

BOARD MEETING MINUTES
FREEMAN SCHOOL DISTRICT NO. 358
August 27, 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, Kris Herda and Everett Combs.

FLAG SALUTE: Kris Herda 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:

July 30th, 2020 Board Minutes	
Mid-Month AP - 116630-116632	\$ 16,552.35
General Fund AP - 116635-116682	\$307,384.07
Capital Projects Fund AP - 116683-116685	\$ 96,326.79
ASB Fund AP - 116686-116689	\$ 3,847.68
August Accounts Payable Direct Deposits	\$ 7,091.74
July Payroll - 116633, 116634	\$767,591.92
July's Treasurer's Statement/Budget Status	

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

PACE CHARACTER TRAIT:

GRATITUDE – Feeling and expressing thankful appreciation for benefits received.

CORRESPONDENCE:

- Board and Administrator – August 2020
- Inland Power *Light Reading* – Freeman Scholarship Recipients: Owen Bryant, Rhea Jansen

WRITTEN BUILDING REPORTS

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

Curriculum, Instruction, and Assessment:

- P-2 Cohorts on campus
- 3-5 Distance Learning
- FEA Teacher Led PD to focus on Distance Learning tools.

School Safety, Culture, and Environment

- COVID safety guideline visuals for FES
- Face Shields, Sneeze guards ordered staff
- Safe Schools Training

Partnering with Parents and School Community

- 20 minute in person Family Connection Meetings- September 2-8
Time will be spent to get acquainted with child/parent
Class Expectations
Assign Chromebook, textbooks, materials, class codes, Zoom meeting norms etc.
K-2 assign seating area

Fiscal and Legal Accountability

- K- 36
- 1- 55
- 2- 57
- 3- 59
- 4- 62
- 5- 63
- 332

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

Curriculum, Instruction, and Assessment

- Virtual Learning Plan
 - Two Systems
- 6th
- 7th & 8th
- Professional Development
 - FEA Executive Board- collecting teacher requests
 - IXL

School Safety, Culture, and Environment

- Summer Building Improvements
- ASB Elections- working on a plan to hold the election virtually

Partnering with Parents and School Community

- Communication with Parents
 - Friday Messages from FSD
 - Individual Phone Calls
- Meet, Greet & Materials Pick Up- Sept. 2-4 & 8
 - 6th Grade- Wednesday, Sept. 2
 - All Grades- Thursday, Sept. 3
 - 7th Grade- Friday, Sept. 4
 - 8th Grade- Tuesday, Sept. 8

Fiscal and Legal Accountability

- Enrollment: 238
 - 6th – 78
 - 7th – 78
 - 8th – 82

Renee Bailey, High School Principal, shared:

FHS Virtual Learning Schedule						
Four Period Day		Monday	Tuesday	Wednesday	Thursday	Friday
Common Prep	7:45-8:55					
Instructional Block	9:00-10:00	1 st Period Required Log In	Academic Enrichment	1 st Period small group	1 st Period Small Group	1 st Period Required
Instructional Block	10:15-11:15	2 nd Period Required Log In	2 nd Period small group	Academic Enrichment	2 nd Period Small Group	2 nd Period Required
Instructional Block	11:30-12:30	3 rd Period Required Log In	3 rd Period small group	3 rd Period Small group	Academic Enrichment	3 rd Period Required
Lunch	12:30-1:00					
Required Log In	1:15-2:15	Academic Enrichment Required Log In	1 st Period Required Log In	2 nd Period Required Log In	3 Required Log In	Academic Enrichment Required
Staff Support	2:30-3:15	Office Time	Office Time	Professional Development	Office Time	Office Time

Quarters

1st Quarter- Wednesday, September 2nd- Friday, November 6th (44 days)

Periods 1,2,3

2nd Quarter- Monday, November 9th-Friday, January 29th (45 days)

Periods 4,5,6

Individual Student, Parent, Teacher Meetings (September 2nd-4th, 8th)

Meet one on one with Academic Enrichment teacher to get books and materials, develop individual learning plan, and build relationships.

Academic Enrichment (Formerly Advisory)

This class will be given a credit and graded. It will be utilized for academic support, planning, and the high school and beyond plan. Students in AP and College in the High School classes can use this time to pre-view or re-view material when we are in the quarter they don't have the class scheduled. Additionally, it can be used to support math enrichment when students don't have math in their schedule.

Mondays:

- Students will log into each class to check in, learn the weekly plan and get specific instructions.

