



# Spokane International Academy

## February (Regular)

Published on February 27, 2023 at 8:20 AM PST  
Amended on March 6, 2023 at 9:04 AM PST

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### Date and Time

Tuesday February 28, 2023 at 11:30 AM PST

### Location

Join Zoom Meeting

<https://us06web.zoom.us/j/4314991100?pwd=RmxRb29xQXVsNmI0d2NLOUV1WGJ TZz09>

Meeting ID: 431 499 1100

Passcode: 188417

One tap mobile

+12532050468,,4314991100#,,,,\*188417# US

+12532158782,,4314991100#,,,,\*188417# US (Tacoma)

Dial by your location

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 719 359 4580 US

+1 689 278 1000 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US



Purpose Presenter Time

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 15502 through 15507, Direct Deposit Number 900004754 through 900004849 totaling \$660,172.83
- Mid-Month AP: General Warrant Numbers 15436 through 15451 totaling \$110,633.76
- Mid-Month AP: ASB Warrant Numbers 15435 \$408.60
- End of Month AP: General Warrant Numbers 15452 through 15501 totaling \$199,392.69
- Private Fund AP: Warrant Number 1410-1412 totaling \$160.50
- Wire/ACH AP: Totaling \$1801.69

See also the attached notes for AP and Payroll expenditure explanation

<b>C.</b>	Budget Status/Enrollment Number/Quarterly Reports	FYI	Mary Velazquez	1 m
<b>D.</b>	Policies/Procedures to Review/Approve	Vote	TRAVIS FRANKLIN	1 m

- De Minimus Policy (**VOTE**)
- Comprehensive Equity Plan - Attached is the approved plan for 21-22. Need to adopt a new plan for 22-23 as part of the requirements for the WA Charters growth grant. Would like to approve new version of this at our March meeting. (**Review previous, discuss elements for new one**)

**IV. Public Comment**

**V. Staff Updates** **11:35 AM**

<b>A.</b>	Board Presentation	FYI	TRAVIS FRANKLIN	1 m
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**VI. Academic Excellence**

**VII. Finance** **11:36 AM**

<b>A.</b>	23-24 Budget Conversation	Discuss	Morgen Flowers	25 m
<b>B.</b>	Mid-Year Apportionment Update	FYI	Heather Dauphin	10 m

	Purpose	Presenter	Time
<b>C. Bank Account Structure</b>		Heather Dauphin	5 m
Go over option of Insured Cash Sweep (ICS) - Minimum Balance 1M, Fees will increase, Interest (guaranteed 1.5%) and risk (FDIC insured up to 250K)			
<b>VIII. Governance</b>			<b>12:16 PM</b>
<b>A. F1 Disclosure</b>	FYI	Mary Velazquez	5 m
Due in April			
<b>B. Board Recruitment</b>	Discuss	Mary Velazquez	5 m
Update on board recruitment process			
<b>IX. CEO Support And Eval</b>			
<b>X. Strategic Planning</b>			
<b>XI. Executive Session</b>			<b>12:26 PM</b>
A governing body subject to the OPMA is allowed to go into executive sessions <i>only</i> for the reasons listed in <a href="#">RCW 42.30.110</a> .			
<b>A. Discuss the Performance of a Public Employee</b>	Discuss	Mary Velazquez	20 m
<b>XII. Closing Items</b>			<b>12:46 PM</b>
<b>A. Adjourn Meeting</b>	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](mailto: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.

# Coversheet

## Approve Previous Minutes

**Section:** III. Consent Agenda  
**Item:** A. Approve Previous Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for January (Regular) on January 24, 2023



# Spokane International Academy

## Minutes

January (Regular)

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### Date and Time

Tuesday January 24, 2023 at 11:30 AM

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### Directors Present

James Wilburn (remote), Jeff Hyslop (remote), Ken Vorhees (remote), Mary Velazquez (remote), Matthew Hoag (remote), Nancy Cunningham (remote), Stacy Hill (remote)

### Directors Absent

*None*

### Guests Present

Brook Wilkerson (remote), Heather Dauphin (remote), Morgen Flowers-Washington (remote), Travis Franklin (remote)

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## I. Opening Items

### A. Record Attendance and Guests

### B. Call the Meeting to Order

Mary Velazquez called a meeting of the board of directors of Spokane International Academy to order on Tuesday Jan 24, 2023 at 11:30 AM.

## II. Consent Agenda

### A.

### **Approve Previous Minutes**

Ken Vorhees made a motion to approve the minutes from December (Regular) on 12-20-22.

Mary Velazquez seconded the motion.

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

### **B. Monthly Financials**

Matthew Hoag made a motion to Approve monthly financials.

Ken Vorhees seconded the motion.

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

### **C. Budget Status/Enrollment Number/Quarterly Reports**

### **D. Policies/Procedures to Review/Approve**

Mary Velazquez made a motion to Approve the safe schools plan and updated school goals.

James Wilburn seconded the motion.

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

## **III. Governance**

### **A. Board Meeting Times**

### **B. New Board Member**

Ken Vorhees made a motion to Approve adding Nancy Cunningham back to the SIA board.

Jeff Hyslop seconded the motion.

