

BOARD MEETING MINUTES
FREEMAN SCHOOL DISTRICT NO. 358
May 28, 2020

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, virtually. There was a quorum present.

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

GUESTS: Debbie Morphy, Ellen Arguinchona, Kirk Lally, Char Trejbal, Todd Reed, Jody Sweeney, Lisa Phelan, Renee Bailey, Jim Straw, and Kris Herda. Everett Combs was excused.

FLAG SALUTE: Todd Reed led us in the flag salute.

BOARD POLICY 1400: Board Chair, Annie Keebler, read Policy No. 1400 – Meeting Conduct, Order of Business and Quorum Outlining Quorum and Voting.

CONSENT AGENDA:

April 29th, 2020 Board Minutes

Mid-Month AP - 116352-116365 \$ 19,602.42

General Fund AP - 116366-116427 \$140,288.73

ASB Fund AP - 116428-116440 \$ 6,805.77

Trust Fund AP - 116441 \$ 2,592.50

April Accounts Payable Direct Deposits \$ 7,307.32

April Payroll - 116442-116444 \$776,035.12

April's Treasurer's Statement/Budget Status

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

PACE CHARACTER TRAIT: COURAGE – Displaying integrity in spite of obstacles and challenges.

CORRESPONDENCE:

- Board and Administrator

WRITTEN BUILDING REPORTS

Lisa Phelan, Elementary Principal, reported what her building is currently working on:

Curriculum, Instruction, and Assessment

- Weekly staff meetings.
- Phase III-Step 2 *Connect, Engage and Learn*

School Safety, Culture, and Environment

- Virtual teaching and learning P-5 via Google Meet, Class Dojo, and paper/pencil packets.
- K-8 Counselor position filled upon Board approval.
- Laurie Flack graduated from WSU with a teaching certificate, Lexi Varela completed her Master's program, and Claire Hulse is getting married on Sunday, May 24th.

Partnering with Parents and School Community

- Childcare offered for First Responders Medical personnel, Grocery Store employees from 7:45-5:30. We are up to seven students.

Fiscal and Legal Accountability

- P-5 Enrollment:
K-5 364
P-5 392

Jim Straw, Middle School Principal, shared the following for his building:

Curriculum, Instruction, and Assessment

- FMS Weekly Academic Documents Sent Out Every Monday
 - Emailed to Parents
 - Assignments in Google Classroom for Students
 - Paper/Pencil Packets Delivered by Meal Routes
- FMS Staff Continues to Meet Weekly on Friday Mornings

School Safety, Culture, and Environment

- Hired Two Counselors
 - K-8 Counselor
 - College & Career Specialist- Grades 7-12
- K-8 Virtual ASB Meeting- Thursday, May 14
 - Discussing Officers Fulfilling Duties until Fall Elections
 - Update on Awards & 8th Grade Promotion

Partnering with Parents and School Community

- Fifteen Week Progress Reports Sent Out w/ Grading Update- Thursday, May 21
- FSD Library Book Fair- May 1-15

Fiscal and Legal Accountability

- Enrollment: 238

Renee Bailey, High School Principal, shared the 2020 Graduation Proposal:

- FHS proposes a drive-in movie style graduation on June 6th, 2020 at 1pm with the following guidelines:
 - Each graduate will be allowed one car of immediate family (up to 10 seated legally in the vehicle). No RV's, no trailers, no open bed pickup trucks.
 - Students with split families will be allowed one extra car upon which must be agreed upon by administration
 - All parking spots will be pre-assigned and numbered to allow for social distancing expectations
 - Cars will be parked every other spot and will not have a car directly in front of them.
 - If Spokane is in phase two, cars will be allowed to roll down their windows
 - Freeman School District will rent LED Screens and a stage to allow for viewing from all angles of the parking lot. These will be placed on the road between the bus parking and student parking.
- Ceremony will be broadcasted live for people to see from home or in their cars as they sit in the lot in case view of screen has any limitations

Ceremony Timeline:

- ASB President will pre-record their welcome speech and it will be played on the big screen
- Valedictorian speeches will be pre-recorded and played on the big screen
- Dr. Russell will give speech live from the stage
- Principal Bailey will give speech live from stage confirming graduates have met Board and State requirements
- Graduates will be called one at a time in alphabetical order and at the same time, their senior picture, quote and plans for next year will be displayed on the screen.
- Senior Slideshow will be played
- ASB Vice Presidents pre-recorded speech will be played as closing including turning of the tassel
- Spokane County Sheriff and Fire District 8 will lead the graduates and family in a community grad parade through Rockford, Mica, Valleyford, and Hangman
- The parade route will be shared with the public with approximate times to allow for community to come outside their homes and see the graduates and family go by in their vehicles.

Sam Strahan:

Sam will have a picture and tribute message from classmates and teachers displayed on the big screen when his name is called. Dr. Russell will present the honorary diploma to Ami Strahan in her vehicle wearing PPE.

Delivery of Diplomas:

Diplomas will be mailed to the homes of each student upon ensuring all fines and fees are cleared.

