



Rainier Valley Leadership Academy

RVLA Board Meeting / Retreat

Date and Time

Saturday October 19, 2024 at 9:00 AM PDT

Location

RVLA-6020 Rainier Ave S, Seattle WA 98118

Rainier Valley Leadership Academy October Board Meeting

This is a retreat and will be **in person**.

Location: 6020 Rainier Ave S, Seattle WA 98118

Time: 9am-4pm

Agenda

	Purpose	Presenter	Time
I. Opening Items			9:00 AM
Opening Items			
A. Record Attendance and Guests		Reco Bemby & Tyson Marsh	9 m

	Purpose	Presenter	Time
B. Call the Meeting to Order		Reco Bembry & Tyson Marsh	9 m
II. Public Testimony			9:18 AM
A. Call for public testimony.	FYI	Reco Bembry & Tyson Marsh	2 m
III. Consent Agenda			9:20 AM
A. Resolution Minutes September 24th, 2024	Approve Minutes	Tyson Marsh	2 m
B. Resolution September 2024 Payroll & Claim Vouchers	Vote	Tyson Marsh	3 m
C. Resolution 24/25 Community Council Policy	Vote	Tyson Marsh	5 m
IV. Mission Moment & Challenge			9:30 AM
A. Board Communications & Access to Data	FYI	Baionne Coleman	20 m
V. Marketing & Recruitment			9:50 AM
A. Strategy for 24/25	Discuss	Lenny Emperado	50 m
VI. Break			10:40 AM
A. Bathroom and Refreshments Break	FYI		15 m
VII. Decision-Making at RVLA			10:55 AM
A. Process & Procedure	FYI	Chastity Catchings	60 m
VIII. Lunch			11:55 AM
A. Time to Eat and Catch Up	Discuss		60 m
IX. SEL Circle			12:55 PM

	Purpose	Presenter	Time
A. RVLVA Team Member's Badgework	FYI	Baionne Coleman	60 m
X. Board Advisory Groups			1:55 PM
A. Goal Review & Setting	Discuss	Leah Reisberg	60 m
XI. Announcements			2:55 PM
A. Board Reminders	FYI	Leah Reisberg	5 m
XII. Executive Session			3:00 PM
A. As Needed	Discuss	Chastity Catchings	
XIII. Closing Items			3:00 PM
A. Adjourn Meeting	Vote	Tyson Marsh	5 m

Rainier Valley Leadership Academy Board of Directors Meeting Agenda 10/19/24

Coversheet

Resolution Minutes September 24th, 2024

Section: III. Consent Agenda
Item: A. Resolution Minutes September 24th, 2024
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for RVLVA Board Meeting on September 24, 2024
Resolution October 2024 Retreat Minutes for Sept 2024 Meeting.docx.pdf

APPROVED



Rainier Valley Leadership Academy

Minutes

RVLA Board Meeting

Date and Time

Tuesday September 24, 2024 at 4:30 PM

Location

This meeting is virtual, but does have an in person option @ 6020 Rainier Ave S, Seattle WA 98118

Phone Numbers

(US)+1 [260-468-0921](tel:260-468-0921)

PIN: 792 761 465#

Rainier Valley Leadership Academy Board meetings are open to the public. This meeting will be virtual with an in person option.

RVLA Board Meeting

4:30 – 5:30pm

[Meeting Link](#)

In person option @ 6020 Rainier Ave S, Seattle WA 98118

Directors Present

E. Forde (remote), M. Dyal (remote), R. Bembry (remote), T. Marsh (remote)

Directors Absent

V. Hsu

Directors who arrived after the meeting opened

E. Forde

Guests Present

A. Thomas (remote), Courtney Claxton (remote), Danielle Mann (remote), Italiana Hughes (remote), Janine Lewis (remote), Jarvis Henderson (remote), Keith Clark (remote), L. Reisberg (remote), Lenny Emperado (remote), Nati Hardin (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

T. Marsh called a meeting of the board of directors of Rainier Valley Leadership Academy to order on Tuesday Sep 24, 2024 at 4:35 PM.

II. Public Testimony

A. Call for public testimony.

None

III. Consent Agenda

A. Resolution Minutes July 27th, 2024

Motion to approve the minutes from Board of Directors Meeting on 07-27-21.

The board **VOTED** to approve the motion.

Motion to approve the minutes from Board of Directors Meeting on 07-27-21.

The board **VOTED** to approve the motion.

B. Resolution August 2024 Payroll & Claim Vouchers

Motion to Approve.

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of September 24, 2024, the Board, by a _____ vote, approves payments, totaling \$433.45, and/or voids (cancellations), totaling \$0.00. The payments and/or

voids are further identified in this document.

Total by Payment Type: WIRE-PUBLIC

Wire Transfer Payments 201900178 through 201900178, totaling \$433.45

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of September 24, 2024, the Board, by a _____ vote, approves payments, totaling \$115,460.70, and/or voids (cancellations), totaling \$0.00. The payments and/or

voids are further identified in this document.

Total by Payment Type: ACH/Warrants - Public

Warrant Numbers 102382 through 102404, totaling \$49,454.58

AP ACH Numbers 9000002819 through 9000002843, totaling \$66,006.12

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of September 24, 2024, the Board, by a _____ vote, approves payments, totaling \$13,925.52, and/or voids (cancellations), totaling \$0.00. The payments and/or voids are further identified in this document.

Total by Payment Type: ACH/Warrants - Public

Direct Deposit Numbers 9000002870 through 9000002871, totaling \$9,886.06

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of September 24, 2024, the Board, by a _____ vote, approves payments, totaling \$222,207.01, and/or voids (cancellations), totaling \$0.00. The payments and/or voids are further identified in this document.

Total by Payment Type: ACH/Warrants - Public

Direct Deposit Numbers 9000002844 through 9000002869, totaling \$123,209.86

The board **VOTED** to approve the motion.

