



Spokane International Academy

February Regular Board Meeting

Published on February 23, 2025 at 11:08 AM PST

Amended on February 25, 2025 at 11:33 AM PST

Date and Time

Wednesday February 26, 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
<p>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 HOS, 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:</p>			

- 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. January Board Meeting Minutes	Approve Minutes		
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B. January Financials	Vote		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

- Mid-Month AP (ASB): General Warrant Numbers 19750 through 19750 totaling \$256.29
- Mid-Month AP: General Warrant Numbers 19751 through 19762 totaling \$15,933.02
- End of Month AP (ASB): General Warrant Numbers 19776 through 19776 totaling \$25.00
- End of Month AP: General Warrant Numbers 19777 through 19811 totaling \$197,871.25
- Payroll (Jan): Check Number 19763 through 19766, Direct Deposit Number 900007092 through 900007204 totaling \$784,238.93
- Wire/ACH AP: Totaling \$110,760.71

C. Board Approval Policy 4300	Vote		
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Limiting Immigration Enforcement in Schools

	Purpose	Presenter	Time
D. Policy on Immigration Enforcement on or Near School Grounds	Vote		
E. Board Vote: Student Participation Fee in Spring Sports	Vote		5 m
			https://docs.google.com/document/d/1DUixQiuFJPIhelphMojxa0UC21Y8Yn_mxhnE3WkKNB4/edit?tab=t.0
III. Public Comment			
IV. Enrollment			4:39 PM
A. Enrollment Update	Discuss	Morgen Flowers-Washington	5 m
B. Recruitment and Enrollment 25-26 Lottery Numbers Update	Discuss	Morgen Flowers-Washington	5 m
V. Head of School Update			4:49 PM
A. February Written Update	Discuss	Morgen Flowers-Washington	10 m
B. School Calendar	FYI	Morgen Flowers-Washington	1 m
VI. Commission Presentation			5:00 PM
A. Renewal Process	Discuss	Italiana Hughes	20 m
VII. SAO Audit			5:20 PM
A. Update	Discuss	Sam Schweda	5 m
VIII. School Counselors			5:25 PM
A. Comprehensive Counseling Program	Discuss	Counselors	10 m
			https://docs.google.com/presentation/d/10do3Hx5AB6KCRZt0ZmeIBP_5Du-0Er46R6g2D75sS9Q/edit?usp=sharing

	Purpose	Presenter	Time
IX. Diversity, Equity and Inclusion			5:35 PM
A. Committee Report	Discuss	Guillermo Espinosa	5 m
X. Facility			
XI. Governance			
XII. Development			
XIII. Finance			
XIV. Academic Excellence			
XV. Other Business			
XVI. Closing Items			5:40 PM
A. Committees	Discuss	Cassie Anderson	5 m
Are there committees presenting in March?			
B. Adjourn Meeting	Vote	Cassie Anderson	1 m

Coversheet

January Board Meeting Minutes

Section: II. Consent Agenda
Item: A. January Board Meeting Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for January Regular Board Meeting on January 22, 2025

DRAFT



Spokane International Academy

Minutes

January Regular Board Meeting

Date and Time

Wednesday January 22, 2025 at 4:30 PM

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

Directors Present

Cassie Anderson, Charina Carothers (remote), David James (remote), Guillermo Espinosa, Jeff Hyslop, John Pell (remote), Ken Vorhees, Matthew Hoag (remote), Maureen Rosette (remote)

Directors Absent

Ashlee Lent, Bob Castle, Josiah Lara

Guests Present

Angel Troutt, Caryn McGee, Chandalee Wood, Chandalee Wood, Christine Chavez, Italiana Hughes (remote), Mathias Sanders, Mathias Sanders, 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 Wednesday Jan 22, 2025 at 4:34 PM.

II. Consent Agenda

A. December Board Meeting Minutes

Ken Vorhees made a motion to approve the minutes from December Regular Board Meeting on 12-19-24.

Guillermo Espinosa seconded the motion.

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

B. December Financials

Ken Vorhees made a motion to approve consent agenda.

Guillermo Espinosa seconded the motion.

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

III. Enrollment

A. Full Time and Head Count

FTE in January 816.30 ; budgeted 819. Total 820

New students start January 28th; Semester 2 starts on January 28th.

B. Enrollment Update

2400 postcard mailers were delivered in early January in targeted zip codes.

As of January 21st, 115 applications were received. The numbers are lower compared to the last two years. The enrollment window opened on January 6th.

