

BOARD MEETING MINUTES  
FREEMAN SCHOOL DISTRICT NO. 358  
November 23, 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:** Annie Keebler, Ed Cashmere, Neil Fuchs, Bill Morphy, Jim Tippett, Randy Russell and Brendon Myers were present.

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

**FLAG SALUTE:** Annie Keebler 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:**

October 29th, 2020 Board Minutes	
Mid-Month AP - 116904-116905	\$ 26,095.33
General Fund AP - 116909-116973	\$104,005.51
Capital Projects Fund AP - 116974	\$ 3,386.50
ASB Fund AP - 116975-116980	\$ 2,586.28
November Accounts Payable Direct Deposits	\$ 7,187.57
November Payroll - 116810-116812	\$776,213.30
October's Treasurer's Statement/Budget Status	

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

**PACE CHARACTER TRAIT:**

*CITIZENSHIP - Positively contributing to society & community and dutifully respecting authority & the law*

**CORRESPONDENCE:**

- Board & Administrator – November 2020
- Marimn Health
- K&L Gates – Special Election Dates – Election Filing Date 12/11/20; Election Date 2/9/2021
- Special Education 2019-20 District Determination Summary – Congratulations, Jody, on an outstanding job meeting or exceeding all LEA/ESA IDEA requirements.

**WRITTEN BUILDING REPORTS**

**Lisa Phelan, Elementary Principal, reports:**

Overview

The fall Family Connection meetings were well attended both in person and virtual (99%) participation. Overall, per the parents' survey, FES parents are very pleased with the staff's efforts teaching their children during this time.

Areas of Focus

Communication- keeping parents in the know of the numerous changes with the COVID guidelines through Scottie Scoop! Website update and personal call/letters as necessary. Student/Family needs: review of survey comments to adjust where needed. Staff communicate via classroom newsletters, class dojo, and google classroom on a regular basis. Staff morale: All staff are going above and beyond during these trying times. I am working with a parent to come up with some ideas on how to "spoil" the staff during the next few weeks.

Enrollment

K- 37: 1st- 53: 2nd- 48: 3rd- 53: 4th- 54: 5th- 58: Total 303

**Jim Straw, Middle School Principal, reports:**Overview

FMS is currently running a Hybrid schedule with students in grades 6-8 attending school two days per week in Tuesday/Thursday-Wednesday/Friday Cohorts and Monday a virtual day for everyone. There are twenty-seven students accessing the school and network on Mondays to alleviate connectivity issues.

Areas of Focus

- Conferences- opportunity to touch base with families, 93% attendance
- Start of 2nd Quarter- students are attending classes that were scheduled for periods four, five and six, plus Math Lab or Social Emotional Learning (Advisory).
- Crisis Drills- resumed our drill schedule with a Lockdown Drill on 11/17 and 11/18. An announcement was made explaining the purpose of the drill and teachers played the recording of Deputy Nye's voice initiating the drill and the all clear signal. Classes then discussed the procedures.

Enrollment

6th- 74: 7th- 77: 8th- 82: Total- 233

**Renee Bailey, High School Principal, reports:**Overview

FHS is off to a great 2nd quarter start. Students on campus two days a week.

Areas of Focus

- Social distancing protocols
- In person learning strategies to support virtual learning
- Positive and collaborative culture
- Academic Enrichment-SEL/CCR lessons added this quarter

Enrollment

9th: 71 10th: 77 11th: 70 12: 91 Total: 309

**Kris Herda, High School Asst. Principal/Athletic Director, reports:**Overview

- Governor's orders have all facilities closed and we are not looking at anything sports related until after the new year.
- No sports until at least February 1st for High School.
- Facilities closed other than school until further notice and guidance from Spokane Regional Health & WIAA.

Areas of Focus

- MS Sports looks like it is on hold until at least March. Going to start looking at possible "seasons" to practice or do intramurals within our district.
- HS Sports has moved to February 1st start date with shortened seasons of 7 weeks.
- NEA League looking at possibly making their own schedules different than the WIAA with a focus on getting Spring Sports. Possible start date in February with winter sports, fall sports, then spring sports in condensed seasons.