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

## **IV. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:01 PM.

Respectfully Submitted,

Travis Franklin

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# Coversheet

## Monthly Financials

**Section:** III. Consent Agenda  
**Item:** B. Monthly Financials  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Additional notes for AP\_Payroll.Board.docx (2).pdf  
Feb Payroll 2023.pdf  
Feb mid AP 2023.pdf  
Feb mid AP 2023 ASB.pdf  
Feb EOM AP 2023.pdf  
Private ck register 2.23.pdf  
Wire register 2.23.pdf

### Additional notes for Accounts Payable –

#### Recurring Monthly Bills-

**Amazon** \$4,810.79 School supplies  
**Avista** \$15,291.56 services for Electricity  
**Rodney, Braun** \$4,307.98 Rent for Home office  
**C&C** \$1,021.34 Snow Removal Service (1/12-1/23)  
**City of Spokane** \$1,662.28 Water and Sewer services  
**Ednetics** \$5,459.62 Telephone/Security/Internet services  
**Express** \$6,496.20 Staffing contract for Food Service  
**Harlow's** \$65,869.95 Transportation Service for Jan  
**Inland Northwest Therapy** \$19,531.25 Speech/Occupational service  
**Joule Growth Partners** \$1,250 Contracted Financial Services  
**NMC** \$12,701.19 Custodial Service  
**SIA-Magnesium LLC** \$87,140.06 Lease payment for Bonds semi-annual payment  
**SIA-Magnesium LLC** \$2,500.00 Repair & replacement payment for Bonds (Feb)  
**Umpqua Credit card** \$1,801.69 School supplies  
**URM** \$19,604.54 Food service supplies (\$4,920.82-from Supply Chain Assistance Fund)

#### Quarterly paid expenses-

**WA Charter** \$3,100.00 SpEd training service (Q3)

#### One time expenses-

**Eide Bailly** \$10,000.00 Audit of the financial statements of the year end (Aug. 31, 22)  
**Securly** \$5,278.60 Web security filtering service (4/1/23-8/31/23)  
**SIA-Magnesium LLC** \$9,300.00 WSHFC commission fee (semi-annual)  
**US Bank** \$2,125.00 Trustee/Dissemination agent fee (semi-annual)

#### Additional notes for Payroll-

February new hires include: Nicole Altmaier Instructional IA

February Resignations - Instructional Aide

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

As of February 28, 2023, the board, by a \_\_\_\_\_ vote, does approve for payment those checks (warrants) included in the following list and further described as follows: SIA PUBLIC FUNDS ACCT (AP) - UMPQUA BANK  
 Check Number 15502 through 15507  
 and for payment those Direct Deposits included in the following list and further described as follows: SIA PUBLIC FUNDS ACCT (AP) - UMPQUA BANK  
 Direct Deposit Number 900004754 through 900004849  
 in the total amount of \$660,172.83.

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
 Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
 Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

4pacpv04.p SPOKANE INTERNATIONAL ACADEMY 11:58 AM 02/21/23  
 05.22.10.00.00-010051 PAY SUMMARY FOR PR / Payroll - AFTER CALCS PAGE: 1  
 CHECK DATE: 02/28/2023 PERIOD ENDING DATE: 02/28/2023  
 HR\PA\CP\PE - 748 - Board

<u>PAY</u>	<u>DESCRIPTION</u>	<u>COUNT</u>	<u>FACTOR</u>	<u>HOURS</u>	<u>GROSS</u>	<u>RETIRE</u> <u>HOURS</u>
CAD5	ADD PAY	5	4.0000		429.14	
CAPR3	ASSOCIATE PR	6	2.0000		19,837.51	304.00
CCFO3	CHIEF FIN OFF	1	1.0000		10,700.00	152.00
CCOU3	COUNSELOR	7	4.0000		16,802.25	405.80
CCUS4	FACILITIES	1	1.0000		2,595.11	152.00
CDOP3	DIR OF OPS	2	1.0000		5,833.34	154.70
CDSS3	DIR OF SPECIAL	7	2.0000		13,429.29	228.00
CIA3	INST AIDE	51	22.0000		40,080.92	2716.00
CIAB3	INST AIDE	4	2.0000		3,441.50	272.00
CIM13	PRINCIPAL	6	1.0000		12,348.62	152.00
CINT3	INT COACH	7	4.0000		27,034.09	608.00
CKIT4	KITCHEN MGR	1	1.0000		2,571.83	152.00
CKT24	MGR FS/TRANS	2	1.0000		2,396.81	96.00
CKTA4	KITCHEN ASSIST	1	1.0000		1,916.34	152.00
CLGY5	LONGEVITY	15	13.0000		3,750.01	
CMGF3	MANAGER FINANCE	1	1.0000		3,846.04	152.00
CMGH3	HR SPECIALIST	1	1.0000		3,452.80	152.00
CNU13	NURSE	4	1.0000		4,968.34	152.00
COFF3	OFFICE ASSIST	5	3.0000		6,698.71	456.00
COPM3	FACILITES MGR	4	1.0000		10,700.00	152.00
CPSY3	PSYCHOLOGIST	6	1.0000		5,261.42	152.00
CSP25	SUPPLEMENTAL	1	1.0000		175.00	
CSUP3	SUPERINTENDENT	2	1.0000		13,820.84	152.00
CTC13	TEACHER	101	48.0000		239,226.49	6840.00
CTC23	TEACHER	1	1.0000		4,589.26	152.00
RTRO3	RETRO PAY 613	2	2.0000		2,012.69	
TADM3	ADMIN OFFICE	2		20.2500	564.37	20.30
TECH3	TECHNOLOGY	1		3.0000	80.34	3.00
TIA3	INST AIDE	16		-111.7500	-2,044.79	-111.80
TKIT4	KITCHEN MGR	2		-11.2500	-349.87	-11.20
TOFF3	OFFICE ASST	8				
TOFM3	OFFICE MGR	1		0.5000	9.68	0.50
TOV3	OVERTIME	5		1.5000	39.88	1.60