Tours started today at 10:00 am and 1:00 pm; the Primary Academy Information Night is also tonight.

The goal is to receive 600 applications.

6th grade enrollment was up in 2024 due to Pride Prep closing (27 vs. 9).

Guillermo Espinosa asked when enrollment closes. The window closes through March 17th for priority enrollment.

How can the board show their support? One way is through social media - like and share the school ads and posts.

SIA also participates in various events in Spokane: MLK Day, AIER School Choice Fair, and the Lunar New Year.

Ken asked if the parents signed photo waivers? Yes we have parental permission; particularly in the postcard that's being circulated.

IV. Academic Update - 2nd Round of MAP Testing

A. Data

Winter MAP Testing (December) reported by Caryn McGee, Director of Curriculum and Instruction. See the full presentation [here](#).

Goal: 50% of students who tested in the bottom 0-40% in ELA and Math

Only targeted students took the test

Goals met in reading and math

Areas of concern: Middle Academy 45% (69%) not meeting the goal in reading; and 38 (48%) in Math.

See data of students in the bottom 40th percentile for both reading and math

Caryn provided the teachers a MAP Planning template that they can use to support students.

Ways to address gaps:

1. After-school tutoring - 2x a week; small groups this time for targeted intervention
2. Rewards Program - will start in 6th grade (Covid year is a big factor)
3. Reading Intervention
4. Overhaul of planning time for primary teachers- 150 minutes per week for planning and collaboration
5. Instruction Partners - working with coaches
6. Grade level sub-out days

David James asked when does reading intervention take place. They usually take place during special classes; solid core in the classroom; small groups with Instructional assistants; and additionally a more intensive intervention with the coaches.

SPED students receive services from SPED teachers and SPED IAs.

Caryn leaving at 5:07 PM

V. Discipline Data and Student Life

A. Discipline/PBIS

Reported by K-5 Associate Principal, Mathias Sanders and Associate Principal, 6-12 Dr. Chandi Wood.

SIA uses a web application (app) called MTSS. Teachers submit their request for support regarding a student, in real-time, using their phones. The admin team responds to referrals submitted. Before using this app, the school used walkie-talkies which were very disruptive and lacked privacy. The phone app is more private and directly contacts the admin team; the response is more effective.

As of today, there are 243 Just-in-Time referrals from the beginning of the year.

Student information and demographics are from Skyward, which is the school's information system. Morgen, Sanders, and Wood are the only ones with administrative access to the app.

The busiest time is usually after lunch.

Think Time is another discipline tool used, which is a Google form; retroactively completed by teachers.

These disciplinary tools provide documentation that can be used during family meetings. Each referral averages 2 to 3 hours of the principal's time. Usually Sanders and Wood; Morgen helps when the load is heavy.

New teachers get support from their mentors; we also have 3 counselors; and a mental health counselor onsite.

In middle school, some factors that contribute to disciplinary referrals can be that students deal with a higher number of adults daily. There are plans in place for students in tier 2 and tier 3.

One of the Community Organizers asked whether there are ways other staff members can do to alleviate the burden of discipline (from the Administration). Sanders responded that

the counseling team can assist sometimes; however, it can be tricky since the administration does not want the students to see their counselors as disciplinarians.

On the secondary level, instructional assistants can also assist. There are more this year than in previous years.

Guillermo Espinosa asked if there is a relationship fracture when trying to build a rapport with the student as the associate principal versus a disciplinary person. Morgen replied that the principal effect is the students behave better. But also being part of a K-12 school is the fact that teachers and the Head Of School have built a relationship with students and families. The main focus is how the team can help the student be successful.

VI. Board Business

A. Board Profile on School Website

Please work with Myra and send pictures and updated board members' bios to her. It's a compliance issue.

The board requested individual email addresses as well. Myra will work with IT.

VII. Head of School Update

A. January Written Update

There were no questions asked regarding this month's HOS update.

B. Calendar

VIII. Facility

A. Committee Report

No committee update this month.

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 5:47 PM.

Respectfully Submitted,
Cassie Anderson

Coversheet

January Financials

Section: II. Consent Agenda
Item: B. January Financials
Purpose: Vote
Submitted by:
Related Material: Wire_register_01.25.pdf
Additional_notes_for_AP_Payroll._Board (1).xlsx
Jan_EOM_AP_2025_ASB.pdf
Jan_mid_AP_2025.pdf
Jan_EOM_AP_2025.pdf
Jan_mid_AP_2025_ASB.pdf
Jan_Payroll_2025.pdf
Jan_2025_Budget_Status_Report.pdf
Jan 2025 Budget Status Report.pdf
CF24.25.xlsx

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board. As of February 26, 2025 the board, by a _____ vote, approves payments, totaling \$110,760.71. The payments are further identified in this document. Total by Payment Type for Private/Public Account, UMPQUA BANK: Wire/ACH payments totaling \$110,760.71.

