



Spokane International Academy

January Regular Board Meeting

Published on January 21, 2025 at 8:19 AM PST

Date and Time

Wednesday January 22, 2025 at 4:30 PM PST

Location

Monthly Board meetings will be held in person every 4th Wednesday of each month at the Spokane International Academy campus, lower level in the Media Center (unless the day falls on a holiday or break). A virtual option is available via Zoom.

Join Zoom Meeting

<https://us06web.zoom.us/j/86373525000?pwd=fjV57eCbjOL2yX43M8k45mgPUKPnLK.1>

Meeting ID: 863 7352 5000

Passcode: 598005

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:30 PM
A. Record Attendance		Cassie Anderson	2 m
B. Call the Meeting to Order		Cassie Anderson	1 m
II. Consent Agenda			4:33 PM

	Purpose	Presenter	Time
A. December Board Meeting Minutes	Approve Minutes		
B. December Financials	Vote		1 m
III. Public Comment			
IV. Enrollment			4:34 PM
A. Full Time and Head Count	Discuss	Morgen Flowers-Washington	5 m
B. Enrollment Update 2025-2026 vs. 2024-2025	Discuss	Morgen Flowers-Washington	5 m
V. Academic Update - 2nd Round of MAP Testing			4:44 PM
A. Data	Discuss	Morgen Flowers-Washington	7 m
VI. Discipline Data and Student Life			4:51 PM
A. Discipline/PBIS	Discuss	Morgen Flowers-Washington	7 m
VII. Board Business			4:58 PM
A. Board Profile on School Website https://www.spokaneintlacademy.org/board-of-directors	Discuss	Cassie Anderson	5 m
VIII. Head of School Update			5:03 PM
A. January Written Update	Discuss	Morgen Flowers-Washington	10 m
B. Calendar	FYI	Morgen Flowers-Washington	1 m

	Purpose	Presenter	Time
IX. Facility			5:14 PM
A. Committee Report	Discuss	Jeff Hyslop	7 m
X. Governance			
XI. Development			
XII. Finance			
XIII. Academic Excellence			
XIV. Diversity, Equity and Inclusion			
XV. Other Business			
XVI. Executive Session			
<p>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.</p>			
XVII. Closing Items			5:21 PM
A. Adjourn Meeting	Vote	Cassie Anderson	1 m

Coversheet

December Board Meeting Minutes

Section: II. Consent Agenda
Item: A. December Board Meeting Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for December Regular Board Meeting on December 19, 2024



Spokane International Academy

Minutes

December Regular Board Meeting

Date and Time

Thursday December 19, 2024 at 4:30 PM

Location

Due to Christmas/Winter Break, the December meeting has been moved to **Thursday, December 19, 2024**, as agreed upon by the Board at the November meeting.

Monthly Board meetings will be held in person every 4th Wednesday of each month at the Spokane International Academy campus, lower level in the Media Center (unless the day falls on a holiday or break). A virtual option is available via Zoom.

Join Zoom Meeting

<https://us06web.zoom.us/j/86373525000?pwd=fjV57eCbjOL2yX43M8k45mgPUKPnLK.1>

Meeting ID: 863 7352 5000

Passcode: 598005

Directors Present

Ashlee Lent (remote), Bob Castle, Cassie Anderson, Charina Carothers (remote), David James, Guillermo Espinosa, John Pell, Ken Vorhees, Matthew Hoag (remote)

Directors Absent

Jeff Hyslop, Josiah Lara, Maureen Rosette

Guests Present

Brad, Brad DeJager, Morgen Flowers-Washington, Myra Keast, Sam Schweda, Zachary Wolflick

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Cassie Anderson called a meeting of the board of directors of Spokane International Academy to order on Thursday Dec 19, 2024 at 4:36 PM.

II. Consent Agenda

A. November Board Meeting Minutes

Ken Vorhees made a motion to Approve the consent agenda.

John Pell seconded the motion.

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

Ken Vorhees made a motion to approve the minutes from November Regular Board Meeting on 11-20-24.

John Pell seconded the motion.

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

B. November Financials

III. Enrollment

A. Enrollment Update

The school is meeting its budgeted FTE currently:

24-25 budgeted 821.30 avg 819

23-24 budgeted 774 avg 752

We have better retention this year in Middle and High School this year compared to last year.

IV. Head of School Update

A. December Update

The Head of School provided a written update for the month of December. The following were briefly discussed:

1. MAP testing - is currently in progress. Morgen will provide an update in January and a report on student growth.

2. Fundraising Update - the 10 Year Anniversary Gala Fundraiser event will be held on Saturday, June 7. We have partnered with an event planner, Spark Events, which will be

paid for by a grant. Spark Events will be onsite to meet volunteers and to see the venue some time in January.

3. December Community Highlights -Community Engagement has been high this month. Clubs and after-school activities are in full force. After-school tutoring just concluded.

4. Legislative Session - is coming up and SIA will send parent representatives to Olympia. The long session (105 days) focuses on creating a biennial budget, making it a critical time for funding decisions that impact public education, including charter schools.

5. Transitional Kindergarten - SIA will not offer Transitional Kindergarten next school year but will look into 2026-2027. This will allow the school time to research facilities for this program.

6. Marketing and Enrollment - the enrollment window will open on January 6 and run through March 17. School marketing and advertising is underway. The goal is to ensure robust enrollment across all grade levels to maintain financial sustainability and support SIA's growth and mission. Certain zip codes in Spokane will receive direct mailers in January.