*If social distancing guidelines miraculously ease up, we would like to deliver diploma covers to the students in person by having disinfected covers, and staff with hand sanitizer and wearing PPE.

Costs:

LED Screen and 8x8 stage rental from AMPD to be paid by district cost is \$5586
 Mailing of diplomas and covers to be paid by FHS Building
 Purchase of two floral displays to place on stage to be paid by FHS Building

Kris Herda, Asst. Principal/Athletic Director, shared activities going on around the district:

Curriculum, Instruction, and Assessment

- Scheduling for 2020-2021 (Fall & Winter done, working on Spring)
- NEA AD's meeting every Monday
- Spring Sport coaches working on- Athletic Code, Athletics Expectations, & Coaches Handbook
 - Now sending to parents and students to review

School Safety, Culture, and Environment

- ASB- meeting every other week
- Drive Thru Prom (May 9th) DONE
- Virtual ASB Elections (May) DONE 5/22
- Cheerleading Lawn Tryouts (May) DONE
- Facilities work started on football field. Others soon and track in July

Partnering with Parents and School Community

- Connecting through Social Media, e-mail, and calls while closed
- Meeting with Booster Club monthly

Fiscal and Legal Accountability

- Evaluating budget & planning for 20-21
- Working on fundraiser with golf tournament

NOTE No decisions on athletics for the 20-21 school year. WIAA says "Everything is on the table" for what they might do.

WRITTEN DEPARTMENT REPORTS

Char Trejbal, Transportation Supervisor and Everett Combs, Mechanic/Asst. Supervisor, shared what is happening in transportation:

Curriculum, Instruction, and Assessment

- Driver Instructor In-service Classes (Everett and Char) have been cancelled for this year. There will be some alternative subjects for us to discuss with drivers at the beginning of the year next school year.

School Safety, Culture, and Environment

- Continue with cleaning and repair of buses
- Continue disinfecting surfaces in PRTC as well as food delivery vehicles
- School bus safety inspections by WSP scheduled is happening today and tomorrow (5/20-5/21). Pray for Everett☺
 - (inspecting entire fleet and all district vehicles used to transport students)
 - Passed with flying colors

Partnering with Parents and School Community

- Continue with food and educational packets
- Also pickup completed packets and books from families

Fiscal and Legal Accountability

- Purchased a tanker of diesel at \$1.35 a gallon and put it in the tank behind the high school.
- Received a \$35,000 grant from Washington State Department of Ecology to scrap and replace a pre-2006 engine model year bus with a new bus with better emissions.

Kirk Lally, Maintenance/Grounds Director, reported:

- Custodians are pushing forward; slowing down to paint and fix walls and doing more in classrooms than normal. It is nice to get ahead again since some walls have not been painted in 10-12 years. That is all going well working around teachers and staff.
- Grounds are good.

- Getting started on a possible graduation set up with Kris and Renee. This will require some tree trimming, but doable.
- The football field was supposed to be half way done but has gotten delayed by rain. I t's just too wet to phrase mow it now. Hopefully, next week they will be able to start back up.
- Top dressing the new soccer field has also been postponed to next week if it dries out enough. Aerating of all the other fields, except football, has also been postponed.
- Parking lots and re-stripping are on track for the middle of July.
- We just keep pushing forward. Not really slowing down at all.

Ellen Arguinchona, Nutrition Services Director, continues to be very busy. She shared:

School Safety, Culture, and Environment

- We are now using 2 large coolers on each route and have consolidated breakfast and lunch into one bag to help with keeping things cool

Partnering with Parents and School Community

- Currently serving 2 meals to 380 kids daily, we have leveled off our growth this month. I anticipate a decline in numbers as the end of the year approaches.
- Currently planning to serve meals through the end of the school year, but shifting to normal summer meal plan at that point (directing people to other sites for meals). Last day of meal service is scheduled for Thursday, June 11th.

Fiscal and Legal Accountability

- Received additional bonus state funding for fruits and veggies through end of year to help offset food costs.
- Need to raise meal prices for next year to keep up with annual USDA requirements. Document is in board packet.

Jody Sweeney, Special Education Director/School Psych, shared what her staff is working on:

Curriculum, Instruction, and Assessment

- Working remotely with each Special Ed team member individually and as a team.
 - Currently reviewing new 3-yr olds entering Freeman with disabilities and planning.
 - Currently reviewing caseloads and projecting on needs for next year's caseloads.
- Working with the Para Educators on-site to develop creative ways of serving our remote students and the case managers.
- Working with the Para Educators on-site to assist with their Para Training Module
- Working with the Special Ed Team and District staff to support new ways of delivering instruction and curriculum – especially intervention.

School Safety, Culture, and Environment

- Continue to support the Special Ed team, our students, and our parents in delivering intervention services and specialized services while remaining safe and well.
- Attending virtual staff meetings and collaborations. Staff meetings have been set up virtually and are on a consistent schedule now.

Partnering with Parents and School Community

- Remote and Virtual partnerships.
- Paras are riding the buses to connect with students and to deliver materials with our staff and our students.
- Working to assist our students and families any way they need and working to support our classified staff on-site.