Motion to Approve.

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of September 24, 2024, the Board, by a _____ vote, approves payments, totaling \$433.45, and/or voids (cancellations), totaling \$0.00. The payments and/or

voids are further identified in this document.

Total by Payment Type: WIRE-PUBLIC

Wire Transfer Payments 201900178 through 201900178, totaling \$433.45

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

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voids are further identified in this document.

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Warrant Numbers 102382 through 102404, totaling \$49,454.58

AP ACH Numbers 9000002819 through 9000002843, totaling \$66,006.12

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

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Total by Payment Type: ACH/Warrants - Public

Direct Deposit Numbers 9000002844 through 9000002869, totaling \$123,209.86

The board **VOTED** to approve the motion.

C. Resolution March 30th, Board Retreat Minutes

Motion to approve the minutes from RVLA Board Mid Year Retreat/Meeting on 03-30-24.

The board **VOTED** to approve the motion.

E. Forde arrived at 4:39 PM.

IV. Updates

A. Finance

Enrollment update-Lenny Emperado (Dean of Community Engagement & Recruitment)

Human Capital/Resources Update-Janine Lewis (HR Manager)

Finance/Budget/Development Update-Chastity Catchings (CFOO)

Development Update-Baionne Coleman (CEO)

Enrollment Update-Lenny Emperado (Dean of Community Engagement)

Human Capital/Resources-Janine Lewis (HR Manager)

Finance Update-Chastity Catchings (CFOO)

V. Academic Update

A. MAP Data Review Fall 24/25

Review of:

-Fall MAP Data

-Cell phone infractions

Review of MAP data/Cell phone infractions-Angela Thomas

VI. Updates/Reminders

A. Compliance & School Events Calendar

Calendar of Events

Annual Board Compliance reminder

VII. Executive Session

A. CEO Evaluation

Per RCW [42.30.110](#) the Board went into Executive Session to discuss CEO Evaluation for 9 minutes. Will return at 5:29. Extending time until 5:36pm.

Extending until 5:45. No decisions were made.

VIII. Closing Items

A. Adjourn Meeting

R. Bembry made a motion to Adjourn.

M. Dyal seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

T. Marsh Aye

E. Forde Aye

M. Dyal Aye

V. Hsu Absent

R. Bembry Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:48 PM.

Respectfully Submitted,

L. Reisberg

Documents used during the meeting

- July 27, 2024 Retreat Minutes for Sept 2024 Meeting.docx.pdf
- Payroll Check Summary with Board Certification 8.30.pdf
- Payroll Check Summary with Board Certification 8.30 Supp.pdf
- AP Check Summary Report with Board Certification 8.16.pdf
- AP Check Summary Report with Board Certification 8.5.pdf
- Resolution Sept 24 2024 for August 2024 Vouchers & Payments.pdf
- Resolution March 2024 Retreat Minutes for Sept 2024 Meeting.docx.pdf

Rainier Valley Leadership Academy Board of Directors Meeting Agenda 9/24/24

RESOLUTION MINUTES September 24th, 2024

DIRECTORS OF Rainier Valley Leadership Academy A Washington State Nonprofit Corporation

Date and Time

Tuesday September 24, 2024 at 4:30 PM

Location

This meeting is virtual, but does have an in person option @ 6020 Rainier Ave S, Seattle WA 98118

Phone Numbers

(US)+1 206-468-0921

PIN: 792 761 465#

Rainier Valley Leadership Academy Board meetings are open to the public. This meeting will be virtual with an in person option.

RVLVA Board Meeting

4:30 – 5:30pm

Meeting Link

In person option @ 6020 Rainier Ave S, Seattle WA 98118

Directors Present

E. Forde (remote), M. Dyal (remote), R. Bambry (remote), T. Marsh (remote)

Directors Absent

V. Hsu

Directors who arrived after the meeting opened

E. Forde

Guests Present

A. Thomas (remote), Courtney Claxton (remote), Danielle Mann (remote), Itallana Hughes (remote), Janine Lewis (remote), Jarvis Henderson (remote), Keith Clark (remote), L. Reisberg (remote), Lenny Emperado (remote), Nati Hardin (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

T. Marsh called a meeting of the board of directors of Rainier Valley Leadership Academy to order on Tuesday Sep 24, 2024 at 4:35 PM.

II. Public Testimony

A. Call for public testimony.

None

III. Consent Agenda

A. Resolution Minutes July 27th, 2024

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The board VOTED to approve the motion.

Motion to approve the minutes from Board of Directors Meeting on 07-27-21.
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E. Resolution August 2024 Payroll & Claim Vouchers

Motion to Approve.

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The board VOTED to approve the motion.

Motion to Approve.

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The board VOTED to approve the motion.

C. Resolution March 30th, Board Retreat Minutes

Motion to approve the minutes from RVLA Board Mid Year Retreat/Meeting on 03-30-24. The board VOTED to approve the motion.

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Human Capital/Resources Update-Janine Lewis (HR Manager)
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Development Update-Baionne Coleman (CEO)

Enrollment Update-Lenny Emperado (Dean of Community Engagement)
Human Capital/Resources-Janine Lewis (HR Manager)
Finance Update-Chastity Catchings (CFOO)

V. Academic Update

A. MAP Data Review Fall 24/25

Review of:
-Fall MAP Data
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Review of MAP data/Cell phone infractions-Angela Thomas

VI. Updates/Reminders

A. Compliance & School Events Calendar

Calendar of Events
Annual Board Compliance reminder

VII. Executive Session

A. CEO Evaluation

Per RCW [42.30.110](#) the Board went into Executive Session to discuss CEO Evaluation for 9 minutes. Will return at 5:29. Extending time until 5:36pm. Extending until 5:45. No decisions were made.