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Type	Vendor Name		Date	Amount
ACH	Umpqua Credit Card	December Statement	1/15/2025	\$ 15,397.81
ACH	Comp Tax	Q4-2024	1/15/2025	\$ 237.90
ACH	SIA-Magnesium		1/27/2025	\$ 95,125.00
		3 ACH/Wire	For a Total of	\$ 110,760.71

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](#):

Additional_notes_for_AP_Payroll._Board (1).xlsx

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 26, 2025, the board, by a _____ vote, approves payments, totaling \$25.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 19776 through 19776, totaling \$25.00

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

Check Nbr	Vendor Name	Check Date	Check Amount
19776	SCHICHTEL, DAWN Marie	01/31/2025	25.00
1	Computer	Check(s) For a Total of	25.00

	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	25.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	25.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	25.00

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As of February 26, 2025, the board, by a _____ vote, approves payments, totaling \$15,933.02. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 19751 through 19762, totaling \$15,933.02

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

Check Nbr	Vendor Name	Check Date	Check Amount
19751	AMAZON CAPITAL SERVICES	01/15/2025	155.33
19752	BUTLER, ZACHARY	01/15/2025	8.56
19753	CITY OF SPOKANE	01/15/2025	4,004.38
19754	COGENCY GLOBAL INC.	01/15/2025	215.00
19755	COMCAST BUSINESS	01/15/2025	387.14
19756	DE LAGE LANDEN FINANCIAL SERVI	01/15/2025	1,216.21
19757	FIRST INSURANCE FUNDING	01/15/2025	9,031.60
19758	FLOWERS WASHINGTON, MORGEN	01/15/2025	400.00
19759	LEAF CAPITAL FUNDING, LLC.	01/15/2025	53.64
19760	MOON SECURITY SERVICE INC	01/15/2025	165.92
19761	SCHWEDA, SAMUEL	01/15/2025	15.24
19762	WEIDEMANN, JAINEE BRIANNE	01/15/2025	280.00
12	Computer	Check(s) For a Total of	15,933.02

	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
	12	Computer	Checks For a Total of	15,933.02
Total For	12	Manual, Wire Tran, ACH & Computer	Checks	15,933.02
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	15,933.02

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 26, 2025, the board, by a _____ vote, approves payments, totaling \$197,871.25. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 19777 through 19811, totaling \$197,871.25

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

Check Nbr	Vendor Name	Check Date	Check Amount
19777	AMAZON CAPITAL SERVICES	01/31/2025	1,914.04
19778	ATS INLAND NW, LLC	01/31/2025	4,043.90
19779	AUTO-CHLOR SYSTEM	01/31/2025	353.43
19780	Avista	01/31/2025	16,541.59
19781	BRAUN, RODNEY	01/31/2025	3,250.00
19782	BUTLER, ZACHARY	01/31/2025	8.35
19783	CENTURYLINK	01/31/2025	251.09
19784	CONTINENTAL DOOR COMPANY	01/31/2025	735.75
19785	EASTERN WASHINGTON UNIVERSITY	01/31/2025	6,569.25
19786	EDMENTUM INC	01/31/2025	2,112.50
19787	EDNETICS NETWORK	01/31/2025	4,817.19
19788	FATBEAM LLC	01/31/2025	1,390.00
19789	FIKES NORTHWEST, CORP	01/31/2025	933.04
19790	GOJOE PATROL INC	01/31/2025	919.42
19791	GREENSCAPE	01/31/2025	604.95
19792	HARLOW'S SCHOOL BUS SERVICE IN	01/31/2025	59,355.91
19793	HURLIMAN HVAC, LLC	01/31/2025	327.00
19794	INLAND NORTHWEST THERAPY, LLC	01/31/2025	24,264.50
19795	JOHNSON CONTROLS FIRE PROTECTI	01/31/2025	30,760.45
19796	KCDA PURCHASING COOPERATIVE	01/31/2025	1,328.86
19797	KUTAK ROCK LLP	01/31/2025	90.00
19798	MOON SECURITY SERVICE INC	01/31/2025	490.50
19799	NCS PEARSON, INC.	01/31/2025	137.45
19800	NEWASA	01/31/2025	200.00
19801	OSPI CHILD NUTRITION SERVICES	01/31/2025	2,641.28
19802	PACIFIC PIE, INC.	01/31/2025	1,278.97
19803	PIONEER VALLEY EDUCATIONAL PRE	01/31/2025	125.90
19804	ROYAL BUSINESS SYSTEMS, INC	01/31/2025	3,062.69
19805	SPECIALTY NORTHWEST, LLC	01/31/2025	562.44
19806	SPRAGUE PEST SOLUTIONS	01/31/2025	162.20
19807	STAPLES ADVANTAGE	01/31/2025	727.41
19808	URM	01/31/2025	26,506.95
19809	WASBO	01/31/2025	1,250.00

