



Spokane International Academy

July Regular Meeting of the Board

Published on July 21, 2023 at 5:47 PM PDT

Amended on July 24, 2023 at 10:51 AM PDT

Date and Time

Tuesday July 25, 2023 at 11:30 AM PDT

Location

Join Zoom Meeting

<https://us06web.zoom.us/j/4314991100?pwd=RmxRb29xQXVsNmI0d2NLOUV1WGJTZz09>

Meeting ID: 431 499 1100

Passcode: 188417

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			11:30 AM
Opening Items			
A. Record Attendance and Guests			1 m

Purpose Presenter Time

B. Call the Meeting to Order

III. Consent Agenda

11:31 AM

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
B.	Monthly Financials	Vote	Mary Velazquez	1 m

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 -

- EOM #2 AP (June): General Warrant Numbers 15792 \$5,628.00
- Payroll: Check Number 15846 through 15847, Direct Deposit Number 900005247 through 900005346 totaling \$675,892.87
- Mid-Month AP: General Warrant Numbers 15793 through 15807 totaling \$29,604.06
- End of Month AP: General Warrant Numbers 15810 through 15845 totaling \$159,537.60
- End of Month AP: ASB Warrant Numbers 15808-15809 \$1,818.79
- Wire/ACH AP: Totaling \$9,646.08
- Private checks: N/A

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	Morgen Flowers	
IV. Public Comment			
V. Staff Updates			11:33 AM
A. Overview of HOS Goals for 23/24 School Year	Discuss	Morgen Flowers-Washington	5 m
Morgen will share her 23/24 goals for review by the board. Vote to be taken at August meeting.			
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			11:48 AM
A. Board Recruitment	Vote	Mary Velazquez	5 m
Nomination of New Board Member - Bob Castle			
B. Presentation - Board Governance 101 and Leadership Transition	FYI	Mary Velazquez	45 m
Gina Fafard of Board on Track will give presentation			
IX. CEO Support And Eval			
X. Strategic Planning			
XI. Executive Session			

	Purpose	Presenter	Time
A governing body subject to the OPMA is allowed to go into executive sessions <i>only</i> for the reasons listed in RCW 42.30.110 .			

XII. Closing Items

A. Adjourn Meeting	Vote
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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.

Coversheet

Approve Previous Minutes

Section: III. Consent Agenda
Item: A. Approve Previous Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: 2023_06_15_board_meeting_minutes.pdf
2023_06_27_board_meeting_minutes.pdf

DRAFT



Spokane International Academy

Minutes

Special Meeting of the Board

Date and Time

Thursday June 15, 2023 at 11:00 AM

Location

777 E Magnesium Rd
Spokane, WA 99208

Join Zoom Meeting

<https://us06web.zoom.us/j/4314991100?pwd=RmxRb29xQXVsNmI0d2NLOUV1WGJTZz09>

Meeting ID: 431 499 1100

Passcode: 188417

Directors Present

Jeff Hyslop, Ken Vorhees, Mary Velazquez, Matthew Hoag, Nancy Cunningham, Stacy Hill

Directors Absent

None

Guests Present

Brook Wilkerson, Heather Dauphin, Morgen Flowers-Washington

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 Thursday Jun 15, 2023 at 11:00 AM.

II. Head of School Goals for 2023/2024 School Year and Beyond

A. Presentation

Morgen shared 2023-2028 Strategic Plan draft with Board.

Board members were given an opportunity to skim through the document, ask questions, and give preliminary feedback.

III. 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 12:20 PM.

Respectfully Submitted,
Stacy Hill

Contacting the Board

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DRAFT



Spokane International Academy

Minutes

June Regular

Date and Time

Tuesday June 27, 2023 at 11:30 AM

Location

Join Zoom Meeting

<https://us06web.zoom.us/j/4314991100?pwd=RmxRb29xQXVsNmI0d2NLOUV1WGJTZz09>

Meeting ID: 431 499 1100

Passcode: 188417

Directors Present

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

Directors Absent

None

Guests Present

Brook Wilkerson, Heather Dauphin, Jackie Pariseau, Mathias Sanders, Morgen Flowers-Washington, Nathan Lill, Travis Franklin

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 Jun 27, 2023 at 11:35 AM.

II. Consent Agenda

A. Approve Previous Minutes

Matthew Hoag made a motion to approve previous minutes May (Regular) on 05-30-23.