VIII. Closing Items

A. Adjourn Meeting

R. Bemby made a motion to Adjourn.
M. Dyal seconded the motion.
The board VOTED to approve the motion.

Roll Call	
V. Hsu	Absent
R. Bemby	Aye
M. Dyal	Aye
I. Marsh	Aye
E. Fonde	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:48 PM.

Respectfully Submitted,
L. Reisberg

Documents used during the meeting

- [July 27, 2024 Retreat Minutes for Sept 2024 Meeting.docx.pdf](#)
- [Payroll Check Summary with Board Certification 8.30.pdf](#)
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- [AP Check Summary Report with Board Certification 8.16.pdf](#)
- [AP Check Summary Report with Board Certification 8.5.pdf](#)
- [Resolution Sept 24 2024 for August 2024 Vouchers & Payments.pdf](#)
- [Resolution March 2024 Retreat Minutes for Sept 2024 Meeting.docx.pdf](#)

Rainier Valley Leadership Academy Board of Directors Meeting Agenda 9/24/24

Board Secretary

Date

ATTEST:

Board Chairperson

Date

Coversheet

Resolution September 2024 Payroll & Claim Vouchers

Section: III. Consent Agenda
Item: B. Resolution September 2024 Payroll & Claim Vouchers
Purpose: Vote
Submitted by:
Related Material: Payroll Check Summary with Board Certification 9.30.pdf
Payroll Check Summary with Board Certification 9.3.pdf
9.30 AP Check Summary Report with Board Certification.pdf
9.26 AP Check Summary Report with Board Certification.pdf
9.19 AP Check Summary Report with Board Certification.pdf
9.13 AP Check Summary Report with Board Certification.pdf
9.3 AP Check Summary Report with Board Certification.pdf
Resolution Sept 24 2024 for August 2024 Vouchers & Payments (1).pdf

Payroll Check Summary

Payroll Run: 09/30/2024

Rainier Valley Leadership Academy

BOARD CERTIFICATION STATEMENT

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of October 22, 2024, the Board, by a _____ vote, approves payments, totaling \$297,321.48, and/or voids (cancellations), totaling \$0.00. The payments and/or voids are further identified in this document.

Total by Payment Type: ACH/Warrants - Public

Direct Deposit Numbers 9000002924 through 9000002960, totaling \$160,203.08

Secretary _____ Board Member _____

This section returned no records

Check Listing Summary

Payroll Run: 09/30/2024

Check Number	Employee	Gross Pay	Deductions	Benefits	Net Pay
9000002924	Amrine, Jordan Kai	\$5,536.72	\$1,505.07	\$1,181.55	\$4,031.65
9000002925	Churchwell, Bryant Forrest	\$2,518.16	\$230.57	\$1,324.66	\$2,287.59
9000002926	Couhig, James	\$5,750.77	\$1,566.77	\$2,377.57	\$4,184.00
9000002927	Doss, Bob, III	\$8,114.27	\$1,490.41	\$2,898.13	\$6,623.86
9000002928	Hardin, Nati	\$6,593.92	\$1,867.16	\$2,582.45	\$4,726.76
9000002929	Hauck, Megan	\$6,257.25	\$1,736.12	\$2,500.96	\$4,521.13
9000002930	Henderson, Jarvis	\$4,999.62	\$2,987.73	\$1,976.10	\$2,011.89
9000002931	Hilliard, Tara	\$4,073.27	\$756.93	\$1,834.66	\$3,316.34
9000002932	Jagana, Earlene	\$1,772.42	\$252.30	\$325.94	\$1,520.12
9000002933	Burnes, Autumn Marie	\$1,044.00	\$95.27	\$120.82	\$948.73
9000002934	Cacanindin, Desiray	\$5,988.10	\$1,285.36	\$2,131.21	\$4,702.74
9000002935	Carstens, Kristen	\$5,750.77	\$1,430.96	\$2,363.18	\$4,319.81
9000002936	Catchings, Chastity	\$11,280.40	\$2,481.43	\$2,553.50	\$8,798.97
9000002937	Catchings, Teanna	\$1,314.86	\$51.11	\$75.83	\$1,263.75
9000002938	Clark II, Keith	\$7,549.50	\$2,198.42	\$2,777.41	\$5,351.08
9000002939	Claxton, Courtney	\$7,700.50	\$2,261.76	\$2,798.22	\$5,438.74
9000002940	Coleman, Baionne	\$13,429.15	\$3,050.24	\$3,550.62	\$10,378.91
9000002941	Daniels, Vianne Noelle	\$5,536.72	\$1,397.80	\$2,366.13	\$4,138.92
9000002942	Devine, Meghan	\$5,750.77	\$1,551.45	\$2,362.30	\$4,199.32
9000002943	Dube, Aster	\$4,040.64	\$797.32	\$1,862.71	\$3,243.32
9000002944	Eskandari, Parvin	\$2,197.63	\$299.30	\$255.02	\$1,898.33
9000002945	Fimbres, Alyssa Jamie	\$4,090.89	\$760.72	\$1,838.83	\$3,330.17
9000002946	Gonzalez, Antonio	\$5,750.77	\$5,276.37	\$2,409.23	\$474.40
9000002947	Harper, Beth	\$4,101.24	\$712.94	\$1,871.19	\$3,388.30
9000002948	Haynes, Leonard	\$9,748.33	\$2,653.27	\$2,916.15	\$7,095.06
9000002949	Jackson, Solana Lydia	\$3,535.45	\$662.71	\$1,752.25	\$2,872.74
9000002950	Kim, Daniel Jiwon	\$5,527.46	\$1,501.64	\$2,357.80	\$4,025.82
9000002951	Lewis, Janine	\$5,185.40	\$3,652.34	\$1,996.23	\$1,533.06
9000002952	Mann, Danielle Carter	\$6,791.69	\$1,686.91	\$2,618.32	\$5,104.78
9000002953	McLauchlan, Sativa Faith	\$6,354.58	\$1,320.07	\$2,182.60	\$5,034.51
9000002954	Reisberg, Leah Fudell	\$8,016.50	\$1,961.15	\$2,417.46	\$6,055.35
9000002955	Shareghi, Linda	\$5,527.46	\$1,290.68	\$2,361.01	\$4,236.78
9000002956	Shelton, Marlon	\$4,399.33	\$762.25	\$1,816.14	\$3,637.08
9000002957	Spiegel, Benjamin	\$6,230.08	\$1,004.29	\$2,162.89	\$5,225.79
9000002958	Thomas, Angela	\$13,193.39	\$3,478.26	\$3,524.05	\$9,715.13
9000002959	White, Levon	\$6,541.58	\$1,874.92	\$2,580.72	\$4,666.66
9000002960	Williams, Abigail Esther	\$7,359.31	\$1,457.82	\$2,744.74	\$5,901.49
Totals:		\$219,552.90	\$59,349.82	\$77,768.58	\$160,203.08

