



Board of Directors Meeting

January 28, 2019

5:30 - 6:30 pm

SIA Primary Academy
2706 E Queen Ave

1. **Call to Order** - 5:35 pm

2. **Establish Quorum**

School Personnel Present		
Name	Role	Present?
Travis Franklin	HofS	Y
Brook Wilkerson	COO	Y
Morgen Flowers	PA Principal	Y
Melissa Pettey	MA Principal	Y

Board Members Present		
Name	Role	Present?
Doug Durham	Chair	Y
Stacy Hill	Secretary	Y
Matt Hoag	Treasurer	Y
Ken Vorhees	Member	Y
Anne Cowles	Member	Y
James Hill	Member	N
Nancy Cunningham	Member	Y

James Wilburn	Member	Y
Mary Velazquez	Member	Y

3. List of Materials

1. January 2019 board meeting agenda
2. January 2019 board meeting presentation
3. December 2018 board meeting minutes (to approve)
4. Finance reports from ESD 101 (to approve)
 1. These will only include AP as payroll will not be finalized. Actual payroll documents for December 2018 will be approved at the January 2019 meeting.
5. Small High School proposal
6. Potential K-5 Science school proposal
7. Policy 5005 - Employment and Volunteers: Disclosures, Certification Requirements, Assurances and Approval

4. Public Comment

None

5. Approve Minutes from December 17, 2018 board meeting

Motion to approve Ken Vorhees, seconded by James Wilburn- unanimously approved/Matt abstains.

6. Approve, Accounts Payable and Payroll

- December Payroll (moved to this meeting due to not being complete prior to December meeting) - Motion to approve Matt Hoag, seconded by James Wilburn - unanimously approved.
 - Check number 12547-12554 and Direct Deposit 900001091-900001150, **totaling \$317,717.19**
- January Payroll
 - Check number 12593-12598 and Direct Deposit 900001151-900001209, **totaling \$295,928.31**
 - Motion to approve Matt Hoag, seconded by Mary Velasquez - unanimously approved.
- January Accounts Payable Warrants
 - Warrant Numbers 12563-12568, **totaling \$21,145.01**
 - Warrant Numbers 12569-12592, **totaling \$222,958.15**
 - Motion to approve Matt Hoag, seconded by Mary Velasquez - unanimously approved.
- Private Account Reconciliation (9/6/18 - 1/16/19)
 - Warrant Numbers 1203-1219, **totaling \$245,877.27**

7. New Business and Action Items:

1. Finance
 1. Committee Update

2. Sent a \$4000 down payment to Pacific Modular to secure hold on (2) used portables for the Primary Academy. This is reimbursed through WCSD grant and is reimbursable in full until March 30th.
3. **VOTE:** Employee contract date ranges - Motion to leave contracts as is by Ken Vorhees, seconded by Doug Durham - unanimously approved.
2. 2019-20 Enrollment Update
3. Middle Academy Update - Literacy intervention data with Lexia PowerUp
4. Gold School Status College Board Scholarship
5. Future program offerings
6. **VOTE:** Fellowship w/WA Charters for 2nd K-5 campus to open in 2021-22
Motion to approve Doug Durham, seconded by Matt Hoag - unanimously approved. Motion to approve new school by Doug Durham, seconded by Ken Vorhees - unanimously approved.
7. **VOTE:** Policy 5005 - Employment and Volunteers: Disclosures, Certification Requirements, Assurances and Approval
Motion to approve by Ken Vorhees, seconded by James Wilburn - unanimously approved.

2. **Executive session**

1. Facilities (20 minutes)
2. Human Resources (20 minutes)

3. **Adjournment**

7:48 pm

For questions about reasonable accommodations for a meeting, please contact our main office at 509-209-8730 or email franklin@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.