Check Nbr	Vendor Name	Check Date	Check Amount
19810	WSIPC	01/31/2025	79.29
19811	ZOOM VIDEO COMMUNICATIONS INC.	01/31/2025	74.95
35	Computer	Check(s) For a Total of	197,871.25

	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
	35	Computer	Checks For a Total of	197,871.25
Total For	35	Manual, Wire Tran, ACH & Computer	Checks	197,871.25
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	197,871.25

The following vouchers, as audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, are approved for payment. Those payments have been recorded on this listing which has been made available to the board.

As of February 26, 2025, the board, by a _____ vote, approves payments, totaling \$256.29. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 19750 through 19750, totaling \$256.29

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

Check Nbr	Vendor Name	Check Date	Check Amount
19750	GRAINGER, SPENCER G	01/15/2025	256.29
1	Computer	Check(s) For a Total of	256.29

	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	256.29
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	256.29
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	256.29

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

As of February 26, 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 19763 through 19766
 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 900007092 through 900007204
 in the total amount of \$784,238.93.

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

4pacpv04.p SPOKANE INTERNATIONAL ACADEMY 1:00 PM 01/24/25
 05.24.10.00.00-010051 PAY SUMMARY FOR PR / Payroll - AFTER CALCS PAGE: 1
 CHECK DATE: 01/31/2025 PERIOD ENDING DATE: 01/31/2025
 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	3	2.0000		20,933.34	304.00
CASP3	ADMIN OFFICE	1	1.0000		4,374.68	152.00
CCF3	COMM OUTREACH	2	2.0000		7,285.12	336.00
CCFO3	CHIEF FIN OFF	1	1.0000		10,943.75	152.00
CCOU3	COUNSELOR	5	3.0000		16,549.60	456.00
CCUS4	FACILITIES	7	6.0000		18,883.77	840.00
CDOP3	DIR OF OPS	6	2.0000		12,938.34	304.00
CDSS3	DIR OF SPECIAL	7	2.0000		15,010.64	228.00
CIA3	INST AIDE	59	24.0000		52,175.19	3277.50
CIAB3	INST AIDE	3	1.0000		1,880.98	142.50
CIM13	PRINCIPAL	6	1.0000		14,375.00	152.00
CINT3	INT COACH	4	4.0000		28,507.59	608.00
CKIT4	KITCHEN MGR	1	1.0000		2,866.86	152.00
CKTA4	KITCHEN ASSIST	3	3.0000		6,584.97	456.00
CLGY5	LONGEVITY	27	26.0000		7,833.37	
CMGF3	MANAGER FINANCE	4	2.0000		9,679.00	304.00
CMGH3	HR SPECIALIST	1	1.0000		4,065.82	152.00
COFF3	OFFICE ASSIST	16	4.0000		10,195.45	608.00
CSP25	SUPPLEMENTAL	5	4.0000		1,050.00	148.40
CSP35	SUPPLEMENTAL	2	1.0000		416.67	3.50
CTC13	TEACHER	133	52.0000		293,839.22	7751.99
CTSU3	BLDG SUB	6	2.0000		5,273.74	304.00
LWOP3	LWOP	5		-42.3300	-1,087.12	-42.29
SUP15	SUPPLEMENTAL	1	1.0000		166.67	1.00
SUP25	SUPPLEMENTAL	1	1.0000		300.00	10.00
TCUS4	CUSTODIAN	1		8.0000	158.64	8.00
TFAC4	FACILITY COOR	1		8.0000	165.28	8.00
TIA3	INST AIDE	7		-68.7500	-1,472.63	-68.80
TIAS3	INST AIDE-S	1		1.0000	200.00	
TKII4	KITCHEN ASST	1		45.0000	827.55	45.00
TOFF3	OFFICE ASST	4		-45.0000	-827.55	-45.00
TSU23	SUBSTITUTE	3		68.7500	1,472.63	68.80
TSUB3	SUBSTITUTE	10		203.2500	5,190.84	203.30