Payroll Check Summary

Payroll Run: 09/03/2024

Rainier Valley Leadership Academy

BOARD CERTIFICATION STATEMENT

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of October 22, 2024, the Board, by a _____ vote, approves payments, totaling \$108,926.74, and/or voids (cancellations), totaling \$0.00. The payments and/or voids are further identified in this document.

Total by Payment Type: ACH/Warrants - Public

Direct Deposit Numbers 9000002872 through 9000002889, totaling \$63,900.36

Secretary _____ Board Member _____

This section returned no records

Check Listing Summary

Payroll Run: 09/03/2024

Check Number	Employee	Gross Pay	Deductions	Benefits	Net Pay
9000002872	Amrine, Jordan Kai	\$4,694.17	\$1,168.48	\$992.16	\$3,525.69
9000002873	Churchwell, Bryant Forrest	\$114.35	\$3.58	\$6.59	\$110.77
9000002874	Couhig, James	\$5,750.77	\$1,518.59	\$1,213.69	\$4,232.18
9000002875	Doss, Bob, III	\$8,114.27	\$1,454.18	\$1,700.56	\$6,660.09
9000002876	Hardin, Nati	\$6,593.92	\$1,830.93	\$1,387.37	\$4,762.99
9000002877	Hauck, Megan	\$6,995.46	\$1,979.68	\$1,470.09	\$5,015.78
9000002878	Henderson, Jarvis	\$4,999.62	\$2,966.05	\$810.47	\$2,033.57
9000002879	Hilliard, Tara	\$4,073.27	\$734.36	\$665.68	\$3,338.91
9000002880	Jagana, Earlene	\$731.84	\$83.02	\$138.27	\$648.82
9000002881	Carstens, Kristen	\$5,750.77	\$1,412.25	\$1,213.69	\$4,338.52
9000002882	Devine, Meghan	\$5,750.77	\$1,518.59	\$1,213.69	\$4,232.18
9000002883	Fimbres, Alyssa Jamie	\$2,485.60	\$389.53	\$407.86	\$2,096.07
9000002884	Gonzalez, Antonio	\$5,750.77	\$5,273.99	\$1,213.69	\$476.78
9000002885	Jackson, Solana Lydia	\$3,583.75	\$629.66	\$589.16	\$2,954.09
9000002886	Kim, Daniel Jiwon	\$5,527.46	\$1,435.86	\$1,167.68	\$4,091.60
9000002887	Mann, Danielle Carter	\$6,791.69	\$1,593.54	\$1,428.11	\$5,198.15
9000002888	Shareghi, Linda	\$5,527.46	\$1,250.05	\$1,167.68	\$4,277.41
9000002889	Williams, Abigail Esther	\$7,359.31	\$1,452.55	\$1,545.05	\$5,906.76
Totals:		\$90,595.25	\$26,694.89	\$18,331.49	\$63,900.36

AP Check Register

Accounts Payable Run: 09/30/2024

Rainier Valley Leadership Academy

BOARD CERTIFICATION STATEMENT

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of October 22, 2024, the Board, by a _____ vote, approves payments, totaling \$433.45, and/or voids (cancellations), totaling \$0.00. The payments and/or voids are further identified in this document.

Total by Payment Type: WIRE-PUBLIC

Wire Transfer Payments 201900183 through 201900183, totaling \$433.45

In addition to the Check Summary Report below, we have also reviewed the following related documentation:

Secretary _____

Board Member _____

This section returned no records

AP Check Register

Accounts Payable Run: 09/30/2024

Rainier Valley Leadership Academy

Accounts Payable Run: 20240930 Direct A/P

Run Type: R - Regular

Payment Number	Payee	Net Payment Amount
201900183	BambooHR LLC	\$433.45
Wire Transfers:		<u>1</u> <u>\$433.45</u>
Total:		1 \$433.45

AP Check Register

Accounts Payable Run: 09/30/2024

Rainier Valley Leadership Academy

Fund Summary

<u>Fund</u>	<u>Balance Sheet</u>	<u>Revenue</u>	<u>Expense</u>	<u>Total</u>
10 - General Fund	\$0.00	\$0.00	\$433.45	\$433.45

AP Check Register

Accounts Payable Run: 09/26/2024

Rainier Valley Leadership Academy

BOARD CERTIFICATION STATEMENT

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of October 22, 2024, the Board, by a _____ vote, approves payments, totaling \$4,372.82, and/or voids (cancellations), totaling \$0.00. The payments and/or voids are further identified in this document.

