



Spokane International Academy

February 2020

Amended on February 24, 2020 at 4:44 PM PST

Date and Time

Monday February 24, 2020 at 5:30 PM PST

Location

SIA Middle Academy
4224 E 4th Ave
Spokane, WA 99202

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
Opening Items			
A. Record Attendance and Guests			1 m
B. Call the Meeting to Order			
C. Approve Minutes	Approve Minutes	Ken Vorhees	1 m
Approve minutes for January 2020 (Regular) on January 27, 2020			
II. Monthly Financials			5:32 PM
A. February Payroll	Vote	Matthew Hoag	5 m
Direct Deposit Number 900001946 through 900002011 totaling \$340,050.10			
B. January Accounts Payable	Vote	Matthew Hoag	5 m
Mid-Month AP: Warrant Numbers 13217 through 13228 totaling \$20,192.84 End of Month AP: Warrant Numbers 13230 through 13257 totaling \$84,707.17 Private Account AP: Warrant Numbers 1267 through 1270 totaling \$108,800			
III. Head of School Update			5:42 PM
A. 2020-21 Applications Received	FYI	Travis Franklin	5 m
Final results from the 20-21 enrollment season			
B. Policy/Procedure 3115 - Students Experiencing Homelessness - Enrollment Rights and Services	Vote	Travis Franklin	5 m

SIA needs to formally adopt policy/procedure 3115 - **Students Experiencing Homelessness - Enrollment Rights and Services.**

This policy meets all state/federal expectations for serving these students. The policy/procedure being presented was taken from the WSSDA policy website.

C. Mead Charter Authorizer Proposal Discuss Travis Franklin 10 m
Travis to present an update on work related to conversations for a variety of ways to partner with the Mead SD.

IV. Academic Excellence

Academic Excellence

V. CEO Support And Eval

CEO Support And Eval

VI. Development

6:02 PM

Development

A. SIA Foundation Update and Bylaws Discuss Mary Velazquez 10 m
An update on the proposed bylaws for the SIA Foundation.

VII. Finance

6:12 PM

Finance

A. General Update Discuss Matthew Hoag 5 m
Budget status, cash flow, and other financials

VIII. Governance

6:17 PM

Governance

A. Board on Track Discuss Matthew Hoag 20 m
B. SIA Bylaws - Review member term dates and IRS code provisions for excise taxes Discuss Mary Velazquez 10 m

Potential revision to SIA's bylaws to allow for all terms, regardless of start date throughout the year, to end on either July 31 or August 31 so that all terms coincide with either elections taking place prior to our annual meeting in August, or the beginning of our fiscal year on September 1.

Also, add an additional 2 codes that are applicable to public charities (4911, 4912)

C. PDC F-1 Financial Statements FYI Matthew Hoag 5 m
Just a reminder that board members have to file an annual F-1 Financial Statement by April 1.

**To file personal financial reports electronically, use <https://web.pdc.wa.gov/F1/Login.aspx>
To print a paper form and mail it in, the link is <https://www.pdc.wa.gov/learn/forms/f-1-personal-financial-affairs-statement>**

IX. Facility

6:52 PM

Facility

A. Update on Magnesium Property Discuss James Hill 10 m

James will provide an update on the facility process

B. Executive Session

Discuss

Bob Douthitt

15 m

Board will go into executive session to discuss lease terms that may be impacted by public understanding ([RCW42.30.110 Section 1.b](#))

X. Other Business

XI. Closing Items

A. Adjourn Meeting

Vote