CHECK DATE: 02/28/2023 PERIOD ENDING DATE: 02/28/2023

HR\PA\CP\PE - 748 - Board

<u>PAY</u>	<u>DESCRIPTION</u>	<u>COUNT</u>	<u>FACTOR</u>	<u>HOURS</u>	<u>GROSS</u>	<u>RETIRE HOURS</u>
TOV4	OVERTIME	2		8.2500	263.85	8.30
TSU23	SUBSTITUTE	6		94.0000	1,762.50	94.00
TSUB3	SUBSTITUTE	3		43.0000	1,551.65	43.10
TSUB4	SUBSTITUTE	1		98.5000	2,109.87	98.50
	REPORT TOTAL	291	121.0000	146.0000	461,905.83	14050.80

CHECK DATE: 02/28/2023 PERIOD ENDING DATE: 02/28/2023

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	291	28,018.54
1FIT	FED INC TAX	FEDERAL TAX	291	30,781.72
1FIT+	FIT ADD AMT	FEDERAL TAX	42	3,282.00
1MED	MEDICARE	MEDICARE	291	6,552.71
1PFML	WA PAID FML	PFML	291	2,688.80
1ReE0	SERS PLAN 0	RETIREMENT	8	
1ReE2	SERS PLAN 2	RETIREMENT	75	4,136.75
1ReE3	SERS PLAN 3	RETIREMENT	52	3,253.87
1ReT0	TRS PLAN 0	RETIREMENT	10	
1ReT2	TRS 2	RETIREMENT	63	10,022.16
1ReT3	TRS PLAN 3	RETIREMENT	91	14,698.34
1WC	WORKERS' COMP	WORKERS' COMP	291	1,529.87
A5151	MED ADJ	OTH BEF TAX	2	155.00
ACH#2	ACH#2		2	2,586.67
ALTD	ADJ SUPP LTD		3	4.17
DCP	DCP	TSA-BEFORE TAX	2	47.94
HCFSA	Medical FSA	OTH BEF TAX	3	41.67
HEHSA	Health Eqty-HSA	OTH BEF TAX	4	725.00
KP2CR	Kai WA Smt2 E/C	OTH BEF TAX	4	186.00
KP2ER	Kai WA Smt2 EMP	OTH BEF TAX	16	530.00
KP3ER	Kai WA Smt3 EMP	OTH BEF TAX	3	426.00
KP3FR	Kai WA Smt3 FAM	OTH BEF TAX	2	426.00
KW1CR	Kai WA Core1E/C	OTH BEF TAX	2	67.00
KW1ER	Kai WA Core1EMP	OTH BEF TAX	9	152.00
KW1FR	Kai WA Core1FAM	OTH BEF TAX	4	253.00
KW2CR	Kai WA Core2E/C	OTH BEF TAX	4	150.00
KW2ER	Kai WA Core2EMP	OTH BEF TAX	11	240.00
KW2FR	Kai WA Core2FAM	OTH BEF TAX	10	516.00
KW2SR	Kai WA Core2E/S	OTH BEF TAX	7	258.00
KWSCR	Kai WA SndChE/C	OTH BEF TAX	7	260.00
KWSER	Kai WA SndChEMP	OTH BEF TAX	19	666.00
KWSFR	Kai WA SndChFAM	OTH BEF TAX	7	716.00
KWSSR	Kai WA SndChE/S	OTH BEF TAX	2	148.00
LTD50	Emp Pd LTD 50%		20	130.79
LTD60	Emp Pd LTD 60%		146	874.77
LTDBU	Supp LTD		2	
PHCR	Prem Hgh PPOE/C	OTH BEF TAX	9	510.00
PHER	Prem Hgh PPOEMP	OTH BEF TAX	7	291.00
PHFR	Prem Hgh PPOFAM	OTH BEF TAX	3	582.00
PHSR	Prem Hgh PPOE/S	OTH BEF TAX	2	194.00
PMER	Prem HMCrEPOEMP	OTH BEF TAX	2	25.00
PSCR	Prem Std PPOE/C	OTH BEF TAX	4	172.00
PSER	Prem Std PPOEMP	OTH BEF TAX	5	147.00
PSFR	Prem Std PPOFAM	OTH BEF TAX	4	294.00
V1CR	UMPACP-UWMedE/C	OTH BEF TAX	2	145.00
V1ER	UMPACP-UWMedEMP	OTH BEF TAX	6	166.00
VACR	UMP Achieve2E/C	OTH BEF TAX	2	184.00
VAER	UMP Achieve2EMP	OTH BEF TAX	2	184.00
VHSAE	UMP CDHP EMP	OTH BEF TAX	7	109.00
VHSAF	UMP CDHP FAM	OTH BEF TAX	4	168.00
VHSAS	UMP CDHP E/S	OTH BEF TAX	2	56.00
VUER	UMP Achieve1EMP	OTH BEF TAX	17	386.00
VUFR	UMP Achieve1FAM	OTH BEF TAX	3	466.00