Total by Payment Type: WIRE-PUBLIC

Wire Transfer Payments 201900184 through 201900184, totaling \$4,372.82

In addition to the Check Summary Report below, we have also reviewed the following related documentation:

Secretary _____

Board Member _____

This section returned no records

AP Check Register

Accounts Payable Run: 09/26/2024

Rainier Valley Leadership Academy

Accounts Payable Run: 20240926 Direct A/P Pmt 9609

Run Type: R - Regular

Payment Number	Payee		Net Payment Amount
201900184	Waste Management of Seattle		\$4,372.82
		Wire Transfers:	<u>1</u> <u>\$4,372.82</u>
		Total:	1 \$4,372.82

AP Check Register

Accounts Payable Run: 09/26/2024

Rainier Valley Leadership Academy

Fund Summary

<u>Fund</u>	<u>Balance Sheet</u>	<u>Revenue</u>	<u>Expense</u>	<u>Total</u>
10 - General Fund	\$0.00	\$0.00	\$4,372.82	\$4,372.82

AP Check Register

Accounts Payable Run: 09/19/2024

Rainier Valley Leadership Academy

BOARD CERTIFICATION STATEMENT

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of October 22, 2024, the Board, by a _____ vote, approves payments, totaling \$3,439.00, and/or voids (cancellations), totaling \$0.00. The payments and/or voids are further identified in this document.

Total by Payment Type: ACH/Warrants - Public
Warrant Numbers 102428 through 102428, totaling \$864.00

AP ACH Numbers 9000002921 through 9000002922, totaling \$2,575.00

In addition to the Check Summary Report below, we have also reviewed the following related documentation:

Secretary _____ Board Member _____

This section returned no records

AP Check Register

Accounts Payable Run: 09/19/2024

Rainier Valley Leadership Academy

Accounts Payable Run: 20240919 A/P Checks

Run Type: R - Regular

Payment Number	Payee	Net Payment Amount
102428	Long, David	\$864.00
9000002921	Kefale, Yedidya	\$325.00
9000002922	Surin, Naeema	\$2,250.00
ACH Payments:		<u>2</u>
Total:		<u>3</u>
		\$2,575.00
		\$3,439.00

AP Check Register

Accounts Payable Run: 09/19/2024

Rainier Valley Leadership Academy

Fund Summary

Fund	Balance Sheet	Revenue	Expense	Total
10 - General Fund	\$0.00	\$0.00	\$3,439.00	\$3,439.00

AP Check Register

Accounts Payable Run: 09/13/2024

Rainier Valley Leadership Academy

BOARD CERTIFICATION STATEMENT

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of October 22, 2024, the Board, by a _____ vote, approves payments, totaling \$42,991.32, and/or voids (cancellations), totaling \$0.00. The payments and/or voids are further identified in this document.

Total by Payment Type: ACH/Warrants - Public
Warrant Numbers 102417 through 102427, totaling \$14,108.38

AP ACH Numbers 9000002909 through 9000002920, totaling \$28,882.94

In addition to the Check Summary Report below, we have also reviewed the following related documentation:

Secretary _____ Board Member _____

This section returned no records

AP Check Register

Accounts Payable Run: 09/13/2024

Rainier Valley Leadership Academy

Accounts Payable Run: 20240913 A/P Checks

Run Type: R - Regular

Payment Number	Payee	Net Payment Amount
102417	Apple Inc.	\$5,808.82
102418	Custom Ink	\$1,338.29
102419	Frasco Investigative Services	\$540.00
102420	Mobile Mini	\$120.18
102421	Patriot Fire Protection	\$1,697.18
102422	Richardson Bottling Company	\$115.37
102423	Rising Reels	\$3,000.00
102424	T Mobile 967493293	\$60.53
102425	T Mobile 970733520	\$689.52
102426	Vargas, Javier	\$550.00
102427	Washington School Information Processing Cooperative	\$188.49
9000002909	Amazon Capital Services	\$231.69
9000002910	Amazon Capital Services	\$190.80
9000002911	Amazon Capital Services	\$724.13
9000002912	Amazon Capital Services	\$167.32
9000002913	Amazon Capital Services	\$27.58
9000002914	Amazon Capital Services	\$53.61
9000002915	Amazon Capital Services	\$1,362.38
9000002916	Amazon Capital Services	\$392.68
9000002917	BMO Harris	\$18,202.55
9000002918	Bolton & Company	\$2,326.00
9000002919	Fresh n' Local Foods	\$3,944.20
9000002920	Thomas, Kimberly	\$1,260.00
ACH Payments:		12
Total:		23
		\$28,882.94
		\$42,991.32

AP Check Register

Accounts Payable Run: 09/13/2024

Rainier Valley Leadership Academy

Fund Summary

<u>Fund</u>	<u>Balance Sheet</u>	<u>Revenue</u>	<u>Expense</u>	<u>Total</u>
10 - General Fund	\$0.00	\$0.00	\$42,991.32	\$42,991.32

AP Check Register

Accounts Payable Run: 09/03/2024

Rainier Valley Leadership Academy

BOARD CERTIFICATION STATEMENT

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of October 22, 2024, the Board, by a _____ vote, approves payments, totaling \$140,901.79, and/or voids (cancellations), totaling \$0.00. The payments and/or voids are further identified in this document.