Stacy Hill seconded the motion.

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

B. Monthly Financials

Matthew Hoag made a motion to approve monthly financials.

Stacy Hill seconded the motion.

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 15786 through 15787, Direct Deposit Number 900005147 through 90000246 totaling \$673,970.81
- Mid-Month AP: ASB Warrant Numbers 15717-15718 \$1,235.00
- Mid-Month AP: General Warrant Numbers 15719 through 15734 totaling \$102,364.19
- End of Month AP: General Warrant Numbers 15735 through 15785 totaling \$361,106.75
- Wire/ACH AP: Totaling \$7,684.34
- Private checks: Warrant Numbers 1413 through 1415 totaling \$538.25

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

C. Budget Status/Enrollment Number/Quarterly Reports

D. Policies/Procedures to Review/Approve

Matthew Hoag made a motion to approve the 2023/2024 school calendar.

Stacy Hill seconded the motion.

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

III. Finance

A. 23-24 Budget Approval

Matthew Hoag made a motion to approve the 23-24 annual budget.

Stacy Hill seconded the motion.

Heather Dauphin reviewed the proposed 23-24 budget with the board members.

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

B. SAO Audit Update

Ken Vorhees gave the board an overview of the exit conference held with the SAO regarding their recent audit.

IV. Governance

A. Board Recruitment

Mary Velazquez made a motion to approve the nomination of Guillermo Espinosa to the SIA Board of Directors.

Nancy Cunningham seconded the motion.

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

Mary Velazquez made a motion to approve the nomination of John Pell to the SIA Board of Directors.

Stacy Hill seconded the motion.

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

Mary Velazquez made a motion to approve the nomination of Cassie Anderson to the SIA Board of Directors.

Nancy Cunningham seconded the motion.

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

B. Bank Signatory Authority

Matthew Hoag made a motion to update all SIA accounts with Umpqua Bank to reflect the leadership change.

Stacy Hill seconded the motion.

With Travis' resignation from SIA, his signatory authority on accounts for SIA and its LLC is to be removed and replaced by Morgen Flowers-Washington's signatory authority.

Additionally, signatory authority of former Board Chair, Ken Vorhees is to be removed and replaced with signatory authority for current Board Chair, Mary Velazquez, and current Board Secretary, Stacy Hill.

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

V. 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 12:14 PM.

Respectfully Submitted,
Stacy Hill

Contacting the Board

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

Coversheet

Monthly Financials

Section: III. Consent Agenda
Item: B. Monthly Financials
Purpose: Vote
Submitted by:
Related Material: Additional notes for AP_Payroll.Board.pdf
6.23 EOM.AP #2.pdf
07.23Payroll.pdf
07.23 Mid.AP.pdf
07.23 EOM.pdf
07.23 EOM.AP ASB.pdf
Wire register 07.23.pdf

Additional notes for Accounts Payable –

Recurring Monthly Bills-

Amazon \$11,145.49 curriculum/supplies (CSP grant)
Avista \$11,163.49 services for Electricity
Rodney, Braun \$4,437.22 Rent for Home office
City of Spokane \$3,23.70 Water and Sewer services
Ednetics \$3,422.85 Telephone/Security/Internet services
Express \$2,692.17 Staffing contract for Food Service (Final for 22-23)
Four Seasons Landscaping \$3,569.75 Ground Maintenance
Harlow's \$43,58.78 Transportation Service for June (Final for 22-23)
Inland Northwest Therapy \$10,516.25 Speech/Occupational service (Final for 22-23)
Joule Growth Partners \$1,250 Contracted Financial Services
NMC \$9,814.59 Custodial Service
Umpqua Credit card \$9,403.44 School supplies/travel (\$5,416.83 Reimb by Wa Charters)

Quarterly paid expenses-

ATS - \$4,043.90 Maintenance Service Agreement
NEWESD 101 \$12,731.81 QTR 4 pymt Data processing (Final for 22-23)

One time expenses-

Glatfelter \$8,407.00 insurance
Kutak Rock LLP \$9,425.00 Legal Services for HR and School
MPS \$4,305.71 Text Books (CSP grant)
Savvas Learning Company LLC \$5,876.54 Math curriculum (CSP grant)
State Auditor's Office \$6,891.45 2-yr state audit fee (Final for 22-23)
Tom Rogers Painting, LLC - \$12,024.73 touch up painting in building
Valley Glass - \$6,714.40 Replace door/window glass from vandalism