CHECK DATE: 02/28/2023 PERIOD ENDING DATE: 02/28/2023

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
			2168	118,603.77

CHECK DATE: 02/28/2023 PERIOD ENDING DATE: 02/28/2023

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	291	28,018.54
1MED	MEDICARE	MEDICARE	291	6,552.71
1PFML	WA PAID FML	PFML	291	1,006.48
1ReE0	SERS PLAN 0	RETIREMENT	8	
1ReE2	SERS PLAN 2	RETIREMENT	75	6,285.07
1ReE3	SERS PLAN 3	RETIREMENT	52	5,917.54
1ReT0	TRS PLAN 0	RETIREMENT	10	
1ReT2	TRS PLAN 2	RETIREMENT	63	18,288.89
1ReT3	TRS PLAN 3	RETIREMENT	91	31,686.53
1UC	UNEMPLOYMENT	UNEMPLOY COMP	291	2,494.32
1WC	WORKERS' COMP	WORKERS' COMP	291	2,598.92
SEBB	SEBB		214	95,168.00
VHSS1	UMP CDHP EE HSA		10	250.00
			1978	198,267.00

\*\*\*\*\* End of report \*\*\*\*\*

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As of February 28, 2023, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$110,633.76. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:  
Warrant Numbers 15436 through 15451, totaling \$110,633.76

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
15436	AMAZON CAPITAL SERVICES	02/13/2023	3,186.55
15437	CITY OF SPOKANE	02/13/2023	1,662.28
15438	CITY OF SPOKANE	02/13/2023	423.00
15439	DE LAGE LANDEN FINANCIAL SERVI	02/13/2023	995.50
15440	EDTECH101	02/13/2023	760.82
15441	EXPRESS SERVICE, INC.	02/13/2023	3,220.29
15442	LEAF CAPITAL FUNDING, LLC.	02/13/2023	52.64
15443	LINC FOODS	02/13/2023	258.78
15444	MAGIC-WRIGHTER, INC.	02/13/2023	2.50
15445	MOON SECURITY SERVICE INC	02/13/2023	155.81
15446	PACIFIC PIE, INC.	02/13/2023	572.25
15447	ROBINETT, JORDAN ELIZABETH	02/13/2023	171.12
15448	SAMPSON, ALEXIS	02/13/2023	86.16
15449	SIA-MAGNESIUM LLC	02/13/2023	98,940.06
15450	SUTTON, JAMES B	02/13/2023	96.46
15451	WEBB, TERESA	02/13/2023	49.54

16 Computer Check(s) For a Total of 110,633.76

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	16	Computer	Checks For a Total of	110,633.76
Total For	16	Manual, Wire Tran, ACH & Computer	Checks	110,633.76
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	110,633.76

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As of February 28, 2023, the board, by a \_\_\_\_\_ vote, approves payments, totaling \$408.60. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:  
Warrant Numbers 15435 through 15435, totaling \$408.60

Secretary _____	Board Member _____
Board Member _____	Board Member _____
Board Member _____	Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
15435	AMAZON CAPITAL SERVICES	02/13/2023	408.60
1	Computer	Check(s) For a Total of	408.60

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	408.60
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	408.60
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	408.60

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Warrant Numbers 15452 through 15501, totaling \$199,392.69

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_  
Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Check Amount
15452	ADVANCED EQUIPMENT & SUPPLIES	02/28/2023	37.71
15453	AMAZON CAPITAL SERVICES	02/28/2023	1,624.24
15454	AUTO-CHLOR SYSTEM	02/28/2023	353.43
15455	Avista	02/28/2023	15,291.56
15456	BLICK ART MATERIALS	02/28/2023	460.18
15457	BRAUN, RODNEY	02/28/2023	4,307.98
15458	C&C YARD CARE, INC	02/28/2023	1,021.34
15459	CENTURYLINK	02/28/2023	674.66
15460	CHEMSEARCHFE	02/28/2023	430.71
15461	COMCAST BUSINESS	02/28/2023	381.70
15462	EDGEWOOD PARTNERS INS. CENTER	02/28/2023	2,427.00
15463	EDMENTUM INC	02/28/2023	1,431.26
15464	EDNETICS NETWORK	02/28/2023	5,459.62
15465	EIDE BAILLY LLP	02/28/2023	10,000.00
15466	EMBROIDERED SPORTSWEAR, INC	02/28/2023	932.71
15467	EXPRESS SERVICE, INC.	02/28/2023	3,275.91
15468	FATBEAM LLC	02/28/2023	1,390.00
15469	FIKES NORTHWEST, CORP	02/28/2023	1,546.24
15470	HAMERAY PUBLISHING GROUP, INC.	02/28/2023	1,257.02
15471	HARLOW'S SCHOOL BUS SERVICE IN	02/28/2023	65,869.95
15472	INLAND NORTHWEST THERAPY, LLC	02/28/2023	19,531.25
15473	JOULE GROWTH PARTNERS	02/28/2023	1,250.00
15474	KUTAK ROCK LLP	02/28/2023	1,386.20
15475	LINC FOODS	02/28/2023	337.52
15476	MAGIC-WRIGHTER, INC.	02/28/2023	2.50
15477	NCS PEARSON, INC.	02/28/2023	474.20
15478	NEWESD 101	02/28/2023	960.00
15479	NMC FRANCHISING, LLC	02/28/2023	12,701.19
15480	OSPI	02/28/2023	643.50
15481	OSPI CHILD NUTRITION SERVICES	02/28/2023	851.72
15482	PACIFIC PIE, INC.	02/28/2023	909.06
15483	PPC SOLUTIONS, INC	02/28/2023	405.00
15484	READING READING BOOKS, LLC	02/28/2023	2,948.93