Enrollment

- No sports operating at this time. Focus for the year is to find a way to get each sport an opportunity to participate to engage kids and not lose a year of opportunity.

**WRITTEN DEPARTMENT REPORTS****Kirk Lally, Maintenance/Grounds Director, reports:**Grow collaboration & ownership

- Maintenance continues to prepare the campus for winter months. So far, all winter equipment is running smoothly and properly.
- Sand has been delivered for parking lots.
- We had our 5-year sanitary survey for drinking water and that went very well.

Elevate learning opportunities and success for all students

- Custodial is staying flexible with the changing schedules as more cohorts return to school.
- We will continue to make the sidewalks and parking lots a first priority for the winter months as snow and ice develop on them.

**Ellen Arguinchona, Nutrition Services Director, shared the following:**Learn successful change management strategies

- Most recent change has been positive- currently running 2 service models from HS kitchen successfully

Grow collaboration and ownership

- Task ownership growing in HS kitchen with division of responsibility
- Continuing to work with each building and department to make an efficient system – Elem, MS, and HS are tag teaming parent meal kit pickup, and transportation is taking care of distributing meals on bus

Re-imagine equitable learning systems (*Equitable access to food*)

- Feeding all grades, current program allows us to even feed kids from community (outside of district). We have some families accessing it that wouldn't normally eat at school – i.e. homeschooled kids, younger siblings of school aged children etc.
- Currently offering food for kids for all days that they are working on school, whether it is virtually or in person.

Communicate well in crisis

- Utilizing instant messenger to inform families of changes, utilizing school newsletters and flyers as well.
- Working on balance between marketing to increase participation without overwhelming the system in place

Engage students, staff and community

- Student helpers have returned to High School kitchen.
- We have started bringing in a volunteer once per week from the community to help with prepping and packing meal kits.

Ellen's number 8: Make sure you're not costing the district a bunch of money

- The nutrition services revenue deficit that occurred due to low participation and less service days in September is projected to be completely caught up by the end of November.

**Jody Sweeney, School Psychologist/Special Education Director, reported:**Overview

- Vast majority of students that receive specially designed instruction in grades 4-12 are receiving in-person services from our Learning Centers three days a week.
- Designed Instruction classroom (K-8) have been receiving full time in-person services since October 5th and 2 & 3 full days a week from the beginning of school.
- Early grades are receiving their services within the FES Learning Center as they are here full time. Inclusive Preschool has continued to keep their M-Th schedule with an a.m. and p.m. session. We now have 3 students that stay all day at this time.

Areas of Focus

- Continued safety for our students and staff while providing specially designed instruction and supporting our students within their general education classrooms. Continuing to identify students at-risk and continuing the referral and evaluation process.
- Consistent communication with parents and teachers.

Enrollment

116 students in Special Education at this time.

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

- Continually working with staff on finding new tools to engage and help with classroom/online learning.
- We had to purchase zoom education licenses to give us better control and more features within zoom. This implementation gave us the ability to tighten up security for staff and students whom join district zoom meetings. Students must have a valid "goscotties.com" (district issued email account) to join a zoom meeting. It also gives us a dashboard for our administrators to see meeting details and whom has joined meetings.

Areas of Focus

- Working with Triumph Electric to design/implement generators for our 3 school buildings to aid in the event of power outages
- Moved our Email archiving solution to a new cloud based platform, monitoring the progress of the indexing of our emails for the last 7 years.

**Char Trejbal, Transportation Supervisor, reported:**

Learn successful change management strategies

- Changes necessary for November 12<sup>th</sup> were much easier even with addition of another route. Had to split route 4 (Mica) because of number of students onboard. Now have 2 buses in the Mica area but they are pretty much the same as they were last year. **Keep it simple.**

Grow collaboration and ownership

- Improved communication with drivers because of their help in creating, editing and implementing route changes on their routes. **Attention to detail.**

Communicate well in crisis

- Feels like whole year has pretty much been in crisis. We are learning to be much more explicit and exact in what we do and say in order to get everyone on the same page and moving in the same direction.