7. Senior Update - 4/ 6 of our seniors have been accepted to a 4-year university, so far. WSU, Whitworth, and EWU. This year's graduation is scheduled for Sunday, June 8th @ 4:00 pm at Spokane Community College.

Guillermo Espinosa asked about the school's marketing strategy. Morgen responded that the school would target the Kindergarten and 1st grade levels since these grades are easier to fill. She hopes the direct mailer in January will attract other age groups as well, specifically middle and high school.

B. Calendar

Calendars were provided for Board members as an open invitation to join school events.

Cassie Anderson will attend the College and Career Cafe in February

V. Clean Buildings Act

A. Update

Clean Buildings Act - Reported by Brad DeJager, Director of Facilities

The deadline for SIA to comply is on June 1, 2027; however SIA work has to be completed by June 1, 2026 (Tier 1).

Current energy audit number: 53 EUI

Needed for compliance: 47 EUI

Brad, Morgen, Sam and Ken met with Custom Energy Consultants on December 13th to discuss their proposal. The approximate cost is \$62,300.

Brad will apply for available grants to help cover some of the costs. Custom Energy Consultants will help submit the grant and help SIA find other grants as well.

Estimated out of pocket expense: \$50,000 to \$58,000 (if needed, this cost can be covered)

Some examples of items that can be updated to gain compliance:

- water source heat pumps
- LED lighting upgrades
- Lighting control systems
- Remote access to HVAC systems
- Insulation
- More items can be added during energy audit

Questions:

Cassie Anderson: Will Custom Energy Consultants help find grants? **Yes**

Cassie recalled that compliance was discussed last year. However, SIA did not move forward with the company/consultant the Brook Wilkerson (former COO) presented last year.

Ken Vorhees: When was this building built? **1987**

Ashlee Lent: How many grants are included in this proposal? **We are eligible to apply for one grant at this time.**

Cassie Anderson: Do we need to look at three (3) bids? **Sam said no, since this proposal is for services only.**

Ken Vorhees made a motion to accept the proposal from Custom Energy Consultants as presented.

Guillermo Espinosa seconded the motion.

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

VI. Governance

A. Board Compliance with Training

Cassie Anderson sent reminders to individuals who needed to complete the required training.

We need to submit to the Commission before January 1st (extension granted).

Please submit certificate completion to Myra Keast

VII. Development

A. Committee Update

Matt Hoag reported on endowment.

Goal is \$10,000

As of December 2024 - \$8,915

The funds were used mostly for students' travel in previous years.

The Development and Foundation committee is looking into growing the endowment fund.

Matt stated that there are funds that can be used towards the Fundraising Gala, if needed.

Questions:

Guillermo Espinosa: Is the the gala separate from the Foundation? **Yes**

Morgen stated that some proceeds from the fundraiser can possibly go towards the international travel (for example: as a specific ask or raise your paddle item)

Endowment funds come from direct contributions from Board members. Matt invites everyone to contribute. If anyone is interested in contributing to the foundation, please reach out to Matt.

Ken suggested a certain percentage of the gala go to the Foundation (10%); 90% stays with the school. Morgen responded that this is certainly something to consider.

Will provide update in the new year.

VIII. 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 5:30 PM.

Respectfully Submitted,
Cassie Anderson

Documents used during the meeting

- Average Enrollment 12-24.pdf
- Head of School Update- December 2024.pdf
- Clean Buildings Act.pdf

Coversheet

December Financials

Section: II. Consent Agenda
Item: B. December Financials
Purpose: Vote
Submitted by:
Related Material: Additional_notes_for_AP_Payroll-Jan._Board_meeting.pdf
Dec mid AP 2024 ASB.pdf
Dec mid AP 2024.pdf
Dec EOM AP 2024 ASB.pdf
Dec EOM AP 2024.pdf
Dec Payroll 2024.pdf
Wire register 12.24.pdf

Additional notes for Accounts Payable –

Recurring Monthly Bills-

Amazon \$7,718.98 services for Supplies (\$1,120.34-ASB supplies)
Avista \$16,522.08 services for Electricity
Rodney, Braun \$3,250.00 Rent for Home office
City of Spokane \$4,643.14 Water and Sewer services
Ednetics \$5,546.32 Telephone/Security/Internet services (\$388.94-key fob expense)
First Insurance \$9,031.60 Building Insurance
Harlow's \$63,797.84 (\$989.64-Sep. overage; \$62,808.20-Transportation for Nov. base routes)
Inland Northwest Therapy \$28,786.25 Speech, OT/PT, Psych Therapist service-SpEd
Umpqua Credit card \$9,416.34 School supplies
URM \$39,850.27 Food/supplies

Quarterly paid expenses-

NEWESD101 \$13,699.38 (\$11,636.88-Data Processing/WSIPC Data Proc Fee-Q2;
\$2,062.50-nutrition service)
TK Elevator \$1,356.30 Elevator maintenance

One time expenses-

Securly \$13,751.44 Internet filtering service-annual renewal
Washington First Robotics \$8,200 FRC robotics team registration (WA First Robotics grant)

Additional notes for Payroll-

New hires include: IAs, building sub, Facility coordinator
Resignations: IAs, Facility Manager.

