



# Spokane International Academy Board Meeting

Date: December 4th, 2017

Time: 5:30 - 6:30 PM

Location: SIA Middle Academy (4224 E 4th Ave)

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Attendance: Cal Larson, board chair; Anne Cowles, board member; Matt Hoag board treasurer; Kammi Mencke Smith, board vice chair; Ken Vorhees, board member; Travis Franklin, CEO; Beth Lanctot CFO.

1. Call meeting to order: Cal called the meeting to order at 5:34.
2. **VOTE: Approve November meeting minutes:**
  1. Matt moved to approve the November minutes, Ken seconded. The motion carried.
3. Middle Academy Update and Questions: Mrs. Halcro (MA Principal) (15 Minutes)
  1. Kim was absent, so Travis gave a brief overview of the current Middle Academy progress.
4. **DISCUSS: Political neutrality statement for staff handbook**
  1. Kammi gave a brief synopsis of the statement of political neutrality that she is suggesting for the staff handbook:

Political Neutrality: SIA strives to educate and inform students on various issues. However, we realize that given a diverse community, it is natural and healthy that divergent opinions exist amongst its students, parents and teachers. As an institution, SIA maintains political neutrality and does not seek to promote a political agenda amongst its students or hire staff based on political ideology.
  2. Matt moved to approve adding the statement of neutrality to the staff handbook; Anne seconded. The motion carried.
5. **VOTE: Staff Handbook (sent out with materials for October meeting)**

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1. Kammi discussed needs for the current grievance policy. She is going to review the policy and make suggestions. The board will continue to review policies and will approve changes at a later date.

## **6. VOTE: Board Leadership: Co-Chair Position**

1. Cal proposed bringing Kammi on as a co-chair of the board starting January 1<sup>st</sup> through the end of his term.
2. Anne moved that Kammi assume the position of “working co-chair” while Cal wraps up his term. Matt seconded. The motion carried.

## 7. Finance Update

1. Matt gave a brief update on the financial audit. Both the audit from the SAO and Eide Bailly are progressing and SIA anticipates they will wrap in January. Matt also gave a brief update on the current budget to actuals and areas that are high or on track.

## 8. Facilities Update

1. Travis discussed the work continuing with WCSD and the plans they are working on for future facilities.

## 9. Grievance Policy Update

1. The board discussed this while talking about the staff handbook. Kammi is going to look at it and propose an update at a later time.

## 10. Development of Elect to Work Agreement for staff

1. Travis discussed the implementation of an elect to work agreement with staff to standardize expectations for staff culture and curriculum. This document is in the draft stages, and Travis would like to let the board review a draft in the February meeting and have it ready to be implemented for the 18-19 hiring season and school year.

## 11. New business

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1. The board discussed the need to recruit several new board members and potential connections people have—members are to email Anne with suggestions.
12. Adjourn meeting: Cal adjourned the meeting at 6:45 p.m.

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