



Spokane International Academy

Regular Board Meeting

Zoom Meeting

Published on January 22, 2024 at 8:31 AM PST
Amended on January 23, 2024 at 9:23 AM PST

Date and Time

Tuesday January 23, 2024 at 11:30 AM PST

Location

Join Zoom Meeting

<https://us06web.zoom.us/j/86362450133?pwd=JBhYaTFYQLHpcXqpBClc3tQuKzVblp.1>

Meeting ID: 863 6245 0133

Passcode: 122486

Alternate in person location:

SIA School Building

777 E Magnesium Rd

Spokane, WA 99208

Agenda

Purpose

Presenter

Time

I. Spokane International Academy Mission Statement

	Purpose	Presenter	Time
<p>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.</p>			

II. Opening Items

- A. Record Attendance
- B. Call the Meeting to Order

III. Consent Agenda

11:30 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
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Approve minutes for Regular Board Meeting on December 21, 2023

B. Monthly Financials	Vote	Sam Schweda	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 16293 through 16302, Direct Deposit Number 900005821 through 900005925 totaling \$705,568.56
- Mid-Month AP (ASB): General Warrant Numbers 16239 through 16240 totaling \$384.24

	Purpose	Presenter	Time
• Mid-Month AP: General Warrant Numbers 16241 through 16253 totaling \$94,266.18			
• End of Month AP: General Warrant Numbers 16254 through 16292 totaling \$196,123.74			
• Wire/ACH AP: Totaling \$2,456.40			
• Private checks: \$215.00			

IV. Public Comment

V. Enrollment 11:32 AM

A. Enrollment Update	Discuss	Brook Wilkerson	3 m
B. 24/25 School Year Enrollment	FYI	Morgen Flowers-Washington	7 m

Student Enrollment for next year is now open and Morgen will update the board on the process.

VI. Review of Request For Proposals for Transportation 11:42 AM

A. RFP for next bus contract	Vote	Brook Wilkerson	5 m
https://docs.google.com/document/d/1qEPuhwkHNMNaIG-Ixc3KfaGh2JKqITJFsgfgt4P8JU/edit			

Brook and Sam will answer any questions regarding the RFP for transportation services contract to begin with 24/25 school year.
Board will vote on approval of RFP.

VII. Academic Excellence 11:47 AM

A. Math/ELA Curriculum Review - Instruction Partners	FYI	Morgen Flowers-Washington	8 m
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Morgen will update the board on a partnership through the Gates Foundation with Instruction Partners

VIII. Development

IX. Diversity, Equity, and Inclusion 11:55 AM

	Purpose	Presenter	Time
A. Update from DEI Committee	FYI	Cassie Anderson	10 m
X. Facility			12:05 PM
A. Plumbing Update	FYI	Morgen Flowers-Washington	10 m
<p>SIA suffered additional plumbing damage during single digit and subzero temperatures. Brook and Morgen will update the board on the damage, mitigation, restoration and classroom disruptions.</p>			
XI. Finance			
XII. Governance			12:15 PM
A. Recruitment Update	FYI	Mary Velazquez	3 m
XIII. New Business			12:18 PM
A. Special Education Presentation	FYI	Jackie Pariseau	10 m
XIV. Other Business			
XV. Closing Items			
A. Adjourn Meeting	Vote		

Coversheet

Approve Previous Minutes

Section: III. Consent Agenda
Item: A. Approve Previous Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Regular Board Meeting on December 21, 2023

APPROVED



Spokane International Academy

Minutes

Regular Board Meeting

In Person with Zoom Option

Date and Time

Thursday December 21, 2023 at 4:30 PM

Location

Join Zoom Meeting

<https://us06web.zoom.us/j/86362450133?pwd=JBhYaTFYQLHpcXqpBClc3tQuKzVblp.1>

Meeting ID: 863 6245 0133

Passcode: 122486

Alternate in person location:

SIA School Building

777 E Magnesium Rd

Spokane, WA 99208

Directors Present

Cassie Anderson, David James, Guillermo Espinosa, Jeff Hyslop (remote), Mary Velazquez, Matthew Hoag, Stacy Hill

Directors Absent

Bob Castle, John Pell, Ken Vorhees

Guests Present

Cassey Buchmann, Jayde Albright, Mathias Sanders, Morgen Flowers-Washington, Myra Keast, Nate Pelton, Sam Schweda, Tabatha Copeland

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Mary Velazquez called a meeting of the board of directors of Spokane International Academy to order on Thursday Dec 21, 2023 at 4:36 PM.

II. Consent Agenda

A. Approve Previous Minutes

Stacy Hill made a motion to Approve the minutes.

Matthew Hoag seconded the motion.

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

Stacy Hill made a motion to approve the November minutes Regular Board Meeting on 11-28-23.

Matthew Hoag seconded the motion.

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

B. Monthly Financials

Stacy Hill made a motion to approve the consent agenda.

Matthew Hoag seconded the motion.

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

III. Enrollment

A. Enrollment Update

As of this date, the enrollment count is at 768; two students were withdrawn. The kindergarten count remains at 72.

IV. Development

A. Update on SIA Foundation

Foundation Chairperson, Matt Hoag, presented.

