

BOARD MEETING MINUTES
FREEMAN SCHOOL DISTRICT NO. 358
March 29, 2022

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 Bill Morphy. There was a quorum present.

MEMBERS PRESENT: Annie Keebler, Bill Morphy, Danielle Santman, Ed Cashmere, Randy Russell and Alan Steinolfson were present.

GUESTS: Debbie Morphy, Lisa Phelan, Jim Straw, Jeff Smith, Chad Ripke, Jody Sweeney, Kirk Lally, Todd Reed, Kent Bevers, Char Trejbal, Mike Allen, Dave Teague, Echo Thompson and Chris Thosath.

FLAG SALUTE: Chad Ripke led us in the flag salute.

CONSENT AGENDA:

February 24, 2022 Board Minutes

March General Fund Mid-Month AP - 118459-118460	\$ 37,041.13
March Cap. Projects Fund Mid-Month AP - 118461-118462	\$ 36,874.02
March ASB Fund Mid-Month AP - 118463	\$ 713.36
March TVF Fund Mid-Month AP - 118464	\$103,779.24
March General Fund AP - 118479-118530	\$188,004.79
March Capital Projects Fund AP - 118531-118531	\$ 2,443.35
March ASB Fund AP - 118465-118478	\$ 14,264.57
March Gen. Fund Accounts Payable Direct Deposits	\$ 10,694.37
March ASB Accounts Payable Direct Deposits	\$ 627.68
March Payroll - & Payroll AP	\$880,405.65
Budget Status and Treasurer's Report	
Cash Flow	

Ed Cashmere moved the Board approve the consent agenda as presented. Danielle Santman seconded the motion and it passed unanimously.

OATH OF OFFICE:

- The Replacement Oath of Office was re-administered to Randy Russell: I, Randy Russell, having previously on July 1, 2011, did solemnly swear that I am a citizen of the United States and State of Washington; that I am legally qualified to assume the office of Superintendent of Freeman School District #358, that I will support the Constitution and laws of the United States and the State of Washington; and that I will faithfully and impartially discharge the duties of this office to the best of my ability.
- The Oath of Office was re-administered to Bill Morphy, Annie Keebler, Ed Cashmere and Danielle Santman: I, Name, do hereby solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Washington and will faithfully discharge the duties of Director of Freeman School District No. 358, Spokane County, State of Washington, to the best of my ability.

BOARD VACANCY INTERVIEWS:

Board Chair, Bill Morphy, thanked the candidate for volunteering his time to interview for the board vacancy. Dave Teague answered several questions asked by the board.

RECOGNITION:

- Education Support Professionals Week Proclamation by the Governor was read by vice chair, Annie Keebler.

PACE CHARACTER TRAIT:

DILIGENCE – Persistence, dedication and hard work

CORRESPONDENCE:

- Jeff Sevigney – Volunteer School Security Specialist authorization
- Consolidated Program Review (CPR) approval notification

- We the People of the USA

BUILDING REPORTS:

Lisa Phelan, Elementary Principal, reports:

Overview

- The elementary team is wrapping up profile meetings and prepping for spring parent/teacher conferences.
- TK/K Round-up – 79 4 and 5 year olds were screened with the Battelle Developmental Inventory purchased from the Transitional Kindergarten grant we received in February.
- 5th grade Leadership's March Madness Food & Pet Drive brought in 1500 lbs. of food to benefit the North Palouse Food Bank and the Spokane Humane Society.
- 66 K-5 students are out for Fit for Bloomsday with Mrs. Thompson.
- 70 K-5 students signed up for the Extreme Science After School Program with Radical Rick.

Areas of Focus

- The staff has narrowed the ELA adoption to Houghton Mifflin, Into Reading and McMillan McGraw Hill, Wonders.
- Working with both the MS and HS to draft 2022/2023 specialist schedules.
- The FES team continues to focus on the AVID WICOR strategies, specifically in the areas of organization, writing and reading.

