

BOARD MEETING MINUTES  
FREEMAN SCHOOL DISTRICT NO. 358  
FEBRUARY 25, 2019

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 Neil Fuchs. There was a quorum present.

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

GUESTS: Debbie Morphy, Ellen Arguinchona, Char Trejbal, Everett Combs, Kirk Lally, Todd Reed, Lisa Phelan, Jim Straw, Renee Bailey, Kris Herda, Jeff Baerwald and James Jydstrup.

FLAG SALUTE: Renee Bailey led us in the flag salute.

ADDITIONS TO THE AGENDA: No additions or updates were presented.

CONSENT AGENDA:

January 29th, 2019 Board Minutes	
February General Fund AP - 114536, 114539-114587	\$126,957.53
February ASB Fund - 114523-114535, 114538, 114591-114598	\$ 14,859.58
February Benefit Trust Fund - 114487-114488	\$ 15,362.81
February Capital Projects Fund - 114537, 114588-114590	\$ 28,811.63
February Accounts Payable Direct Deposits	\$ 3,650.91
February Payroll - 114522, 114599-114609	\$779,971.76
January Treasurer's Statement/Budget Status	

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

PAGE CHARACTER TRAIT: HONESTY – Sincerity and reverence or love for the truth.

CORRESPONDENCE:

- Washington State Patrol Certificate of Achievement presented to FSD Student Transportation for outstanding WSP School Bus Inspections Winter and Summer 2017-2018.
- Spokesman Review article featuring Glenn “Kay” Frizzell, Great Northern School District part-time Superintendent - Oldest working superintendent and educator in Washington State.
- Board and Administrator – Working with the board and how to handle a board member if they are not acting appropriately.

**REPORTS**

BUILDING REPORTS:

Lisa Phelan, Elementary Principal, reported that she had just come from ESD #101 where Courtney Setter was among a group of teachers recognized for completing their National Board Certification. During the last district late start PD her staff worked on intervention in groups, grade level band writing focus, and word painting. Jody met with the bus drivers to review PBIS. A shelter in place drill was practiced. The PTSG awarded four teacher grants to the elementary. Enrollment is at 374 - up 1 student from January.

Jim Straw, Middle School Principal, reported that three teams, consisting of 19 mathletes, competed in a recent Math is Cool competition. Laurie Flack has been sharing training with the MS staff on state testing. The staff will be looking at the growth of each student. Students were tested at the start of school and again in February. The 2<sup>nd</sup> round of observations are currently in progress. The different safety drills are being practiced. The Leadership class, led by teacher Ben Cochran, sold heart grams during Valentine week with the proceeds in the amount of \$392.18 being donated to the Vanessa Behan

Crisis Nursery. The MS is planning for their student led conferences that are scheduled March 15-29. Enrollment is at 226 – up 5 students from January.

Renee Bailey, High School Principal, reported on focused walk through's. The high school teachers are conducting studio observations with neighboring schools. One group went in February and another group is scheduled for March. The goal is for every FHS teacher to get through instructional rounds before the end of the school year. The late start PD collaboration focused on scope and sequence with the teachers. They are gearing up for 2019-2020 registration and looking at the possibility of a zero-hour class. The teachers are working on "championing" every student. Renee shared an update on school wide expectations regarding phones and passes. They are looking at starting their 1<sup>st</sup> Student Action Team (SAT). FHS is starting to partner with the PTSG. Some of the students are looking into a Young Life team meeting at the high school. Enrollment is at 303 – down 1 student from January.

Kris Herda, Asst. Principal/Athletic Director, reported that spring sports have started at the high school. The coaches will be meeting in March to build summer plans for weights and sports. Kris will also be checking in with individual coaches for planning and evaluations. Kris is checking on helmet reconditioning and future helmet purchasing plans. The next FHS Athletic Booster Club meeting is March 11<sup>th</sup>. The Final Forms program has been purchased and set up to start in May for next year sports. ASB athletics has taken over the Golf Tournament this year which is scheduled for August 10<sup>th</sup>. Kris and Kristal will be focusing on ASB budgeting, spending and planning for 2019/2020. Band members attended the Lionel Hampton Jazz Band competition in Moscow. Kris has secured an additional indoor scoreboard sponsor – Inland Power and Light. Kris walked the board through the coaching evaluation, pre-assessment and goals process.

Kirk Lally, Maintenance/Grounds Supervisor, reported his department has been moving a lot of snow. This has kept them very busy. Kirk was part of the drinking water update during the work session.

Ellen Arguinchona, Nutrition Services Director, reported her time with the intern is done. She is having a Box Top contest between classes where they can win a field trip to the kitchen. Next week is National School Breakfast week. March 18 – 22 is Eating Around the World week. Ellen will be educating students on food waste in April. Freeman's Nutrition Department is a preliminary winner of an OSPI equipment grant. Ellen attended the Washington State Nutrition Association industry seminar last week and she was able to get some valuable information regarding the commodities ordering process.