SIA Foundation is a nonprofit initiated in 2020 to support SIA and student travel. The long-term goal of the foundation is to acquire an endowment, assist in marketing, fundraising, and build community such as at local community events.

The foundation aims to financially support students with the opportunity to travel by offering scholarships. Currently, the Foundation has about \$5000 in the bank, in addition to the funds in the endowment account.

Matt will provide quarterly updates and the Foundation hopes to be able to hold a fundraiser at the end of the 2024 school year.

Additional fundraising will kick off in September for 2024-2025 school year. Matt will provide a summary and year-end report in December.

V. Facility

A. Plumbing Update

The plumbing issue occurred on December 8th. PE teachers reported flooding and water coming through the walls of the first-floor storage. Associate Principals, Pelton and Sanders investigated and worked on clean-up. The issue originated from the upper floors' bathrooms. Repair service came immediately to clear up clogs and they did a thorough cleanup over the weekend.

An insurance claim was filed for both repairs and cleanup. However, since students caused the damage, the repair not be covered by insurance. The cleanup will be covered though.

SIA administration will remind students about proper bathroom use.

VI. Finance

A. SIA 2021-22 Financial Performance Framework from State Charter Commission

Document was presented to board members for review.

VII. Governance

A. Required Trainings/Items for Board Members

Morgen stated that SIA is currently out of compliance with board-required training. Mary Velazquez led the Board members with step-by-step instructions on how to access their Action Items. Bob Castle (absent) prepared a list of all board-required training.

OPMA and PRA trainings are due. Once completed, Mary advised the Board members to email Myra Keast their date of completion.

Mary indicated that all Board members completed the OPMA training in September this year.

B. Succession Planning for Officers for 2024/2025 School Year

Board President, Mary Velazquez, informed the board that her second term on the board will end at the end of the school's fiscal year (July) and that she will not pursue a third term.

Board Secretary Stacy Hill, will also complete her current term at the end of the school's fiscal year (July) and she will not pursue another term. Stacy has been on the board since the inception of the school and has been instrumental in the creation and development of SIA. Mary expressed her gratitude to Stacy for her many years of valued service.

Anyone interested in filling these positions, please contact Mary as soon as possible. The goal is to vote on a director to fill a President-Elect position in March or April 2024, to begin working with Mary to ensure a smooth transition for the 2024/2025 school year.

VIII. New Business

A. SIA Culture and Environment

Associate Principals, Nate Pelton and Mathias Sanders shared updates with the Board on SIA's culture.

Primary Academy students (K-5) start their day in the cafeteria with the Morning Meeting, led by Nate Pelton, and the Secondary Academy meetings led by Mathias Sanders and Jayde Albright, Counselor. Morning meetings comprise positive affirmations, school announcements, reminders, and REACH Shield recognition.

Mr. Pelton and Mr. Sanders also talked about school discipline in their departments. Overall, there are 302 recorded Think Times (disciplinary issues), with 27 students receiving 3 or more since the start of the school year.

In Middle and High School, the following are the disciplinary steps used:

1. Restorative Action

Mediation, guided conversation, restorative practices

2. Progressive consequences

Reflection time, family meetings, behavior agreements, safety plans, suspensions

3. Ongoing support

Counseling service, supplemental services (ABA, WISE)

Attendance improved this year, whereas attendance was challenging last year due to off-calendar family vacations, illness, and tardiness (missing morning meeting count).

Here are a few examples of Student Life in Middle and High School

1. ASB plans school dances, approves clubs in Secondary Academy, spirit weeks; and House Teams (friendly competitive activities, kicked off a week ago)
2. Positive Behavior Intervention System (PBIS)
3. REACH - Students demonstrating the school's REACH values are recognized at the Morning Meetings.
4. Nature Bridge - Students participate in nature and science field trips.
5. International trips - This year, participants will be taking a trip to Peru.
6. Community Service - Phoenix Love headed by Mr. Grainger. Currently, our students have 1200 hours logged. SIA has partnerships with Second Harvest and World Relief where our students sign up to volunteer.
7. Community - such as the MLK Day Parade

The report may be viewed here

<https://docs.google.com/presentation/d/1kCxMkjvSE9JadXea7CF4jczDxwviYkYdb-RiWYn1-7g/edit?usp=sharing>

School Counselors, Jayde Albright (Grades 4-7), Cassey Buchmann (Grades K-3), and Tabatha Copeland (Grades 8-11) also presented at today's meeting. They each shared their roles as counselors, from running small groups, and bi-weekly sessions focusing on zones of regulation and managing an anxiety group (Success Bound), meditation and individual counseling. Students are either referred to counseling by their teachers, or parents, or self-referred.

View complete presentation

here, https://www.canva.com/design/DAF3cetNNLM/KPh6gAQGh143Bv4HcggRbA/view?utm_content=DAF3cetNNLM&utm_campaign=share_your_design&utm_medium=link&utm_source=shareyourdesign

B.

Request For Proposals for Next Bus Contract

Brook Wilkerson (COO) and Sam Schweda (CFO) are working on the RFP for transportation in the future. SIA current contract with Harlows ends this school year.

