

BOARD MEETING MINUTES
FREEMAN SCHOOL DISTRICT NO. 358
December 10, 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, Randy Russell and Brendon Myers were present. Jim Tippett was excused.

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

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:

November 23rd, 2020 Board Minutes

Mid-Month AP - not to exceed \$ 75,000.00

General Fund AP - not to exceed \$200,000.00

Capital Projects Fund AP - not to exceed \$ 60,000.00

ASB Fund AP - not to exceed \$ 50,000.00

December Payroll - not to exceed \$900,000.00

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

BOARD REORGANIZATION:

Per Board Policy No. 1210, Annie Keebler will continue her elected two-year term as board Chairperson. Bill Morphy will also continue his elected two-year term as Vice-Chair

Annie called for nomination for WIAA Representative. Neil Fuchs nominated Ed Cashmere to continue as WIAA Representative. Bill Morphy seconded the nomination and it passed unanimously.

At this time, the Legislative Representative has been bypassed. It will be revisited at a later date. Dr. Russell keeps the board well informed on legislative issues.

PACE CHARACTER TRAIT:

CARING – Showing a genuine concern for the welfare of others and being a kind, supportive helper

CORRESPONDENCE:

- Board & Administrator – December 2020 – Board Self-Evaluation Assessment

WRITTEN BUILDING REPORTS

Lisa Phelan, Elementary Principal, reports:

Overview

Grades P-3 successfully continue with full-time in-person instruction and grades 4-5 two consecutive days. The goal is to continue with the current status until semester.

Areas of Focus

- Christmas Families: Virtual Tree of Giving for our Freeman families in need went live on Tuesday.
- TPEP: The FES teachers will focus on the following Student Growth Goal for the 20/21 school year: 3.0 Recognizing individual student learning needs and develop strategies to address the needs.
- Staff Wellness Survey: The admin team is working on a staff survey to send out prior to leaving for winter break. We will use the information from the survey to develop a plan to help further support both the classified and certificated staff.

Enrollment

K- 37: 1st- 53: 2nd- 48: 3rd- 54: 4th- 54: 5th- 58: Total 304

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

- 8th graders are participating in the Lightbulb Project through our FHS FBLA Chapter.
- FMS participated in the annual food drive for the North Palouse Community Food Bank.
- “School Pictures” on Thursday, Dec. 10 and Friday, Dec. 11. These will be for the Yearbook and ASB Cards.

Enrollment

6th- 74: 7th- 78 (+1): 8th- 82: Total 234 (+1)

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

Supporting attendance

In person learning strategies to support virtual learning

Collaborative culture-PD Topics chosen by teachers every other Wednesday

College and Career Readiness Update:

- *Trades week in February
- *FAFSA is up 14.1% from this time last year. We are at 27.5% which is awesome.
- *Juniors and Seniors will be logging into SchooLinks on Monday for the first time.
- *We have 6 female seniors apply for ACTSIX.

Enrollment

9th: 71 10th: 77 11th: 69 12th: 91 Total: 308

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. Hope to begin some FSD organized activities in January.

Areas of Focus

- MS AD meeting this month to check in. Beginning work on a proposal to run some form of sports within our district only. i.e. camps, intramurals, etc.
- 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 or March, keeping the 3 traditional seasons to prevent “stacking” of sports where kids have to choose.

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.
- Posted Positions- HS Head Cross Country, HS Head Track, HS Assistant Baseball

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.

Elevate learning opportunities and success for all students

- Custodial is staying flexible with the changing schedules.

- Brad Reynolds is leaving the Freeman Family. He has accepted a job in the Cheney School District. He will be much closer to home. So, we will be using bus drivers for subs to continue our cleaning protocol.
- We have an 8 hr. custodial position open until filled.

Ellen Arguinchona, Nutrition Services Director, shared the following:

Learn successful change management strategies

- Not having many changes recently has been really nice for staff to get caught up on new systems. Things running well for now!

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

- This year we are having kids bring a bar code to lunch to scan rather than touching a pin pad to put in a number. Keeping up with kids losing them has been a challenge.

Engage students, staff and community

- Meal kit program has lot of support. HS kitchen helpers at lunch, community volunteers once per week, and staff from transportation, HS, and MS helping with after school distribution (now Tuesday through Thursday).

Elevate learning opportunities and success for all students

- Reintroducing some scratch foods that we had last year back to menu as staff gets caught up on changing labor needs based on changing schedules. Still trying to stick to low labor requirement menu items due to staff rearrangement to meet current labor needs.

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 Phycologist/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

- Communication and zoom meetings with teachers to discuss students that have absences, are not engaging, and not making progress.
- Beginning the evaluation timeline on a few students. Continuing to identify students at-risk and continuing the referral and evaluation process.