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 22, 2025, the board, by a _____ vote, approves payments, totaling \$1,378.89. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 19688 through 19689, totaling \$1,378.89

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

Check Nbr	Vendor Name	Check Date	Check Amount
19688	AMAZON CAPITAL SERVICES	12/13/2024	1,120.34
19689	COPELAND, TABATHA	12/13/2024	258.55
2	Computer	Check(s) For a Total of	1,378.89

	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	1,378.89
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	1,378.89
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,378.89

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 22, 2025, the board, by a _____ vote, approves payments, totaling \$24,404.56. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 19690 through 19708, totaling \$24,404.56

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

Check Nbr	Vendor Name	Check Date	Check Amount
19690	ALBRIGHT, JAYDE	12/13/2024	46.01
19691	AMAZON CAPITAL SERVICES	12/13/2024	3,265.18
19692	CITY OF SPOKANE	12/13/2024	4,643.14
19693	COLLEGE BOARD	12/13/2024	43.20
19694	COMCAST BUSINESS	12/13/2024	384.96
19695	DE LAGE LANDEN FINANCIAL SERVI	12/13/2024	1,216.21
19696	FIRST INSURANCE FUNDING	12/13/2024	9,031.60
19697	FLOWERS WASHINGTON, MORGEN	12/13/2024	39.20
19698	FOLLETT SOFTWARE, LLC	12/13/2024	1,164.40
19699	LEAF CAPITAL FUNDING, LLC.	12/13/2024	53.64
19700	MARTIN, JOSEPH ALLEN	12/13/2024	925.00
19701	MCGEE, CARYN	12/13/2024	50.49
19702	MONREAL, VICTORIA	12/13/2024	23.04
19703	MOON SECURITY SERVICE INC	12/13/2024	190.92
19704	SCHOLASTIC INC	12/13/2024	825.82
19705	SCHOLASTIC INC	12/13/2024	1,109.83
19706	SCHOOL SPECIALTY, LLC.	12/13/2024	308.56
19707	STAPLES ADVANTAGE	12/13/2024	775.90
19708	SUTTON, JAMES B	12/13/2024	307.46
19	Computer	Check(s) For a Total of	24,404.56

	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
	19	Computer	Checks For a Total of	24,404.56
Total For	19	Manual, Wire Tran, ACH & Computer	Checks	24,404.56
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	24,404.56

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 22, 2025, the board, by a _____ vote, approves payments, totaling \$111.60. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 19717 through 19717, totaling \$111.60

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

Check Nbr	Vendor Name	Check Date	Check Amount
19717	GRAINGER, SPENCER G	12/31/2024	111.60
1	Computer	Check(s) For a Total of	111.60

	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	111.60
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	111.60
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	111.60

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 January 22, 2025, the board, by a _____ vote, approves payments, totaling \$223,813.31. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 19718 through 19749, totaling \$223,813.31

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

Check Nbr	Vendor Name	Check Date	Check Amount
19718	AMAZON CAPITAL SERVICES	12/31/2024	3,333.46
19719	AUTO-CHLOR SYSTEM	12/31/2024	353.43
19720	AVIDEX INDUSTRIES, LLC.	12/31/2024	468.26
19721	Avista	12/31/2024	16,522.08
19722	BRAUN, RODNEY	12/31/2024	3,250.00
19723	CENTURYLINK	12/31/2024	250.85
19724	CEREBELLUM CORPORATION	12/31/2024	945.99
19725	COLLEGE BOARD	12/31/2024	185.76
19726	EDNETICS NETWORK	12/31/2024	5,546.32
19727	FATBEAM LLC	12/31/2024	2,780.00
19728	FIKES NORTHWEST, CORP	12/31/2024	3,605.50
19729	FOUR SEASONS LANDSCAPING INC	12/31/2024	577.70
19730	GOJOE PATROL INC	12/31/2024	874.73
19731	HARLOW'S SCHOOL BUS SERVICE IN	12/31/2024	63,797.84
19732	INLAND NORTHWEST THERAPY, LLC	12/31/2024	28,786.25
19733	KUTAK ROCK LLP	12/31/2024	2,607.50
19734	MAGIC-WRIGHTER, INC.	12/31/2024	350.00
19735	NEWESD 101	12/31/2024	13,699.38
19736	OSPI CHILD NUTRITION SERVICES	12/31/2024	2,937.03
19737	PACIFIC PIE, INC.	12/31/2024	601.64
19738	PATRIOT FIRE PROTECTION, INC	12/31/2024	2,005.60
19739	ROYAL BUSINESS SYSTEMS, INC	12/31/2024	1,716.34
19740	SECURLY, INC.	12/31/2024	13,751.44
19741	SPRAGUE PEST SOLUTIONS	12/31/2024	119.69
19742	STAPLES ADVANTAGE	12/31/2024	727.41
19743	TK ELEVATOR CORPORATION	12/31/2024	1,356.30
19744	URM	12/31/2024	39,850.27
19745	WA STATE CHARTER SCHOOLS ASSOC	12/31/2024	4,150.00
19746	WASHINGTON FIRST ROBOTICS	12/31/2024	8,200.00
19747	WAXIE SANITARY SUPPLY	12/31/2024	308.30
19748	WSIPC	12/31/2024	79.29
19749	ZOOM VIDEO COMMUNICATIONS INC.	12/31/2024	74.95

Check Nbr	Vendor Name	Check Date	Check Amount
32	Computer	Check(s) For a Total of	223,813.31

	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
	32	Computer	Checks For a Total of	223,813.31
Total For	32	Manual, Wire Tran, ACH & Computer	Checks	223,813.31
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	223,813.31

Payments have been audited and certified by the Auditing Officer as required by RCW 42.24.080, and RCW 42.24.090. Those payments have been recorded on a listing which has been made available to the board.

As of January 22, 2025, 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 19709 through 19710
 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 900006975 through 900007091
 in the total amount of \$799,681.44.