C. WA Charters Organizational Restructuring + Gates Foundation Creating Excellent Schools Washington

Changes are happening currently at WA Charters. Former SIA CEO, Travis Franklin, works for the Gates Foundation. Together they have created an intermediary organization called Excellent Schools of Washington. WA Charters will now focus on political advocacy and communication. Both WA Charters and the intermediary group are looking for new leadership.

SIA recently partnered with Education Partnership through the Gates foundation They will be visiting SIA in January 2024.

IX. 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 6:02 PM.

Respectfully Submitted,
Stacy Hill

Coversheet

Monthly Financials

Section: III. Consent Agenda
Item: B. Monthly Financials
Purpose: Vote
Submitted by:
Related Material: Additional notes for AP_Payroll.Board.docx.pdf
Jan mid AP 2024 ASB.pdf
Jan mid AP 2024.pdf
Jan EOM AP 2024.pdf
Dec. 2023 Budget Status Report.pdf
CF23.24.xlsx
Jan Payroll 2024.pdf
Wire register 01.24.pdf
Private ck register 01.24.pdf

Additional notes for Accounts Payable –

Recurring Monthly Bills-

Amazon \$3,569.29 school supplies
Avista \$15,891.15 services for Electricity
Rodney, Braun \$4,437.22 Rent for Home office
City of Spokane \$3,809.75 Water and Sewer services
Ednetics \$5,363.11 Telephone/Security/Internet services
Glatfelter \$2,758.00 insurance
Harlow's \$57,745.37 Transportation (Dec)
Inland Northwest Therapist \$22,662.10 Speech, OT and psych services
Joule Growth Partner \$2,250.00 Financial support/management service
SIA-Magnesium \$83,236.80 Monthly SIA Lease and Repair
Umpqua Credit card \$2,417.13 School supplies
URM \$22,296.13 Food/ supplies

Quarterly paid expenses-

ATS \$7,723.90 Maintenance service-Mechanical & electrical system (\$4,043.90-Q2; \$3680-set up service for new heat pumps)

One time expenses-

Pro Mechanical \$17,555.54 Heat pump system (final invoice)
Raptor Rooter \$8,187.90 Repair for floor flood
Servpro \$4,629.66 Repair for the floor flood (insurance recovered the expense)

Additional notes for Payroll-

New hires include: IAs
Resignations: N/A

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 January 23, 2024, the board, by a _____ vote, approves payments, totaling \$384.24. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 16239 through 16240, totaling \$384.24

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

Check Nbr	Vendor Name	Check Date	Check Amount
16239	COPELAND, TABATHA	01/12/2024	239.99
16240	GRAINGER, SPENCER G	01/12/2024	144.25
2	Computer	Check(s) For a Total of	384.24

	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	384.24
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	384.24
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	384.24

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 January 23, 2024, the board, by a _____ vote, approves payments, totaling \$94,266.18. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 16241 through 16253, totaling \$94,266.18

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

Check Nbr	Vendor Name	Check Date	Check Amount
16241	AMAZON CAPITAL SERVICES	01/12/2024	3,493.05
16242	AWSL	01/12/2024	500.00
16243	CITY OF SPOKANE	01/12/2024	3,809.75
16244	COMCAST BUSINESS	01/12/2024	384.96
16245	DE LAGE LANDEN FINANCIAL SERVI	01/12/2024	1,216.21
16246	LEAF CAPITAL FUNDING, LLC.	01/12/2024	53.11
16247	MACKIN & LITTLE, INC	01/12/2024	394.33
16248	MOON SECURITY SERVICE INC	01/12/2024	165.92
16249	SCHWEDA, SAMUEL	01/12/2024	515.96
16250	SIA-MAGNESIUM LLC	01/12/2024	83,236.80
16251	SUTTON, JAMES B	01/12/2024	190.29
16252	WASA	01/12/2024	175.00
16253	YADON CONSTRUCTION SPECIALTIES	01/12/2024	130.80

13 Computer Check(s) For a Total of 94,266.18

	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
	13	Computer	Checks For a Total of	94,266.18
Total For	13	Manual, Wire Tran, ACH & Computer	Checks	94,266.18
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	94,266.18

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 January 23, 2024, the board, by a _____ vote, approves payments, totaling \$196,123.74. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 16254 through 16292, totaling \$196,123.74

