

BOARD MEETING MINUTES  
FREEMAN SCHOOL DISTRICT NO. 358  
June 26, 2024

**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 Board Chair Dave Teague. There was a quorum present.

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

**GUESTS:** Lisa Phelan, Debbie Morphy, Everett Combs, Jody Sweeney, Todd Reed, Kirk Lally, Kent Bevers, Regina Simons, Aimee Hoyt, Raelyn Davis, Mike Davis, Gene Sementi, Joanna De Peralta, and Ludmila Dickson.

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

**WELCOME:**

- Dr. Russell welcomed Gene Sementi from OAC Services. Freeman received a \$20,000 Small School Modernization Planning Grant from OSPI. Gene Sementi and Jeff Jurgensen have been selected as the project managers. They, along with ALSC Architects and ES Engineering, will conduct a survey & study of the entire campus; mechanical, electrical, HVAC, lighting, elevators, & security. An application will be submitted in August to OSPI in order to get in the cue for the grant money. It can only be used within the current square footage. It can be used in the elementary, middle school, high school, & K-8 maintenance. A rating system is used and then application positions are moved in order to be eligible. Money is not guaranteed.
- Dr. Sementi shared OAC is pleased to have interviewed (requirement of the proposal) and to work with Freeman on this project. OAC will identify the work needed over the next few years and will submit the information in August. The award will be in the 27/29 biennium. Gene will be back at the July 29<sup>th</sup> work session with a list of supplies needed and costs for review; then prioritize the needs.

**CONSENT AGENDA:**

June 13th, 2024 Board Minutes	
June General Fund Payments	\$ 46,933.45
June General Fund ACH Payments	\$ 17,887.33
June ASB Fund Payments	\$ 46,850.75
June ASB Fund ACH Payments	\$ 988.15
June Payroll	\$959,714.62
July Mid-month Payments, not to exceed	\$ 35,000.00
May County Treasurer Report	
May Budget Status Report	

Annie Keebler moved the Board approve the June 26, 2024, consent agenda as presented. Bill Morphy seconded the motion and it passed unanimously.

**BOARD RECOGNITION:**

Recognition of Retirees: Raelyn Davis & Debbie Morphy were awarded retirement bells.

**PAGE CHARACTER TRAIT:**

*INTEGRITY – Living a set of values which includes honesty, respect for others & personal responsibility*

**CORRESPONDENCE:**

Report from: My Options Encourage – college and career planning

**DEPARTMENT REPORTS:**

**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

- Budgeting
  - a. SLP Position – Leah Heideman
  - b. Psych Position – no applicants yet
  - c. Para positions – interviewed today
  - d. TK Special Ed/Early Childhood – interviewed today
- Caseload projections, assignments and scheduling
- Working with the Designed Instruction classroom
  - Planning for next fall – Admin Team & Randy

Special Ed count

116 with 3 grads

**Kent Bevers, Nutrition Services Directors, reported:**

Areas of Focus

- FSD Nutrition Services selected for OSPI Administrative Review for SY 2024-25
  - a. Back-end admin prep
  - b. Don't know when yet
  - c. OSPI Rep will be on site for 1 week looking at
    - 1. Procedures/processes
    - 2. Documents
    - 3. Observe meal service
- Use of Funds Info
  - a. Significant amount of federal funds left to use on produce in June
  - b. Purchased Blueberries & Strawberries to Freeze
    - 1. 480 Pounds of Blueberries
    - 2. 300 Pounds of Strawberries
    - 3. These will be available for use on startup

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

Areas of Focus

- Custodial is cleaning room and repairing small items as needed.
- Maintenance is looking to aerate and fertilize soon.
- Meeting with Randy and teams as needed for future needs.
- Pesticide applications for weed control as weather and wind allow.

Safety

- Nothing to report at this time.

**Todd Reed, Technology Director, reported:**

Areas of Focus

- All audio-visual equipment were successfully installed, tested, and configured for the graduation ceremony, ensuring a seamless experience for attendees/graduates.
- The Chromebook check-in process was concluded efficiently, with all devices cleaned, inventoried, and invoices issued for any missing or damaged units.
- Begin Summer Projects - Security Camera replacements, Board Meeting Recording Requirements, New Website, Research 2FA options, classroom maintenance/prep

**Everett Combs, Transportation Supervisor, reported:**

Areas of Focus

- Mileage for May:
  - To/From – 18,805 miles
  - Athletics/Field Trips – 3,318 miles
  - Total miles – 22,123 miles
- Last week the WSP conducted their summer inspection of all the buses, suburbans, and van. Happy to say we had a great inspection. No out of service buses. Very few other small issues.

- Just got back from the Washington Association for Pupil Transportation (WAPT) Summer Conference which was in Kennewick. Great conference. Lots of workshops and the State Rodeo.