Enrollment

K-62, 1-60, 2-52, 3-55, 4-62, 5-65 = 346 Total

Jim Straw, Middle School Principal, reports:

Overview

- Serving students at school, in class.
- Learning and implementing AVID School-wide strategies to support student engagement.
- Staff and students are participating in a daily Advisory that includes Social Emotional Curriculum, Digital Citizenship, College and Career Ready Content and organizational/study skills.
- Attendance has improved.

Areas of Focus

- Student Led Conference preparations – still trying to schedule 15 students.
- Preparations of next year continue – master schedule, bell schedule, staffing, etc.
- Mindy Poindexter will be featured in Kids Newspaper.
- FMS Science Fair was fantastic.
- Working with James Layman from AWSL on a Kindness Workshop for Thursday, April 14th.

Enrollment

6-63, 7-83, 8-79 = 225 Total

Jeff Smith, High School Principal, reports:

Overview

- A busy and successful first quarter of second semester!

Areas of Focus

- The registration process is complete.
- 9-12 staffing is underway.
- Act Six Scholarship winner: Isaiah Lindsley
- Thanks to Jim Wood and Kaela Holm, along with Heidi Gerke at ABC Contractors, have certified 16 students with OSHA 10 Certification
- Knowledge Bowl placed 7th at State
- AP Environmental Science Trip
- FBLA Sadies Dance
- Many athletic successes

Enrollment

9-85, 10-66, 11-71, 12-71 = 293 Total

Chad Ripke, Dean of Students/Athletic Director, reports:

Overview

- Spring sports at the HS are off to a good start.
- 3 kids participated in post season all state basketball games:

- Quin Goldsmith and Taylor Wells for the boys; Sydney McLean for the girls.
- Thank you to Aaron McLean for his 6 years coaching our Varsity Girls Basketball teams. He is stepping aside to focus his attention on his son.
- MS girls' basketball wrapped up a successful season.
- MS spring sports start after spring break.

Areas of Focus

- Winter sport athlete surveys went out after the conclusion of winter sports; 44 responses so far with hopes of getting more.
- HS softball numbers are at 23. The league has approved the use of 8th graders to help salvage a JV team. 4 8th graders are interested.

Enrollment

Spring Sports participation is holding fairly steady:

- Softball - 23
- Baseball - 17
- Tennis – 17
- Golf - 20
- Track - 45

DEPARTMENT REPORTS:

Kent Bevers, Nutrition Services Director, reports:

4. Communicate well in crisis –

School Food Authority sponsored a nationwide survey on supply chain disruptions. I received the results of that survey on March 7. The findings are as follows:

1. 90% of districts are utilizing the Seamless Summer Option.
2. 92% of districts continue to experience supply chain disruptions.
3. Most supply chain challenges affect procuring meat/meat alternates and whole grain products.
4. Increased staff stress and workload, higher program costs, and maintaining meal pattern compliance have also been reported as a result of supply chain shortages.
5. Districts utilizing Seamless Summer Option were less likely to report a deficit on operational revenue as of October 2021.
6. 73% Of districts reported experiencing staffing challenges.
7. Currently there is a lobbying movement in Washington State within the Child Nutrition community to continue the 2022-23 waivers through the 2023-24 school year. However, at this point, it looks like next year will be a more “normal” year for school food service.

6. Engage students, staff and community -

Operating under standard National School Lunch Program next year.

1. We will not be operating under the Seamless Summer Option again, which provided free meals for all students regardless of Free/Reduced/Paid status.
2. We will make Free/Reduced price meal applications available as soon as they are released, typically in early July.
3. We are still waiting for guidance from OSPI for:
 - a. Carryover eligibility
 - b. Paid Lunch Equity (breakfast and lunch pricing tool/changes)
 - c. USDA Foods
 - d. Other areas as well, but the three above are the ones that will affect Freeman the most.