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

Check Nbr	Vendor Name	Check Date	Check Amount
16254	AMAZON CAPITAL SERVICES	01/31/2024	76.24
16255	ATS INLAND NW, LLC	01/31/2024	7,723.90
16256	AUTO-CHLOR SYSTEM	01/31/2024	343.35
16257	Avista	01/31/2024	15,891.15
16258	BERG, KAYLA	01/31/2024	53.40
16259	BRAUN, RODNEY	01/31/2024	4,437.22
16260	C&C YARD CARE, INC	01/31/2024	924.54
16261	CENTURYLINK	01/31/2024	222.79
16262	EDMENTUM INC	01/31/2024	1,431.26
16263	EDNETICS NETWORK	01/31/2024	5,363.11
16264	EMBROIDERED SPORTSWEAR, INC	01/31/2024	1,119.14
16265	FATBEAM LLC	01/31/2024	1,390.00
16266	FIKES NORTHWEST, CORP	01/31/2024	1,100.90
16267	GLATFELTER	01/31/2024	2,758.00
16268	GOJOE PATROL INC	01/31/2024	888.00
16269	HARLOW'S SCHOOL BUS SERVICE IN	01/31/2024	57,745.37
16270	INLAND NORTHWEST THERAPY, LLC	01/31/2024	22,662.10
16271	JOULE GROWTH PARTNERS	01/31/2024	2,250.00
16272	KUTAK ROCK LLP	01/31/2024	4,880.00
16273	NEWESD 101	01/31/2024	2,194.55
16274	OSPI CHILD NUTRITION SERVICES	01/31/2024	1,743.63
16275	PACIFIC PIE, INC.	01/31/2024	834.14
16276	PRO MECHANICAL SERVICES, INC	01/31/2024	17,555.54
16277	RAPTOR ROOTER & PLUMBING	01/31/2024	8,187.90
16278	ROBINETT, JORDAN ELIZABETH	01/31/2024	35.94
16279	ROYAL BUSINESS SYSTEMS, INC	01/31/2024	875.83
16280	RYAN, COURTNEY	01/31/2024	15.00
16281	SCHOOLMINT INC	01/31/2024	1,112.22
16282	SERVPRO OF NORTHEAST SPOKANE	01/31/2024	4,629.66
16283	SPRAGUE PEST SOLUTIONS	01/31/2024	108.81
16284	STAPLES ADVANTAGE	01/31/2024	821.65
16285	SUNSHINE DISPOSAL & RECYCLING	01/31/2024	1,612.11
16286	SWANSON'S REFRIGERATION AND RE	01/31/2024	798.60

Check Nbr	Vendor Name	Check Date	Check Amount
16287	THE HOME DEPOT PRO	01/31/2024	301.44
16288	URM	01/31/2024	22,296.13
16289	WAXIE SANITARY SUPPLY	01/31/2024	401.96
16290	WSIPC	01/31/2024	76.21
16291	WSPA	01/31/2024	1,187.00
16292	ZOOM VIDEO COMMUNICATIONS INC.	01/31/2024	74.95

39 Computer Check(s) For a Total of 196,123.74

	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
	39	Computer	Checks For a Total of	196,123.74
Total For	39	Manual, Wire Tran, ACH & Computer	Checks	196,123.74
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	196,123.74

10--GENERAL FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
 Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

For the SPOKANE INTERNATIONAL ACADEMY School District for the Month of December, 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	51,394	5,193.35	51,932.54		538.54-	101.05
3000 STATE, GENERAL PURPOSE	9,793,568	796,285.11	2,743,264.69		7,050,303.31	28.01
4000 STATE, SPECIAL PURPOSE	2,275,354	157,184.25	550,336.10		1,725,017.90	24.19
5000 FEDERAL, GENERAL PURPOSE	0	.00	.00		.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	1,550,477	277,327.16	561,220.91		989,256.09	36.20
7000 REVENUES FR OTH SCH DIST	5,000	.00	.00		5,000.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	0	60,000.00	60,000.00		60,000.00-	0.00
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>13,675,793</u>	<u>1,295,989.87</u>	<u>3,966,754.24</u>		<u>9,709,038.76</u>	<u>29.01</u>
B. EXPENDITURES						
00 Regular Instruction	5,844,881	470,190.72	2,013,803.59	3,606,134.10	224,943.31	96.15
10 Federal Stimulus	362,437	27,297.09	111,826.86	215,494.55	35,115.59	90.31
20 Special Ed Instruction	855,589	81,716.36	315,896.33	570,299.32	30,606.65-	103.58
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.	1,115,115	53,627.94	213,888.08	421,291.45	479,935.47	56.96
70 Other Instructional Pgms	21,586	1,863.87	20,837.81	33,973.13	33,224.94-	253.92
80 Community Services	5,000	.00	379.06	0.00	4,620.94	7.58
90 Support Services	4,995,396	383,885.35	1,498,797.43	2,591,256.25	905,342.32	81.88
<u>Total EXPENDITURES</u>	<u>13,200,004</u>	<u>1,018,581.33</u>	<u>4,175,429.16</u>	<u>7,438,448.80</u>	<u>1,586,126.04</u>	<u>87.98</u>
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)						
	475,789	277,408.54	208,674.92-		684,463.92-	143.86-
F. TOTAL BEGINNING FUND BALANCE						
	3,200,000		4,557,967.65			
G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)						
	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)						
	3,675,789		4,349,292.73			

40--ASB FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2023 (September 1, 2023 - August 31, 2024)