Todd Reed, Technology Director, reported two carts on wheels and the chrome books were ordered. The chrome books came right away, but the carts were just delivered. He is setting up Mrs. A-R and Mrs. Hamilton. E-rate season is open – technology at a discounted rate. He is fielding many company representative calls. Todd is also working on the technology plan and getting pricing from different companies.

Everett Combs, Mechanic/Asst. Transportation Supervisor, will be facilitating a table top exercise tomorrow at the PRTC. The Leadership Team, building secretaries, law enforcement agencies and fire departments will share ideas on updating the district office and classroom Emergency Procedure Manuals. Everett thanked Kirk and Adam for all the extra help during the inclement weather.

Char Trejbal, Transportation Supervisor, commented about the great teamwork in transportation which includes late starts, closed bus routes, calls to parents with updates on routes and occasionally getting stuck. Great job! Instant messenger has been a great tool. Char is waiting to hear from OSPI releasing the allocation for next year's budget. Cheney HS will host the state Transportation Conference on March 9<sup>th</sup>. Mick Miller, ESD 101, and Greg Sommers, CORE Project, will both be presenting. Char will be attending the State WAPT meeting in Kennewick March 8<sup>th</sup>.

Jody Sweeney, School Psych/Special Ed Director, is attending and presenting at the National Association of School Psychology Conference in Atlanta along with Dr. Susan Ruby and Jamie Chaffin from EWU.

**SUPERINTENDENT’S REPORT**

**CURRICULUM, INSTRUCTION AND ASSESSMENT:**

The graduation requirements policy and procedure was reviewed by the board. Collection of Evidence (COE) is still an option for this year.

**SCHOOL SAFETY, CULTURE AND ENVIRONMENT:** No report.

**PARTNERING WITH PARENTS AND SCHOOL/COMMUNITY:** No report.

**FISCAL AND LEGAL ACCOUNTABILITY:**

A capital projects running total report was presented to the board. Dr. Russell asked the board to think about upcoming projects and what money would need to be set aside for these future projects. Dr. Russell also shared the fiscal implications of School Employees Benefits Board (SEBB), and if the bill goes through, approximately \$450,000 would need to be cut from the budget. The ending cash balance and February enrollment reports were presented.

**BOARD COMMENTS:** No board comments at this meeting.

**VISITORS COMMENTS & CONCERNS:** No comments or concerns were shared.

**OLD BUSINESS**

**APPROVAL OF BOARD POLICY AND PROCEDURE NO. 1105 – 2nd READING:**

Annie Keebler moved the Board approve Board Policy and Procedure No. 1105 – Electoral System, as presented. Jim Tippett 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. Jim Tippett seconded the motion and it passed unanimously.

**NEW BUSINESS**

**APPROVAL OF HIGH SCHOOL BAND TRIP:**

Annie Keebler moved the Board approve the High School Band Trip, as presented. Ed Cashmere seconded the motion and it passed unanimously.

**APPROVAL OF BUS PURCHASE:**

Annie Keebler moved the Board approve the purchase of two new buses, as presented. Ed Cashmere seconded the motion and it passed unanimously.

**APPROVAL OF SCHOOL DISTRICT CALENDARS:**

Annie Keebler moved the Board approve School District Calendars for 2019/2020 and 2020/2021 school years, as presented. Jim Tippett seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY NO. 3141 – 1st READING:**

Jim Tippett moved the Board approve Board Policy No. 3115 – Nonresident Students, as presented. Annie Keebler seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY NO. 3143 – 1st READING:**

Ed Cashmere moved the Board approve Board Policy No. 3143 – District Notification of Juvenile Offenders, as presented. Annie Keebler seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY AND PROCEDURE NO. 5010 – 1st READING:**

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

APPROVAL OF BOARD POLICY AND PROCEDURE NO. 6100 – 1st READING:

Ed Cashmere moved the Board approve Board Policy and Procedure No. 6100 – Revenues from Local, State and Federal sources, as presented. Jim Tippett seconded the motion and it passed unanimously.

OTHER INFORMATION:

The future board meeting schedule was presented. The next board meeting is scheduled for Thursday, March 28<sup>th</sup> at 11:00 am in the High School Shared Classroom. The April 25<sup>th</sup> board meeting will be at 6:00 pm at Rockford City Hall.

PERSONNEL: Dr. Russell recommended the following personnel action:

Certified: Andrea Thompson – Substitute Teacher

Extracurricular: John Bruno – MS Head Track Coach  
Doug Pace – MS Assistant Track Coach

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

CLOSED SESSION: The board moved into Closed Session at 7:25 pm for approximately 2 hours. No action is expected. The board returned from the Closed Session at 9:22 pm.

ADJOURNMENT: The regular board meeting adjourned at 9:23 pm with no further action.

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Recording Secretary

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Board Secretary

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Board Chair