**SUPERINTENDENT’S REPORT:**

- Dr. Russell reviewed the Board Meeting Schedule – The boards suggestions were taken and meetings for next year will be on Mondays and Wednesdays with an occasional Thursday and Tuesday.
- The 2023/2024 School Board & Superintendent Expectations and Goals were reviewed. All the goals were met except for passing the Capital Projects Levy.

Curriculum, Instruction and Assessment:

School Safety, Culture, and Environment:

Partnering with Parents and School/Community:

Fiscal and Legal Accountability:

The ending cash balance is still staying on the positive side. Getting creative with the budget. We will end the year on the positive side for our cash flow. We continue to work on it. 25 School Districts are in binding conditions. Next year’s budget will be built on 835 FTE.

**BOARD COMMENTS:** No comments.

**VISITORS COMMENTS & CONCERNS:** No comments.

**UNFINISHED BUSINESS**

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 1400 – 2ND READING**

Annie Keebler moved the Board approve Board Policy & Procedure No. 1400 – Meeting conduct, Order of Business and Quorum, as presented. Danielle Santman seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY NO. 1440 – 2ND READING**

Annie Keebler moved the Board approve Board Policy No. 1440 – Minutes, as presented. Nate Talbott seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 3424 (NEW) – 2ND READING**

Annie Keebler moved the Board approve Board Policy & Procedure No. 3424 – Opioid Related Overdose Reversal, as presented. Danielle Santman 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, as presented. Nate Talbott seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 6701 (NEW) – 2ND READING**

Bill Morphy moved the Board approve Board Policy & Procedure No. 6701 – Recess and Physical Activity, as presented. Annie Keebler seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 6702 (NEW) – 2ND READING**

Bill Morphy moved the Board approve Board Policy No. 6702 – Wellness, as presented. Danielle Santman seconded the motion and it passed unanimously.

**NEW BUSINESS**

**APPROVAL OF CROSS-COUNTRY FIELD TRIP**

Bill Morphy moved the Board approve the cross-country field trip, as presented. Nate Talbott seconded the motion and it passed unanimously.

**APPROVE RECOMMENDATION OF STAFF & CO-CURRICULAR HIRING FOR 2024/2025 SCHOOL YEAR**

Annie Keebler moved the Board approve the hiring of staff & co-curricular hiring for the 2024/2025 school year, as presented. Bill Morphy seconded the motion and it passed unanimously.

APPROVAL OF RESOLUTION 7-2023/2024

Bill Morphy moved the Board approve Resolution 7-2023/2024 – Emergency Waiver of School Days and Instructional Hours, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 2202 – 1ST READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 2202 – Electronic Resources and Internet Safety, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY NO. 2023 – 1ST READING

Bill Morphy moved the Board approve Board Policy No. 22023 – Digital Citizenship and Media Literacy, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 2124 (NEW) – 1ST READING

Annie Keebler moved the Board approve Board Policy & Procedure No. 2124 – Physical Education and Health Class, as presented. Nate Talbott seconded the motion and it passed unanimously.

**OTHER INFORMATION:**

- The regularly scheduled meeting Wednesday, July 24th at 6:00 pm in K-8 MPR has been changed to Monday, July 29<sup>th</sup>, at 10:00 am – 11:30 am, lunch and Board Work Session from 11:30 am – 2:00 pm in the PRTC conference room.
- Budget hearing will be Monday, July 29<sup>th</sup>, at 9:00 am in the PRTC conference room followed by the regular board meeting at 10:00 am.

**PERSONNEL ACTION:**

Certified: John Hays – Substitute Teacher  
Tanner Schultes – TK Teacher – Non-Continuing

Classified: Danielle League – Substitute Secretary  
Debbie Morphy – Retirement  
Tanya Felvarg – Paraeducator – Pending OSPI Approval  
Kaylynn Mendenhall - Paraeducator

Annie Keebler moved the Board approve the personnel action as presented. Bill Morphy seconded the motion and it passed unanimously.

**EXECUTIVE SESSION:**

The board moved into executive session at 6:56 pm for the purpose set forth in RCW 42.30.110, specifically the following: to evaluate a public employee (the Superintendent). Such session is estimated to be approximately 45 minutes in length. Dave Teague stated there is action anticipated after the session.

At 7:45 pm, Dave Teague came out of Executive Session to announce the Executive Session would be extended approximately 60 more minutes.

The Board returned to open session at 8:45 pm. Annie Keebler moved the Board approve the renewal of the Superintendent contract for 2024-2027. Nate Talbott seconded the motion and it passed 5-0.

**ADJOURNMENT:** The board meeting adjourned at 8:46 pm with no further action.

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Recording Secretary

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Board Secretary

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Board Chair