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

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	12,200	1,496.00	1,496.00		10,704.00	12.26
2000 Athletics	0	.00	.00		.00	0.00
3000 Classes	0	.00	.00		.00	0.00
4000 Clubs	11,650	180.00	785.00		10,865.00	6.74
6000 Private Moneys	0	.00	.00		.00	0.00
<u>Total REVENUES</u>	23,850	1,676.00	2,281.00		21,569.00	9.56
B. EXPENDITURES						
1000 General Student Body	12,200	300.00	300.00	0.00	11,900.00	2.46
2000 Athletics	0	.00	.00	0.00	.00	0.00
3000 Classes	0	.00	.00	0.00	.00	0.00
4000 Clubs	11,650	.00	120.00	0.00	11,530.00	1.03
6000 Private Moneys	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	23,850	300.00	420.00	0.00	23,430.00	1.76
C. EXCESS OF REVENUES						
<u>OVER (UNDER) EXPENDITURES (A-B)</u>	0	1,376.00	1,861.00		1,861.00	0.00
D. TOTAL BEGINNING FUND BALANCE						
	1,000		7,425.38			
E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)						
	XXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE						
<u>(C+D + OR - E)</u>	1,000		9,286.38			
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	1,000		9,286.38			
G/L 890 Unassigned Fund Balance	0		.00			
G/L 896 Change in Accounting Principles	0		.00			
G/L 897 Change to or within the Financi	0		.00			
<u>TOTAL</u>	1,000		9,286.38			

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

CF23.24.xlsx

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 January 23, 2024, 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 16293 through 16302
 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 900005821 through 900005925
 in the total amount of \$705,568.56.

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

4pacpv04.p SPOKANE INTERNATIONAL ACADEMY 2:17 PM 01/22/24
 05.23.10.00.00-010051 PAY SUMMARY FOR PR / Payroll - AFTER CALCS PAGE: 1
 CHECK DATE: 01/31/2024 PERIOD ENDING DATE: 01/31/2024
 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>
CAPR3	ASSOCIATE PR	4	2.0000		20,771.26	272.00
CASP3	ADMIN OFFICE	1	1.0000		4,200.00	136.00
CCFO3	CHIEF FIN OFF	1	1.0000		10,609.45	136.00
CCOU3	COUNSELOR	5	3.0000		17,309.67	407.99
CCUS4	FACILITIES	4	4.0000		10,564.19	510.00
CDOP3	DIR OF OPS	3	1.0000		6,049.17	139.00
CDSS3	DIR OF SPECIAL	7	2.0000		13,139.51	204.00
CIA3	INST AIDE	62	22.0000		47,639.12	2656.50
CIAB3	INST AIDE	2	1.0000		2,168.26	136.00
CIM13	PRINCIPAL	6	1.0000		13,333.34	136.00
CINT3	INT COACH	6	4.0000		28,223.10	544.00
CKIT4	KITCHEN MGR	1	1.0000		2,636.56	128.00
CKT24	MGR FS/TRANS	1	1.0000		2,022.99	68.00
CKTA4	KITCHEN ASSIST	3	3.0000		6,356.47	384.00
CLGY5	LONGEVITY	17	15.0000		4,625.02	
CMGF3	MANAGER FINANCE	1	1.0000		4,212.07	136.00
CMGH3	HR SPECIALIST	1	1.0000		3,684.54	136.00
CMGT4	MGR TECH	1	1.0000		4,500.00	136.00
CNU13	NURSE	4	1.0000		5,152.74	136.00
COFF3	OFFICE ASSIST	10	3.0000		7,458.71	408.00
COPM3	FACILITES MGR	3	1.0000		11,095.90	136.00
CSP25	SUPPLEMENTAL	11	7.0000		1,399.81	66.03
CSU15	SUPPLEMENTAL	2	1.0000		250.00	34.51
CTC13	TEACHER	107	49.0000		267,046.25	6555.17
CTSU3	BLDG SUB	3	1.0000		3,326.40	136.00
LWOP3	LWOP	22		-184.4500	-6,028.35	-184.50
SUP25	SUPPLEMENTAL	6		6.0000	1,500.00	54.00
TCUS4	CUSTODIAN	2		16.0000	288.48	16.00
TFAC4	FACILITY MGR	1		30.0000	666.30	30.00
TIA3	INST AIDE	9		-48.5000	-948.20	-48.50
TIAS3	INST AIDE-S	4		27.2500	983.21	27.30
TKII4	KITCHEN ASST	1		-0.2500	-4.58	-0.30
TOV3	OVERTIME	4		3.0000	86.30	3.00

CHECK DATE: 01/31/2024 PERIOD ENDING DATE: 01/31/2024

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>
TOV4	OVERTIME	2		7.7500	256.25	7.80
TSU23	SUBSTITUTE	4		51.0000	991.44	51.00
TSUB3	SUBSTITUTE	14		249.5000	4,753.30	249.50
	REPORT TOTAL	335	128.0000	157.3000	500,318.68	13942.50

