

BOARD MEETING MINUTES
FREEMAN SCHOOL DISTRICT NO. 358
February 27, 2023

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 Vice-Chair Annie Keebler. There was a quorum present.

MEMBERS PRESENT: Annie Keebler, Danielle Santman, Dave Teague, Nate Talbott, Randy Russell and Alan Steinolfson were present. Bill Morphy was excused.

GUESTS: Lisa Phelan, Jim Straw, Jeff Smith, Chad Ripke, Todd Reed, Jody Sweeney, Everett Combs, Char Trejbal, Kirk Lally, Mike Allen, Debbie Morphy, Jeff Jurgensen, Mark Albin, Rob Decker, Chris Thosath and J. Wilkinson.

FLAG SALUTE: Everett Combs led us in the flag salute.

CONSENT AGENDA:

January 26th, 2023 Board Minutes	
February General Fund Mid-Month AP	\$11,755.52
February ASB Fund Mid-Month AP	\$1,476.37
February General Fund AP	\$170,253.92
February General Fund ACH Payments	\$13,548.13
February ASB Fund AP	\$18,747.46
February ASB Fund ACH Payments	\$21.78
February Capital Projects Fund Payments	\$7,613.00
February Payroll	\$942,622.78
January County Treasurer Report	
January Budget Status Report	

Danielle Santman moved the Board approve the consent agenda as presented. Dave Teague seconded the motion and it passed unanimously.

BOARD RECOGNITION

- Introductions
 - ❖ Rob Decker – Garco Construction
 - ❖ Mark Albin – AM Landshaper
 - ❖ OAC – Jeff Jurgensen
- Annie Keebler read a Proclamation by Governor Jay Inslee that March 20 – 26, 2023 is hereby proclaimed School Retirees Appreciation Week.
- Our classified staff will be recognized during Education Support Professionals Week – March 13 – 17, 2023

PACE CHARACTER TRAIT:

HONESTY – Sincerity and reverence or love for the truth.

CORRESPONDENCE:

- *the Current* (February Edition) – Freeman Robotics Growing Strong article

BUILDING REPORTS:

Lisa Phelan, Elementary Principal, reports:

Overview

- The FES staff continues to work at implementing the ELA core curriculum, improving our PBIS systems of support, and focusing on Social Emotional instruction.

Areas of Focus

- Classroom clean-up from a ruptured water pipe last Friday
- Second round of classroom observations continues to be scheduled throughout March to wrap up by spring break
- Certificated Professional Development – March 6th
- ITK STEAM Fair – March 2nd

- STEAM Fair K-5 – March 29th
- Conferences – March 30th & 31st

Enrollment

ITK-35, K-50, 1-66, 2-52, 3-52, 4-65, 5-60 = 378 Total

Jim Straw, Middle School Principal, reports:

Overview

- During the 2022/2023 school year, FMS staff and students will be operating in an updated learning environment.
- Nearing completion of the HVAC Project; the Chiller is on site and will be connected when the weather improves.

Areas of Focus

- Settles into 2nd semester. All schedule changes have been completed and three-week grade checks have been sent out.
- Advisors are working with students to prepare for Student-led conferences on March 30th and 31st.
- Completing final round of observations and evaluating Student Growth Goals in preparation for Staff Evaluations.
- Actively working on 8th grade transition to FHS, cheer recruiting visit and FHS Elective Fair.
- Calendar survey was sent out to staff. The survey had a couple of balanced calendar questions. Comments were favorable with good information.

Enrollment

- 6-68 (-1), 7-66 (-1), 8-81 (-2) = 215 Total

Mike Allen, K-8 TOSA/MS Athletic Director's report was given by Jim Straw:

Overview

- Boys' basketball wrapped up a very successful season
- Girls' basketball is going strong at 32 players; they have one more week of practice; games starting 3/7

Area of Focus

- MS girls' basketball coaching staff
- Spring sports; Baseball - 32 currently signed up; Track - 34 currently signed up

Enrollment

Girls Basketball: 16-7th grade and 17-8th grade.

Jeff Smith, High School Principal, reports:

Overview

- FHS is moving forward! We will continue to improve our collaborative work as a team while focusing on Mission, Vision and Values.

Areas of Focus

- Smooth start to second semester
- Winter Formal
- Formal teacher observations are underway
- Registration Process begins this week – Interest on possibilities of new courses offered: Guitar, Intermediate Band, Creative Writing, AP Pre-Calc, & Journalism
- 8th Grade Elective Fair
- Running Start information night
- FBLA State – 41 qualified
- Knowledge Bowl Championships 2/28; Regionals 3/3
- Competency based credits

Enrollment

9-72, 10-82, 11-62 (-1), 12-74 (-1) = 290 Total

Chad Ripke, Dean of Students/HS Athletic Director, reports:

Overview

- Winter sports post seasons.
- Wrestling had three advance to state tournament in Tacoma: Chase Smith-3rd in State, Hunter Hawk and Johan Orndorff were one match away from placing.