Tuesday-Thursday:

- Students will be given the opportunity or assigned to work in small groups via zoom with their teacher in the morning
- Students will be responsible to log in to view the live instruction from 1:15-2:15

Fridays:

- Students will log into each class to participate in the closure for the week and check out.

This schedule allows for face to face support when needed, flexibility for students who have limited access, flexibility to allow students to work at their own pace.

Attendance:

We will be taking attendance daily and reporting it to the state. We expect students to participate in the learning times they see in red and the individual times assigned by the teacher; however, we do know there are individual circumstances that will interfere. Students are expected to work directly with their teacher if they aren't able to access instruction during the assigned time. Students can show they were present for learning by the following:

- Log in to the class
- Access material in the google classroom
- Send an email to their teacher stating they are aware of what they need to do.
- Attendance will not be graded only recorded and documented

Small Cohorts:

We will identify our highest need students to be brought into the building in small cohorts. Our plan is to have no more than 8 in a cohort and no more than 40 in the building at any time spread out in different parts of the building. Considerations for needs are:

- Special Populations
- Students without connectivity

Instructional Focus:

- Common organized google classrooms
- use of hyper-docs for a weekly set up of instruction
- Recording instruction for later or re-viewing.
- Common grading practices focused on solid formative and summative assessments being the only things graded.
- Academic Enrichment-utilized to support math and AP all year as well as individual learning needs. 9th graders will have math heavy intervention in AE and math second quarter.
- Attendance-students are expected to attend the red areas and assigned small groups. They can work directly with teacher within 24 hours to clear up why they might have missed to make it count.

Culture and Engagement:

- Dawg Digest
- Back to school videos
- Shirts and theme
- Looking at providing drive thru experiences for allowing students to connect and be on campus

Safety:

- Mask and temp check upon entry
- Keep kids and staff in cohorts for small groups
- Utilize same rooms for same people

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

Curriculum, Instruction, and Assessment

- Scheduling on hold until more details are worked out
- Planning for coaching evaluations and documents
- Will do monthly coaches Zoom meetings starting in September

School Safety, Culture, and Environment

- ASB- Working on plans for beginning of the year
 - School kick off
 - Ways to connect and welcome new students and 9th graders
- Facilities work finishing up (painting the track is last up this week)
- Facilities Access- will move towards this in collaboration with health department, WIAA, etc. as we are allowed

Partnering with Parents and School Community

- Meeting with High School parents Tuesday 8/25
- Plan to do a meeting for all Freshman (Zoom)
- Plan to do a meeting for all Freshman Parents (Zoom)

Fiscal and Legal Accountability

- Golf Tournament- 8/29 at The Links Golf Club
 - Full with 30 teams
 - Meal after, can still have people sign up and pay to come eat
 - No Auction this year because of the financial circumstances for businesses
- ASB Training going to be scheduled for this fall with AWSL Greg Barker

To ask questions and allow us to do a self-audit of how we are doing

WRITTEN DEPARTMENT REPORTS

Kirk Lally, Maintenance/Grounds Director, reported:

- The gate is scheduled to be installed at the entrance to the soccer field.
- Fencing will be installed around the Pre-K grass area.
- Specialty Asphalt will finish the trails to the concessions.
- The track will be re-stripped.
- The custodial staff will be flexible and ready to meet the needs of each school.

Ellen Arguinchona, Nutrition Services Director, shared:

- Milk contract renewal- on agenda today for approval to continue using Terrys Dairy as our Dairy vendor
- Really encouraging Free and Reduced applications this year- to allow families access to free meals as well as increasing our opportunities for funding for education support related things (like technology access etc.)
- Possible administrative review this year
- Differences between spring program and fall program for meal service: In spring, meals were free to any child age 0-18 and delivered to homes. In fall we are restricted to enrolled students and the pay rate is the same as it is for a normal school year based on free/reduced status. We also will not be able to deliver to homes.

- Anticipating a large drop in department revenue this fall due to anticipated decreased participation
 - Will focus on utilizing foods we have in inventory as well as leaning heavily on government commodity items to offset food costs
 - Not allowing staff to have meals without a positive lunch balance
 - Will be paying very close attention to paid status kids with negative balances
 - Applying for grants as they come up – applied already for GenYOUth grant for \$3000.00. Yet to hear back
 - One positive is in the spring we increased participation and revenue in our department, which was not a common trend in school lunch nationwide. A lot of other nutrition services departments are already suffering extreme revenue losses associated with the schools closing in the spring.
- Planning to serve distance learning students with curbside pickup meal kits - \$5.00 per student per day if paid, \$0.40 per student per day if reduced, free is qualified
- Planning to serve students on campus hot meals daily, plus meal kits for pick up that include meals for days they will not be on campus.