Total by Payment Type: ACH/Warrants - Public
Warrant Numbers 102405 through 102414, totaling \$116,357.05

AP ACH Numbers 9000002890 through 9000002906, totaling \$24,544.74

In addition to the Check Summary Report below, we have also reviewed the following related documentation:

Secretary _____ Board Member _____

This section returned no records

AP Check Register

Accounts Payable Run: 09/03/2024

Rainier Valley Leadership Academy

Accounts Payable Run: 20240903 A/P Checks Run Type: R - Regular

Payment Number	Payee	Net Payment Amount
102405	Alexander, Oscar	\$27,395.00
102406	Apple Inc.	\$14,500.00
102407	City Of Seattle A/C 9905934520	\$4,876.66
102408	Gracie Enterprises	\$861.00
102409	HCA-SEBB FLEX SPEND	\$250.06
102410	Long, David	\$405.00
102411	Nobilis, LLC	\$54,442.51
102412	Pitney Bowes Global Financial Services LLC	\$177.74
102413	Seattle Colleges	\$8,649.08
102414	Tubman Center for Health & Freedom	\$4,800.00
9000002890	Amazon Capital Services	\$659.75
9000002891	Amazon Capital Services	\$54.63
9000002892	Amazon Capital Services	\$754.62
9000002893	Amazon Capital Services	\$270.59
9000002894	Amazon Capital Services	\$92.66
9000002895	Amazon Capital Services	\$71.61
9000002896	Amazon Capital Services	\$264.78
9000002897	Compukidz Worldwide	\$4,000.00
9000002898	Holistic Coalition LLC	\$2,000.00
9000002899	Jackson, Solana Lydia	\$2,500.00
9000002900	Jarvis Henderson	\$50.00
9000002901	Johnson, Kyle	\$4,500.00
9000002902	Knock'em Out Fitness	\$2,500.00
9000002903	Pitney Bowes Purchase Power 8000-9090-0906-6718	\$1,009.75
9000002904	SchoolStatus, LLC	\$2,500.00
9000002905	Surin, Naeema	\$2,161.35
9000002906	Thomas, Kimberly	\$1,155.00
ACH Payments:		17
		\$24,544.74

AP Check Register

Accounts Payable Run: 09/03/2024

Rainier Valley Leadership Academy

Total:	27	\$140,901.79
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AP Check Register

Accounts Payable Run: 09/03/2024

Rainier Valley Leadership Academy

Fund Summary

<u>Fund</u>	<u>Balance Sheet</u>	<u>Revenue</u>	<u>Expense</u>	<u>Total</u>
10 - General Fund	\$14,750.06	\$0.00	\$126,151.73	\$140,901.79

**RESOLUTION OF THE BOARD OF DIRECTORS OF
RAINIER VALLEY LEADERSHIP ACADEMY
TO APPROVE SEPTEMBER 2024
CLAIM VOUCHERS AND PAYROLL PAYMENTS**

This Resolution is presented to the Board of Directors (“Board”) of Rainier Valley Leadership Academy (“RVLA”), a Washington nonprofit corporation, at a regular meeting on October 19th, 2024.

WHEREAS, each of RVLA’s Charter School Contracts with the Washington State Charter School Commission requires each school to comply with the Accounting Manual for School Districts in the State of Washington that is published by the Washington State Office of Superintendent of Public Instruction (the “Accounting Manual”);

WHEREAS, Chapter 3, Section “Voucher Certification and Approval”, requires “board of director approval for payment of claim vouchers and payroll” and the approval “should be recorded in the minutes of the board meeting”;

WHEREAS, to meet the conditions set forth in Chapter 3, Section “Voucher Certification and Approval”, the Board desires to approve payment of claim vouchers and payroll payments delineated below.

- 9.3 AP Check Summary Report with Board Certification.pdf
- 9.13 AP Check Summary Report with Board Certification.pdf
- 9.19 AP Check Summary Report with Board Certification.pdf
- 9.26 AP Check Summary Report with Board Certification.pdf
- 9.30 AP Check Summary Report with Board Certification.pdf
- Payroll Check Summary with Board Certification 9.3.pdf
- Payroll Check Summary with Board Certification 9.30.pdf

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes RVLA to remit the following payments (these documents can also be found on the board agenda on Board on Track attached to the agenda):

ADOPTED by the Board of Directors of Rainier Valley Leaders State during a regular meeting
duly held on October 19th, 2024, at which a quorum was present.

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

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"DocID"

CERTIFIED AS A TRUE AND CORRECT COPY:

CERTIFIED: _____

Board Chairperson Date

CERTIFIED: _____

Board Secretary Date

Coversheet

Resolution 24/25 Community Council Policy

Section: III. Consent Agenda
Item: C. Resolution 24/25 Community Council Policy
Purpose: Vote
Submitted by:
Related Material: Community Council Official Policy (1) - KMY 7.11.24.docx.pdf
Board Resolution (Community Council) - .docx

Rainier Valley Leadership Academy Community Council Policy

Effective Date: 10/19/2024

Revision Date: 7/10/2024

Policy Approved by: Rainier Valley Leadership Academy Board

Responsible Office: District Office

1. Purpose

Purpose and Function The Rainier Valley Leadership Academy (RVLA) Community Council is a program designed to provide a supplemental advisory role to the Principal or designee on scholar and staff discipline and support-related matters. The council offers recommendations before the principal decides on support, discipline, or other restorative steps. The council aims to address barriers to education and ensure fair and transparent processes, involving community input in discipline and support for scholars.

2. Scope

This policy applies to all scholars, staff, and community members involved in the RVLA Community Council program.

Community Engagement and Transparency

- The Community Council promotes a transparent and inclusive approach to discipline and support, involving diverse community perspectives.
- The Principal will maintain school-based policies and flows such as Sankofa, MTSS, attendance, etc.; this is not an all-inclusive list of these policies. The Principal retains disciplined decision-making authority over Council recommendations but must provide a rationale for any decisions that differ from the Council's suggestions.
- The Community Council is a support-based mechanism that does not make school discipline decisions

3. Definitions

- **Community Council:** A group of selected community members, school staff, and parents who provide recommendations to RVLA's Principal or designee on scholar discipline and support matters, including, but not limited to, other restorative steps at RVLA.