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

PAY	DESCRIPTION	COUNT	FACTOR	HOURS	GROSS	RETIRE HOURS
CAPR3	ASSOCIATE PR	3	2.0000		20,933.34	240.00
CASP3	ADMIN OFFICE	1	1.0000		4,374.68	120.00
CCF3	COMM OUTREACH	2	2.0000		7,285.12	320.00
CCFO3	CHIEF FIN OFF	1	1.0000		10,943.75	120.00
CCOU3	COUNSELOR	5	3.0000		16,549.60	360.00
CCUS4	FACILITIES	8	7.0000		21,511.99	784.00
CDOP3	DIR OF OPS	6	2.0000		12,938.34	240.00
CDSS3	DIR OF SPECIAL	7	2.0000		15,010.64	180.00
CIA3	INST AIDE	59	24.0000		54,028.95	2557.50
CIAB3	INST AIDE	3	1.0000		1,880.98	60.00
CIM13	PRINCIPAL	6	1.0000		14,375.00	120.00
CINT3	INT COACH	4	4.0000		28,507.59	480.00
CKIT4	KITCHEN MGR	1	1.0000		2,866.86	120.00
CKTA4	KITCHEN ASSIST	3	3.0000		6,584.97	360.00
CLGY5	LONGEVITY	27	26.0000		7,833.37	
CMGF3	MANAGER FINANCE	4	2.0000		9,679.00	240.00
CMGH3	HR SPECIALIST	1	1.0000		4,065.82	120.00
COFF3	OFFICE ASSIST	16	4.0000		10,195.45	480.00
CSP25	SUPPLEMENTAL	3	2.0000		500.00	15.00
CSP35	SUPPLEMENTAL	2	1.0000		416.67	10.30
CTC13	TEACHER	133	52.0000		298,477.53	6240.00
CTSU3	BLDG SUB	6	2.0000		5,273.74	240.00
LWOP3	LWOP	5		-67.5000	-1,295.47	-67.60
SUP15	SUPPLEMENTAL	2	2.0000		466.67	2.00
SUP25	SUPPLEMENTAL	7	7.0000		3,150.00	49.10
TFAC4	FACILITY MGR	1		9.5000	220.40	9.50
TIA3	INST AIDE	6		-58.7500	-1,258.43	-58.80
TIAS3	INST AIDE-S	10		89.2500	5,250.00	89.60
TKII4	KITCHEN ASST	3		53.5000	982.92	53.50
TKIT4	KITCHEN MGR	1		1.5000	34.68	1.50
TOFF3	OFFICE ASST	8		-52.0000	-956.29	-52.00
TOV4	OVERTIME	1		0.7500	26.01	0.80
TSU23	SUBSTITUTE	4		58.7500	1,258.44	58.80

CHECK DATE: 12/31/2024 PERIOD ENDING DATE: 12/31/2024

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>
TSUB3	SUBSTITUTE	8		64.2500	1,267.08	64.30
	REPORT TOTAL	357	153.0000	99.2500	563,379.40	13557.50

CHECK DATE: 12/31/2024 PERIOD ENDING DATE: 12/31/2024

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	357	34,174.51
1FIT	FED INC TAX	FEDERAL TAX	357	36,292.02
1FIT+	FIT ADD AMT	FEDERAL TAX	48	4,791.00
1MED	MEDICARE	MEDICARE	357	7,992.46
1PFML	WA PAID FML	PFML	357	2,977.96
1ReE0	SERS PLAN 0	RETIREMENT	2	
1ReE2	SERS PLAN 2	RETIREMENT	119	9,135.15
1ReE3	SERS PLAN 3	RETIREMENT	42	1,747.26
1ReT0	TRS PLAN 0	RETIREMENT	24	
1ReT2	TRS 2	RETIREMENT	127	15,157.57
1ReT3	TRS PLAN 3	RETIREMENT	92	14,510.05
1WC	WORKERS' COMP	WORKERS' COMP	356	1,861.64
1WLTC	WA LTC	LONG-TERM CARE	342	3,087.23
ACH#2	ACH#2		2	2,905.05
ALTD	ADJ SUPP LTD		7	25.61
DCP	DCP DRS	TSA-BEFORE TAX	3	2,857.00
DCP R	DCP ROTH	TSA-AFTER TAX	4	1,780.00
DCS-P	CHILD SUPPORT		4	1,648.50
HCFSA	Medical FSA	OTH BEF TAX	3	170.83
HEHSA	Health Eqty-HSA	OTH BEF TAX	8	1,079.00
KP1CR	Kai WA Smt1 E/C	OTH BEF TAX	3	175.00
KP1ER	Kai WA Smt1 EMP	OTH BEF TAX	1	100.00
KP2ER	Kai WA Smt2 EMP	OTH BEF TAX	9	572.00
KP2FR	Kai WA Smt2 FAM	OTH BEF TAX	3	454.00
KP3ER	Kai WA Smt3 EMP	OTH BEF TAX	3	237.00
KW1ER	Kai WA Core1EMP	OTH BEF TAX	12	240.00
KW1FR	Kai WA Core1FAM	OTH BEF TAX	7	432.00
KW2CR	Kai WA Core2E/C	OTH BEF TAX	5	447.00
KW2ER	Kai WA Core2EMP	OTH BEF TAX	2	98.00
KW2SR	Kai WA Core2E/S	OTH BEF TAX	1	196.00
KWSCR	Kai WA SndChE/C	OTH BEF TAX	7	546.00
KWSER	Kai WA SndChEMP	OTH BEF TAX	8	345.00
KWSFR	Kai WA SndChFAM	OTH BEF TAX	5	740.00
KWSSR	Kai WA SndChE/S	OTH BEF TAX	2	230.00
LTD50	Emp Pd LTD 50%		31	96.21
LTD60	Emp Pd LTD 60%		159	972.83
LTDBU	Supp LTD		2	
P-AJ2	PAY ADJUST		1	925.00
PHCR	Prem Hgh PPOE/C	OTH BEF TAX	2	201.00
PHER	Prem Hgh PPOEMP	OTH BEF TAX	11	460.00
PHFR	Prem Hgh PPOFAM	OTH BEF TAX	3	345.00
PHSR	Prem Hgh PPOE/S	OTH BEF TAX	2	230.00
PMER	Prem HMCrEPOEMP	OTH BEF TAX	11	100.00
PMSR	Prem HMCrEPOE/S	OTH BEF TAX	5	170.00
PSCR	Prem Std PPOE/C	OTH BEF TAX	2	112.00
PSER	Prem Std PPOEMP	OTH BEF TAX	16	448.00
PSFR	Prem Std PPOFAM	OTH BEF TAX	7	576.00
V1ER	UMPACP-UWMedEMP	OTH BEF TAX	7	275.00
V1SR	UMPACP-UWMedE/S	OTH BEF TAX	1	172.00
VACR	UMP Achieve2E/C	OTH BEF TAX	5	396.00
VAER	UMP Achieve2EMP	OTH BEF TAX	7	339.00
VAFR	UMP Achieve2FAM	OTH BEF TAX	2	339.00
VASR	UMP Achieve2E/S	OTH BEF TAX	1	226.00

