

BOARD MEETING MINUTES  
FREEMAN SCHOOL DISTRICT NO. 358  
March 27, 2024

**MEETING CALLED TO ORDER:** The regularly scheduled meeting of the Freeman School District Board of Directors was called to order at 3:30 p.m. by Board Chair Dave Teague. There was a quorum present.

**MEMBERS PRESENT:** Annie Keebler, Danielle Santman, Nate Talbott, Dave Teague, Randy Russell and Alan Steinolfson were present. Bill Morphy was excused.

**GUESTS:** Lisa Phelan, Jeff Smith, Debbie Morphy, Everett Combs, Kellie Miner, Aimee Hoyt, via zoom: Jim Straw, Chad Ripke, Mike Allen, Jody Sweeney, Todd Reed, and Kirk Lally.

**FLAG SALUTE:** Everett Combs led us in the flag salute.

**CONSENT AGENDA:**

February 21st, 2024 Board Minutes

February 28th, 2024 Board Minutes

<u>Credit Card (BMO) Payment General Fund</u>	\$ 6,018.89
---	-------------

<u>Credit Card (BMO) Payment ASB Fund</u>	\$ 9,210.76
---	-------------

<u>March General Fund Payments</u>	\$ 159,611.30
------------------------------------	---------------

<u>March General Fund ACH Payments</u>	\$ 12,042.12
--	--------------

<u>March ASB Fund ACH Payments</u>	\$ 1,205.21
------------------------------------	-------------

<u>March ASB Fund Payments</u>	\$ 26,449.65
--------------------------------	--------------

<u>March Capital Projects Fund Payments</u>	\$ 58,320.00
---	--------------

<u>March Payroll</u>	\$1,001,940.18
----------------------	----------------

<u>April Mid-month Payments, not to exceed</u>	\$ 25,000.00
--	--------------

February County Treasurer Report

February Budget Status Report

Annie Keebler moved the Board approve the March, 2024, consent agenda as presented. Danielle Santman seconded the motion and it passed unanimously.

**PAGE CHARACTER TRAIT:**

*DILIGENCE – Persistence, dedication and hard work*

**CORRESPONDENCE:** No correspondence.

**BUILDING REPORTS:**

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

Overview

- The Freeman elementary is committed to a great year. The staff and students will focus on implementing the new student growth goal language (SGG), collaboration, and communication with our parents.

Areas of Focus

The Granny Awards Musical was terrific. Alisha Thompson was presented with the Above and Beyond Award for her work on the musical and organizing Fir for Bloomsday with 120 K-6 students.

- Principal for the day – Jude Thompson, Charlie Nash, and Kennedy Clerget shadowed me for the morning of the 27<sup>th</sup>. Students' names were put into a drawing who brought in food for the food drive. These three students were the lucky winners.
- TK-5 STEAM Fair – March 27<sup>th</sup>. Many parents and grandparents were in attendance.
- Student Conferences are March 28<sup>th</sup> & 29<sup>th</sup>.

Enrollment

TK-30, K-53, 1-52, 2-64, 3-54, 4-54, 5-69 = 376 Total

**Jeff Smith, High School Principal, reports:**

Overview

- FHS is assessing and working to improve! Specifically, we will continue to improve our collaborative work as a team while focusing on building mission, vision, values, and assessment in an effort to implement the 2025 Strategic Plan and Washington State's new student growth goal language to support student and teacher growth.

#### Areas of Focus

- Greater Spokane Valley Chamber Educator of the Year for FSD: John Hays
- Incoming 9th grade Parent Night/DAWG for a Day
- ASB starting video announcements
- "The Bagpiper" is back!
- FFA Trap Team - undefeated and headed to State
- Knowledge Bowl finished 9th at State
- 2024-25 Master Schedule is in process
- Applying for 4 new CTE classes: AP Environmental Science, Foods, Entrepreneurship, Careers in Education; Trying to articulate Digi Tools/Digi Design with SCC.

#### Enrollment

9-79 (-1), 10-76 (+1), 11-80, 12-64 (-1) = 299 (-1) Total

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

##### Overview

- During the 2023/2024 school year, FMS staff and students are working toward our "Best Year Ever".
- Focuses will be on the execution of the 2025 Strategic Plan, enhancing the use of Advisory time and professional development on the new student growth goal language (SGG) to support growth.

##### Areas of Focus

- Student-led Conferences
- This is the season for guest speakers @ FMS- fifteen since March 20<sup>th</sup>
- WSU paused their Mentorship and Outreach Program which effectively canceled it for our students.
- Long-term substitute for Madison Bisset in 7<sup>th</sup> grade ELA. Welcome Kim Ankrum! She will begin on Monday, April 8<sup>th</sup>.
- Working hard on staffing and scheduling for 2024-25.