Missing assignments in 2 or more classes

Attendance- 10 absences or more

Fights - 2 or more, and after everyone thereafter

Suspension worthy occurrence

Using slurs- 2 or more times and every time thereafter

Bullying nature- 2 times or more and every time thereafter

Destruction of property

Signed consent form from scholar guardian

Community Council Members are vetted and chosen based on the following criteria:

Diverse Representation:

- **Parents/Guardians:** Ensure representation from parents or guardians, ideally with children in different grade levels or programs. It's important to have diversity in race, socioeconomic background, and family dynamics to reflect the student body.
Students: Consider including high school students, especially those involved in leadership roles (e.g., student government), to provide peer perspectives on discipline and interventions.
 - *Please note that while parent and student involvement is a valued part of our Community Council, the nature of certain discussions may require additional sensitivity. Depending on the specific issues being reviewed, and the comfort level of the student and their family in sharing personal information, parent and student council members may not be invited to participate in every meeting.*

This is to ensure that all students and families feel safe and respected in these discussions, and that their privacy is protected. We are committed to creating a supportive environment for all, and any decisions regarding participation will be made with the best interest of the student and family in mind.

- **Teachers and School Staff:** Teachers who have experience with behavior management, student support staff (e.g., school counselors, social workers, special education staff), and other educators can be included for their professional insights.
- **Administrators:** Include a school administrator (e.g., principal or vice principal) to provide guidance on policies, rules, and regulations related to student discipline.
- **Community Members/Partners:** Include representatives from local community organizations, such as mental health services, youth support programs, or family services, who can provide insight into external resources.

2. Relevant Expertise:

- **Experience in Education or Child Development:** Members with a background in education, child psychology, social work, or counseling should be prioritized for their understanding of student development and behavioral interventions.
- **Knowledge of School Discipline and Interventions:** Members familiar with restorative justice practices, behavior intervention plans (BIPs), and the overall student code of conduct will be valuable.
- **Cultural Competency and Equity Advocacy:** Members with experience in promoting equity and inclusion, particularly those trained in working with diverse student populations, will be essential for ensuring unbiased, culturally sensitive decision-making.

3. Commitment and Availability:

- **Consistent Participation:** Members should commit to attending meetings regularly and being involved in reviewing cases and collaborating with school staff and families.
- **Time to Review Cases:** Members must have the time and willingness to review individual student cases thoroughly and thoughtfully, including follow-up and community referrals.

4. Confidentiality and Ethics:

- **Understanding of Confidentiality Requirements:** Since the council will handle sensitive student and family information, members must have a strong commitment to maintaining confidentiality and handling information ethically.
- **Ethical Decision-Making:** Members should demonstrate sound judgment, fairness, and impartiality in their decision-making to ensure just and equitable outcomes.

5. Training Requirements:

- **Willingness to Participate in Training:** Members should be willing to participate in relevant training on topics such as restorative justice, trauma-informed practices, and understanding implicit bias to ensure all decisions are informed and fair.

6. Community Connection:

- **Familiarity with Local Resources:** Ideally, members should have a strong connection to the local community and an understanding of the resources available to students and families, such as community health services, youth mentorship programs, and family support services.

7. Communication Skills:

- **Strong Interpersonal Skills:** Members should have strong communication skills, including the ability to actively listen to students, parents, and other stakeholders, and provide constructive feedback and guidance.
- **Empathy and Cultural Sensitivity:** Members must demonstrate empathy and the ability to understand and respect the diverse experiences and needs of students and families from different cultural and socio-economic backgrounds.
- **Principal or Designee:** The individual responsible for final decisions on scholar discipline and support matters, including, but not limited to, other restorative steps at RVLA.
- **FERPA:** The federal Family Educational Rights and Privacy Act (20 U.S.C. § 1232g; 34 CFR Part 99), as amended, which protects the privacy of scholar education records.

4. Roles and Responsibilities

4.1 Community Council Members

- **Liaison:**
 - Greet families and assist with sign-in.
 - Help families with required documentation.
 - Serve as the timekeeper.
- **Facilitator:**
 - Welcome participants and explain the Council's goals.
 - Lead the group through scholar intervention and Council's processes.

- Ensure the Council's session stays on track and maintains the flow.
- **School Administrator/Designee:**
 - Present school data related to attendance, grades, and discipline.
 - Provide history and information on previous interventions.
 - Assign a staff member for follow-up, as needed.
- **Secretary:**
 - Take notes during Council sessions.
 - Fill in agreements based on Council recommendations, as needed.
 - Collect signatures on agreements, as needed.
- **Community and Parental Council Members:**
 - Seek to understand and analyze the situation.
 - Make inquiries and analyze data.
 - Make recommendations in compliance with applicable law and RVLA policies and procedures, and aligned with RVLA's past practices for similar situations/conduct while maintaining confidentiality.

5. Meeting Protocol

5.1 Schedule

- The Community Council will meet monthly (or as needed).
- Council sessions can be conducted virtually if needed.

5.2 Participants

- Principal
- School Personnel
- Elders
- Scholar-leadership members
- Community members/partners
- Families
- Secretary

5.3 Council Session Process

- **Introductions:** Each participant introduces themselves with their title, role, and grade.
- **Session Goals:** State the hopes for the session and the overarching goal of fostering a collaborative and supportive community.
- **Review Concerns:** A designated member will provide an overview
- **Discussion:**
 - The involved staff, scholar, or family presents their perspective.

- Council members discuss the issue, barriers, and possible supports.
- Council members recommend consequences or restorative actions as appropriate.

- **Wrap-Up:** The Secretary documents the minutes and recommendations. The Principal reviews the Council's recommendations and makes final decisions regarding next steps (e.g., discipline, restorative steps).

6. Consent and Confidentiality

- Participation in the Community Council program is a part of the RVLA's scope of support.
- Written informed consent is required for the release of scholar records to the Council members in compliance with FERPA
 - If consent is not given by the scholar's parent/guardian for that scholar's Council session, personally identifying student information will be redacted and the scholar's situation will be presented to the Council anonymously.
 - In any Council session, if informed consent is not provided by another scholar who is not the subject of the Council session but whose personally identifiable information is included in relevant evidence (e.g., witness statements), that scholar's personally identifiable information will be redacted from the evidence.
 - If a member of the Council is too close to the scholar in question (e.g., family member, close family friend), that member must recuse himself/herself/themselves from the Council session in which there is an actual or potential conflict of interest.
- All Council proceedings and records are confidential and must be handled in accordance with FERPA guidelines.