Check Nbr	Vendor Name	Check Date	Check Amount
15485	ROYAL BUSINESS SYSTEMS, INC	02/28/2023	678.29
15486	SECURLY, INC.	02/28/2023	5,278.60
15487	SPOKANE PUBLIC SCHOOLS	02/28/2023	1,350.00
15488	SPRAGUE PEST SOLUTIONS	02/28/2023	98.92
15489	STAPLES ADVANTAGE	02/28/2023	1,042.08
15490	STATE AUDITOR'S OFFICE	02/28/2023	1,332.24
15491	SWANSON'S REFRIGERATION AND RE	02/28/2023	48.78
15492	TESTCOMM, LLC	02/28/2023	1,300.00
15493	TK ELEVATOR CORPORATION	02/28/2023	708.50
15494	URM	02/28/2023	19,604.54
15495	US BANK	02/28/2023	2,125.00
15496	WA STATE CHARTER SCHOOLS ASSOC	02/28/2023	3,100.00
15497	WASBO	02/28/2023	1,100.00
15498	WAXIE SANITARY SUPPLY	02/28/2023	722.62
15499	WSIPC	02/28/2023	70.18
15500	WSPA	02/28/2023	175.00
15501	ZOOM VIDEO COMMUNICATIONS INC.	02/28/2023	83.65
50	Computer	Check(s) For a Total of	199,392.69

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	50	Computer	Checks For a Total of	199,392.69
Total For	50	Manual, Wire Tran, ACH & Computer	Checks	199,392.69
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	199,392.69

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. Those payments have been recorded on this listing which has been made available to the board. As of February 28, 2023 the board, by a \_\_\_\_\_ vote, approves payments, totaling \$160.50. The payments are further identified in this document. Total by Payment Type for Private Account, UMPQUA BANK: Warrant Number 1410-1412 , totaling \$160.50.

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Check Nbr	Vendor Name	Check Date	Check Amount
1410	Nathan Pelton	2/13/23	\$ 92.72
1411	Carmel Melton	2/13/23	\$ 17.28
1412	Robert Hyde	2/13/23	\$ 50.50

1 Checks For a Total of \$ 160.50

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. Those payments have been recorded on this listing which has been made available to the board. As of February 28, 2023 the board, by a \_\_\_\_\_ vote, approves payments, totaling \$1,801.69. The payments are further identified in this document. Total by Payment Type for Private/Public Account, UMPQUA BANK: Wire/ACH payments totaling \$1,801.69.

Secretary \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Board Member \_\_\_\_\_ Board Member \_\_\_\_\_

Type	Vendor Name		Date	Amount
ACH	Umpqua Credit Card	December Statement	2/13/23	\$ 1,801.69
		1 ACH/Wire	For a Total of	\$ 1,801.69

# Coversheet

## Budget Status/Enrollment Number/Quarterly Reports

**Section:** III. Consent Agenda  
**Item:** C. Budget Status/Enrollment Number/Quarterly Reports  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** 01.23 Budget Status Report.pdf  
SIA actual vs projected enrollment-Feb 2023.pdf

10--GENERAL FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
 Fiscal Year 2022 (September 1, 2022 - August 31, 2023)

For the SPOKANE INTERNATIONAL ACADEMY School District for the Month of January, 2023

	ANNUAL	ACTUAL	ACTUAL			
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 LOCAL TAXES	0	.00	.00		.00	0.00
2000 LOCAL SUPPORT NONTAX	56,328	11,701.03	60,942.00		4,614.00-	108.19
3000 STATE, GENERAL PURPOSE	8,538,148	695,386.12	3,342,346.18		5,195,801.82	39.15
4000 STATE, SPECIAL PURPOSE	2,005,693	169,122.58	631,359.38		1,374,333.62	31.48
5000 FEDERAL, GENERAL PURPOSE	0	.00	.00		.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	1,704,280	206,019.12	703,368.77		1,000,911.23	41.27
7000 REVENUES FR OTH SCH DIST	25,000	2,500.00	7,813.92		17,186.08	31.26
8000 OTHER AGENCIES AND ASSOCIATES	332,500	.00	550,000.00		217,500.00-	165.41
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	12,661,949	1,084,728.85	5,295,830.25		7,366,118.75	41.82
<u>B. EXPENDITURES</u>						
00 Regular Instruction	5,443,128	416,760.77	2,221,647.01	2,833,518.27	387,962.72	92.87
10 Federal Stimulus	377,274	54,563.77	267,414.67	360,772.45	250,913.12-	166.51
20 Special Ed Instruction	862,894	64,098.10	339,258.35	448,735.82	74,899.83	91.32
30 Voc. Ed Instruction	0	.00	.00	0.00	.00	0.00
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	911,137	31,259.99	166,447.43	216,834.12	527,855.45	42.07
70 Other Instructional Pgms	895,221	37,951.04	343,034.57	244,115.50	308,070.93	65.59
80 Community Services	24,998	1,734.26	12,953.94	14,579.70	2,535.64-	110.14
90 Support Services	3,922,241	314,870.54	1,652,034.28	2,143,646.91	126,559.81	96.77
<u>Total EXPENDITURES</u>	12,436,893	921,238.47	5,002,790.25	6,262,202.77	1,171,899.98	90.58
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	225,056	163,490.38	293,040.00		67,984.00	30.21
<u>F. TOTAL BEGINNING FUND BALANCE</u>	3,000,000		3,135,205.86			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	XXXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE</u>	3,225,056		3,428,245.86			
<u>(E+F + OR - G)</u>						