CHECK DATE: 01/31/2025 PERIOD ENDING DATE: 01/31/2025

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>
	REPORT TOTAL	337	147.0000	177.9200	550,757.41	17019.90

CHECK DATE: 01/31/2025 PERIOD ENDING DATE: 01/31/2025

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	337	33,374.84
1FIT	FED INC TAX	FEDERAL TAX	337	33,855.33
1FIT+	FIT ADD AMT	FEDERAL TAX	47	4,356.00
1MED	MEDICARE	MEDICARE	337	7,805.42
1PFML	WA PAID FML	PFML	337	2,911.21
1ReE0	SERS PLAN 0	RETIREMENT	2	
1ReE2	SERS PLAN 2	RETIREMENT	108	8,666.44
1ReE3	SERS PLAN 3	RETIREMENT	34	1,680.71
1ReT0	TRS PLAN 0	RETIREMENT	22	
1ReT2	TRS 2	RETIREMENT	126	14,783.76
1ReT3	TRS PLAN 3	RETIREMENT	93	14,315.23
1WC	WORKERS' COMP	WORKERS' COMP	337	2,246.36
1WLTC	WA LTC	LONG-TERM CARE	319	3,019.29
ACH#2	ACH#2		2	2,905.05
DCP	DCP DRS	TSA-BEFORE TAX	4	3,362.69
DCP R	DCP ROTH	TSA-AFTER TAX	4	1,205.00
DCS-P	CHILD SUPPORT		4	1,311.00
HCFSA	Medical FSA	OTH BEF TAX	7	600.01
HEHSA	Health Eqty-HSA	OTH BEF TAX	8	1,329.00
KP1CR	Kai WA Smt1 E/C	OTH BEF TAX	3	70.00
KP1ER	Kai WA Smt1 EMP	OTH BEF TAX	1	40.00
KP2ER	Kai WA Smt2 EMP	OTH BEF TAX	9	456.00
KP2FR	Kai WA Smt2 FAM	OTH BEF TAX	3	367.00
KP3ER	Kai WA Smt3 EMP	OTH BEF TAX	3	270.00
KW1ER	Kai WA Core1EMP	OTH BEF TAX	12	115.00
KW1FR	Kai WA Core1FAM	OTH BEF TAX	4	138.00
KW1SR	Kai WA Core1E/S	OTH BEF TAX	3	46.00
KW2CR	Kai WA Core2E/C	OTH BEF TAX	5	192.00
KW2ER	Kai WA Core2EMP	OTH BEF TAX	2	55.00
KW2SR	Kai WA Core2E/S	OTH BEF TAX	1	110.00
KWSCR	Kai WA SndChE/C	OTH BEF TAX	1	214.00
KWSER	Kai WA SndChEMP	OTH BEF TAX	13	610.00
KWSFR	Kai WA SndChFAM	OTH BEF TAX	11	1,148.00
LTD50	Emp Pd LTD 50%		30	97.17
LTD60	Emp Pd LTD 60%		150	749.41
LTDBU	Supp LTD		2	
PHCR	Prem Hgh PPOE/C	OTH BEF TAX	2	236.00
PHER	Prem Hgh PPOEMP	OTH BEF TAX	5	270.00
PHFR	Prem Hgh PPOFAM	OTH BEF TAX	3	405.00
PHSR	Prem Hgh PPOE/S	OTH BEF TAX	2	270.00
PMER	Prem HMCrEPOEMP	OTH BEF TAX	11	85.00
PMSR	Prem HMCrEPOE/S	OTH BEF TAX	5	152.00
PSCR	Prem Std PPOE/C	OTH BEF TAX	2	138.00
PSER	Prem Std PPOEMP	OTH BEF TAX	22	711.00
PSFR	Prem Std PPOFAM	OTH BEF TAX	7	711.00
V1ER	UMPACP-UWMedEMP	OTH BEF TAX	6	208.00
V1FR	UMPACP-UWMedFAM	OTH BEF TAX	1	312.00
VACR	UMP Achieve2E/C	OTH BEF TAX	10	657.00
VAER	UMP Achieve2EMP	OTH BEF TAX	4	375.00
VAFR	UMP Achieve2FAM	OTH BEF TAX	2	375.00
VASR	UMP Achieve2E/S	OTH BEF TAX	2	500.00
VHSAC	UMP CDHP E/C	OTH BEF TAX	2	53.00
VHSAF	UMP CDHP FAM	OTH BEF TAX	4	63.00

