



## Board of Directors Meeting

**November 26, 2018**

**5:30 - 7:00 pm**

SIA Primary Academy  
2706E Queen Ave

### **I. Call to Order - 5:30 pm** **Doug Durham**

#### **Establish Quorum**

<b>School Personnel Present</b>		
<b>Name</b>	<b>Role</b>	<b>Present?</b>
Travis Franklin	Head of School	Y
Brook Wilkerson	COO	Y
Morgen Flowers	PA Principal	Y
Melissa Pettey	MA Principal	Y

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

James Wilburn	Member	Y
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**II. Guests: Jeanette Vaughn - SPS and Mary Valesquez**

**III. List of Materials**

1. November 2018 board meeting agenda
2. November 2018 board meeting presentation
3. October 2018 board meeting minutes (to approve)
4. Finance reports from ESD 101 (to approve)

**IV. Public Comment - 5:43 - none**

Closed by Doug Durham 5:43

**V. Approve Minutes from October 2018 board meeting**

Moved by James Wilburn, second by Matt Hoag, approved

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

1. Governance: Board chair nomination/election - Vice Chair - nominated by James Wilburn to be Ken Vorhees, second by Anne Cowles, approved
2. Governance: New board member onboarding process update
3. Facilities: Potential options for financing/acquiring space for K-8 (Doug can explain this more) - create a task force to look at any properties that are viable and make a recommendation: James Hill, Nancy Cunningham, Morgen Flowers, Anne Cowles (as needed), Travis Franklin
4. Finance: Budget scenarios for 2019-20
5. Structure for 2019-20 - Recommendation is to stay the same size school split across two campuses unless another solution presents itself in the next few months
6. Update: Academic results (Primary assessment data; Middle GPAs and overall performance) - Melissa Pettey update on Middle, Morgen Flowers update on Primary
7. Update: Costa Rica fundraising total - Melissa Pettey update

**VII. Consent agenda, Accounts Payable and Payroll - motion to approve James Hill, second Ken Vorhees, approved**

- **Approve Warrants 12457 through 12458 totaling \$5,196.40 Approve Warrants 12459 through 12462 totaling \$11,831.47**
- **Approve Warrants 12463 through 12491 totaling \$125,449.41**
- **Approve Payroll Check Number 12492 through 12501 totaling \$315,868.78**

**VIII. Executive session - none**

**IX. Adjournment - 7:22**

For questions about reasonable accommodations for a meeting, please contact our main office at 509-209-8730 or email [franklin@spokaneintlacademy.org](mailto: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](mailto:boardofdirectors@spokaneintlacademy.org).