40--ASB FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT  
 Fiscal Year 2022 (September 1, 2022 - August 31, 2023)

For the SPOKANE INTERNATIONAL ACADEMY School District for the Month of January, 2023

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
<b>A. REVENUES</b>						
1000 General Student Body	10,000	.00	1,340.00		8,660.00	13.40
2000 Athletics	0	.00	.00		.00	0.00
3000 Classes	0	.00	.00		.00	0.00
4000 Clubs	0	660.00	660.00		660.00-	0.00
6000 Private Moneys	0	.00	.00		.00	0.00
<u>Total REVENUES</u>	10,000	660.00	2,000.00		8,000.00	20.00
<b>B. EXPENDITURES</b>						
1000 General Student Body	10,000	272.43	1,072.43	0.00	8,927.57	10.72
2000 Athletics	0	.00	.00	0.00	.00	0.00
3000 Classes	0	.00	.00	0.00	.00	0.00
4000 Clubs	0	.00	.00	9,258.68	9,258.68-	0.00
6000 Private Moneys	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	10,000	272.43	1,072.43	9,258.68	331.11-	103.31
<b>C. EXCESS OF REVENUES</b>						
<u>OVER (UNDER) EXPENDITURES</u> (A-B)	0	387.57	927.57		927.57	0.00
<b>D. TOTAL BEGINNING FUND BALANCE</b>						
	0		2,473.11			
<b>E. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</b> XXXXXXXXX						
			.00			
<b>F. TOTAL ENDING FUND BALANCE</b>						
<u>C+D + OR - E)</u>	0		3,400.68			
<b>G. ENDING FUND BALANCE ACCOUNTS:</b>						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	0		.00			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		3,400.68			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	0		3,400.68			

Spokane International Academy  
Actual vs Projected Full Time K-12 Enrollment  
For School Year Ending 2023

Grades	<i>Actual</i>											Average	Budgeted	Variance
	September	October	November	December	January	February	March	April	May	June				
Kindergarten (Full)	88.50	91.50	90.50	90.50	91.20	93.20	0.00	0.00	0.00	0.00	90.90	93.12	0.98	
1st	84.00	92.00	93.00	94.00	94.00	94.00	0.00	0.00	0.00	0.00	91.83	93.12	0.99	
2nd	89.00	95.00	94.00	94.00	95.00	96.00	0.00	0.00	0.00	0.00	93.83	93.12	1.01	
3rd	90.00	92.00	92.00	93.00	93.00	94.00	0.00	0.00	0.00	0.00	92.33	93.12	0.99	
4th	69.00	70.00	70.00	72.00	72.00	72.00	0.00	0.00	0.00	0.00	70.83	69.84	1.01	
5th	69.00	72.00	72.00	71.00	71.00	72.00	0.00	0.00	0.00	0.00	71.17	69.84	1.02	
6th	61.00	69.00	66.00	68.00	69.00	70.00	0.00	0.00	0.00	0.00	67.17	69.84	0.96	
7th	55.00	56.00	57.00	59.00	59.00	59.00	0.00	0.00	0.00	0.00	57.50	58.20	0.99	
8th	56.00	58.00	57.00	58.00	58.00	60.00	0.00	0.00	0.00	0.00	57.83	58.20	0.99	
9th	27.00	29.00	26.00	25.00	25.00	22.00	0.00	0.00	0.00	0.00	25.67	43.65	0.59	
10th	12.00	13.00	12.00	11.00	11.00	9.00	0.00	0.00	0.00	0.00	11.33	11.64	0.97	
11th	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
12th	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Totals</b>	<b>700.50</b>	<b>737.50</b>	<b>729.50</b>	<b>735.50</b>	<b>738.20</b>	<b>741.20</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>730.40</b>	<b>753.69</b>	<b>0.97</b>	

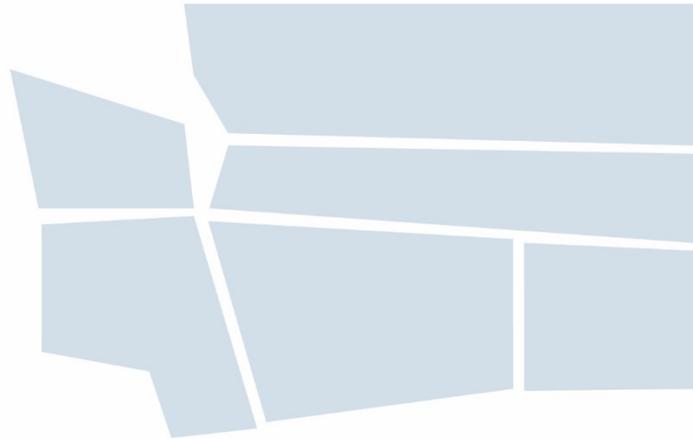
K-8 Totals	661.50	695.50	691.50	699.50	702.20	710.20	0.00	0.00	0.00	0.00	693.39	698.40	0.99
9-12 Totals	39.00	42.00	38.00	36.00	36.00	31.00	0.00	0.00	0.00	0.00	37.00	55.29	0.67

