



Spokane International Academy

August Regular Meeting of the Board

Published on August 18, 2023 at 8:06 AM PDT
Amended on August 21, 2023 at 10:34 AM PDT

Date and Time

Tuesday August 22, 2023 at 12:00 PM PDT

Location

Spokane International Academy
777 E Magnesium Rd
Spokane WA 99208

Agenda

	Purpose	Presenter	Time
I. Spokane International Academy Mission Statement			
Spokane International Academy empowers its students with the academic skills, habits of mind, and global competence necessary to complete advanced courses in high school, and a college degree, in order to become leaders who can powerfully transform their communities.			
II. Opening Items			12:00 PM
Opening Items			
A. Record Attendance and Guests			1 m
B. Call the Meeting to Order			

III. Consent Agenda

12:01 PM

The purpose of the Consent Agenda is to act upon routine matters in an expeditious manner. Items placed on the Consent Agenda as determined by the Chair, in cooperation with the CEO, are those that are considered common to the operation of the Board and normally require no special board discussion or debate. A board member may request that any item on the Consent Agenda be removed and inserted at an appropriate place on the regular agenda. Items on the Consent Agenda for this meeting include:

- Approval of minutes from a previous meeting
- Approval of monthly financial statements
- Acknowledgement of monthly enrollment reports
- Approval of updated school policies and/or procedures

A. Approve Previous Minutes	Approve Minutes	Mary Velazquez	1 m
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Approve minutes for July Regular Meeting of the Board on July 25, 2023

B. Monthly Financials	Vote	Mary Velazquez	1 m
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The following vouchers as 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, are approved for payment.

General Fund -

- Payroll: Check Number 15907 through 15911, Direct Deposit Number 900005347 through 900005440 totaling \$695,065.93
- Mid-Month AP: General Warrant Numbers 15855 through 15874 totaling \$113,432.08
- End of Month AP: General Warrant Numbers 15875 through 15906 totaling \$99,612.15
- Wire/ACH AP: Totaling \$2,023.95
- Private checks: \$21.09

See also the attached notes for AP and Payroll expenditure explanation

C. Budget Status/Enrollment Number/Quarterly Reports	FYI	Mary Velazquez	
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	Purpose	Presenter	Time
D. Policies/Procedures to Review/Approve	FYI	Heather Dauphin	5 m
Discuss/vote on SIA's financial policies and procedures. Wording was updated to replace CEO with Head of school. Purchasing was updated to adjust micro purchases from 10K to 20K. Credit card holders also includes Associate Principals and CFO.			
Discuss/vote on SIA's employee handbook. Wording was updated for Head of School, Paid Family Medical Leave, Washington Family Care Act and WA Cares Act.			

IV. Public Comment

V. Staff Updates 12:08 PM

A. HOS Goals for 23/24 School Year	Vote	Mary Velazquez	10 m
Vote on HOS 23/24 goals			
B. Staffing Update	FYI	Morgen Flowers-Washington	5 m
Update on hiring of new staff for 23/24 school year			
C. Enrollment Update	FYI	Brook Wilkerson	5 m
Update on student enrollment for the start of the 23/24 school year			

VI. Academic Excellence

VII. Finance

VIII. Governance 12:28 PM

A. Election of Officers for 23/24 school year	Vote	Mary Velazquez	10 m
Chair - Mary Velazquez nominated Vice Chair - Jeff Hyslop nominated Treasurer - Matt Hoag nominated Secretary - Stacy Hill nominated			
B. Board Meeting Schedule for 23/24 School Year	Discuss	Mary Velazquez	10 m
Set dates, times and location for board meetings September 2023 through August 2024.			

IX. CEO Support And Eval

X. Strategic Planning

XI. Executive Session

A governing body subject to the OPMA is allowed to go into executive sessions *only* for the reasons listed in [RCW 42.30.110](#).

XII. Closing Items

- A. Adjourn Meeting Vote

Contacting the Board

Members of the public who wish to contact the board regarding items on the agenda, or other relevant topics, may do so by emailing the board at boardofdirectors@spokaneintlacademy.org. The board will respond within a reasonable amount of time to at least acknowledge receipt of the message.

Public Participation During Meetings

The Board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. The Chair is responsible for the orderly conduct of the meeting and shall rule on such matters as the time to be allowed for public discussion, the appropriateness of the subject being presented and the suitability of the time for a presentation.

In order to assist the Board in its orderly conduct of the meeting, individuals wishing to be heard by the Board shall have the opportunity to state their name, address, and the topic they wish to speak to, either in writing at the beginning of the meeting, and/or verbally at the time the topic is addressed on the agenda, and before the Board takes action on such item. Individuals, after identifying themselves, will address the Board and proceed to make their comments as briefly as the subject permits.

The Board will not entertain oral complaints about school personnel. A member of the public wishing to make such a complaint shall do so in writing to the Board Chair who shall follow the school's adopted conflict resolution policy. The Chair may interrupt or terminate an individual's statement when it is too lengthy, personally directed, abusive, or irrelevant.

The Board as a whole shall have the final decision in determining the appropriateness of all such rulings.