

BOARD MEETING MINUTES  
FREEMAN SCHOOL DISTRICT NO. 358  
September 29, 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, Annie Keebler, Bill Morphy, Randy Russell and Brendon Myers. Neil Fuchs and Jim Tippett were excused.

**GUESTS:** Debbie Morphy, Lisa Phelan, Ellen Arguinchona, Jody Sweeney, Char Trejbal, Everett Combs, Kirk Lally and Todd Reed.

**FLAG SALUTE:** Dr. Russell 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:**

September 10th, 2020 Board Minutes	
Mid-Month AP - 116705-116708	\$ 17,185.27
General Fund AP - 116714-116782	\$112,265.30
Capital Projects Fund AP - 116783-116785	\$ 32,832.06
ASB Fund AP - 116786-116792	\$ 5,902.26
September Accounts Payable Direct Deposits	\$ 1,836.26
September Payroll - 116633, 116634	\$783,239.75
August's Treasurer's Statement/Budget Status	

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

**PACE CHARACTER TRAIT:**

*RESPECT – Recognizing, considering and properly honoring the worth of one’s self and others.*

**CORRESPONDENCE:** No correspondence.

**WRITTEN DEPARTMENT REPORTS**

**Kirk Lally, Grounds/Maintenance Director, reports:**

**Maintenance**

- The MS Boiler project is wrapping up and just about ready to go.
- The fall fertilizer delivery is scheduled for next week. Then we will move forward with application to all district grounds.
- I had to do another filter change on the air handlers after the smoky weather.
- Sprinkler blow out is scheduled for the middle of October.

**Custodial**

- Custodians continue to work with the changing schedule to meet the needs of the buildings.
- The guys are also working on small projects along with meeting the needs or wants throughout the buildings.

**Ellen Arguinchona, Nutrition Services Director shared the following:**

**School Safety, Culture, and Environment**

- Working with every department and every building to get meals to kids, “It takes a village”
- Staff is working extremely hard and fast to get meals made for meal kits. Working every day to see how we can organize things to make it simpler for them.
- Currently having kids eat in lunch room, “X marks the spot” theme with social distancing markers.

**Partnering with Parents and School Community**

- Working really hard to communicate with parents so they know what is available and how to access it regarding school meals
- Have had some community members reach out to volunteer, will likely use them to deliver meals if anyone can't be dropped off by transportation or picked up by parent.
- Utilized Valleyford Community Church Parking lot as meal pickup site. Will cease meal pickup at that site and Rockford City park during our next step in the first week of October.
- Working on getting bite to go program passed from Denise onto Stacey and Heidi with the help of Aaron McNally from Valleyford Community Church and Chris Sloan from 2<sup>nd</sup> Harvest

**Fiscal and Legal Accountability**

- As of September 2<sup>nd</sup>, we have clearance to offer all meals for free because the USDA and OSPI extended some COVID19 waivers for school nutrition. They will allow us to offer meals for free until December 31<sup>st</sup>. This means for every meal we serve at no cost to students, we get a certain amount of reimbursement. Currently hoping they extend this through the school year, as it will be a huge help with increasing participation and revenue.
- Switching from Seamless Summer Option to Summer Food Service Program on October 1<sup>st</sup> will increase our reimbursement by \$1.12 per Breakfast and Lunch served (breakfast current rate \$1.89, goes to \$2.37, lunch goes from \$3.51 to \$4.15). This will change our meal pattern and some things for my staff, but children and community probably will not notice a difference.
- Department revenue projected to be down approximately 30% for month of September from last year, hoping increased reimbursement rate paired with climbing participation will help offset that in the coming months. This is related to a slow start for my department because of the family meeting days at the beginning of the year, and because of the last minute USDA change.
- Food cost is currently down 43% compared to this time last year

**Jody Sweeney, Special Ed Director/School Psych, reports:****Curriculum, Instruction, and Assessment**

- Meeting with the Special Ed Team, individually as well as within small teams, to identify distance learning needs
- Special Ed Team conducting fall data collection to assess areas of strengths and weaknesses
- Numerous meetings happening with families regarding student schedules and programs.

**School Safety, Culture, and Environment**

- K-8 Designed Instruction classroom cohorts attending M/W/F or T/Th
  - They are following strict guidelines and have been incredible in their mask compliance!
- FHS Life Skills cohort attending M-F for ~3hours
- At-Risk groups have been identified district-wide and students are attending various schedules.
- Continuing to progress monitor weekly regarding at-risk students and their involvement.

**Partnering with Parents and School Community**

- Special Ed Team working on ideas and opportunities for parent education during this time.

**Fiscal and Legal Accountability**

- Working to identify another Hagan Grant opportunity ☺
- Working to be incredibly creative and flexible in our current situation.