CHECK DATE: 12/31/2024 PERIOD ENDING DATE: 12/31/2024

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
VHSAE	UMP CDHP EMP	OTH BEF TAX	2	21.00
VHSAF	UMP CDHP FAM	OTH BEF TAX	4	63.00
VHSAS	UMP CDHP E/S	OTH BEF TAX	2	42.00
VUCR	UMP Achieve1E/C	OTH BEF TAX	5	231.00
VUER	UMP Achieve1EMP	OTH BEF TAX	58	1,237.00
VUFR	UMP Achieve1FAM	OTH BEF TAX	3	132.00
			3028	155,113.88

CHECK DATE: 12/31/2024 PERIOD ENDING DATE: 12/31/2024

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	357	34,174.51
1MED	MEDICARE	MEDICARE	357	7,992.46
1PFML	WA PAID FML	PFML	357	1,190.91
1ReE0	SERS PLAN 0	RETIREMENT	2	
1ReE2	SERS PLAN 2	RETIREMENT	119	12,372.52
1ReE3	SERS PLAN 3	RETIREMENT	42	2,507.72
1ReT0	TRS PLAN 0	RETIREMENT	31	
1ReT2	TRS PLAN 2	RETIREMENT	127	18,542.46
1ReT3	TRS PLAN 3	RETIREMENT	92	21,481.11
1UC	UNEMPLOYMENT	UNEMPLOY COMP	357	2,152.25
1WC	WORKERS' COMP	WORKERS' COMP	356	3,617.85
SEBB	SEBB		268	132,114.00
VHSS1	UMP CDHP EE HSA		8	156.25
			2473	236,302.04

***** 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 22, 2025 the board, by a _____ vote, approves payments, totaling \$113,551.34. The payments are further identified in this document. Total by Payment Type for Private/Public Account, UMPQUA BANK: Wire/ACH payments totaling \$113,551.34.

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Type	Vendor Name		Date	Amount
ACH	Umpqua Credit Card	October Statement	12/13/2024	\$ 9,416.34
ACH	SIA-Magnesium		12/20/2024	\$ 104,135.00
		2 ACH/Wire	For a Total of	\$ 113,551.34

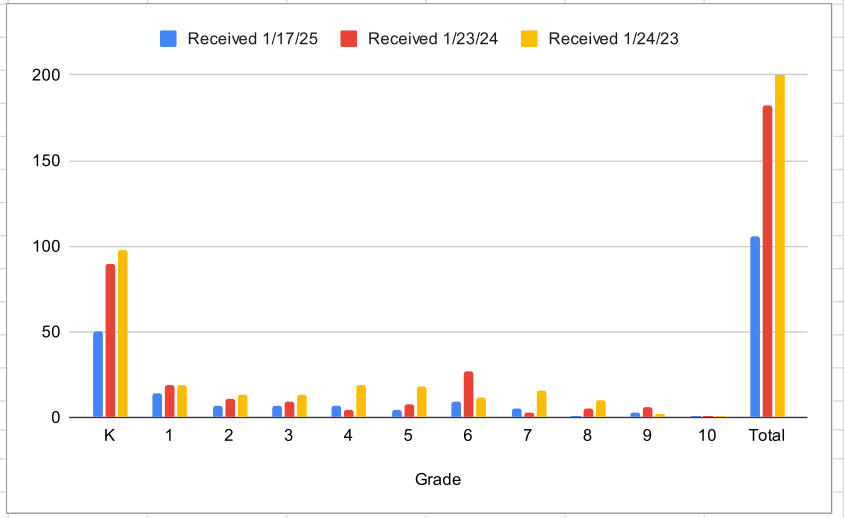
Coversheet

Enrollment Update

Section: IV. Enrollment
Item: B. Enrollment Update
Purpose: Discuss
Submitted by:
Related Material: Enrollment Update for 2025-2026 - Data.pdf

