



Board of Directors Meeting

December 17, 2018

5:30 - 6:30 pm

SIA Middle Academy
4224 E. 4th Ave

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

2. **Establish Quorum**

3. **List of Materials**

1. December 2018 board meeting agenda
2. December 2018 board meeting presentation
Novem

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

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

Anne Cowles	Member	Y (phone)
James Hill	Member	Y (phone)
Nancy Cunningham	Member	Y
James Wilburn	Member	N

3. ber 2018 board meeting minutes (to approve)
4. Corrective Action Plan - Finance Benchmarks with Spokane Public Schools and response from SIA
5. Pacific Modular sales agreement (2 portables at Primary Academy)
6. 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.

4. **Public Comment**

5. **Approve Minutes from November 26, 2018 board meeting**

Nancy Cunningham motioned to approve the minutes, Stacy Hill seconded, approved unanimously

6. **Approve, Accounts Payable and Payroll**

- General Fund Warrants #12502-12505 totaling \$7,882.67
- General Fund Warrants #12513-12522 totaling \$10,359.78
- General Fund Warrants #12523-12546 totaling \$167,358.49
- Payroll - Will need to be approved at January meeting due to the timing of when it is processed and when our December meeting is scheduled.
- Ken made a motion to approve the general fund warrants listed above, except for warrants #12532 and 12535 until more information about these two expenses was communicated. The board also approves December payroll up to \$370,000 until a final number is determined and a final vote is taken in January. Nancy Cunningham seconded, approved unanimously.

7. **New Business and Action Items:**

1. Finance Update (Ken)
2. Finance - Corrective Action Plan (SPS) update
3. **VOTE** - Governance - Discuss and vote in new member Mary Velasquez
Anne Cowles made a motion to approve Mary Velasquez as a new member of the SIA board starting in January 2019. Stacy Hill seconded, approved unanimously.
4. **VOTE** - SPS contract amendment - Increasing projected enrollment from original application (material revision)
Stacy motioned to accept the contract amendment with Spokane Public Schools to officially adjust our total enrollment limit to 528 students (FTE). Nancy Cunningham seconded, approved unanimously.

2. Executive session

1. Facilities (20 minutes)
2. Human Resources (20 minutes) - Was not discussed during executive session.

1. New Business and Action Items:

1. **VOTE** - Facilities - Pacific Modular Sales Agreement (WCSD Grant 2 portables at St. Pats)

Nancy made a motion to approve a \$4,000 deposit to secure (2) portable classroom buildings from Pacific Modular to be placed at the Primary Academy in the spring/summer of 2019 with the understanding that this deposit was refundable up to March 31, 2019. Stacy seconded, approved unanimously.

2. Adjournment

Meeting was adjourned at 7:05 pm by Ken Vorhees

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.