Empathy, self-care and team building

- Have small birthday celebrations in with cards, song, cake and friendship (all social distanced of course☺)

Engage students, staff and community

- There is now a better line of communication and understanding between drivers, parents and students since it is the drivers' responsibility to keep families informed of changes on their routes.

**SUPERINTENDENT'S REPORT**

Learn Successful Change Management Strategies:

1<sup>st</sup> quarter has had many challenges. The Leadership Team will be working through the next challenges and reviewing: what worked well; what could be done differently. We will need to look forward to where we are; where we want to be; and how do we get there by September 2021.

Grow Collaboration and Ownership:

The financials look good through the end of the year as long as the legislature doesn't make any rule changes.

Re-imagine Equitable Learning Systems:

The conversation/discussion will continue in December as to what got us here, won't get us there. Before Christmas break options will be considered: What to do differently, what should stay the same for second semester.

Communicate Well in Crisis:

There will be updates from the principals regarding next steps at the work session in December. There have been a couple of positive COVID student cases and three COVID staff member cases. The Admin Team needs to be ready for the possibility of making quick decisions in December after the Thanksgiving break.

Empathy, Self-Care and Team Building:

Engage Students, Staff and Community:

Elevate Learning Opportunities and Success for All Students:

**BOARD COMMENTS:** Board member Ed Cashmere appreciates all the hard work from the Leadership Team. Keep up the good fight.

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

**UNFINISHED BUSINESS**

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 3122 – 2ND READING:**

Bill Morphy moved the Board approve Board Policy & Procedure No. 3122 – Excused and Unexcused Absences, as presented. Neil Fuchs seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 3414 – 2ND READING:**

Neil Fuchs moved the Board approve Board Policy & Procedure No. 3414 – Infectious Diseases, as presented. Jim Tippett seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 3515 – 2ND READING:**

Ed Cashmere moved the Board approve Board Policy & Procedure No. 3515 – Student Incentives, as presented. Jim Tippett seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY NO. 4300 – 2ND READING:**

Neil Fuchs moved the Board approve Board Policy No. 4300 – Limiting Immigration Enforcement in Schools, as presented. Bill Morphy seconded the motion and it passed with a majority vote.

**NEW BUSINESS**

**APPROVAL OF RESOLUTION NO. 2**

Neil Fuchs moved the Board approve Resolution No. 2 – Replacement Educational Programs and Operation Levy, as presented. Jim Tippett seconded the motion and it passed unanimously with a roll call vote.

**APPROVAL OF RESOLUTION NO. 3**

Ed Cashmere moved the Board approve Resolution No. 3 – Replacement Capital Levy for Safety, Security, Technology and Infrastructure Improvements, as presented. Neil Fuchs seconded the motion and it passed unanimously with a roll call vote.

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 3418 – 1ST READING:**

Neil Fuchs moved the Board approve Board Policy & Procedure No. 3418 – Response to Student Injury or Illness, as presented. Bill Morphy seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 6512 – 1ST READING:**

Ed Cashmere moved the Board approve Board Policy & Procedure No. 3510 – Infection Control Program, as presented. Jim Tippett seconded the motion and it passed unanimously.

**OTHER INFORMATION:**

The next board meeting is scheduled for Thursday, December 10, 2020, at 6:00 pm. Location TBD. A Board Work Session is scheduled for December 10<sup>th</sup> at 2:00 pm followed by a regular board meeting at 6:00 pm.

**PERSONNEL ACTION:**

Classified:	Karen Gemmet – Bus Driver Kellie Miner – Substitute Secretary Anne Van Soest – Substitute Bus Driver Brad Reynolds – Resignation – MS Night Custodian
Extracurricular:	Andy Jackson – Resignation – HS JV Baseball Joanne Moyer – K-8 Yearbook Advisor

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

**ADJOURNMENT:** The board meeting adjourned at 6:39pm with no further action.

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Recording Secretary

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Board Secretary

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Board Chair