Additional notes for Payroll-

New hires include: Manager of IT
Resignations: None

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 July 25, 2023, the board, by a _____ vote, approves payments, totaling \$5,628.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 15792 through 15792, totaling \$5,628.00

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
15792	TOM ROGERS PAINTING, LLC	06/30/2023	5,628.00

1 Computer Check(s) For a Total of 5,628.00

	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	5,628.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	5,628.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	5,628.00

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	GENERAL FUND	0.00	0.00	5,628.00	5,628.00

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and Spokane International Academy - July Regular Meeting of the Board - Agenda - Tuesday July 25, 2023 at 11:30 AM RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of July 25, 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 15846 through 15847 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 900005247 through 900005346 in the total amount of \$675,892.87.

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

4pacpv04.p SPOKANE INTERNATIONAL ACADEMY 10:54 AM 07/22/23
 05.23.02.00.00-010051 PAY SUMMARY FOR PR / Payroll - AFTER CALCS PAGE: 1
 CHECK DATE: 07/31/2023 PERIOD ENDING DATE: 07/31/2023
 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>
CAD5	ADD PAY	8	5.0000		654.17	
CAPR3	ASSOCIATE PR	6	2.0000		19,837.39	
CCFO3	CHIEF FIN OFF	1	1.0000		10,700.00	
CCO23	COUNSELOR	2	1.0000		1,958.13	
CCOU3	COUNSELOR	3	2.0000		11,581.34	
CCUS4	FACILITIES	1	1.0000		2,595.11	80.00
CDOP3	DIR OF OPS	2	1.0000		5,833.34	81.40
CDSS3	DIR OF SPECIAL	7	2.0000		13,429.19	
CIA3	INST AIDE	44	19.0000		36,978.52	
CIAB3	INST AIDE	4	2.0000		3,441.50	
CIM13	PRINCIPAL	6	1.0000		12,348.59	
CINT3	INT COACH	7	4.0000		27,034.09	
CKIT4	KITCHEN MGR	1	1.0000		1,094.35	
CKT24	MGR FS/TRANS	2	1.0000		2,396.81	
CKTA4	KITCHEN ASSIST	1	1.0000		1,916.34	
CLGY5	LONGEVITY	15	13.0000		4,000.01	
CMGF3	MANAGER FINANCE	1	1.0000		3,846.04	
CMGH3	HR SPECIALIST	1	1.0000		3,452.80	
CNU13	NURSE	4	1.0000		4,968.34	
COFF3	OFFICE ASSIST	5	3.0000		6,698.71	
COFM3	FACILITES MGR	4	1.0000		10,700.00	
CPSY3	PSYCHOLOGIST	6	1.0000		5,261.42	
CSP25	SUPPLEMENTAL	2	1.0000		900.00	153.00
CSS3	SUMMER SCH	10	10.0000		14,600.00	500.00
CSUP3	SUPERINTENDENT	2	1.0000		13,820.76	
CTC13	TEACHER	98	46.0000		235,302.73	
CTC23	TEACHER	5	3.0000		7,599.83	
LWOP3	LWOP	4		-18.5000	-821.94	-18.50
TECH3	TECHNOLOGY	2		83.5000	2,493.73	83.50
TEXT3	EXTRA TIME	2		20.0000	791.68	20.00
TIA3	INST AIDE	29		-68.8700	-1,227.98	-69.00
TOFF3	OFFICE ASST	4		2.2500	42.28	2.30
TOV3	OVERTIME	3		5.5000	156.01	5.50

CHECK DATE: 07/31/2023 PERIOD ENDING DATE: 07/31/2023

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>
TPLC5	P/L Buyback	4		78.0000	1,462.50	78.00
TSU23	SUBSTITUTE	5		59.0000	1,106.25	59.10
TSUB3	SUBSTITUTE	4		147.7500	2,811.06	147.80
TSUB4	SUBSTITUTE	1		118.5000	2,538.27	118.50
	REPORT TOTAL	306	126.0000	427.1300	472,301.37	1241.60