Enrollment Update for 2024-2025

Grade	Received 1/17/25	Received 1/23/24	Received 1/24/23
K	50	90	98
1	14	19	19
2	7	11	13
3	7	9	13
4	7	4	19
5	4	8	18
6	9	27	12
7	5	3	16
8	0	5	10
9	3	6	2
10	0	0	0
Total	106	182	220
Received 106 applications as of January 17, 2025			



Coversheet

January Written Update

Section: VIII. Head of School Update
Item: A. January Written Update
Purpose: Discuss
Submitted by:
Related Material: Head of School Update- January 2025.pdf



Head of School- January 2025 Update

SIA Board of Directors,

This update is intended to keep you informed of the progress and emerging questions for Spokane International Academy as we seek to meet our mission and build and maintain a high-quality rigorous learning environment for our students. My objectives for January have been:

1. MAP Testing- Growth and Achievement

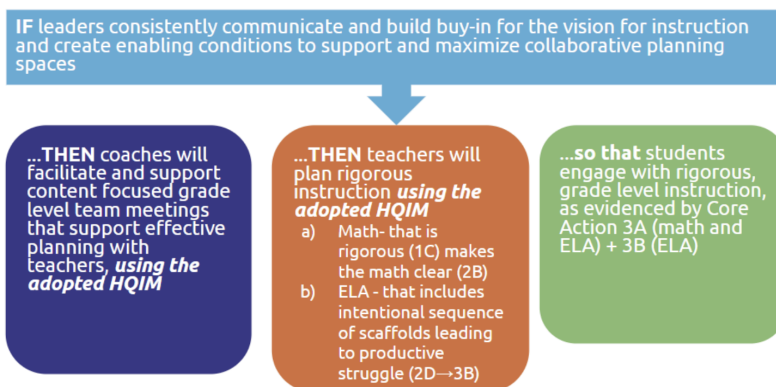
We will review the Winter MAP data in detail at our next Board Meeting.

2. Fundraising Update 10th Anniversary Gala- Saturday, June 7, 2025, 5:30 pm-8:30 pm 777 E Magnesium Road!

Spark Events visited the school on 1/16/2025. They toured the facility, met with parents, and met with a Board Member (Thanks, Bob!). They listened and will follow up with a comprehensive plan detailing the next steps.

3. Academic Highlights

- A) **New Semester/ New Master Schedule-** The new semester begins on January 28th. Grades are due on the 27th and students will receive report cards shortly after. Teachers are hard at work grading finals and preparing report cards.
- B) **Instruction Partners-** We continue to work with our partnership to build our capacity to have a positive impact on students learning.



Our major area of focus is ensuring that teachers are meeting together for common planning time. They should use this time to plan for instruction, evaluate student data, and use their collective knowledge to problem-solve around student growth and achievement. We have made some changes to our master schedule to highlight this, and we are looking forward to seeing if the changes yield positive results. The folks from Instruction Partners will be on site for a school visit on Jan. 23rd.

- C) **CHHS Partnership**- We have a grant that is focused on 9th-grade success. Our goal is to track our 9th-grade student's performance and ensure that they are on track for graduation. We want them to feel connected at school and confident in their studies. Middle and High teachers spent time conducting empathy interviews where they met with three students each and talked with them about their experience at SIA. We want to use this data to address gaps in our program, as well as highlight areas of collective strength to build upon. The grantors will be on site for a school visit on Jan. 23rd.

- D) **Conferences**- We had a few conferences planned to support staff in gaining new learning. We were planning to send all of our kindergarten and first-grade teachers to California for the early learning conference. Unfortunately, it was canceled due to the wildfires. The conference was based in Pasadena. Four staff (myself, two instructional coaches, and the Director of Curriculum and Instruction) will be in Nashville for three days to attend the Diverse Charter Schools Coalition convening. We were accepted into the coalition last school year. We are all participating in virtual learning with them called Communities of Practice, where we meet twice monthly on learning centered on advocacy, and facilitating for equity. Our literacy coach (Catlin Goodrow) is completing a grant-funded research project on Centering Student Voice. As part of the conference attendance, we will visit high-performing charter schools in the area, and continue to meet with our COP learning groups in person.

4. January Community Highlights

- A) Community Engagement has been high this month. We have the following clubs and activities: Poetry Club, Mock Trial (Middle and High), Basketball for grades K-5 through our partnership with SYSA, lunch Career Cafes every Wednesday, After School tutoring for Algebra, and Robotics Club (also on Saturdays!), fitness club for middle and high school, and beginning Band. We have also had two student-led assemblies celebrating Dr. Martin Luther King, Jr Day. Additionally, we have invited the whole community to join the Unity March on MLK Day at the convention center. This is an annual event for our school community.

- B) Alice In Wonderland, Jr (Our first school theater production) was a massive success. There were two sold-out performances, and we were wowed by the student's acting and singing skills. Hats off to the four teachers and volunteers, and all of those in the community that provided support in the form of donations, encouragement, and time.
- C) Winter Reading Challenge- 350+ Primary K-5 students participated in the Winter Reading Challenge. This means they read at least 10 different times over the holiday break. They will receive an incentive for their participation.

5. Legislative Session 24-25

Here's a concise breakdown of what Board Members should know about the upcoming 2024-2025 Washington Legislative Session and how they can support SIA's efforts.