CHECK DATE: 01/31/2024 PERIOD ENDING DATE: 01/31/2024

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	335	30,260.89
1FIT	FED INC TAX	FEDERAL TAX	335	30,390.17
1FIT+	FIT ADD AMT	FEDERAL TAX	49	4,551.00
1MED	MEDICARE	MEDICARE	335	7,077.21
1PFML	WA PAID FML	PFML	335	2,644.68
1ReE2	SERS PLAN 2	RETIREMENT	97	6,293.88
1ReE3	SERS PLAN 3	RETIREMENT	64	2,858.05
1ReT0	TRS PLAN 0	RETIREMENT	17	
1ReT2	TRS 2	RETIREMENT	89	13,096.82
1ReT3	TRS PLAN 3	RETIREMENT	89	13,516.10
1WC	WORKERS' COMP	WORKERS' COMP	329	1,791.92
1WLTC	WA LTC	LONG-TERM CARE	308	2,609.44
ACH#2	ACH#2		2	2,724.00
HCFSA	Medical FSA	OTH BEF TAX	6	279.16
HEHSA	Health Eqty-HSA	OTH BEF TAX	5	1,029.00
KP1CR	Kai WA Smt1 E/C	OTH BEF TAX	3	175.00
KP1ER	Kai WA Smt1 EMP	OTH BEF TAX	2	100.00
KP2CR	Kai WA Smt2 E/C	OTH BEF TAX	3	250.00
KP2ER	Kai WA Smt2 EMP	OTH BEF TAX	4	286.00
KP3ER	Kai WA Smt3 EMP	OTH BEF TAX	3	237.00
KW1ER	Kai WA Core1EMP	OTH BEF TAX	10	192.00
KW1FR	Kai WA Core1FAM	OTH BEF TAX	9	576.00
KW1SR	Kai WA Core1E/S	OTH BEF TAX	2	121.00
KW2CR	Kai WA Core2E/C	OTH BEF TAX	2	172.00
KW2ER	Kai WA Core2EMP	OTH BEF TAX	3	98.00
KW2SR	Kai WA Core2E/S	OTH BEF TAX	2	196.00
KWSCR	Kai WA SndChE/C	OTH BEF TAX	6	345.00
KWSER	Kai WA SndChEMP	OTH BEF TAX	7	345.00
KWSFR	Kai WA SndChFAM	OTH BEF TAX	6	1,085.00
KWSSR	Kai WA SndChE/S	OTH BEF TAX	2	230.00
LTD50	Emp Pd LTD 50%		29	136.29
LTD60	Emp Pd LTD 60%		149	1,002.44
LTDBU	Supp LTD		2	
P-ADJ	PAY ADJUST		2	79.23
PHCR	Prem Hgh PPOE/C	OTH BEF TAX	2	201.00
PHER	Prem Hgh PPOEMP	OTH BEF TAX	13	575.00
PHFR	Prem Hgh PPOFAM	OTH BEF TAX	7	1,405.00
PHSR	Prem Hgh PPOE/S	OTH BEF TAX	2	230.00
PMER	Prem HMCrEPOEMP	OTH BEF TAX	7	60.00
PMSR	Prem HMCrEPOE/S	OTH BEF TAX	4	130.00
PSCR	Prem Std PPOE/C	OTH BEF TAX	2	112.00
PSER	Prem Std PPOEMP	OTH BEF TAX	10	320.00
PSFR	Prem Std PPOFAM	OTH BEF TAX	4	384.00
V1CR	UMPACP-UWMedE/C	OTH BEF TAX	2	151.00
V1ER	UMPACP-UWMedEMP	OTH BEF TAX	20	516.00
V1SR	UMPACP-UWMedE/S	OTH BEF TAX	1	172.00
VACR	UMP Achieve2E/C	OTH BEF TAX	2	198.00
VAER	UMP Achieve2EMP	OTH BEF TAX	9	339.00
VAFR	UMP Achieve2FAM	OTH BEF TAX	2	339.00
VASR	UMP Achieve2E/S	OTH BEF TAX	2	226.00
VHSAE	UMP CDHP EMP	OTH BEF TAX	5	42.00
VHSAF	UMP CDHP FAM	OTH BEF TAX	4	126.00
VHSAS	UMP CDHP E/S	OTH BEF TAX	2	42.00

CHECK DATE: 01/31/2024 PERIOD ENDING DATE: 01/31/2024

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
VUCR	UMP Achieve1E/C	OTH BEF TAX	1	77.00
VUER	UMP Achieve1EMP	OTH BEF TAX	33	879.00
			2775	131,272.28

CHECK DATE: 01/31/2024 PERIOD ENDING DATE: 01/31/2024

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	335	30,260.89
1MED	MEDICARE	MEDICARE	335	7,077.21
1PFML	WA PAID FML	PFML	335	1,057.66
1ReE2	SERS PLAN 2	RETIREMENT	97	8,864.97
1ReE3	SERS PLAN 3	RETIREMENT	64	5,210.43
1ReT0	TRS PLAN 0	RETIREMENT	19	
1ReT2	TRS PLAN 2	RETIREMENT	89	15,761.59
1ReT3	TRS PLAN 3	RETIREMENT	89	19,494.14
1UC	UNEMPLOYMENT	UNEMPLOY COMP	335	2,701.70
1WC	WORKERS' COMP	WORKERS' COMP	329	3,471.29
SEBB	SEBB		226	111,100.00
VHSS1	UMP CDHP EE HSA		11	250.00
			2264	205,249.88

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

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 January 23, 2024 the board, by a _____ vote, approves payments, totaling \$2,456.40. The payments are further identified in this document. Total by Payment Type for Private/Public Account, UMPQUA BANK: Wire/ACH payments totaling \$2,456.40.