Fiscal and Legal Accountability

- Will be hiring a new FMS Special Ed Teacher in the next couple weeks.
- Working to creatively meet the needs of our students with existing resources.

Todd Reed, Technology Director, shared:

- Working diligently to make sure we are meeting the needs of all departments, staff, students, and community.
- We have handed out roughly 430 chrome books in total now.
- 90 new CTE computers have been ordered and processed. Now we wait for delivery.
- Working with Kris and VRL to pull off all technology needs for graduation.

SUPERINTENDENT'S REPORT

Dr. Russell touched on the Board and Administrative self-evaluation and reflective practices of the board and suggestions for improving board meetings.

Curriculum, Instruction and Assessment:

We will be asking you to approve the Continuous Learning Plan (CLP) Resolution. We are asking for our last day of school to be June 12th.

Superintendent Reykdal has put together a committee of 120 people from across the state. They are proposing 7 options for reopening school in the fall. What the committee decides should be released around the middle of June. Freeman will be checking with community members to gather their thoughts on the proposals.

School Safety, Culture and Environment:

The Board will be asked to approve the Freeman 2020 Report Card that will be sent out to the community in June.

Partnering with Parents and School/Community:

The district received an email from D. Hobson, Union Pacific, outlining the next steps from the DOE regarding the air stripper. What will be required and we still have prior issues to be resolved. We will continue our processes while still holding UP accountable. We are hopeful the attorneys will come to an agreement.

Fiscal and Legal Accountability:

A Capital Projects budget update report was presented to the Board.

The ending cash balance report is projecting to end at 6.7%

A projected enrollment report was also presented.

BOARD COMMENTS: Annie Keebler reported that the Freeman Strong Fund had received a request to donate \$2,000 to the Class of 2020 for their senior cruise. \$2,000 will also be awarded to the Class of 2021.

VISITORS COMMENTS & CONCERNS: No visitors were in attendance.

UNFINISHED BUSINESS

APPROVAL OF BOARD POLICY AND PROCEDURE NO. 3510 – 2nd READING:

Neil Fuchs moved the Board approve Board Policy and Procedure No. 3510 – Associated Student Bodies, as presented. Ed Cashmere seconded the motion and it passed unanimously.

NEW BUSINESS

APPROVAL OF RESOLUTION 4-2019/2020:

Neil Fuchs moved the Board approve Resolution 4-2019/2020 Emergency Waiver of School Days and Instructional Hours, as presented. Jim Tippet seconded the motion and it passed unanimously.

APPROVAL OF NUTRITION SERVICES MEAL PRICES:

Ed Cashmere moved the Board approve Meal Price Increase 2020-2021, as presented. Bill Morphy seconded the motion and it passed unanimously.

APPROVAL OF WIAA SCHOOL BOARD RESOLUTION:

Bill Morphy moved the Board approve WIAA School Board Resolution, as presented. Ed Cashmere seconded the motion and it passed unanimously.

APPROVAL OF PRESCHOOL/DAYCARE TUITION PRICES:

Ed Cashmere moved the Board approve Preschool/After School Care Tuition Increase 2020-2021 Proposal, as presented. Jim Tippet seconded the motion and it passed unanimously.

APPROVAL OF 2020-2021 SCHOOL CALENDAR REVISION:

Bill Morphy moved the Board approve the updated 2020-2021 School Calendar, as presented. Ed Cashmere seconded the motion and it passed unanimously.

APPROVAL OF 2020-2021 FEE RENEWALS:

Bill Morphy moved the Board approve the renewal of Middle School fees, as presented. Jim Tippet seconded the motion and it passed unanimously.

Jim Tippet moved the Board approve the renewal of High School fees, as presented. Bill Morphy seconded the motion and it passed unanimously.

APPROVAL OF 2020 STRATEGIC PLAN REPORT CARD:

Neil Fuchs moved the Board approve the Freeman 2020 Report Card, as presented. Jim Tippet seconded the motion and it passed unanimously.

OTHER INFORMATION:

The next board meeting will be Thursday, June 25th, 2020, at 6:00 pm. A Board Work Session has been scheduled for Friday, June 26th, 7:30 am – 10:30 am. Location to be determined. Next year’s budget will be presented for approval at the July board meeting. The Board/Leadership Work Session is scheduled for Friday, August 21st, 2020.

PERSONNEL:

Certified: Danielle Boyd – MS SpEd Teacher – Resignation
Stacey Rawson – K-8 School Counselor – New Hire
Heidi Youseph – 7-12 College and Career Specialist - New Hire
Mike Allen – PE - Out of Endorsement Teaching Assignment

Classified: Kevin Miller – Bus Driver - Resignation
Carrie Kiddoo – Leave of Absence

Extracurricular: Hannah Attridge – Cheer Co-Coach

Ed Cashmere moved the Board approve the personnel action as presented. Bill Morphy seconded the motion, and it passed unanimously.

ADJOURNMENT: The board meeting adjourned at 7:14pm with no further action.

Recording Secretary

Board Secretary

Board Chair