##### Enrollment

6-63, 7-66(-1), 8-70(+1) = 199 Total

#### **Mike Allen, K-8 TOSA/MS Athletic Director:**

##### Overview

- Work to improve programs and support our student athletes.
- Participate in partnership with the Greater Spokane County League.

##### Area of Focus

- Girls' basketball wrapped up their season this week. 7<sup>th</sup> and 8<sup>th</sup> grade varsity teams were undefeated and the combo team only lost one game to the Centennial 8<sup>th</sup> grade team.
- Baseball and track start Monday, April 8<sup>th</sup>, when we return from Spring Break.

##### Enrollment

Baseball: 32; Track: 43

#### **Chad Ripke, Dean of Students/HS Athletic Director:**

##### Overview

- Spring Sports are off to a great start.
  - Baseball is currently 6-1.
  - Softball is 5-1.
  - Tennis has competed in 6 matches so far.
  - Track has competed in a jamboree and one invite and have another invite this Friday.
  - Golf has had 2 girl invites and 2 boy invites so far and both have done very well. Golf competes again at an invite in Colville this Friday.

##### Areas of Focus

- Hiring coaches – Head football coach, Head girls' basketball coach. Will need to hire – an assistant football, jv girls' basketball, and jv girls' volleyball coaches this spring.
- 2BNE scheduling and non-league schedules for the fall/winter on going.
- Head coaches met March 18<sup>th</sup> to discuss budgets, moving forward with our new league, fundraising, and reality of where we are financially as an athletic department/district.

Enrollment

Track-47, Tennis-19, Golf-32, Baseball-24, Softball-23

**DEPARTMENT REPORTS:****Todd Reed, Technology Director, reported:**Areas of Focus

- Finished/filed E-Rate form 471 after the 28-day formal bidding process for our district internet services. This secures our discounted (60%) internet services.
- Working with CISA – Free Service (Cybersecurity and Infrastructure Security Agency).  
Cybersecurity: reviewing network topology, infrastructure, protocols, procedures and documentation. Then, will move on to assessments.  
Physical Security: Met with district personnel. Discussed district formalities and then walked the campus interior/exterior with homeland security advisor to assess our campus and provide us with a written report of findings. – strictly for our district betterment.

**Kirk Lally, Director of Maintenance and Grounds:**Areas of Focus

- Custodians are getting ready for spring break cleaning and repairs
- We will be buffing floors instead of waxing
- Hoping to fertilize fields/grounds - but it is still really wet.
- If weather permits and temps get above 60, we plan to spray herbicides.

Safety

- The Table Top Exercise on March 19th went well. We had a good turnout. Deputy Felvarg presented on the Fentanyl crisis. We split into groups and discussed “what to do” if there was a crash blocking Highway 27 at Jackson Rd. and people starting to walk away from the crash towards the school’s (scenario).

**Everett Combs, Transportation Supervisor, reported:**Areas of Focus

- Mileage for February:
  - To/From – 15,132 miles
  - Athletics – 3,134 miles
  - Field Trips – 0 miles
  - Activity Routes – 875 miles
  - Total February miles – 19,141 miles
- Transportation is hopping. FHS spring sports are in full swing. FMS will get sports trip sheets submitted after spring break and those games will get incorporated into the trip schedule.
- Drivers and subs are really coming together to support and cover each other during this extremely busy season.
- Transportation vehicles being surplusd – Bus #16, 1995 Ford Van
- Starting to work on setting up next years’ bus routes, i.e., adding Washington Rd to bus route #12
- After spring break, Tawnya will be visiting PK-K-2 classrooms to talk with the students about bus expectations.
- Upon board approval, we will be ordering a new 2024 bus to be delivered next school year in keeping with the state depreciation schedule.

**Jody Sweeney, SpEd Director/School Psych, reported:**Overview

- School Psychologist:
  - Initial evaluations and reevaluations within FSD – academic, cognitive, social/emotional, developmental, health, and adaptive assessments within a legal timeline.
- Special Ed Director:
  - Focused on Special Education processes, legal and team expectations.
  - Communication and collaboration with Admin/Leadership Team and Special Ed Team.
  - ELL and Highly Capable work within the district.

Areas of Focus

- MTSS (Multi-Tiered Systems of Support)
- March 4<sup>th</sup> PD – Inclusion

- WIDA Testing – MLL students
- K-3 Dyslexia Screener is completed
- Working on Highly Capable Screener – 2<sup>nd</sup> and 4<sup>th</sup> grades
- Reevaluations and Evaluations

Enrollment

117

**SUPERINTENDENT’S REPORT:**

- Thanks for being flexible with our off-site meeting place. Immediately following our meeting, we will be honoring John Hays as Educator of the Year for Freeman SD, here at Center Place.
- Review Board Policy No. 5280 – Separation from Employment

Curriculum, Instruction and Assessment:

School Safety, Culture, and Environment:

- Review of the Asset Preservation Program Annual Board Report

Partnering with Parents and School/Community:

- CEE surveys have been sent out to 4-12 grade students and parents. The staff survey will be sent out after spring break.
- Capital Projects Levy – Thanks to a group of parents’ spear-heading the distribution of information.