CHECK DATE: 01/31/2025 PERIOD ENDING DATE: 01/31/2025

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
VHSAS	UMP CDHP E/S	OTH BEF TAX	2	42.00
VUCR	UMP Achieve1E/C	OTH BEF TAX	7	280.00
VUER	UMP Achieve1EMP	OTH BEF TAX	36	730.00
VUFR	UMP Achieve1FAM	OTH BEF TAX	3	120.00
			2856	149,097.92

CHECK DATE: 01/31/2025 PERIOD ENDING DATE: 01/31/2025

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	337	33,374.84
1MED	MEDICARE	MEDICARE	337	7,805.42
1PFML	WA PAID FML	PFML	337	1,164.22
1ReE0	SERS PLAN 0	RETIREMENT	2	
1ReE2	SERS PLAN 2	RETIREMENT	108	11,737.69
1ReE3	SERS PLAN 3	RETIREMENT	34	2,378.25
1ReT0	TRS PLAN 0	RETIREMENT	29	
1ReT2	TRS PLAN 2	RETIREMENT	126	18,085.24
1ReT3	TRS PLAN 3	RETIREMENT	93	21,226.38
1UC	UNEMPLOYMENT	UNEMPLOY COMP	337	2,974.13
1WC	WORKERS' COMP	WORKERS' COMP	337	4,821.10
SEBB	SEBB		264	129,758.00
VHSS1	UMP CDHP EE HSA		8	156.25
			2349	233,481.52

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

10--GENERAL FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the SPOKANE INTERNATIONAL ACADEMY School District for the Month of January, 2025

	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	96,500	13,431.39	34,371.50		62,128.50	35.62
3000 STATE, GENERAL PURPOSE	10,436,363	704,711.45	3,644,861.45		6,791,501.55	34.92
4000 STATE, SPECIAL PURPOSE	2,453,768	217,398.59	938,460.58		1,515,307.42	38.25
5000 FEDERAL, GENERAL PURPOSE	0	.00	.00		.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	1,229,066	139,238.28	296,236.76		932,829.24	24.10
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	0	.00	124,985.00		124,985.00-	0.00
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	14,215,697	1,074,779.71	5,038,915.29		9,176,781.71	35.45
B. EXPENDITURES						
00 Regular Instruction	6,512,585	522,465.25	2,810,419.01	3,101,101.00	601,064.99	90.77
10 Federal Stimulus	94,456	2,394.32	11,792.23	16,787.99	65,875.78	30.26
20 Special Ed Instruction	1,327,791	113,883.64	597,896.62	592,351.55	137,542.83	89.64
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.	1,108,417	73,435.76	300,477.78	350,751.22	457,188.00	58.75
70 Other Instructional Pgms	22,213	1,806.20	9,621.41	12,646.34	54.75-	100.25
80 Community Services	5,125	11,075.35	40,050.56	0.00	34,925.56-	781.47
90 Support Services	5,124,687	354,437.23	2,011,463.51	1,390,012.47	1,723,211.02	66.37
<u>Total EXPENDITURES</u>	14,195,274	1,079,497.75	5,781,721.12	5,463,650.57	2,949,902.31	79.22
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)						
	20,423	4,718.04-	742,805.83-		763,228.83-	< 1000-
F. TOTAL BEGINNING FUND BALANCE						
	3,200,000		5,215,454.73			
G. GLS 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)						
	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)						
	3,220,423		4,472,648.90			

40--ASB FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the SPOKANE INTERNATIONAL ACADEMY School District for the Month of January, 2025

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	41,325	710.30	2,756.98		38,568.02	6.67
2000 Athletics	0	.00	.00		.00	0.00
3000 Classes	0	.00	.00		.00	0.00
4000 Clubs	16,500	5,546.00	8,960.00		7,540.00	54.30
6000 Private Moneys	0	.00	.00		.00	0.00
<u>Total REVENUES</u>	57,825	6,256.30	11,716.98		46,108.02	20.26
B. EXPENDITURES						
1000 General Student Body	41,325	197.51	3,714.45	0.00	37,610.55	8.99
2000 Athletics	0	.00	.00	0.00	.00	0.00
3000 Classes	0	.00	.00	0.00	.00	0.00
4000 Clubs	16,500	58.78	655.79	785.95	15,058.26	8.74
6000 Private Moneys	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	57,825	256.29	4,370.24	785.95	52,668.81	8.92
C. EXCESS OF REVENUES						
<u>OVER(UNDER) EXPENDITURES (A-B)</u>	0	6,000.01	7,346.74		7,346.74	0.00
D. TOTAL BEGINNING FUND BALANCE						
	1,000		7,083.26			
E. GLS 896, 897, 898 ACCOUNTING						
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>	XXXXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE						
<u>C+D + OR - E)</u>	1,000		14,430.00			
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		14,430.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	1,000		14,430.00			