- Girls' basketball beat Hoquiam on Friday to advance to State in Yakama. They are heading to Yakima Tuesday for a Wednesday 2 pm loser out game vs Bellevue Christian.
- Boys' basketball had a heck of a game on Friday vs Kings with a 74-72 win in OT. They are heading to Yakama on Wednesday and will play on Thursday at 3:45 vs the winner of Seton Catholic and Toppenish.

Areas of Focus

- Per diem (meal money) for student athletes and coaches this winter for our state competitors.
- Winter sports coaching evals
- Spring sports

Enrollment

Baseball-27, Softball-19, Wrestling-18, Track-53, Golf-28, Tennis-29 TOTAL=156

DEPARTMENT REPORTS:

Kent Bevers, Nutrition Services Director, reported:

Areas of Focus

- Entered "Sandwich Throwdown" Contest sponsored by School Nutrition Industry Professionals
 - Select a sandwich recipe to enter
 - Submit a photo of the sandwich, as well as the recipe
 - Submission deadline was today
 - EVERY district that enters will receive SOME funds that can be used for student debt
 - I've worked with Lisa Frazier to submit Meatball Sub we had at the high school for lunch today
 - The recipes are posted on the website: <https://snipthrowdown.org/>
 - Folks can vote for their favorites on the website; voting takes place during the whole month of March
 - As of this morning, 17 school districts are participating, and the total donated pool of money is at \$525.00
- Currently working with Alan on two projects:
 - Fiscal audit of Nutrition Services
 - Ensuring that we are tracking additional Supply Chain Assistance funds
 - a. These funds can only be spent on minimally processed foods. Some of allowable food items are:
 1. Fresh fruits and veggies
 2. Milk
 3. 100% Whole meats (no additives)
 4. Some other dairy products such as cheese and yogurt
 5. Some grains, such as rice and pasta
 - b. Alan and I will be working together to use these funds primarily for milk and produce

Todd Reed, Technology Director, reported:

Areas of Focus

- Continually working with staff/students on meeting their technology needs.
- Upgrades roughly fifteen physical security cameras throughout FHS, FMS, and FES. Four of the cameras contain four sensors or 180-degree image which equates to twenty-seven cameras.
- Upgrades FHS network switching from E-rate 2022 funding. Took network switches from FHS and repurposed to other locations around the district for more port density as we continue to grow and add more technological devices.
- Received new Wireless Access Points from E-rate 2022 funding. Joe and Todd will begin installing these 90 access points over the course of the next few months as time allows.

Everett Combs, Safety & Security Officer, reported:

Areas of Focus

- There is a Table Top Exercise planned for Tuesday morning. This is a required event that a team consisting of staff, admin and outside agencies conduct each year. Communication will be the topic this year.
- Everett has accepted the position of Transportation Supervisor starting July 1, 2023. Congrats, Everett.

Kirk Lally, Director of Maintenance and Grounds, reported:

2. Grow collaboration & ownership –
 - All equipment is running smoothly
 - Getting ready for spring sports
 - Presenting Asset Building Inspections required by the state for board review. This is a yearly inspection
7. Elevate learning opportunities and success for all students –
 - The elementary classroom damaged by the frozen pipe/sprinkler break is mostly cleaned up.
 - Thank you to the custodial crew who diligently worked cleaning up the aftermath of the water damage. They were amazing.

Jody Sweeney, SpEd Director/School Psych, reported:Overview

- School Psychologist:
 - Student referrals for Special Education evaluations and eligibility (ages 3-21) and re-evaluations for students that are receiving services – academic, cognitive, social/emotional, developmental, health, adaptive assessments within a legal timeline.
- Special Ed Director:
 - Focused on Special Education processes, legal and team expectations. Communication and collaboration with Admin/Leadership Team and Special Ed Team.

Areas of Focus

- School Psychologist:
 - Continuing to work collaboratively with Josie (.6 FTE) to complete initial evaluations and re-evaluations and presenting results at meetings. We are getting ready for profile meetings at FES and setting up communication and processes.
- Special Ed Director:
 - Reviewing processes and updating forms.
 - Continuing to develop Special Ed and Student Services roles and support.
 - Auditing our files.
 - We are working collaboratively with ESD101; hoping to hire an intervention specialist (when we have applicants).
 - Carving out time to be more involved with ITK – planning ITK Roundup and Child Find.

Enrollment

121 students currently within Special Education

Char Trejbal, Director of Transportation:

- Waiting to see what our allocation will be from OSPI
- Gearing up for State Basketball trips
- One of the drivers will be having knee surgery in March
- Spring Transportation Conference is March 11th in Medical Lake. Jody Sweeney and Hal Patton will be presenting.
- WAPT State Board will be having their meeting March 10th at Freeman's NPRTC.
- Freeman Transportation will be hosting the School Bus Safety Roadeo in April.
- State WAPT Conference is June 24-28 in Kennewick. Randy Russell and Jody Sweeney will be presenting at this conference.

