipment is running smoothly and properly.
- Working with Kris Herda trying to get us set up for the starting of sports.

#### 7. Elevate learning opportunities and success for all students

- Custodial is staying flexible with the changing schedules.
- We have a new HS custodian, Todd Humann, to be approved tonight. He will start on March 1<sup>st</sup>.
- Thank you to all the drivers that have subbed in custodial for the past 2 months, we could not have done it without them.

### **Everett Combs, Mechanic/Asst. Transportation Supervisor/Safety, reports:**

- Shared FSD Table Top Exercise Agenda from February 23, 2021
- Thank you to Renee and Jody for helping with agenda
- Thank you Renee and Todd helping with breakout rooms
- Protocols discussed; procedures reviewed; some changes to be discussed to the emergency manual

### **Todd Reed, Technology Director, reports:**

#### Overview

- Continually working with staff on finding new tools to engage and help with classroom/online learning.

#### Areas of Focus

- Working with Triumph Electric to design/implement generators for our 3 school buildings and transportation to aid in the event of power outages. Electrical drawings are complete. District has received the approved L&I drawings back, now Triumph can begin installation
- E-rate filings have been submitted for discounted internet services and maintenance/warranty on district network/eligible equipment. We have to wait 28 days as part of the competitive bidding process, until a vendor is chosen.
- Installed/configured network services out to the Press box so our new NFHS streaming live camera can function as designed.

### **Ellen Arguinchona, Nutrition Service Director, reports:**

#### 1. Learn successful change management strategies

- Continuing to reduce number of meal kits in response to kids returning to near full time. Will still be available to those who need them in grades 6-12 even after they return.
- Staff has continued to be very flexible with changes; several staff members have changed assignments throughout the year to meet department needs.

#### 2. Grow collaboration and ownership

- Helped 4th grade class set up food rescue for breakfast foods not being eaten
- High school has been providing help for lunch service from leadership class

6. Engage students, staff and community

- WSU intern will be joining nutrition services for month of March, starting March 1st

Ellen's number 8: Make sure you're not costing the district a bunch of money

- Participation and revenue is still looking good; food cost is getting better than the beginning of the year now that we are transitioning to more in person meals.

**Jody Sweeney, School Psych/SpEd Director, reports:**

Overview

- PK-5 students receiving specially designed instruction in-person every day
- PK students aged 4 and 5 are full day
- 6<sup>th</sup> & 12<sup>th</sup> grade students will attend T-F and most have been attending 3-4 days already
- Remaining students that receive special education services are already attending 3-4 days and those schedules are being examined at this time to make sure we are meeting their needs.

Area of Focus

- MTSS – Multi-Tiered Systems of Support is essentially an umbrella that encompasses everything we do for our students – all the puzzle pieces that make up the education of each individual student.
- Positive Behavior Interventions, core Curriculum, Intervention Curriculum, Safety/Risk Assessments, Screenings (Academic/Behavioral), Data Collection, Equity, Social/Emotional Learning, Wellness, Parent Collaboration/Education/Training, Trauma-Informed Practices, etc.

Enrollment

118 students in SpEd at this time.

**SUPERINTENDENT'S REPORT**

It's nice to be back to an in person board meeting with in person board reports by the principals and directors. Thank you to the community for the support of the Levy. The efforts of the levy committee making phone calls and the support of the board and staff is greatly appreciated.

Learn Successful Change Management Strategies:

Grow Collaboration and Ownership:

- The ending cash balance report was presented. The district is on track, financially. Projecting to end the year at 5%.
- February enrollment was presented. We were down 80 students from the start of the year. Enrollment is up in February. We anticipate more students to be coming back as we bring students back in person.

Re-imagine Equitable Learning Systems:

Communicate Well in Crisis:

Empathy, Self-Care and Team Building:

Engage Students, Staff and Community:

- We will keep pushing, as a district, to get students back on campus. Our 6-month track record shows we have been able to do it so far. We will continue to meet our goal on the path forward: to have all students back on campus by the end of the year. Parents want it, kids need it. As we push forward we will be responsive to energy levels.

Elevate Learning Opportunities and Success for All Students:

Dr. Russell gave a Capitol Projects update. The major project will be the HVAC system in the middle school. There's been a meeting with OAC to discuss time lines, equipment needed, design, price tag, options, and bids. The board provided insight and opinions on the project.

**BOARD COMMENTS:** No comments.

**VISITORS COMMENTS & CONCERNS:** Linda Mega shared she was glad the 6<sup>th</sup> graders were coming back 4 days a week.

**UNFINISHED BUSINESS**

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 2410 – 2ND READING:**

Neil Fuchs moved the Board approve Board Policy & Procedure No. 2410 – High School Graduation Requirements, as presented. Jim Tippett seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY NO. 2413 – 2ND READING:**

Jim Tippett moved the Board approve Board Policy No. 2413 – Equivalency Credit Opportunities, as presented. Neil Fuchs seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY NO. 6220 – 2ND READING:**

Ed Cashmere moved the Board approve Board Policy No. 6220 – Bid or Request for Proposal Requirements, as presented. Bill Morphy seconded the motion and it passed unanimously.

**NEW BUSINESS**

**APPROVAL OF BOARD POLICY NO. 4050– 1ST READING:**

Bill Morphy moved the Board approve Board Policy No. 4050 – Data Sharing with Local Tribes, as presented. Neil Fuchs seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY NO. 6230 – 1ST READING:**

Neil Fuchs moved the Board approve Board Policy No. 6230 – Relations with Vendors, as presented. Jim Tippett seconded the motion and it passed unanimously.

**APPROVAL OF AP BIOLOGY TRIP**

Ed Cashmere moved the Board approve the Spring 2021 AP Biology Trip Proposal as presented by Biology Teacher, John Hays, along with \$1,000 to help defray costs. Neil Fuchs seconded the motion and it passed unanimously.

**OTHER INFORMATION:**

The next board meeting is scheduled for Thursday, March 25, 2021, at 6:00 pm in the K-8 MPR.

**PERSONNEL ACTION:**

Certified: Ken Spiering – Retirement – End of School Year  
Classified: Todd Humann – HS Night Custodian – New Hire

Neil Fuchs moved the Board approve the personnel action as presented. Jim Tippett seconded the motion, and it passed unanimously.

**ADJOURNMENT:** The board meeting adjourned at 7:24 pm with no further action.

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Recording Secretary

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Board Secretary

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Board Chair