

BOARD MEETING MINUTES  
FREEMAN SCHOOL DISTRICT NO. 358  
August 28, 2024

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**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 Board Chair Dave Teague. There was a quorum present.

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

**GUESTS:** Lisa Phelan, Jeff Smith, Debbie Morphy, Regina Simon, Everett Combs, Jim Straw, Chad Ripke, Mike Allen, Jody Sweeney, Todd Reed, Kirk Lally, Lisa Frazier, Glenn Hawk, Rick Plumbo, Jessica Whitney, Aimee Hoyt, Kellie Miner, Kyle Monasmith, Rachel Burgess, Joanna DePeralta, Emily Lagreid, and Gretchen Brebner.

**FLAG SALUTE:** Todd Reed led us in the flag salute.

**CONSENT AGENDA:**

July 29th, 2024 Board Minutes	
Credit Card (BMO) Payment General Fund	\$ 32,354.32
Credit Card (BMO) Payment ASB Fund	\$ 4,030.15
August General Fund Payments	\$ 139,758.72
August General Fund ACH Payments	\$ 4,975.74
August ASB Fund ACH Payments	\$ 655.18
August ASB Fund Payments	\$ 7,557.09
August Special Capital Projects Fund AP	\$ 20,000.00
August Capital Projects Fund Payments	\$ 123,781.04
August Payroll	\$1,001,456.04
September Mid-month Payments, not to exceed	\$ 40,000.00
July County Treasurer Report	
July Budget Status Report	

Annie Keebler moved the Board approve the August 28, 2024, consent agenda as presented. Bill Morphy seconded the motion and it passed unanimously.

**BOARD RECOGNITION**

- Introduction of new staff in attendance:
  - Rick Plumbo – Bus Driver
  - Kyle Monasmith – HS CTE Business & Marketing Teacher/FBLA Advisor
  - Emily Lagreid – HS Secretary
  - Lisa Frazier – HS CTE Foods Culinary Teacher
- Directors recognized new staff not in attendance.

**PACE CHARACTER TRAIT:**

*GRATITUDE – Feeling and expressing thankful appreciation for benefits received*

**CORRESPONDENCE:**

- FSD Website – Strategic Plan Flyer updated by CEE

**BUILDING REPORTS:****Lisa Phelan, Elementary Principal, reports:**Overview

- During the 24-25 school year, FES will focus on Multi-Tiered Systems of Support, Professional Learning Communities and Freeman School District's three focus areas:
  1. Embrace challenging and necessary conversations with students and staff;
  2. Expect Civility and Respect from everyone; and
  3. Enhance our MTSS grades TK-12.

Areas of Focus

- TK/K WaKids family meetings were last week, and students will start this week.
- PBIS rotations for grades 1-5 are led by the paraeducator staff and 5th-grade students.
- aimswebPLUS screener will be administered beginning the week of August 26-30
- Multi-Tiered Systems of Support District Team

Enrollment

TK-4, K-42, 1-65, 2-57, 3-66, 4-56, 5-54 = 386 Total

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

- During the 2024-25 school year, FMS staff and students are focused on our academic programs as we implement a seven-period day, incorporating social emotional learning into content classes and the consistent, constant growth of our positive learning community and culture.

Areas of Focus

- ASB Officers met on Wednesday, August 14th to plan for the 2024-25 school year. They discussed their goals for the year, planned a new student tour and laid out their activity calendar for the year.
- The FMS Building Leadership Team met before school to review and refine our Building Processes, the specifics around Advisory procedures and content being delivered through content classes and the FMS role in the implementation of MTSS.
- Students have returned and classes are in session! The first few days have been energetic and positive! Staff and students are focusing on getting to know each other and establishing guidelines for a great year.

Enrollment

6-70, 7-63, 8-68 = 201 Total

**Jeff Smith, High School Principal, reports:**Overview

- FHS is continuing to improve. As a team, we are specifically focusing on Tier 1 MTSS Instruction, Assessment in PLCs (Professional Learning Communities), and PBIS (Positive Behavior Interventions & Support).

Areas of Focus

- We welcome a new Office Secretary: Emily Lagreid
- We welcome one new teacher to FHS: Kyle Monasmith (Business Ed Teacher, FBLA and ASB Advisor, and SOARS Director)
- We welcome 2 current FSD staff to new positions at FHS: Lisa Frazier (Culinary); Jim Rae (Metals and Woods).
- We are running a 7-period daily bell schedule
- We are continuing to work with the MS in Professional Learning Communities
- ASB Theme for the year is "Determine Your Path". ASB welcomed 9th graders before Monday's Open House

Enrollment

9-65, 10-79, 11-76, 12-80 = 300 Total

**Chad Ripke, Dean of Students/HS Athletic Director:**Overview

- Kickoff to the 2024 fall sports season.
  - Football and cheer started on Wednesday 8/21.
  - Volleyball, Soccer, and Cross Country started on Monday 8/26.