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Type	Vendor Name		Date	Amount
ACH	Umpqua Credit Card	December Statement	1/12/2024	\$ 2,417.13
ACH	Dept. of Revenue	Comp Tax	1/12/2024	\$ 39.27
		2 ACH/Wire	For a Total of	\$ 2,456.40

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 January 23, 2024 the board, by a _____ vote, approves payments, totaling \$215.00. The payments are further identified in this document. Total by Payment Type for Private Account, UMPQUA BANK: Warrant Number 1418 , totaling \$215.00.

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
1418	Cogency Global Inc.	1/31/2024	\$ 215.00
	1 Checks	For a Total of	\$ 215.00

Coversheet

Enrollment Update

Section: V. Enrollment
Item: A. Enrollment Update
Purpose: Discuss
Submitted by:
Related Material: SIA actual vs projected enrollment-Jan 2024.pdf
Enrollment Update for 2024-2025 - Data.pdf

Spokane International Academy
Actual vs Projected Full Time K-12 Enrollment
For School Year Ending 2024

Grades	<i>Actual</i>										Average	Budgeted	Variance
	September	October	November	December	January	February	March	April	May	June			
Kindergarten (Full)	66.00	70.00	72.00	72.00	71.00						70.20	69.84	0.36
1st	86.00	87.70	89.00	94.00	95.00						90.34	93.12	-2.78
2nd	90.00	88.00	89.00	93.00	91.00						90.20	93.12	-2.92
3rd	91.00	94.00	93.00	95.00	96.00						93.80	93.12	0.68
4th	88.00	91.00	92.00	94.00	95.00						92.00	93.12	-1.12
5th	69.00	71.00	72.00	72.00	72.00						71.20	66.93	4.27
6th	68.00	68.00	69.00	69.00	69.00						68.60	67.90	0.70
7th	67.00	69.00	70.00	68.00	68.00						68.40	66.90	1.50
8th	57.00	60.00	60.00	59.00	59.00						59.00	58.20	0.80
9th	35.00	34.00	35.00	34.00	34.00						34.40	33.95	0.45
10th	16.00	15.00	14.00	16.00	14.00						15.00	29.10	-14.10
11th	2.14	2.14	2.14	2.14	2.47						2.21	9.00	-6.79
12th	0.00	0.00	0.00	0.00	0.00						0.00	0.00	0.00
Totals	735.14	749.84	757.14	768.14	766.47	0.00	0.00	0.00	0.00	0.00	755.35	774.30	-18.95

K-8 Totals	682.00	698.70	706.00	716.00	716.00	0.00	0.00	0.00	0.00	0.00	703.74	702.25	1.00
9-12 Totals	53.14	51.14	51.14	52.14	50.47	0.00	0.00	0.00	0.00	0.00	51.61	72.05	0.72

	September	October	November	December	January	February	March	April	May	June	Average	Projected	Variance
SPED K12	85.00	89.00	91.00	90.00	94.00						91.00	87.00	1.05

Enrollment Update for 2024-2025

Grade	Received 1/23/24	Received 1/24/23
K	90	98
1	19	19
2	11	13
3	9	13
4	4	19
5	8	18
6	27	12
7	3	16
8	5	10
9	6	2
10	0	0
Total	182	220
Received 182 applications as of January 23, 2024		



Coversheet

Update from DEI Committee

Section: IX. Diversity, Equity, and Inclusion
Item: A. Update from DEI Committee
Purpose: FYI
Submitted by:
Related Material: BoD - Diversity, Equity, & Inclusion update.pdf

Diversity, Equity, & Inclusion

Board Sub-committee members:
Guillermo, John, Morgen & Cassie

January 23, 2024

DEI Subcommittee Purpose

The purpose of the DEI Subcommittee is to:

- The DEI Board Committee will work to guide the board or directors around the topic of DEI.
- The committee will serve as oversight to the school's DEI committee and provide consultation to the Head of School when appropriate.

DEI Subcommittee Goals - 2023/2024

- Establish (Fall 2021) and maintain a team that meets monthly focusing strategically on initiatives and action related to diversity, equity, inclusion and belonging.
 - Establish and meet one time per month -
 - Third Wednesday of every month from 4-5pm
- Training for Board of Directors and SIA Employees
 - The DEI Board Subcommittee will research & secure training on the topic of DEI for our Board of Directors.
- Provide consultation to the Head of School
 - Provide resources of voices around the BIPOC community
 - Provide recommendations and assistance/hiring and recruitment of a diverse staff
 - Partner with community organizations to promote equity and inclusion in the school community
- SIA will conduct a racial equity audit to identify gaps in curriculum, policies and procedures that may perpetuate systemic racism.
 - The DEI Board Subcommittee will:
 - Review audit and provide feedback and recommendations.
 - Spring 2024

Questions?