10--GENERAL FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the SPOKANE INTERNATIONAL ACADEMY School District for the Month of January, 2025

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7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	0	.00	124,985.00		124,985.00-	0.00
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C. OTHER FIN. USES TRANS. OUT (GL 536)						
	0	.00	.00			
D. OTHER FINANCING USES (GL 535)						
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E. EXCESS OF REVENUES/OTHER FIN.SOURCES OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)						
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			.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)						
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40--ASB FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2024 (September 1, 2024 - August 31, 2025)

For the SPOKANE INTERNATIONAL ACADEMY School District for the Month of January, 2025

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
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3000 Classes	0	.00	.00		.00	0.00
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<u>Total REVENUES</u>	57,825	6,256.30	11,716.98		46,108.02	20.26
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<u>Total EXPENDITURES</u>	57,825	256.29	4,370.24	785.95	52,668.81	8.92
<u>C. EXCESS OF REVENUES</u>						
<u>OVER(UNDER) EXPENDITURES (A-B)</u>	0	6,000.01	7,346.74		7,346.74	0.00
<u>D. TOTAL BEGINNING FUND BALANCE</u>	1,000		7,083.26			
<u>E. GLS 896, 897, 898 ACCOUNTING</u>	XXXXXXXXX		.00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
<u>F. TOTAL ENDING FUND BALANCE</u>	1,000		14,430.00			
<u>C+D + OR - E)</u>						
<u>G. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	0		.00			
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G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	1,000		14,430.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	1,000		14,430.00			

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](#):

CF24.25.xlsx

Coversheet

Board Approval Policy 4300

Section: II. Consent Agenda
Item: C. Board Approval Policy 4300
Purpose: Vote
Submitted by:
Related Material: SIA - Policy on Limiting Immigration Enforcement in Schools.pdf



Policy 4300: Limiting Immigration Enforcement in Schools

Book: WSSDA Model Policies

Section: 4000 - Community Relations

Title: Limiting Immigration Enforcement in Schools

Number: 4300

Applicable of Policies to Immigration Enforcement:

- Spokane International Academy adheres to all requirements of federal and state law.
- The provisions of this policy shall apply to Spokane International Academy and all school facilities, which include (but are not limited to) adjacent sidewalks, parking areas, sports facilities, playgrounds, and entrances and exits from said building spaces.
- Spokane International Academy's policies prohibiting participation or aid in immigration enforcement shall apply to enforcement activity against students and their families, staff, and volunteers.
- Spokane International Academy personnel shall presume that activities by federal immigration authorities, including surveillance, constitute immigration enforcement

Access to Schools:

- Spokane International Academy has a responsibility to ensure that all students can safely access a free public K-12 education.
- Spokane International Academy does not exclude students from receiving an education or unlawfully discriminate against anyone because of their race, color, national origin, age, disability, gender identity, immigration or citizenship status, sex, creed, sexual orientation, or on any other basis prohibited by federal, state, or local law.
- Spokane International Academy will uphold its responsibility to all students and ensure that all staff and volunteers are aware of the rights of immigrant students to an education

Immigration Enforcement on School Campus:

1. Spokane International Academy does not grant permission for any person engaging in, or intending to engage in, immigration enforcement, including surveillance, to access the nonpublic areas of Spokane International Academy's facilities, property, equipment, databases, or otherwise on school grounds or their immediate vicinity.

Spokane International Academy staff shall direct anyone engaging in, or intending to engage in, immigration enforcement, including federal immigration authorities with official business that must be conducted on school property, to the Head of School or authorized designee prior to permitting entrance to school grounds. Staff shall presume that activities by federal immigration authorities, including surveillance, constitute immigration enforcement.