Overview of the 2024-2025 Washington Legislative Session

WA Charters will focus on Advocacy in the following ways:

- A. **Funding equity:** WA Charters' top policy priority this session will be to address the funding inequity facing our schools because of the lack of access to local property tax levies and dedicated facilities funding. We will introduce a bill to provide "permanent" enrichment funding for charter public schools via statute. We will also be prepared with a budget proviso proposal if necessary; we would advocate for an increased per pupil amount as compared to last year's proviso (\$1,500 per pupil), to mirror the "levy equalization" funding that tribal compact schools receive (approximately \$1,850 per pupil last year).
- B. **Public school funding generally:** Of course, we will continue to advocate that charter public schools are eligible for any funding enhancements that the legislature makes for all K-12 public schools this session, including special education; transportation; materials, supplies, and operating costs; paraeducator staffing; etc.
- C. **Charter public school growth:** We are planning a slightly different approach this session to address the fact that the authorizing window for new charter public schools is currently closed. While in the past we have introduced bills to extend (or eliminate) the time frame for establishing new schools (and we will keep this language ready in case a political opportunity arises), this year we plan to introduce a bill that would allow the charter contracts that are "dormant" (i.e., charter contracts that have been surrendered, revoked or not renewed) to be reissued by the Charter School Commission to new applicants. This approach to charter school growth is like efforts in New York state to

revive what they call “zombie” charters and will be based on a 2020 bill in which the Washington state legislature allowed marijuana retailer licenses to be reissued ([HB 2870](#)).

- D. **Transition to Kindergarten**: Alongside other public-school partners and advocates, we will advocate that the state fully funds all eligible transition to kindergarten (TTK) students (e.g., currently about 2,000 eligible TTK students are not funded for the 2024-25 school year). We will also work to ensure that charter public schools can offer TTK programs starting in 2025-26, as required by [HB 1550](#) (2023).
- E. **Basic education waivers**: We will also seek to address a glitch in the education code that does not allow charter public schools to apply to OSPI and SBE for basic education waivers on the same basis as school districts. [SB 5648](#), which would have made charter public schools and tribal compact schools eligible to apply for such waivers, died in the House Education Committee last session. In this session, we will explore whether [HB 2335](#), a bill sponsored by House Education Committee chair Santos that allows tribal compact schools to include basic education waivers into their state-tribal education compacts negotiated with OSPI, may provide a template for a charter public school fix.
- F. **Authorizing window and facilities**: Finally, we will be on the lookout this session for opportunities to extend the authorizing window and to address charter public school facilities needs, potentially as part of a broader political compromise or grand bargain on K-12 education funding, the levy lid, or other related policy issues.

6. Community Support of Legislative Efforts

- A) Feb. 4th our community organizers and a student are headed to Olympia to participate in the process
- B) On Feb. 12th we have legislative meetings with Jenny Graham and Mike Volz, and 5-6 parents will talk with them about our charter needs. These meetings are virtual.
- C) Our Community Organizers continue to meet with parents, and have meetings to help parents learn to tell their stories.

7. SIA Marketing and Enrollment Strategy for 2025-2026

Goal: Ensure robust enrollment across all grade levels to maintain financial sustainability and support SIA's growth and mission.

Update on Enrollment Activities:

- 1. Direct Mailer to over 2,000 homes

2. Enrollment Nights K-5 and tours on January 22nd.
3. AEIR Fair and MLK March Tables to market to the community
4. Advertisement in the GU Basketball program
5. Facebook and Instagram campaigns featuring our families
6. Community Organizers reaching out to local pre-schools along our bus routes.

Coversheet

Calendar

Section: VIII. Head of School Update
Item: B. Calendar
Purpose: FYI
Submitted by:
Related Material: 2024 - 2025 Master Calendar (February).pdf
2024 - 2025 Master Calendar (March).pdf

February 2025

January '25							March '25							April '25						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1			1	2	3	4	5	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26
26	27	28	29	30	31		23	24	25	26	27	28	29	27	28	29	30			
							30	31												