Areas of Focus

- Annual athletics golf tournament fundraiser on August 17th at the Links golf course was a huge success again. Don't have final numbers yet, but those that participated had a lot of fun.

- Pre-season meetings with all fall head coaches. We will also do a mid-season and post season as well.

#### Enrollment

Football-56, Volleyball-30, Soccer-26, XC-25, Cheer-16

#### **Mike Allen, K-8 TOSA/MS Athletic Director:**

##### Overview

- Work to improve programs and support our student athletes.
- Participate in partnership with the Greater Spokane County League (GSCL).

##### Area of Focus

- FMS Football, Softball and Cross Country start this week. Great turn out for our fall sports.
- We will host end of season football games at Kent Smith Field again and continue to host the GSCL All-League Cross-Country Meet.

##### Enrollment

Football-27, Softball-18, XC-31

#### **DEPARTMENT REPORTS:**

##### **Kent Bevers, Nutrition Services Directors, reported:**

##### Overview

- Freeman SD Nutrition Services supports the philosophy of the National School Lunch and Breakfast Programs and will provide wholesome and nutritious meals for children in the district's schools.

##### Areas of Focus

- Received a \$5,800.00 grant to help pay off school meal debt
  - With the grant, and with what was already in Brenda's HH, we are able to pay off ALL negative meal debt (about \$7,000.00)
  - After paying off all meal debt, just over \$3,000.00 will be left in Brenda's Helping Hand
  - So far, every negative meal balance in excess of \$10.00 has been paid off
- OSPI Child Nutrition Administrative Review
  - Probably late February or early March
  - No specific date yet
  - No schools selected yet
  - The OSPI CN Specialist will be here for one week
  - Looking at backend policies and procedures
  - Will be monitoring meal service to ensure compliance

##### **Kirk Lally, Director of Maintenance and Grounds:**

##### Areas of Focus

- Custodial did a fantastic job of getting the schools ready for the start of school.
- Completed patch work on the parking lots.
- Several projects that needed repairs are done. Still have a few to go depending on budget. Working close with Alan and Randy on those.

##### Safety

- Nothing to report at this time.

##### **Everett Combs, Transportation Supervisor, reported:**

##### Areas of Focus

- Mileage for June:
  - To/From – 8633 miles
  - Athletics/Field Trips – 346 miles
  - Total miles for June – 8979 miles
- Very well attended open house here at the transportation building. Every driver was here to meet parents and students.
- The drivers bid on their routes on Monday at our state required in-service.
- We currently have:
  - 12 regular ED bus routes
  - 2 SPED bus routes
  - 2 after school, 2nd PM bus routes
  - 16 Total Routes
- We adjusted some of the routes so we don't have overlap.

**Todd Reed, Technology Director, reported:**Areas of Focus

- We cleaned, updated, and prepared technology in each classroom to ensure an effective and smooth launch to the new school year, setting the stage for effective teaching and learning
- The Chromebook check out process was concluded efficiently within the allocated time slot; FHS-241/FMS-192
- We installed and configured a new camera surveillance server for FHS to distribute the load across 2 servers, enhancing system performance and reliability
- Skyward has implemented mandatory two-factor authentication (2FA) for staff logins, and we assisted everyone in setting up 2FA on their phones as needed. We will soon be rolling out our own 2FA system for email access as the next security measure.

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

- School Psychologist:
  - Initial evaluations and reevaluations within FSD – academic, cognitive, social/emotional, developmental, health, and 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.
  - ELL and Highly Capable work within the district.

Areas of Focus

- Special Ed Team
  - Leah Heideman - Speech/Language Pathologist
  - Josie Moore – School Psychologist T/W/Th
  - Tanya Felvarg & Kaylynn Mendenhall - Paras
- Meetings, Training, Schedules, Transfers, Paperwork

**SUPERINTENDENT'S REPORT:**

- Review Board Policy No. 1005 – Key Functions of the Board: Vision, Structure, Accountability, Advocacy
- Review Board Policy No. 1810 – Annual Goals and Objectives
- Review FSD School Board-Superintendent Expectations and Goals for 2024/2025

Curriculum, Instruction and Assessment:School Safety, Culture, and Environment:

- The start of the school year is the best that it has been for a few years; lots of great energy. Departments and buildings are running smooth. Dr. Russell has been in every classroom and has met new staff. We had a great staff kickoff. Positive things are happening. Staff are encouraged to contribute not complain. Positive things are happening. Treat everyone with civility and dignity. We have 20 new students. The all-school assembly felt really good. A great start to the school year.