**Todd Reed, Technology Director, reports:**

We continue to learn new ways and technologies to help us teach in this new virtual hybrid world. Each day we are learning new tools, tricks, or better practices. Almost every teacher is configured with a webcam on their desktop computer as we have found the chrome books are not a teacher tool, but a student tool. Mike Allen has offered is help in deploying dual monitor setups to the teachers that want the ability to run two monitors on their desktop for ease of instruction and a more efficient computing experience. This gives our teachers the ability in Zoom to view their students on one screen and present to the students on another screen. It also gives you the ability to work on multiple documents or tasks at one time without having to minimize and maximize windows so regularly. Mike is also working with teachers and myself with moving classroom document cameras from their traditional spot in the front of the teaching space, relocated to their teacher desk for online

instruction. This gives our teachers the ability to write under their document camera and it will be presented online or from the projector in their classroom.

**Char Trejbal and Everett Combs, Transportation Directors, reported:**

**Curriculum, Instruction, and Assessment**

- Continued work with drivers on assessing their routes, making additions and altering times.

**School Safety, Culture, and Environment**

- Disinfecting of buses after every run.
- Drivers and students wearing masks
- Unloading one bus at a time in mornings
- Driver temps first time on campus

**Partnering with Parents and School Community**

- Re-evaluating bus routes to accommodate for the addition of students on October 5
- Drivers calling parents to inform them of pickup and drop off times.

**Fiscal and Legal Accountability**

- Re-analyzing routes for time as we grow with more students on buses.
- New bus is being built in Tulsa, Oklahoma and will probably be a month out before it arrives.

**SUPERINTENDENT'S REPORT**

- The Admin Team attended Washington State Leadership Academy (WSLA) team training. The hope is to add teachers to the training as a later time. We continue to build on the WSLA 7 Leadership Skills. We are off to a good start with our WSLA Coach, Michelle Curry.
- Board Policy No. 1005 – Key Functions of the Board was reviewed: Vision, Structure, Accountability and Advocacy. The board continues to work as a team. The goals are in place for the 2020/2021 school year.

Curriculum, Instruction, and Assessment:

High School Graduation requirements (Policy No. 2410) were reviewed. There have been no changes in the graduation requirements. They have been the same for two years in a row. 24 credits are still required. This is outlined in the procedure.

School Safety, Culture, and Environment:

Deputy Dave Bratton will be checking in as Deputy Nye is out on sick leave. Safety procedures are in place. Students are keeping safe wearing masks and distancing as we continue to pass tests.

Partnering with Parents and School Community:

As we proceed with our continuous learning plan, Oct. 5<sup>th</sup> will start a next step. K-2 will go from 1 to 2 days a week and grades 3-6 will start coming 1 day a week in their small cohorts. Admin is working on specifics towards a proposal for grades 7-12. What might that look like. The team will meet tomorrow to work on specific details. It was suggested to better explain cohorts and to keep over communicating. We continue to work with the ESD and other districts. Staff are excited for next steps. There will be another conversation with Dr. Lutz. We want to make sure Monday starts like we want and work out any bumps that might arise. We continue to look at more options as we proceed to next steps.

Fiscal and Legal Accountability:

A portion of the budget reflects a board designated fund. The district is down approximately 30 students. We expect to get more kids back as we move forward with the next steps and return more students on campus.

**BOARD COMMENTS:** Kudos to the principals and the team for all their hard work.

**VISITORS COMMENTS & CONCERNS:** No visitors were in attendance.

**UNFINISHED BUSINESS**

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 6700 – 2<sup>ND</sup> READING:**

Ed Cashmere moved the Board approve Board Policy & Procedure No. 6700 – Nutrition, Health and Physical Education, as presented. Bill Morphy seconded the motion and it passed unanimously.

**NEW BUSINESS**

**APPROVAL OF FSD INTERLOCAL AGREEMENT FOR SCHOOL RESOURCE DEPUTY:**

Bill Morphy moved the Board approve the FSD Interlocal Agreement for School Resource Deputy, as presented. Ed Cashmere seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 2255 – 1<sup>ST</sup> READING:**

Ed Cashmere moved the Board approve Board Policy & Procedure No. 2255 – Alternative Learning Experiences Courses, as presented. Bill Morphy seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 3120 – 1<sup>ST</sup> READING:**

Bill Morphy moved the Board approve Board Policy & Procedure No. 3120 – Enrollment, as presented. Ed Cashmere seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 3205 – 1<sup>ST</sup> READING:**

Ed Cashmere moved the Board approve Board Policy & Procedure No. 33205 – Sexual Harassment of Students Prohibited, as presented. Bill Morphy seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY NO. 3535 (NEW) – 1<sup>ST</sup> READING:**

Bill Morphy moved the Board approve Board Policy No. 3535 – Financial Aid Advising Day, as presented. Ed Cashmere seconded the motion and it passed unanimously.

**OTHER INFORMATION:**

The next board meeting will be Thursday, October 8th, 2020, at 6:00 pm. It is expected to be virtual.

**ADJOURNMENT:** The board meeting adjourned at 6:35 pm with no further action.

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Recording Secretary

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Board Secretary

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Board Chair