Char Trejbal, Transportation Supervisor, reports:

- Fuel prices have peaked at \$5.04 for bulk diesel – the price today was \$4.80.
- Congratulations to Joe Pass for successfully completing his CDL tests. Thanks Heather for your coaching.
- New buses have been inspected. Schetky is troubleshooting a technical issue from the factory. Soon.
- This year's allocation was better than expected: \$709,210.
- Spring ridership is due May 1st. Typically, our best counts are in February or March, so will start tracking after spring break.

Jody Sweeney, SpEd Director/School Psych, reports:

Overview

- School Psychologist: Focused on Special Education student evaluations and eligibility – academic, cognitive, social/emotional, developmental, health, adaptive assessments within a legal timeline. Meetings with multi-disciplinary teams.
- Special Ed Director: Focused on staffing assessment and needs, collaboration with Admin & Directors, team/individual training, mentorship and communication with district-wide teams.

Areas of Focus

- School Psychologist:
 - Conducting comprehensive assessments
 - Communication with parents/students
 - Profile meetings planning
- Special Ed Director:
 - Staffing needs and caseload management
 - Budget planning
 - Grant writing, research & planning
 - SpEd secretary training
 - Team/individual training, assessment and mentorship
 - Cross-departmental collaboration (i.e. transportation and nutrition services)
 - Training coordination with Paraprofessional group across the district

Enrollment

121 students currently receive SpEd services; 5 new referrals due to academic concerns

Todd Reed, Technology Director, reports:

Areas of Focus

- Continue working with staff/students on meeting their technology needs.
- E-rate 2022 Form 471 has been filed: discounted (60%) fiber internet & district wide wireless.
- ECF 2022 has been funded and an additional 270 chrome books have been ordered.
- Technology Plan 2022-2025 items have been ordered (desktops, monitors, document cameras, screens, & projectors) minus the district wide wireless & Extron microphones for the elementary classrooms contingent upon funding for E-rate and the OSPI Digital Equity Grant.
- Researching chrome book optional annual insurance program (\$20 - \$30) available to each family/student upon student chrome book checkout next year in the even a chrome book is accidentally damaged/lost.

Everett Combs, Assistant Transportation Supervisor/Mechanic, reported by Randy Russell:

- Table Top exercise is rescheduled to April 21st.
- The Safety Meeting minutes were shared with the board.

Kirk Lally, Maintenance/Custodial Director, reports:

2. Grow collaboration & ownership

- Preparing for the spring break.
- Ordered fertilizer for 3 applications (enough for all summer). A better price to order all at once.
- Organizing and scheduling summer projects.

7. Elevate learning opportunities and success for all students

- Custodial continues to stay busy with normal daily duties.
- Continued meetings preparing for the MS HVAC upgrade.

SUPERINTENDENT'S REPORT:

- Our staff are doing a phenomenal job. Masks are off. A few students and a couple of our staff are wearing masks. Everyone has been respectful of their choice.
- Conferences are on Thursday and Friday of this week. Lots of parents will be back on campus.
- The CEE survey window will close on Friday.
- Everyone is ready for spring break.

Learn Successful Change Management Strategies:

Grow Collaboration and Ownership:

- Enrollment was reported by the principals.
- The cash balance was presented. Budget is looking good at the 3/4 mark.

Re-imagine Equitable Learning Systems:

Communicate Well in Crisis:

Empathy, Self-Care and Team Building:

Engage Students, Staff and Community:

Elevate Learning Opportunities and Success for All Students:

- The HVAC project is on track with bi-weekly meetings. The estimated cost came in at 1.75 million, which includes a change order for the chiller. All equipment is ordered and should be on campus in May. The project should be ready to go the day after school is out.
- Other projects in the works for summer: painting the MS gym and refinishing of gym floors. These project will need to be coordinated as to not hinder the process of any of the projects.
- The HVAC project is scheduled to be tested and up and running by the start of school.
- A 3-year picture of the Capitol Projects levy and cash flow was shared.

