



Spokane International Academy Board Meeting

Date: June 25, 2018

Time: 5:30 - 6:30 PM

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

Minutes:

Attendance: Cal Larson, board chair; Matt Hoag, board treasurer; Stacy Hill, board secretary; Ken Vorhees, board member; Anne Cowles, board member; Steven Gering, SCA co-founder; Becca Moore, SCA co-founder; Travis Franklin, CEO; Brook Wilkerson, COO; Beth Lanctot, CFO; Morgen Flowers-Washington, Primary Academy Principal, Doug Durham, Board Member

1. Call meeting to order: Cal called the meeting to order at 5:32.
2. Public Comment Period (5:35 - 5:45 pm): There was no public present for public comment.
3. Spokane Classical Academy update: Steven and Becca gave a brief update regarding their plans for SCA--they will be pulling their application for consideration at this time. They are still weighing whether or not they will put in an application in the future.
4. Costa Rica reflections/8th grade promotion: Travis gave a brief update on the 8th grade trip to Costa Rica as well as the 8th grade promotion and "high school signing" night. Both events were highly impactful for the students and well received by families.
5. **VOTE: Approve May meeting minutes: Matt moved to approve the May minutes, Cal seconded. The motion carried.**
6. **VOTE: Approve June expenditures and payroll: The finance committee recommended that the board approve June expenditures in the amount of \$108,103.30 and June payroll in the amount of \$302,477.72. Cal moved to accept the recommendation, Doug seconded, the motion carried.**

For questions about reasonable accommodations for a meeting, please contact our main office at 509-209-8730 or email paoffice@spokaneintlacademy.org. For all accommodations, please contact our office no later than 1 full week prior to our meeting. This allows us time to ensure these requests are met to the best of our ability. If you need to reach the Board you may also email the group at boardofdirectors@spokaneintlacademy.org.



7. **VOTE: Food service contract: Doug moved to approve the contract with URM for the 18-19 school year. Matt seconded. The motion carried.**
8. **VOTE: Family Handbook:**
 1. Travis highlighted the changes made to the Family Handbook for the 18-19 school year.
 1. **Ken moved to approve the updated Family Handbook, Matt seconded. The motion carried.**
9. **VOTE: Staff Handbook**
 1. Travis discussed the changes to the staff handbook, the biggest of which is adjusting from PTO to Sick/Personal leave. The board discussed the changes and decided to offer 5 personal days and 7 sick days to salaried employees.
 - a. **Doug moved to approve the updates, contingent on changing the sick day amount from 8 to 7. Cal seconded. The motion carried.**
10. **Discuss: Board Member Terms (renewal) (VOTE on members at July meeting)**
 1. Travis discussed all of the board members who have terms ending 7/1/2018 (Cal, Anne, Stacy, Kammi). Cal will consult Kammi regarding the best way to proceed and will disseminate to the group.
11. Academic Update: Travis gave a brief update on the academic results for the 17-18 school year.
12. Finance Update: Matt gave a brief update on the 18-19 budget, which needs to be ready for public review July 9th and sent to ESD 101 July 10th. The budget hearing will be July 23rd. He also discussed a grant agreement offered to SIA by the Washington State Charter Schools Association.
13. Head of School professional development: Tabled until other funding becomes available.
14. Facilities Update - WCSD PMA (Grant for Improvements to Primary Academy): Travis gave a brief update on the project management agreement WCSD and the project phases and goals.
15. Board meeting calendar - July meeting and dates for 2018-19 school year: The July meeting will be July 23rd at St. Pats. Board members are to send Travis dates that work for meetings during the 18-19 school year.

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16. Executive Session (Legal, Human Resources): The board entered into executive session at 7:30 for 10 minutes to discuss legal issues and human resource matters. The executive session ended at 7:40.
17. New business
 1. Anne discussed the board matrix and recruiting new board members.
18. Adjourn meeting: Cal adjourned the meeting at 7:42

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