	September	October	November	December	January	February	March	April	May	June	Average	Projected	Variance
SPED K12	71.00	75.00	79.00	85.00	82.00	84.00	0.00	0.00	0.00	0.00	81.00	85.00	0.95

# Coversheet

## Policies/Procedures to Review/Approve

**Section:** III. Consent Agenda  
**Item:** D. Policies/Procedures to Review/Approve  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:**  
Comprehensive\_Equity\_Plan\_-\_Spokane\_International\_Academy - signed.pdf



## Comprehensive Equity Plan Template 2020

### About Our School & Community

*Spokane International Academy is a K-12 (serving grades K-9 in 2021-22) school located in Spokane, WA. The school was founded in 2015 and currently has an enrollment of 720 students.*

*SIA's mission is to empower 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. Our founding core values, REACH values, of respect, enthusiasm, achievement, citizenship, and hard work guide our work each and everyday with one another, and our community.*

*Our student body is made up of 65% white, 16% Two or more races, 12% Hispanic/Latino, 3% Black/African American, 2% Asian, and 2% American Indian/Alaska Native. 12.5% of our students receive services on an IEP, 3% on a 504 plan, 3% TBIP, and 48% qualify for Free/Reduced lunch.*

*Students at SIA speak 8 languages, other than English. These include: Russian, Spanish, Portuguese, Mandarin, Nepali, Marshallese, and Arabic.*

### Commitment to Equity

We work to create spaces that expect equity for the community they serve. As defined by the National Equity Project, "Educational equity means that each child receives what he or she needs to develop his or her full academic and social potential. Working toward equity involves:

- Ensuring equally high outcomes for all participants in our educational system; removing the predictability of success or failures that currently correlates with any social or cultural factor.
- Interrupting inequitable practices, examining biases, and creating inclusive, multicultural school environments for adults and children.

- Discovering and cultivating the unique gifts, talents, and interests that every human possesses.”

<b>Antiracist Leadership</b>			
<b>Initiative</b>	<b>Roles Responsible</b>	<b>Timeline</b>	<b>Resources</b>
<i>Policy and procedure annual review with a racial equity toolkit.</i>	<i>School Board School Leader Leadership Team</i>	<i>October 2021</i>	<i><a href="#">PSESD Racial Equity Toolkit</a> <a href="#">WSSDA Model Policies</a></i>
<b>Culturally Humble and Inclusive Instructional Practices</b>			
<b>Initiative</b>	<b>Roles Responsible</b>	<b>Timeline</b>	<b>Resources</b>
<i>Cultural Humility Trainings</i>	<i>School Board School Leader School Leadership Team</i>	<i>Fall 2021</i>	
<i>Decolonized curriculum</i>	<i>School Leadership Team</i>	<i>Fall 2021</i>	<i>Continued work to create authentic representations of cultures in the global curriculum at SIA</i>
<i>Accessible Materials</i>	<i>School Leadership Team</i>	<i>Fall 2021</i>	<i><a href="#">National Center on Accessible Educational Materials</a></i>
<b>Human Resources</b>			
<b>Initiative</b>	<b>Roles Responsible</b>	<b>Timeline</b>	<b>Resources</b>
<i>Collect and analyze qualitative and quantitative data</i>	<i>Leadership Team Human Resources Lead Equity Committee</i>	<i>Fall 2021</i>	<i><a href="#">Public Sector Jobs: Steps for Advancing Racial Equity</a></i>
<b>Community Collaboration</b>			
<b>Initiative</b>	<b>Roles Responsible</b>	<b>Timeline</b>	<b>Resources</b>
<i>Diversity committee (school level)</i>	<i>School Leader Advisory Committee</i>	<i>Fall 2021</i>	<i>Meetings conducted by SIA's Head of School and parents from the global majority at SIA.</i>
<b>Parent and Family Engagement</b>			
<b>Initiative</b>	<b>Roles Responsible</b>	<b>Timeline</b>	<b>Resources</b>

<i>Diversity committee (school level)</i>	<i>School Leader Advisory Committee</i>	Fall 2021	<i>Meetings conducted by SIA's Head of School and parents from the global majority at SIA.</i>
<b>Communications</b>			
<b>Initiative</b>	<b>Roles Responsible</b>	<b>Timeline</b>	<b>Resources</b>
<i>Language Access</i>	School Leadership Team	Fall 2021	Continuing to identify the need for translation of communication to families. Identifying any gaps that currently exist.
<b>Funding</b>			
<b>Initiative</b>	<b>Roles Responsible</b>	<b>Timeline</b>	<b>Resources</b>

Date of School Board Approval:

08-23-21

Board Chair Signature

*Kenneth E. Vorhees*  
[Kenneth E. Vorhees \(Jan 10, 2022 12:17 PST\)](#)

School Leader Signature

  
 \_\_\_\_\_

# Comprehensive\_Equity\_Plan\_-\_Spokane\_International\_Academy

Final Audit Report

2022-01-10

Created:	2022-01-10
By:	Travis Franklin (franklin@spokaneintlacademy.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAQaPrLxR0BxGpVb9OzoonbN1SxdUCA1vm