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
						1 Lunar New Year & ANHPI Expo Black History Month SIA Carnival 11am-3pm 9:00-Noon Robotics @ WVHS	
2 Groundhog Day	3 Dyslexia Screener/ WIDA Testing SIT 3:30-4:30 PM CAT Meeting 6:30-7:30PM Robotics 3:15-4:30 Algebra Extra Help 3:00-4:00 (Almon)	4 Dyslexia Screener/ WIDA Testing Poetry Club 3:15-4:15 SYSA K/1 3:30-5:00	5 Dyslexia Screener/ WIDA Testing College&Career Cafe @ Lunch 3:15-4:30 Mock Trial Robotics 3:15-4:30 SYSA Gr 4/5 3:30-5:00	6 Dyslexia Screener/ WIDA Testing Vision & Hearing Screening ADMIN SUB OUT DAY FULL DAY Fitness Club 3:00-4:15pm SYSA Gr 2/3 3:30-5:00	7 Dyslexia Screener/ WIDA Testing K/1 Teachers PD All Staff Meeting 1:30 PM Cafeteria Math is Cool Competition 3:00-8:00pm @ Mead HS	8 K/1 Teachers PD 9:00-Noon Robotics @ WVHS	
	School Counselor's Week	School Counselor's Week	School Counselor's Week	School Counselor's Week	School Counselor's Week		
	9	10 WIDA Testing Algebra Extra Help 3:00-4:00 (Almon) Robotics 3:15-4:30	11 WIDA Testing Poetry Club 3:15-4:15 SYSA K/1 3:30-5:00	12 WIDA Testing Class & Staff Photo Day College&Career Cafe @ Lunch Robotics 3:15-4:30 3:15-4:30 Mock Trial SYSA Gr 4/5 3:30-5:00	13 WIDA Testing Vision & Hearing Screening 11th Grade Parent Mtg 5:30-6:30 Fitness Club 3:00-4:15pm SYSA Gr 2/3 3:30-5:00	14 WIDA Testing Divisional 1:30 Committee 2:30 OPS Weekly Meeting 2:30 PM	15 9:00-Noon Robotics @ WVHS
	16	17 Presidents' Day NO SCHOOL	18 WIDA Testing New Students Start date 9am Lockdown Drill Poetry Club 3:15-4:15	19 WIDA Testing Info Night Gr 6th-10th 6:00-7:15PM School Tours 10AM/1PM College&Career Cafe @ Lunch 3:15-4:30 Mock Trial Robotics 3:15-4:30	20 WIDA Testing Vision & Hearing Screening ADMIN SUB OUT DAY FULL DAY Fitness Club 3:00-4:15pm	21 WIDA Testing Team/Dept 1:30 PM OPS Weekly Meeting 2:30 PM	22 Math Counts Competition 9:00am-2:00pm @ Gonzaga 9:00-Noon Robotics @ WVHS
23	24 WIDA Testing SIT 3:30-4:30 PM Algebra Extra Help 3:00-4:00 (Almon) Robotics 3:15-4:30 SPED Meeting 3:30 PM	25 WIDA Testing	26 WIDA Testing College&Career Cafe @ Lunch Robotics 3:15-4:30 3:15-4:30 Mock Trial	27 WIDA Testing Counselor & Community Night Vision & Hearing Screening Fitness Club 3:00-4:15pm	28 WIDA Testing Start of Ramadan Robotics Competition @ Snohomish All Staff PD 1:30 PM 5:00 PM The Masked Teacher OPS Weekly Meeting 2:30 PM	Robotics Competition @ Snohomish	
		Notes Lunar New Year BLACK HISTORY MONTH LUNAR NEW YEAR CELEBRATION - CONVENTION CENTER Lent Observed National Day of Remembrance Executive Order 9066 and Japanese American Incarceration			Calendar Templates by Vertex42.com https://www.vertex42.com/calendars/ © 2019 Vertex42 LLC. Free to print. 2025 Calendars 2026 Calendars		

February '25							April '25							May '25							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
						1			1	2	3	4	5						1	2	3
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	
23	24	25	26	27	28		27	28	29	30				25	26	27	28	29	30	31	

March 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Ramadan begins Women's History Month 9:00-Noon Robotics @ WVHS
2 Robotics Competition @ Snohomish	3 WIDA Testing SIT 3:30-4:30 PM Robotics 3:15-4:30 Algebra Extra Help 3:00-4:00 (Almon) CAT Meeting 6:30-7:30PM	4 WIDA Testing	5 WIDA Testing Info Night K-5 6:00-7:15 PM School Tours 10AM/1PM College&Career Cafe @ Lunch Robotics 3:15-4:30 3:15-4:30 Mock Trial	6 WIDA Testing Fitness Club 3:00-4:15pm	7 WIDA Testing ALL STAFF MEETING 1:30 PM CAFETERIA	8 School Tour 11:00AM - 1:00PM 9:00-Noon Robotics @ WVHS
9 Daylight Saving	10 STAFF CONSIDERATIONS DUE Algebra Extra Help 3:00-4:00 (Almon) Robotics 3:15-4:30	11 New Students Start date 9:10 AM Fire Drill	12 Info Night 6th-10th Gr 6:00-7:15 PM School Tours 10AM/1PM College&Career Cafe @ Lunch 3:15-4:30 Mock Trial Robotics 3:15-4:30 Fitness Club 3:00-4:15pm	13 Vision & Hearing Screening 10th Grade Parent Mtg 5:30-6:30 Fitness Club 3:00-4:15pm	14 Divisional 1:30 Commitee 2:30 OPS Weekly Meeting 2:30 PM	15 9:00-Noon Robotics @ WVHS
16	17 St. Patrick's Day SIT 3:30-4:30 PM Algebra Extra Help 3:00-4:00 (Almon) Robotics 3:15-4:30	18	19 College&Career Cafe @ Lunch 3:15-4:30 Mock Trial Robotics 3:15-4:30	20 Robotics Competition @ Yakima Fitness Club 3:00-4:15pm	21 Robotics Competition @ Yakima Team/Dept 1:30 PM OPS Weekly Meeting 2:30 PM	22 Robotics Competition @ Yakima
23	24 MAP Testing Algebra Extra Help 3:00-4:00 (Almon) Robotics 3:15-4:30	25 MAP Testing	26 MAP Testing College&Career Cafe @ Lunch 3:15-4:30 Mock Trial Robotics 3:15-4:30	27 Vision & Hearing Screening MAP Testing End of Quarter 3 Fitness Club 3:00-4:15pm	28 DATA DAY OPS Weekly Meeting 2:30 PM	29 9:00-Noon Robotics @ WVHS
30 End of Ramadan +/1 One Day	31 All Grades Due ALL GRADES & REPORTS DUE SPED Meeting 3:30 PM Algebra Extra Help 3:00-4:00 (Almon)	Notes WOMEN'S HISTORY MONTH READ ACROSS THE WORLD HS PREP NIGHT (8TH GRADERS) ELA / MATH DATA DUE ON PA SPREADSHEETS YEARBOOK ORDERS			Calendar Templates by Vertex42.com https://www.vertex42.com/calendars/ © 2019 Vertex42 LLC. Free to print. 2025 Calendars 2026 Calendars	