CHECK DATE: 07/31/2023 PERIOD ENDING DATE: 07/31/2023

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	306	28,692.76
1FIT	FED INC TAX	FEDERAL TAX	306	31,621.42
1FIT+	FIT ADD AMT	FEDERAL TAX	47	3,717.00
1MED	MEDICARE	MEDICARE	306	6,710.42
1PFML	WA PAID FML	PFML	306	2,749.28
1ReE0	SERS PLAN 0	RETIREMENT	5	
1ReE2	SERS PLAN 2	RETIREMENT	84	3,805.13
1ReE3	SERS PLAN 3	RETIREMENT	47	3,404.14
1ReT0	TRS PLAN 0	RETIREMENT	8	
1ReT2	TRS 2	RETIREMENT	81	11,013.42
1ReT3	TRS PLAN 3	RETIREMENT	94	15,487.78
1WC	WORKERS' COMP	WORKERS' COMP	299	930.14
1WLTC	WA LTC	LONG-TERM CARE	231	2,317.72
ACH#2	ACH#2		2	2,586.67
DCP	DCP	TSA-BEFORE TAX	2	117.49
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
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	9	197.00
KW2FR	Kai WA Core2FAM	OTH BEF TAX	10	645.00
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	20	666.00
KWSFR	Kai WA SndChFAM	OTH BEF TAX	5	494.00
KWSSR	Kai WA SndChE/S	OTH BEF TAX	2	148.00
LTD50	Emp Pd LTD 50%		21	141.02
LTD60	Emp Pd LTD 60%		148	909.59
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	3	172.00
PSER	Prem Std PPOEMP	OTH BEF TAX	7	245.00
PSFR	Prem Std PPOFAM	OTH BEF TAX	4	294.00
PSSR	Prem Std PPOE/S	OTH BEF TAX	1	98.00
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	18	428.00
VUFR	UMP Achieve1FAM	OTH BEF TAX	3	466.00

CHECK DATE: 07/31/2023 PERIOD ENDING DATE: 07/31/2023

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
			2487	123,719.65

CHECK DATE: 07/31/2023 PERIOD ENDING DATE: 07/31/2023

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	306	28,692.76
1MED	MEDICARE	MEDICARE	306	6,710.42
1PFML	WA PAID FML	PFML	306	1,029.11
1ReE0	SERS PLAN 0	RETIREMENT	5	
1ReE2	SERS PLAN 2	RETIREMENT	84	5,781.29
1ReE3	SERS PLAN 3	RETIREMENT	47	6,090.03
1ReT0	TRS PLAN 0	RETIREMENT	8	
1ReT2	TRS PLAN 2	RETIREMENT	81	20,097.77
1ReT3	TRS PLAN 3	RETIREMENT	94	32,866.09
1UC	UNEMPLOYMENT	UNEMPLOY COMP	306	2,289.29
1WC	WORKERS' COMP	WORKERS' COMP	299	1,538.74
SEBB	SEBB		212	98,246.00
VHSS1	UMP CDHP EE HSA		10	250.00
			2064	203,591.50

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

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Warrant Numbers 15793 through 15807, totaling \$29,604.06

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

Check Nbr	Vendor Name	Check Date	Check Amount
15793	AMAZON CAPITAL SERVICES	07/17/2023	785.44
15794	BATTIATA, RUSSELL	07/17/2023	118.78
15795	CITY OF SPOKANE	07/17/2023	3,283.70
15796	COMCAST BUSINESS	07/17/2023	381.70
15797	DE LAGE LANDEN FINANCIAL SERVI	07/17/2023	995.50
15798	DYSON, MEGAN Marie	07/17/2023	13.70
15799	ENKE, DIANA Joyce	07/17/2023	120.00
15800	EXPRESS SERVICE, INC.	07/17/2023	2,692.17
15801	JACKSON RYTHER, RACHEL	07/17/2023	75.00
15802	LEAF CAPITAL FUNDING, LLC.	07/17/2023	53.11
15803	MOON SECURITY SERVICE INC	07/17/2023	155.81
15804	NMC FRANCHISING, LLC	07/17/2023	9,814.59
15805	TOM ROGERS PAINTING, LLC	07/17/2023	11,031.86
15806	WALTER, JEFFREY A	07/17/2023	44.65
15807	WILKERSON, BROOKI KIM	07/17/2023	38.05
15	Computer	Check(s) For a Total of	29,604.06

	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
	15	Computer	Checks For a Total of	29,604.06
Total For	15	Manual, Wire Tran, ACH & Computer	Checks	29,604.06
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	29,604.06

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	GENERAL FUND	0.00	253.35	29,350.71	29,604.06

