



Spokane International Academy Board Meeting

Date: March 26, 2018

Time: 5:30 - 6:30 PM

Location: SIA Primary Academy (2706 E Queen Ave)

Minutes:

Attendance: Cal Larson, board co-chair; Matt Hoag, board treasurer; Toby Carlson, board member; Travis Franklin, CEO; Beth Lanctot, CFO; Brook Wilkerson, COO; Kammi Mencke-Smith, board co-chair; Ken Vorhees, board member (by phone); Krystal Starwich, OSPI CSP Program (by phone), Alex Rehberg, parent; Melissa Pettey, Middle Academy principal.

1. Call meeting to order: Cal called the meeting to order at 5:30.
2. Public Comment Period (5:35 - 5:45 pm) There was no public present during the public comment period. Alex Rehberg came later and made public comment (6:15-6:25), regarding a no visitation letter he received in December after an interaction with a teacher and administrator. He said that this letter was overturned through the grievance process, but that after an inappropriate interaction with staff, the board decided to only allow after school visits, but not during the school day. Alex would like to continue to have access during the day. Toby responded that he will follow up with Alex at a later time with more information regarding the matter.
3. **VOTE: Approve February meeting minutes**
 1. **Toby moved to approve the February minutes. Kammi seconded. The motion carried**
4. **VOTE: Approve March expenditures and payroll**
 1. **Matt moved to approve the March AP in the amount of \$118,134.32 and payroll and benefits in the amount of 208,481.46 and 76,088.75 respectively; Ken seconded. The motion carried.**
5. **VOTE: Raza Development Fund**

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1. **Matt and Beth recapped the terms that the Raza Development Fund. Cal discussed the need to develop policies and procedures for how/when to draw on the line, as well as reporting any draws with the monthly expenditures.**
2. **Kammi moved to approve Travis signing the LOI with the Raza Development Fund, Cal seconded. The motion carried.**
6. **VOTE: Approve Human Growth and Development curriculum**
 1. **Travis gave a brief recap on the Human Growth and Development curriculum that SIA is proposing. He discussed his collaboration with neighboring districts and that Stacy Hill had previously worked on a selection committee which chose this same curriculum.**
 2. **Matt moved to approve the proposed Human Growth and Development curriculum. Toby seconded. The motion carried.**
7. Middle Academy Update (Mrs. Pettey)
 1. Melissa gave a brief update on the Middle Academy's focus, staff, and achievements.
8. International Baccalaureate (IB) Update
 1. Travis gave a brief update on IB and the authorization cycle that SIA has started.
9. Finance Update
 1. Matt reiterated the updates he gave when expenses were approved.
10. Facilities Update
 1. Travis gave a brief update on the work Washington State Charter School Development is doing to secure a permanent or semi-permanent location for SIA and SCA.
11. Hiring Update (2018-19 School Year)

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1. Travis gave a brief update on the positions currently posted for the 18-19 school year, and discussed the success of the recent career fair that SIA attended.
12. Grievance Committee Discussion
1. Toby led a brief discussion on the process and procedures for the grievance committee that he would like to use in the future.
13. Executive Session: The board went into executive session at 6:30 for 10 minutes to discuss personnel. Executive session ended at 6:42.
14. New business
1. There was no new business
15. Adjourn meeting: The meeting adjourned at 6:43.

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