Coversheet

Special Education Presentation

Section: XIII. New Business
Item: A. Special Education Presentation
Purpose: FYI
Submitted by:
Related Material: SPED Board Meeting.pdf

Spokane International Academy

Special Education

January 23, 2024

SPED Department

- **In house providers:**
 - One K-3 Primary SPED Teacher: Sissi Wang*
 - Two IA's (1.5 FTE): Carmel Melton (2nd year), DB Karki (9th year)
 - One 4-6 Primary/Middle SPED Teacher: Tracey Feight*
 - One IA (1.0 FTE): Erin O'Rourke*
 - One 7-11 Middle/HS SPED Teacher: Bri Brown (3rd year)
 - One IA (1.0 FTE): Krystn Savage**
 - One SPED Director: Jackie Pariseau (9th year)
 - **Contracted Providers (Through Inland Northwest Therapy)**
 - 1.0 FTE Speech Language Pathologist: Aubrey Powell**
 - .4 FTE Occupational Therapist: Julie Johnson (on site) (3rd year)
 - .2 FTE Physical Therapist: Jenna Kersting (on site) (4th year)
 - .6 FTE School Psychologist: Amy Cherry (virtual)*
-
- * indicates new to SIA
 - ** indicates first year teacher/staff

SIT Process

- Students are referred by a teacher/staff member or by parent request
- Students are “brought” to SIT meetings (held 2x a month) where teachers, counselors, instructional assistants (IA’s), administrators, etc. discuss student concerns and data
- SIT team recommends interventions for students, to be tracked across 6-8 week time span (typically)
- Some common interventions: Extra 1:1 or small group instruction/intervention with teacher or IA, ELA/Math/Social Skills intervention group, Speech/Language or OT/PT screening, behavior chart
- Students are discussed at a follow up meeting. From here, we may recommend formal SPED evaluation.

SPED Process

- After referral (either through SIT or parent request), SIA follows 60 day timeline.
- Parent consent for formal testing in area of suspected disability or concern (ex. Speech, reading, writing, math, fine motor, etc.)
- After completion of testing, **Individualized Education Plan (IEP)** team meets to determine **eligibility** (13 federal categories) based on assessment results and student data
- If student qualifies, IEP team creates **IEP** plan. This plan is updated at least once annually.
- Key components include: Specially Designed Instruction (**SDI**), goals, progress monitoring, accommodations/modifications

Timelines for Referral & Evaluation



How Many Students Do We Serve?

- Monthly Counts (2022-2023 school year)
 - Sept (BOY): 71
 - June (EOY): 89
- Monthly Counts (2023-2024 school year)
 - Sept: 83
 - Oct: 89
 - Nov: 91
 - Dec: 90
 - **Jan: 94**
 - Total Enrollment: approximately 777
- SIA SPED Population= 12.09%
- WA state average= 14%
- National average= 15%₁

How Many Students Do We Serve? (ct'd)

- To consider:
 - Transfers
- Initial Referrals (to date):
 - 4 initiated by SIA this school year
 - Two were parent requests
 - Two who went through our full SIT process

Breakdown by Sex, Race, Grade Level

- Sex:
 - Male: 60 (63%), Female: 34 (37%)
- Race:
 - White: 67 (71.2%)
 - African American: 10 (10.6%)
 - Native Hawaiian: 2 (2.1%)
 - American Indian: 3 (3.1%)
 - Multiple Races: 11 (11.7%)
 - Asian: 1 (1%)
- MLL/SPED:
 - 3 (3.1%)
- Grade Levels:
 - **K:** 4 (4.2%) - **3:** 10 (10.6%) - **6:** 8 (8.5%) - **9:** 9 (9.5%)
 - **1:** 10 (10.6%) - **4:** 14 (14.9%) - **7:** 5 (5.3%) - **10:** 0
 - **2:** 12 (12.7%) - **5:** 11 (11.7%) - **8:** 9 (9.5%) - **11:** 2 (2.1%)

Breakdown by Disability

Disability	Students (Percentage)
Autism	12 (12.7%)
Communication Disorder	27 (28.7%)
Developmental Delay	10 (10.6%)
Emotional Behavioral Disability	1 (1%)
Orthopedic Impairment	1 (1%)
Other Health Impairment	22 (23.4%)
Multiple Disabilities	3 (3.1%)
Specific Learning Disability (SLD)	18 (19.1%)
Total	94 (Jan 2024 Count)

Breakdown by Services

Service	Students
Academic	57
Adaptive	4
Behavior	23
Occupational Therapy	13
Physical Therapy	9
Social/Emotional	16
Speech	58

Service Models

- Primary: Mostly pull out support (student comes to SPED room, aka the Resource Room), works in 1:1 or small group setting
- Middle: Pull out/push in model. Working towards push in model. IA or SPED teacher is in the general education classroom providing support and can do small group or small pull out group after general instruction.
- High School: Majority is push in model. Teacher is in classroom providing support. Teacher works to provide co-teaching.

Constraints/Concerns

- Rebuilding Year
 - Two new teachers, two new IA's, new SLP, new school psychologist
- Virtual school psychologist
 - Effect on budget
 - Limited in availability
- Reputation
 - Applied Behavioral Analysis (ABA) therapy
 - Transfer students
- High School Model
 - Running Start, NewTech





References

1. National Center for Education Statistics
<https://nces.ed.gov/fastfacts/display.asp?id=64>