BOARD COMMENTS:

Reminder: Public Disclosure Commission, F-1, is due.
WSSDA Equity Training

VISITORS COMMENTS & CONCERNS: No comments.

UNFINISHED BUSINESS:

APPROVAL OF BOARD POLICY AND PROCEDURE NO. 3122 – 2ND READING:

Annie Keebler moved the Board approve Board Policy and Procedure No. 3122– Excused and Unexcused Absences, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY AND PROCEDURE NO. 3231 – 2ND READING:

Annie Keebler moved the Board approve Board Policy and Procedure No. 3231– Student Records, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY AND PROCEDURE NO. 3520 – 2ND READING:

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

APPROVAL OF BOARD POLICY AND PROCEDURE NO. 5011 – 2ND READING:

Annie Keebler moved the Board approve Board Policy and Procedure No. 5011– Sexual Harassment of District Staff Prohibited, as presented. Danielle Santman seconded the motion and it passed unanimously.

NEW BUSINESS:

APPROVAL OF BOARD POLICY NO. 1822 – 1ST READING:

Annie Keebler moved the Board approve Board Policy No. 1822 – Training and Development for Board Members, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY NO. 2420 – 1ST READING:

Annie Keebler moved the Board approve Board Policy No. 2420– Grading and Progress Reports, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY AND PROCEDURE NO. 3116 – 1ST READING:

Ed Cashmere moved the Board approve Board Policy and Procedure No. 3116– Students in Foster Care, as presented. Annie Keebler seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY AND PROCEDURE NO. 4311 – 1ST READING:

Annie Keebler moved the Board approve Board Policy and Procedure No. 4311– School Safety and Security Services Program, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY AND PROCEDURE NO. 5520 – 1ST READING:

Ed Cashmere moved the Board approve Board Policy and Procedure No. 5520– Staff Development, as presented. Annie Keebler seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY NO. 6800 – 1ST READING:

Annie Keebler moved the Board approve Board Policy No. 6800– Safety, Operations and Maintenance of School Property, as presented. Danielle Santman seconded the motion and it passed unanimously.

OTHER INFORMATION:

- The next regular board meeting is scheduled for Monday, April 25th, at 6:00 pm in the K-8 MPR.

PERSONNEL ACTION:

Certified: Mindy Poindexter – Retirement
 Amy Heinen – Retirement
 Olivia Counts – Resign .4 of 1.0 Contract
 Kelly Anderson – Emergency Substitute Teacher – Pending OSPI Approval
 John Bruno – Teaching Out of Endorsement – Lifetime Fitness Class (.02)

Extracurricular: Aaron McLean – Resignation – HS Head Girls Basketball Coach
 John Bruno – Resignation – MS Head Track Coach
 John Bruno – HS Head Golf Coach
 Michael McKeown – HS Assistant Golf Coach
 Doug Pace – Resignation – MS Assistant Track Coach
 Josie Whitsett – Resignation – HS Assistant Track Coach
 Mallory McDonald – HS Assistant Track Coach
 Nate Guthrie – MS Head Track Coach
 Rob Bryant – HS Assistant Tennis Coach – Pending Fingerprint Clearance

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

EXECUTIVE SESSION:

The board moved into executive session at 7:50 pm for the purpose set forth in RCW 42.30.110, specifically the following: to evaluate the qualifications of a candidate for appointment to elective office (school board vacancy). Such session is estimated to be approximately 30 minutes in length. Bill Morphy stated there is action anticipated after the session.

The Board returned to open session at 8:27 pm. Annie Keebler moved the Board approve Dave Teague to fill the vacant school board opening. Ed Cashmere seconded the motion and it passed unanimously.

ADJOURNMENT: The board meeting adjourned at 8:28 pm with no further action.

Recording Secretary

Board Secretary

Board Chair