SUPERINTENDENT'S REPORT:

- AASA Update – Thank you for the support while serving on the AASA board and attending the conference
- Freeman 2025 Strategic Plan – We are on track. The CEE survey will be sent out in March to students, staff, and parents. Key components were identified at the last late start Professional Development.
- Stadium Project Update
 - ❖ January
 - Research
 - Project review committee heard proposals for the design build project
 - Project Manager - Partnering with OAC
 - Business Partners – Garco and AM Landshaper

- ❖ February
 - Gathering bids – 3 turf proposal bids, 4th proposal on field, 3 light bids, 3 fencing bids
 - Looking at the budget
- ❖ Planning a Work Session mid-March
- ❖ Lining everything out – options, time, money – Make a good decision
- ❖ End with a 7% fund balance
- ❖ Long term – how does this project fit the district – under budget, on time
- ❖ Meeting with GEO Engineers regarding water
- ❖ Prepare for growth, long term facilities
- ❖ Tight budget, tight time-line
- ❖ Ordering and timing line up with project – parts 1, 2, 3
- ❖ Civil Engineer – survey and soil testing
- ❖ Make a decision mid-March
- ❖ Options:
 - Do nothing
 - Recommend making forward process
 - Tackle parts of the project
 - Donations
 - Check into financing
 - Tackle project in parts – this year/next year

Curriculum, Instruction and Assessment:

- The Balanced Calendar committee will meet the 28th. Using grant funding, the team will be making some site visits to Reno, the west side, Phoenix and San Diego to districts that currently have a balance calendar.
- Still waiting on the legislature for ITK decisions – a change in funding

School Safety, Culture, and Environment

- FSD Asset Preservation Program Annual Board Report
 - ICOS – NPRTC Building
 - ICOS – Elementary/MPR Building

Partnering with Parents and School/Community:

Fiscal and Legal Accountability:

- Ending Cash Balance
- CPF Cash Flow – February 2023
- Enrollment – February 2023
- Alan Steinolfson, Business Manager, has been enrolled in a Business Manager Academy through ESD101. This is a training for new Business Managers to understand why we do what we do, reports, processes and a resource. Through WASBO, Alan will also be zooming Accounting I, II, & III classes.

BOARD COMMENTS: No comments.

VISITORS COMMENTS & CONCERNS: No comments of concerns were voiced.

UNFINISHED BUSINESS

APPROVAL OF BOARD POLICY NO. 5410 – 2ND READING

Danielle Santman moved the Board approve Board Policy No. 5410 – Holidays, as presented. Dave Teague seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY NO. 6220 – 2ND READING

Danielle Santman moved the Board approve Board Policy No. 6220 – Bid or Request for Proposal Requirements, as presented. Dave Teague seconded the motion and it passed unanimously.

NEW BUSINESS

APPROVAL OF INSTRUCTIONAL MATERIALS COMMITTEE (IMC) RECOMMENDATION

Danielle Santman moved the Board approve the Instructional Materials Committee Novel Recommendation, as presented. Dave Teague seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 2021 – 1ST READING

Dave Teague moved the Board approve Board Policy & Procedure No. 2021 – Library Information and Technology Programs, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 3246 –1ST READING

Dave Teague moved the Board approve Board Policy & Procedure No.3246 – Restraint, Isolation and Other Uses of Reasonable Force, as presented. Danielle Santman seconded the motion and it passed unanimously.

APPROVAL OF BOARD POLICY & PROCEDURE NO. 4200 – 1ST READING

Dave Teague moved the Board approve Board Policy & Procedure No. 4200 – Review Access and Safe and Orderly Learning Environment, as presented. Nate Talbott seconded the motion and it passed unanimously.

APPROVAL OF CREDIT CARD CHANGES BY ALAN STEINOLFSON

Danielle moved the Board approve Alan Steinolfson to make credit card changes. Nate Talbott seconded the motion and it passed unanimously.

OTHER INFORMATION:

- A Board Work Session has been scheduled for Friday, March 10th at 1:00 pm.
- The next regular board meeting is scheduled for Thursday, March 30th at 6:00 pm in the K-8 MPR.
- Dave asked to be excused from the March 30th meeting.

PERSONNEL ACTION:

Administration: Everett Combs – FSD Transportation Director – July 1, 2023

Certified: Courtney Sievers – Resignation – Preschool Teacher
 Stacy Rawson – 2023/2024 .5 Shared Contract – K-8 Counselor
 Marie Powers – Substitute Teacher
 Katie Hawley – Emergency Substitute – Pending OSPI Approval
 John Stuart – Substitute Teacher – Pending OSPI Approval
 Jake Zachman – Substitute Teacher – Pending OSPI Approval

Extracurricular: Jessica Scruggs – HS Girls JV Softball Coach
 Reece Carman – Resignation – HS JV Volleyball Coach
 Jake Pottratz – HS Boys JV Baseball Coach – Pending OSPI Approval
 Chad Ripke – HS Girls Varsity Softball Coach

Dave Teague moved the Board approve the personnel action as presented. Nate Talbott seconded the motion, and it passed unanimously.

ADJOURNMENT: The board meeting adjourned at 7:36 p.m. with no further action.

Recording Secretary

Board Secretary

Board Chair