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 July 25, 2023, the board, by a _____ vote, approves payments, totaling \$159,537.60. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 15810 through 15845, totaling \$159,537.60

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

Check Nbr	Vendor Name	Check Date	Check Amount
15810	AMAZON CAPITAL SERVICES	07/31/2023	11,398.68
15811	ATS INLAND NW, LLC	07/31/2023	4,043.90
15812	AUTO-CHLOR SYSTEM	07/31/2023	353.43
15813	Avista	07/31/2023	11,163.49
15814	BRAUN, RODNEY	07/31/2023	4,437.22
15815	CENTURYLINK	07/31/2023	211.66
15816	EDNETICS NETWORK	07/31/2023	3,422.85
15817	FATBEAM LLC	07/31/2023	1,390.00
15818	FIKES NORTHWEST, CORP	07/31/2023	377.13
15819	FOUR SEASONS LANDSCAPING INC	07/31/2023	3,569.75
15820	GLATFELTER	07/31/2023	8,407.00
15821	GOJOE PATROL	07/31/2023	828.00
15822	HARLOW'S SCHOOL BUS SERVICE IN	07/31/2023	43,358.78
15823	HERRES BACKFLOW & CONSTRUCTION	07/31/2023	575.00
15824	INLAND NORTHWEST THERAPY, LLC	07/31/2023	10,516.25
15825	JOHNSTONE SUPPLY	07/31/2023	1,704.80
15826	JOULE GROWTH PARTNERS	07/31/2023	1,250.00
15827	KUTAK ROCK LLP	07/31/2023	9,425.00
15828	MAGIC-WRIGHTER, INC.	07/31/2023	2.50
15829	MPS	07/31/2023	4,305.71
15830	NAC ARCHITECTURE	07/31/2023	750.00
15831	NEWESD 101	07/31/2023	12,731.81
15832	PACIFIC PIE, INC.	07/31/2023	549.94
15833	PRO MECHANICAL SERVICES, INC	07/31/2023	1,035.50
15834	PURE FILTRATION PRODUCTS, INC	07/31/2023	1,440.63
15835	ROYAL BUSINESS SYSTEMS, INC	07/31/2023	81.93
15836	SAVVAS LEARNING COMPANY LLC	07/31/2023	5,876.54
15837	SPRAGUE PEST SOLUTIONS	07/31/2023	98.92
15838	STATE AUDITOR'S OFFICE	07/31/2023	6,981.45
15839	SUTTON, JAMES B	07/31/2023	223.34
15840	THE SPOKESMAN-REVIEW	07/31/2023	326.54
15841	TOM ROGERS PAINTING, LLC	07/31/2023	992.87
15842	URM	07/31/2023	847.45

Check Nbr	Vendor Name	Check Date	Check Amount
15843	VALLEY GLASS	07/31/2023	6,714.40
15844	WSIPC	07/31/2023	70.18
15845	ZOOM VIDEO COMMUNICATIONS INC.	07/31/2023	74.95
36	Computer	Check(s) For a Total of	159,537.60

	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
	36	Computer	Checks For a Total of	159,537.60
Total For	36	Manual, Wire Tran, ACH & Computer	Checks	159,537.60
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	159,537.60

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	GENERAL FUND	1,296.22	0.00	158,241.38	159,537.60

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 July 25, 2023, the board, by a _____ vote, approves payments, totaling \$1,818.79. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 15808 through 15809, totaling \$1,818.79

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

Check Nbr	Vendor Name	Check Date	Check Amount
15808	HARLOW'S SCHOOL BUS SERVICE IN	07/31/2023	1,509.05
15809	HERFF JONES	07/31/2023	309.74
2	Computer	Check(s) For a Total of	1,818.79

	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
	2	Computer	Checks For a Total of	1,818.79
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	1,818.79
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,818.79

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
40	ASB FUND	0.00	0.00	1,818.79	1,818.79

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 July 25, 2023 the board, by a _____ vote, approves payments, totaling \$9,646.08. The payments are further identified in this document. Total by Payment Type for Private/Public Account, UMPQUA BANK: Wire/ACH payments totaling \$9,646.08.

