

**Board of Directors Meeting**

**September 23, 2019**

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

SIA Primary Academy

2706 E Queen Ave

1. **Call to Order - 5:30 pm**
2. **Establish Quorum**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Board Members** | | | **School Personnel** | | |
| **Name** | **Role** | **Present?** | **Name** | **Role** | **Present?** |
| Ken Vorhees | Chair |  | Travis Franklin | HofS |  |
| Nancy Cunningham | Vice-Chair |  | Brook Wilkerson | COO |  |
| Stacy Hill | Secretary |  | Morgen Flowers | PA Principal |  |
| Matt Hoag | Treasurer |  | Nate Pelton | MA Principal |  |
| Anne Cowles | Member |  |  |  |  |
| James Hill | Member |  |  |  |  |
| James Wilburn | Member | x |  |  |  |
| Mary Velazquez | Member |  |  |  |  |
| Jeff Hyslop | Member |  |  |  |  |

1. **List of Materials**
   1. September 2019 board meeting agenda
   2. August 2019 board meeting minutes (to approve)
   3. September AP/Payroll (to approve)
   4. Board on Track - “Defining Governance Management”
   5. Highly Capable Program Policy and Procedure (approved 2018; requires annual approval)
   6. Policy/Procedure 6220 - Bids or Proposals
2. **Public Comment**
3. **Approve Minutes from August 2019 board meeting**
4. **Approve, Accounts Payable and Payroll**
   * September Payroll
     + Direct Deposit number 900001636 through 900001685 totaling $297,702.97
   * August Accounts Payable Warrants
     + Warrant numbers 12953 through 12967, totaling $19,134.87
     + Warrant numbers 12968 through 12995, totaling $75,987.31
   * Private Account
     + Warrant number 1254, totaling $5,000
5. **Action Items and New Business:**
   1. **VOTE: Highly Capable Program Policy and Procedure (annual)**
   2. **VOTE: Policy/Procedure 6220 - Bids or Proposals**
   3. Academic Update - 3rd grade SBAC scores
   4. Governance discussion - Governance vs Management (Board on Track document)
   5. Finance Committee
      1. Budget update
      2. CSP grant wrap-up
      3. CFO services
   6. Facilities Committee
      1. Roles/responsibilities
      2. Authority granted from the board
   7. Transfer of Charter Contract
      1. Timeline
      2. Process
      3. Commission visit on Oct. 8
   8. October board meeting date change
   9. New Business
6. **Adjournment**

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](mailto:boardofdirectors@spokaneintlacademy.org).