Partnering with Parents and School/Community:

- Review Freeman 2025 Strategic Plan
  - Highlights of our Key Actions & Proposed Metrics
  - Proud of the staff. Every kid counts. They deserve our best every day. We lost our way a little bit last year but have found our way this year. Stay connected and involved.
  - Balancing new classes this year.
  - We have the best TK program. We are a model for other districts.
- Capital Projects Levy Discussion
  - During the work session, an hour was spent on the 2023-2024 budget and our financial future.
  - Another hour was spent discussing if the district should have another Capital Projects Levy. Do we take money out of the General Funds to pay to maintain the campus and repairs or run a levy as an option.
  - Will invite Cory Plager, DA Davidson, to our next work session and then present at the board meeting.

Fiscal and Legal Accountability:

- Enrollment is in good shape. Enrollment is up a little more than in July.
- Ending Cash Balance – On track with financial. Ending with a little less than \$200,00 in the budget. We had to make some hard decisions but needed the changes to be sustainable.

**BOARD COMMENTS:** No comments.

**VISITORS COMMENTS & CONCERNS:** No comments.

**NEW BUSINESS**

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 2401 (NEW) – 1ST READING**

Annie Keebler moved the Board approve Board Policy & Procedure No. 2401 – Financial Education Master-Based Learning and Credit, as presented. Danielle Santman seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 2402 (NEW) – 1ST READING**

Annie Keebler moved the Board approve Board Policy & Procedure No. 2402 – English Language Arts Mastery-Based Credit, as presented. Bill Morphy seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 2403 (NEW) – 1ST READING**

Annie Keebler moved the Board approve Board Policy & Procedure No. 2403 – Math Mastery-Based Credit, as presented. Bill Morphy seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 2404 (NEW) – 1ST READING**

Annie Keebler moved the Board approve Board Policy & Procedure No. 2404 – Science Mastery-Based Credit, as presented. Danielle Santman seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 2405 (NEW) – 1ST READING**

Annie Keebler moved the Board approve Board Policy & Procedure No. 2405 – Social Studies Mastery-Based Credit. Nate Talbott seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 2406 (NEW) – 1ST READING**

Annie Keebler moved the Board approve Board Policy & Procedure No. 2406 – The Arts Mastery-Based Credit. Bill Morphy seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 2407 (NEW) – 1ST READING**

Annie Keebler moved the Board approve Board Policy & Procedure No. 2407 – Health and Physical Education Mastery-Based Credit. Danielle Santman seconded the motion and it passed unanimously.

**APPROVAL OF BOARD POLICY & PROCEDURE NO. 2408 (NEW) – 1ST READING**

Annie Keebler moved the Board approve Board Policy & Procedure No. 2408 – Integrated Environmental and Sustainability Education Mastery-Based Credit. Nate Talbott seconded the motion and it passed unanimously.

**OTHER INFORMATION:**

- The next regular board meeting is scheduled for Monday, September 23, 2024, at the PRTC building at 6:00 pm.
- The October board meeting will be Wednesday, the 23rd, 2024, at the PRTC building at 6:00 pm.
- The December 11<sup>th</sup> work session is scheduled for 2:00 pm.

**PERSONNEL ACTION:**

Certified:     Alan Larsen – Substitute Teacher  
                    Jami Backell – Substitute Teacher  
                    Victoria Boswell – Substitute Teacher  
                    Timothy Wallin – Substitute Teacher – Pending Approval  
                    Madison Knight – Substitute Teacher – Pending OSPI Approval

Classified:     Kari Gemmet – Substitute Bus Driver

Extracurricular: Mike Shanks – Resignation – Head Tennis Coach  
Daniel Schwartz – 7th Grade Assistant Football Coach - Pending OSPI Approval  
James Javier – 7th Grade Softball Coach  
Chloe McDermott – Resignation – HS Assistant XC Coach  
Josh Robins – Resignation – MS Assistant Girls Basketball Coach  
Kaylynn Mendenhall – MS Cross Country Coach  
Leah Heideman – HS Assistant Cross Country Coach

Annie Keebler moved the Board approve the personnel action as presented. Bill Morphy seconded the motion and it passed unanimously.

**ADJOURNMENT:** The board meeting adjourned at 6:48p.m. with no further action.

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Recording Secretary

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Board Secretary

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Board Chair