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Type	Vendor Name		Date	Amount
ACH	Umpqua Credit Card	June Statement	7/13/23	\$ 9,403.44
ACH	Dept. of Revenue	Comp Tax	7/31/23	242.64
		1 ACH/Wire	For a Total of	\$ 9,646.08

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: 06.23 Budget Status report.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 June, 2023

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	0	.00	.00		.00	0.00
2000 LOCAL SUPPORT NONTAX	56,328	29,171.73	158,426.85		102,098.85-	281.26
3000 STATE, GENERAL PURPOSE	8,538,148	511,645.69	6,595,756.82		1,942,391.18	77.25
4000 STATE, SPECIAL PURPOSE	2,005,693	105,534.99	1,342,855.60		662,837.40	66.95
5000 FEDERAL, GENERAL PURPOSE	0	.00	.00		.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	1,704,280	192,343.87	1,329,070.60		375,209.40	77.98
7000 REVENUES FR OTH SCH DIST	25,000	10,000.00	17,813.92		7,186.08	71.26
8000 OTHER AGENCIES AND ASSOCIATES	332,500	.00	310,000.00		22,500.00	93.23
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	12,661,949	848,696.28	9,753,923.79		2,908,025.21	77.03
B. EXPENDITURES						
00 Regular Instruction	5,443,128	424,867.39	4,318,130.71	847,472.96	277,524.33	94.90
10 Federal Stimulus	377,274	51,538.81	528,540.45	103,762.70	255,029.15-	167.60
20 Special Ed Instruction	862,894	73,930.55	704,026.26	116,052.45	42,815.29	95.04
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	58,182.75	463,101.89	84,017.03	364,018.08	60.05
70 Other Instructional Pgms	895,221	42,296.80	558,630.06	199,682.87	136,908.07	84.71
80 Community Services	24,998	2,513.41	28,073.53	3,563.85	6,639.38-	126.56
90 Support Services	3,922,241	477,280.73	3,621,561.79	672,400.49	371,721.28-	109.48
Total EXPENDITURES	12,436,893	1,130,610.44	10,222,064.69	2,026,952.35	187,875.96	98.49
C. OTHER FIN. USES TRANS. OUT (GL 536)						
	0	.00	.00			
D. OTHER FINANCING USES (GL 535)						
	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER (UNDER) EXP/OTH FIN USES (A-B-C-D)						
	225,056	281,914.16-	468,140.90-		693,196.90-	308.01-
F. TOTAL BEGINNING FUND BALANCE						
	3,000,000		3,135,205.86			
G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)						
	XXXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)						
	3,225,056		2,667,064.96			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd for Carryover	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 872 Committed to Econmc Stabilizatn	0	.00
G/L 875 Assigned Contingencies	0	.00
G/L 884 Assigned to Other Cap Projects	0	.00
G/L 888 Assigned to Other Purposes	0	.00
G/L 890 Unassigned Fund Balance	3,225,056	2,667,064.96
G/L 891 Unassigned Min Fnd Bal Policy	0	.00
<u>TOTAL</u>	3,225,056	2,667,064.96

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 June, 2023

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	6,768	3,847.69	7,536.37		768.37-	111.35
2000 Athletics	0	.00	.00		.00	0.00
3000 Classes	0	.00	.00		.00	0.00
4000 Clubs	10,419	825.00	13,058.60		2,639.60-	125.33
6000 Private Moneys	0	.00	.00		.00	0.00
<u>Total REVENUES</u>	17,187	4,672.69	20,594.97		3,407.97-	119.83
B. EXPENDITURES						
1000 General Student Body	5,672	645.00	2,017.43	1,514.83	2,139.74	62.28
2000 Athletics	0	.00	.00	0.00	.00	0.00
3000 Classes	0	.00	.00	0.00	.00	0.00
4000 Clubs	12,066	590.00	11,290.35	0.00	775.65	93.57
6000 Private Moneys	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	17,738	1,235.00	13,307.78	1,514.83	2,915.39	83.56
C. EXCESS OF REVENUES						
<u>OVER (UNDER) EXPENDITURES</u> (A-B)	551-	3,437.69	7,287.19		7,838.19	< 1000-
D. TOTAL BEGINNING FUND BALANCE						
	0		2,473.11			
E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-) XXXXXXXXXX						
			.00			
F. TOTAL ENDING FUND BALANCE						
<u>C+D + OR - E)</u>	551-		9,760.30			
G. ENDING FUND BALANCE ACCOUNTS:						
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	551-		9,760.30			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	551-		9,760.30			

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

Coversheet

Overview of HOS Goals for 23/24 School Year

Section: V. Staff Updates
Item: A. Overview of HOS Goals for 23/24 School Year
Purpose: Discuss
Submitted by:
Related Material: Head of School Goals 23-24.pdf



Head of School Goals Morgen Flowers-Washington 2023-2024

School Mission: 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 our communities.