We are operating under several federal and state waivers to serve kids and hoping for the best!

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

Curriculum, Instruction, and Assessment

- Special Ed Team is meeting frequently to discuss caseloads, virtual learning, creative ways to serve our students, and parent relationships/communication.

School Safety, Culture, and Environment

- Special Ed Team is reviewing DOH/CDC guidelines in relation to our students
- Special Ed Team is identifying priority students to attend cohorts as soon as able
- Special Ed Team is taking time to review any adult concerns regarding this time.

Partnering with Parents and School Community

- Special Ed Team will be contacting families with students receiving Special Ed services to schedule IEP review meetings prior to the beginning of school.

Fiscal and Legal Accountability

- Working to identify another Hagan Grant opportunity ☺

Todd Reed, Technology Director, shared:

- Summer projects are complete and ready when students return to campus. We upgraded the two CTE labs (S. Moore/K. Neely) with 60 new desktop computers as well as new 30 chrome books for A. Dunn's classroom.
- We upgraded the campus with Adobe Creative Cloud latest software so everyone could benefit from their latest offerings.
- We inventoried, cleaned, repaired all the district chrome books to prepare for another year.

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

Curriculum, Instruction, and Assessment

- Have 3 required driver in-service classes scheduled to accommodate social distancing (Aug 31, Sept 1 and Sept 2).

School Safety, Culture, and Environment

- Purchased a cordless hand-held electrostatic sprayer and CDC approved disinfectant to use inside of the buses after every run. Drivers will sign up for shifts for disinfecting.

Partnering with Parents and School Community

- Re-structuring bus routes to accommodate for the reduction in riders and the loss of 4 drivers.
- Have reduced routes from 15 to 11 (temporarily). Will have to add routes back in as we add more students.

Fiscal and Legal Accountability

- Purchased enough fuel to probably last the school year.

SUPERINTENDENT'S REPORT

Superintendent Russell shared the Board /Superintendent Goals for 2020-2021 from the Board Work Session Friday, August 21st with the Leadership Team on Monday, August 24th.

School Safety, Culture, and Environment

Kudos to Todd, Kirk, Everett and the directors for getting us ready for the start of school.

Partnering with Parents and School Community

There are a few families that are choosing to enroll their kids in online programs or home schooling. We have had several new students register. It is looking like a wash between students leaving and students coming in. Thank you, Lisa, for going the extra mile working to get our K-2 students on campus in their cohorts. We are hoping to build data over the next few weeks and build confidence that students will be able to return.

Fiscal and Legal Accountability:

Brendon Myers presented the ending cash balance report. Our cash reserve is looking good. We will be able to start the year strong. These funds will help cover deficits to carry us through the end of the year.

BOARD COMMENTS: No comments were shared.

VISITORS COMMENTS & CONCERNS: No visitors were in attendance.

UNFINISHED BUSINESS

APPROVAL OF BOARD POLICY NO. 2004:

Neil Fuchs moved the Board approve Board Policy No. 2004 – Accountability Goals, as presented. Jim Tippett seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY NO. 4311:

Jim Tippett moved the Board approve Board Policy No. 4311 – School Resource Officer, as presented. Neil Fuchs seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY NO. 6106:

Neil Fuchs moved the Board approve Board Policy No. 6106 – Allowable Costs for Federal Programs, as presented. Bill Morphy seconded the motion and it passed unanimously.

NEW BUSINESS

APPROVAL OF COACHING EXPECTATIONS:

Jim Tippett moved the Board approve the Coaching Expectations, as presented. Neil Fuchs seconded the motion and it passed unanimously.

APPROVAL OF 2020/2021 MILK VENDOR AGREEMENT:

Neil Fuchs moved the Board approve the 2020/2021 Milk Vendor Agreement, as presented. Jim Tippett seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY NO. 3131:

Neil Fuchs moved the Board approve Board Policy No. 3131 – Transfers, as presented. Ed Cashmere seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY NO. 6022:

Ed Cashmere moved the Board approve Board Policy No. 6022 – Minimum Fund Balance, as presented. Jim Tippett seconded the motion and it passed unanimously.

PERSONNEL:

Classified: Tim Giesa – Resignation – Bus Driver
 TyAnna Higgins – Resignation – Bus Driver

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

OTHER INFORMATION:

The next board meeting will be Thursday, September 10th, 2020, at 6:00 pm. It is expected to be virtual.

ADJOURNMENT: The board meeting adjourned at 6:48pm with no further action.

Recording Secretary

Board Secretary

Board Chair