7. Consequences and Support Mechanisms

7.1 For Scholars

- Discipline
- Behavior plans
- Community service
- Restorative conversations
- After-school programs
- Required tutoring
- Participation in specific programs or training
- Counseling
- Relationship-building activities.

8. Review and Evaluation

The Academic and Culture Advisory, comprised of RVLA Board members, school leadership team members, and scholar leaders, will review this policy annually to ensure its effectiveness and relevance. Any amendments will be communicated to all stakeholders.

Acknowledgment

By signing below, I acknowledge that I have read and understand the RVLA Community Council Policy.

Print Name:

Signature:

Date:

For any questions or further information regarding this policy, please contact the District's Office, at 206-741-1016.

**RESOLUTION OF THE BOARD OF DIRECTORS OF
RAINIER VALLEY LEADERSHIP ACADEMY
COMMUNITY COUNCIL POLICY**

This Resolution is presented to the Board of Directors (“Board”) of **RAINIER VALLEY LEADERSHIP ACADEMY** (“RVLA”), a Washington nonprofit corporation, at a regular meeting on October 19, 2024.

WHEREAS, the Rainier Valley Leadership Academy Board of Directors recognizes the importance of promoting a supportive, inclusive, and collaborative school environment to ensure the academic, emotional, and social success of all students; and

WHEREAS, student discipline, intervention, and referral to appropriate community resources are critical aspects of supporting students and families in overcoming barriers to education; and

WHEREAS, the Board acknowledges the need for a structured, diverse, and representative Community Council to review student discipline cases, recommend interventions, and provide referrals to community programs that align with the school’s mission and goals; and

WHEREAS, the establishment of this Community Council will ensure that the perspectives of parents, students, school staff, and community members are included in the decision-making process, and that student and family privacy will be respected in all council proceedings; and

WHEREAS, the Council shall act in accordance with the school’s discipline policy, Washington State law, and best practices in student support, equity, and restorative justice;

NOW, THEREFORE, BE IT RESOLVED that the Rainier Valley Leadership Academy Board of Directors hereby establishes the **Rainier Valley Leadership Academy Community Council** with the following purposes, composition, and responsibilities included in the policy below:

ADOPTED by the Board of Directors of Rainier Valley Leadership Academy, during a regular meeting duly held on October 25th, 2022, at which a quorum was present.

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

CERTIFIED AS A TRUE AND CORRECT COPY:

CERTIFIED: _____ Date: _____
Board Co-Chairperson

ATTEST: _____ Date: _____
Board Secretary

WELLNESS: NUTRITION, HEALTH, AND PHYSICAL FITNESS POLICY

The board recognizes that a healthy school environment prepares scholars for college, careers, and successful futures. Scholars who eat well-balanced meals and engage in regular exercise are more likely to learn in the classroom. The board supports the district's increased emphasis on nutrition, health, physical education, and physical activity at all grade levels to enhance the well-being of RVLVA scholars. Therefore, it is the policy of the Board of Directors to provide scholars with access to nutritious food, emphasize health education and physical education, and provide scholars with opportunities for physical activity.

Nutrition and Food Services Program

The Board of Directors supports the philosophy of the National School Lunch and School Breakfast Program and will provide wholesome and nutritious meals for children in the District's schools. The Board authorizes the Superintendent to administer the food services program, provided that any decision to enter into a contract with a food service management company will require the approval of the Board. Expenditures for food supplies shall not exceed the estimated revenues. The School Leader or designee is responsible for:

- ● Annually distributing meal applications and determining eligibility for school meals;
- ● Protecting the identity of scholars eligible for free and reduced-price meals;
- ● Ensuring meals meet USDA meal pattern requirements;
- ● Ensuring meal periods are in compliance with USDA regulations;
- ● Establishing a Food Safety Plan;
- ● Determining meal prices and submitting them to the board for approval annually;
- ● Using the full entitlement of USDA Foods;
- ● Maintaining a nonprofit school food service account;
- ● Ensuring all revenues are used solely for the school meal program;
- ● Establishing a meal charge policy;
- ● Accommodating children with special dietary needs;
- ● Ensuring compliance with USDA nondiscrimination policies;
- ● Following proper procurement procedures; and
- ● Ensuring compliance with the Smart Snacks in School standards.

Health and Physical Education Program

RVLA's 6th-12th grade health and physical education programs will be aligned with the Washington State Health and Physical Education K-12 Learning Standards and will include, but not be limited to, the development of knowledge and skills to be physically active, eat nutritiously, access reliable health information and services, communicate effectively, and set health-enhancing goals.

RVLA will ensure that the following requirements are met:

- All scholars in grades one through eight receive an average of one hundred instructional minutes per week of physical education per year.
- All scholars have equal and equitable opportunities for health and physical education.
- All scholars, from kindergarten through grade 12, will participate in a quality, standards based health and physical education program.

Physical Activity Physical education class is not to be used or withheld as punishment for any reason. All schools, as a best practice and subject to available funding, will participate in a multi-component approach by which schools use all opportunities for scholars to be physically active, such as the Comprehensive 54 School Physical Activity Program (CSPAP) recommended by the Centers for Disease Control and Prevention, and will provide the following:

- Quality physical education;
- Physical activity during the school day (brain boosters/energizers);
- Physical activity before and after school;
- Recess (which will not be used or withheld as punishment for any reason);
- Family and community engagement;
- Staff wellness and health promotion;
- Active transportation; and
- School district facilities.