I. Supervision and Evaluation (COO/CFO)

By the end of the next quarter (November 2023) I will develop and implement an evaluation tool and accompanying process that both aligns to an established job description and provides opportunities for individual reflection and goal setting. The tool and process will highlight growth, and be administered at least once yearly.

II. Fundraising and Development

By October I will have created a structured and actionable plan to maximize fundraising efforts and successfully secure grants, ultimately benefiting the school, its students, and the overall learning environment. By the end of the academic year, I aim to have secured funding through successful grant applications and fundraising activities. I will collaborate with the school's stakeholders to identify potential grant opportunities and create a comprehensive fundraising plan by allocating sufficient time and resources to research, draft, and submit compelling grant proposals. Increasing funding through grants and fundraising is crucial for enhancing the school's resources, improving educational programs, and providing students with robust learning opportunities. This work will occur throughout the academic year, starting from the beginning of the fall semester and concluding before the end of the spring semester, to secure the targeted additional funding.

III. Academic School Goals- Accountability

Highlight and Improve opportunities for Equity-driven instructional practices

By September 15th, the Head of School (in consultation with grade level and subject level teams, coaching staff and Administrative teams) will have defined measurable outcomes for ELA and Math for students at every grade level (aligned to MAP and Benchmark Assessments). These goals will include clear action steps, opportunities for built-in progress monitoring, as well as opportunities to align resources to close opportunity gaps.

Refining and Updating Observation, Feedback and Evaluation Process

Every teacher will receive real-time feedback at least every 10 days. This feedback will originate from daily walk throughs, and will be tracked in Schoolmint Growth. In addition, staff will have

monthly coaching meetings, data meetings, planning meetings and access to required coaching clinics based on high leverage instructional practices.

IV. Global Competence

SIA uses the Asia Society Center for Global Education's definition to evaluate whether students are moving along the continuum toward achieving global competence. The domains are as follows: Investigate the World, Recognize Perspectives, Communicate Ideas, and Take Action. Our program should provide clear benchmarks at every grade level with associated activities and outcomes for ensuring that our students meet those metrics. We will use the Global Leadership Performance outcomes to evaluate each of our student's movement along the continuum, and collect evidence through the use of a physical or electronic portfolio (depending on the grade level) to establish that students are meeting these outcomes.

<https://asiasociety.org/education/leadership-global-competence> Every student at each grade level will have evidence of their portfolio by June 2024, and can display their portfolio as part of our annual International Night Celebration displays.

Professional development for Global Competence

Additionally, SIA will create opportunities to provide staff with on-going professional development courses related to this topic to assist them in building their capacity to implement. The goal is to have at least one teacher per grade level at Primary, and 5 middle and high school teachers participate in a book study or guided course by May 2024. Those teachers will act as conduits for providing on-going training and support for the rest of the staff.

V. Habits of Mind

Enhance Collaborative Problem-Solving Among Staff

Build a Collaborative Culture: Foster an environment where open communication, idea-sharing, and collaboration are encouraged among staff members. Organize team-building activities, joint planning sessions, and opportunities for interdisciplinary collaboration.

Provide on-going capacity building for Professional Learning Communities (PLCs): Enhance PLCs within the school, where teachers can come together regularly to discuss teaching strategies, challenges, and innovative solutions. These PLCs should focus on applying the Habits of Mind in addressing educational issues.

Problem-Solving Workshops: Conduct problem-solving workshops for staff members, using real-life scenarios and case studies relevant to K-12 education. Encourage staff to apply the Habits of Mind to identify creative solutions to these challenges.

Provide Resources: Ensure that the staff has access to resources, technology, and professional development opportunities that support collaborative problem-solving. This could include subscriptions to educational journals, memberships to professional organizations, and funding for relevant conferences.

Measure Progress: Regularly assess the effectiveness of the collaborative problem-solving initiatives by observing changes in staff interactions, the quality of solutions generated, and student outcomes. Adjust the strategies as needed based on the feedback received.

Re-Visit Goals

November 2023

February 2024

May 2024

DRAFT