Fiscal and Legal Accountability:

- Budget Update – Staying focused on the budget.
  - Starting last March, we started feeling the effect of the loss of LEA dollars.
  - Enrollment is down
  - We had no layoffs last year
  - It has all caught up with us
  - Many districts are experiencing budget cuts and layoffs
  - We did not fill two positions that resigned during this school year
  - We are looking to cut our budget by \$750,000 next year- basically all people
  - We started with attrition – no board approval
  - Non-continuing staff – We had face to face meetings with these staff members early – no board approval
  - Admin and Leadership teams are working on proposals for additional ways to cut the budget
  - Asking the board for approval of separation from employment notices due to financial hardship. Unions will be notified of possible RIF/Layoffs. Dr. Russell will meet with the unions April 10<sup>th</sup>.
  - The board has to take action if RIF/Layoffs might happen. Unions need to be notified by April 15<sup>th</sup>. Layoffs by May 15<sup>th</sup>.
  - Dave Teague – This is difficult work with tough conversations. Thanks to the Board, Randy-Superintendent and Alan-CFO to get us as far as we are. Kudos to the cuts already made.
  - Conversations will continue after Spring Break.
- Enrollment – Enrollment is the biggest part of our budget. Even losing one student has an effect on the budget. We are looking at offering new classes, looking at new options and offering more opportunities to bring students back into the classroom.
- Ending Cash Balance

**BOARD COMMENTS:** None

**VISITORS COMMENTS & CONCERNS:** None at this time.

**UNFINISHED BUSINESS**

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 3520 – 2ND READING**

Annie Keebler moved the Board approve Board Policy & Procedure No. 3520 – Student Fees, Fines, Charges, as presented. Danielle Santman seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY NO. 5050 – 2ND READING**

Annie Keebler moved the Board approve Board Policy No. 5050 – Contracts, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY NO. 6215 – 2ND READING

Annie Keebler moved the Board approve Board Policy No. 6215 – Expense Claim Certification and Approval, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 6220 – 2ND READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 6220 – Bid or Request for Proposal Requirements, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 6700 – 2ND READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 6700 – Nutrition, Health and Physical Education, as presented. Danielle Santman seconded the motion and it passed unanimously.

**NEW BUSINESS**

APPROVAL OF 2024/2025 CALENDAR REVISION

Danielle Santman moved the Board approve the 2024/2025 Calendar revision, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY NO. 1611 – 1ST READING

Annie Keebler moved the Board approve Board Policy No. 1611 – Conflicts of Interest, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 4001 – 1ST READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 4001 – Public Information Program, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 4040 – 1ST READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 4040 – Public Access to District Records, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 5010 – 1ST READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 5010 – Nondiscrimination and Affirmative Action, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF SURPLUS PROPERTY

Annie Keebler moved the Board approve Surplus Property – Bus 16, 1995 Ford Van, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BUS PURCHASE

Annie Keebler moved the Board approve purchase of 2024 School Bus, as presented. Danielle Santman seconded the motion and it passed unanimously.

DISCUSSION & APPROVAL OF RIF (FEA)/LAYOFF (PSE) NOTIFICATION

The financial resources of the district will not be adequate to permit the district to maintain its educational programs and services at substantially the same level for the 2024/2025 school year.

Annie Keebler moved the Board approve RIF (FEA)/Layoff (PSE) Notification, as presented. Danielle Santman seconded the motion and it passed unanimously.

**OTHER INFORMATION:**

- The next regularly scheduled board meeting will be Wednesday, April 24th at 6:00 pm at Rockford City Hall.

**PERSONNEL ACTION:**

Classified: Kari Gemmet – Resignation (End of School Year) – Bus Driver

Extracurricular: Tracy Phelps – Resignation – HS Varsity Girls Basketball Coach  
Michael McKeown – HS Head Football Coach  
Zach Schneider – Resignation – MS Assistant Track Coach  
Jessica Sederstrom – Resignation – HS JV Girls Basketball Coach  
Emily Nelson – MS Assistant Track Coach  
Garret Sawyer – HS Head Girls Basketball Coach

Annie Keebler moved the Board approve the personnel action as presented. Nate Talbott seconded the motion, and it passed unanimously.

**EXECUTIVE SESSION:** The board did not move into executive session.

**ADJOURNMENT:** The board meeting adjourned at 4:32 p.m. with no further action.

\_\_\_\_\_  
Recording Secretary

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Board Chair