## "Comprehensive\_Equity\_Plan\_-\_Spokane\_International\_Academy" History

-  Document created by Travis Franklin (franklin@spokaneintlacademy.org)  
2022-01-10 - 6:05:40 PM GMT- IP address: 73.254.252.253
-  Document emailed to Kenneth E. Vorhees (kvorhees@spokaneindustries.com) for signature  
2022-01-10 - 6:05:58 PM GMT
-  Email viewed by Kenneth E. Vorhees (kvorhees@spokaneindustries.com)  
2022-01-10 - 6:27:51 PM GMT- IP address: 54.215.213.243
-  Document e-signed by Kenneth E. Vorhees (kvorhees@spokaneindustries.com)  
Signature Date: 2022-01-10 - 8:17:25 PM GMT - Time Source: server- IP address: 50.237.145.58
-  Agreement completed.  
2022-01-10 - 8:17:25 PM GMT

# Coversheet

## Bank Account Structure

**Section:** VII. Finance  
**Item:** C. Bank Account Structure  
**Purpose:**  
**Submitted by:**  
**Related Material:** ICS Presentation Deck\_Savings.pptx



# Smart Investing

ACCESS MULTI-MILLION-DOLLAR FDIC INSURANCE\*



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**UMPQUA  
BANK**

# What Is ICS?

ICS®, the Insured Cash Sweep® service, is a smart, convenient way to safeguard your large deposits.

With ICS, you can place funds into demand deposit accounts (using the demand option), money market deposit accounts (using the savings option), or both, and:

- Enjoy peace of mind
- Earn interest
- Access funds
- Save time



\*Placement of funds through the ICS service is subject to the terms, conditions, and disclosures in the service agreements, including the Deposit Placement Agreement (“DPA”). Limits and customer eligibility criteria apply. In the ICS savings option, program withdrawals are limited to six per month. Although funds are placed at destination banks in amounts that do not exceed the FDIC standard maximum deposit insurance amount (“SMDIA”), a depositor’s balances at the relationship institution that places the funds may exceed the SMDIA (e.g., before ICS settlement for a deposit or after ICS settlement for a withdrawal) or be ineligible for FDIC insurance (if the relationship institution is not a bank). As stated in the DPA, the depositor is responsible for making any necessary arrangements to protect such balances consistent with applicable law. If the depositor is subject to restrictions on placement of its funds, the depositor is responsible for determining whether its use of ICS satisfies those restrictions. ICS and Insured Cash Sweep are registered service marks of Promontory Interfinancial Network, LLC.

# Why ICS?

## Enjoy Peace of Mind

Your ICS funds are eligible for multi-million-dollar protection\* that's backed by the full faith and credit of the United States government.



No depositor has ever lost a penny of FDIC-insured funds.

## Earn Interest

Ask us about the return you can earn using ICS.



# Why ICS?

## Access Funds

Withdraw ICS funds up to six times per month using the savings option or make an unlimited number of program withdrawals using the demand option.

Your funds can be placed using either, or both, ICS options to best match your cash management and liquidity needs.

## Save Time and Accomplish More

Reduce your ongoing collateral-tracking requirements.



# How Does ICS Work?

By working directly with just us—a bank you already know and trust—you can receive coverage through many.



Customer has or sets up a transaction account with our bank, signs the agreements, and deposits funds.<sup>1</sup>

Deposits are sent to deposit accounts at other ICS Network member institutions in amounts under the standard FDIC insurance maximum of \$250,000.<sup>2</sup>

[1] If the depositor chooses both the savings and demand options, the depositor will need to have a separate transaction account for each.

[2] Based on triggering events as set forth in the ICS Deposit Placement Agreement the depositor enters into with our bank. Funds are sent to money market deposit accounts when using the ICS savings option and to demand deposit accounts when using the ICS demand option.

# Follow These Straightforward Steps

**1**

Sign an ICS Deposit Placement Agreement and a custodial agreement with us.

---

**2**

Identify an existing checking account or other transaction account, or set up a new one, to be used with each ICS option you choose.

---

**3**

Have your deposited funds placed into deposit accounts at other Network member banks using ICS.

---

**4**

Easily access account balances and other key information through an online portal.

---

**5**

Receive one monthly consolidated statement from us summarizing your account activity and balances across institutions.

# Utilize Convenient, Online Tools

Through the Depositor Control Panel, accessible 24/7, you can check your ICS balances, keep track of monthly program withdrawals (for the savings option), and monitor other important information of interest to you.

**ICS** Depositor Control Panel | Bear County Community Bank

INSURED CASH SWEEP

LOG IN | SAMPLE CORPORATION | LOG OUT

**Welcome to the ICS® Depositor Control Panel**  
 Welcome to the Depositor Control Panel for ICS, the Insured Cash Sweep® service. Your funds have been placed by Bear County Community Bank through ICS into deposit accounts at depository institutions (each as a Destination Institution) that participate in the service.

**Total Principal Balance**  
\$92,352,706.85

**Total Accrued Interest**  
\$12,174.96

Statements | Where Can My Funds Be Placed?

**My Accounts**  
 Print | Export | Filter

Account Title	Institution Transaction Account No.	ICS Deposit Option	Program Withdrawals	Rate %	Principal Balance	Accrued Interest
Sample Account Title 1	*****004	Savings	1 of 6	1.60	\$83,352,706.85	\$11,027.21
Sample Account Title 2	*****008	Demand	N/A	1.55	\$9,000,000.00	\$1,147.75

depositorcontrol.com

Powered by BoardOnTrack

# Rest Assured

As always, your confidential information remains protected. It is never shared with other Network members, except for the Network's service bureau.



# Want to Learn More?

We're here to answer your questions. Let's talk about how ICS can work for you.