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.
- Diligently working on repairing chrome books to get them back in the field.

Areas of Focus

- Working with Triumph Electric to design/implement generators for our 3 school buildings to aid in the event of power outages

Char Trejbal, Transportation Supervisor, reported:

Communicate well in crisis

- New signs in transportation building to help inform everyone about safe distances in small spaces (kitchen, copy room, offices).
- Applied for a federal bus grant to help replace an older bus. Federal grants are harder to get so we are not holding our breath.
- Our new bus is now on Route 22 in the Mica area and is driven by Jennifer Mueller

Empathy, self-care and team building

- Had grab and go breakfast sandwiches the day before Thanksgiving break
- Put up Christmas decorations for holiday spirit

- Talk with each driver to see if they have any issues
- Elevate learning opportunities and success for all students
- Have a learning opportunity for anyone who would like to train to be a substitute school bus driver.
 - Ann VanSoest began substitute driving on December 3rd driving the Rockford South route. She rode with the regular driver for a day so she could learn the route.

Everett shared that Transportation was awarded a federal grant for \$20,000 towards the purchase of a new bus.

SUPERINTENDENT'S REPORT

Learn Successful Change Management Strategies:

The Superintendent mid-year evaluation is in January. Dr. Russell will be looking for feedback as to what can be done better.

Grow Collaboration and Ownership:

- Working toward continuous improvement, Dr. Russell asked the board to complete the Board Self-Evaluation Assessment in the Board Administrator. There will be discussion in January around this assessment.
- Enrollment is at 805. January enrollment will determine our apportionment that will fund the district for the rest of the year. Our hope is for enrollment to climb. Our anticipated budget gap in Nutrition Services has closed. More students are riding the bus which will help funding in transportation. Enrollment continues to be a concern.

Re-imagine Equitable Learning Systems:

The board heard from the Admin Team outlining the past, present and future of the continuous learning plan. We are currently in a holding pattern. The district is looking at options moving forward which will include advisory time with staff and the board. Proposals will be presented in January for 2nd semester. Communication to students, staff and families will continue.

Communicate Well in Crisis:

Empathy, Self-Care and Team Building:

SRHD continues to share staff wellness information and resources. The district will follow up with strategies for self-care. The professional development scheduled in January will focus on self-care.

Engage Students, Staff and Community:

20-21 FSD Expectations for the School Board and Superintendent were reviewed. Dr. Russell asked the board to give each expectation a mid-year grade around strengths and continuous assessment to be shared in January.

Elevate Learning Opportunities and Success for All Students:

BOARD COMMENTS: The board asked about an update on the CARES Act money. A proposal was submitted outlining our area of need for generators. The drawback is that the project has to be installed by December 2020 in order to be reimbursed. The district would like to move forward with the project in hopes that the CARES Act could be extended. If it doesn't come through, it would be a good investment and good use of the capital projects money. The downfall is that it could eat into the MS HVAC project.

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

UNFINISHED BUSINESS

APPROVAL OF BOARD POLICY & PROCEDURE NO. 3418 – 2ND READING:

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

APPROVAL OF BOARD POLICY & PROCEDURE NO. 6512 – 2ND READING:

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

NEW BUSINESS

APPROVAL OF BOARD POLICY & PROCEDURE NO. 3416 – 1ST READING:

Neil Fuchs moved the Board approve Board Policy & Procedure No. 3416 – Medications at School, as presented. Ed Cashmere seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 3413 – 1ST READING:

Ed Cashmere moved the Board approve Board Policy & Procedure No. 3413 – Student Immunization and Life Threatening Health Conditions, as presented. Neil Fuchs seconded the motion and it passed unanimously.

APPROVAL OF CHANGE OF SIGNATURE ON FREEMAN CITIZENS FOR EDUCATION ACCOUNT:

Ed Cashmere moved the Board approve the signature change removing Kay Kirkland and adding Debra Morphy on the account. Randy Russell will continue as a signer. Neil Fuchs seconded the motion and it passed unanimously.

OTHER INFORMATION:

The next board meeting is scheduled for Thursday, January 14, 2020, at 11:00 am. Meeting will be virtual.

PERSONNEL ACTION:

Certified: Jordan Phelan – Emergency Substitute Teacher pending OSPI approval
Claire Nelson - Emergency Substitute Teacher pending OSPI approval
Lyndsey Ruland - Emergency Substitute Teacher pending OSPI approval

Classified: Jordan Phelan – Substitute Para-Educator

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

ADJOURNMENT: The board meeting adjourned at 6:43pm with no further action.

Recording Secretary

Board Secretary

Board Chair