2. If anyone attempts to engage in immigration enforcement on or near Spokane International Academy grounds, including requesting access to a student, employee, or school property:

- A. Spokane International Academy staff shall immediately alert and direct the person to the Head of School or authorized designee, who shall verify and record the person's credentials (at least, name, agency, and badge number), record the names of all persons they intend to contact, collect the nature of the person's business at the school, request a copy of the court order or judicial warrant, log the date and time, and forward the request to the Head of School and/or legal counsel for review.
- B. Spokane International Academy staff shall request that any person desiring to communicate with a student, enter school grounds, or conduct an arrest first produce a valid court order or judicial warrant.
- C. The Head of School or authorized designee and/or legal counsel shall review the court order or judicial warrant for signature by a judge and validity. For Spokane International Academy to consider it valid, any court order or judicial warrant must state the purpose of the enforcement activity, identify the specific search location, name the specific person to whom access must be granted, including a current date, and be signed by a judge.
- D. The Head of School or authorized designee and/or legal counsel shall review written authority signed by an appropriate level director of an officer's agency that permits them to enter Spokane International Academy property, for a specific purpose. If no written authority exists, the Head of School or authorized designee and/or legal counsel shall contact the appropriate level director for the officer's agency to confirm permission has been granted to enter Spokane International Academy property for the specific purpose identified.
- E. Upon receipt and examination of the required information, the Head of School or authorized designee and/or legal counsel will determine whether Spokane International Academy shall allow access to contact or question the identified individual and will communicate that decision to the District Head of School or authorized designee.
- F. The District Head of School or authorized designee and/or legal counsel shall make a reasonable effort, to the extent allowed by the Family Educational Rights and Privacy Act

(FERPA), to notify the parent/guardian of any immigration enforcement concerning their student, including contact or interview.

Gathering Immigration-Related Information:

1. Spokane International Academy staff may review, but shall not inquire about, request, or collect any information about the immigration or citizenship status or place of birth of any person. Spokane International Academy staff shall not seek or require, to the exclusion of other sufficient and permissible information, information regarding a student's or his/her parent or guardian's citizenship or immigration status.
2. Spokane International Academy's policies and procedures for gathering and handling student information during enrollment or other relevant periods shall be delineated in writing and made available to students and their parent or guardian(s) at least once per school year in a manner for households with individuals that have limited English proficiency (LEP) to understand.
3. If Spokane International Academy is required to collect information related to a student's national origin (e.g., information regarding a student's birthplace, or date of first enrollment in a U.S. school) to satisfy certain federal reporting requirements for special programs, Spokane International Academy staff shall:
 - A. If feasible, consult with legal counsel to seek alternatives, including alternatives to the specific program or documents accepted as adequate proof for the program;
 - B. Explain to the student and student's parent(s) and/or guardian(s), in their requested language, the reporting requirements, including possible immigration enforcement impact;
 - C. Provide notice to the student's parent(s) and/or guardian(s); and
 - D. Mitigate deterring school enrollment of immigrants or their children by collecting this information separately from the school enrollment process.

Responding to Requests for Information:

1. Spokane International Academy staff shall not share, provide, or disclose personal information about any person for immigration enforcement purposes without a court order or judicial warrant requiring the information's disclosure or approval by the District Head of School or authorized designee. Requests by federal immigration authorities shall be presumed to be for immigration enforcement purposes.
2. Spokane International Academy staff shall immediately report receipt of any information request relating to immigration enforcement to the Head of School or authorized designee who shall document the request and refer the request to the Head of School

and/or legal counsel or authorized designee. The Head of School and/or legal counsel or authorized designee] shall review the request to ensure compliance with FERPA, KWW, the Public Records Act (PRA), and other relevant federal and state laws. This review shall be conducted expeditiously, but before any production of information is granted to the requesting party.

3. Spokane International Academy shall, to the extent allowed by FERPA, notify an affected student's parent(s) and/or guardian(s) immediately of any request for information relating to immigration enforcement unless advised otherwise by Spokane International Academy's legal counsel.

Use of School Resources:

1. Spokane International Academy resources shall not be used for immigration enforcement.
2. Spokane International Academy's resources and policies regarding immigration enforcement shall be published and distributed to parent(s) and/or guardian(s) on an annual basis. These resources shall include, at minimum:
 - A. The right of immigrant students to receive an education, including accommodations for limited English proficiency and special education programs;
 - B. General information policies including the types of records maintained by the [public school district and/or public school] and a list of the circumstances or conditions under which the Spokane International Academy might release student information to third parties, including limitations under FERPA and other relevant law;
 - C. Policies regarding the retention and destruction of personal information;
 - D. The process of establishing notice and/or consent from parent(s) and/or guardian(s), as permitted under federal and state law, prior to releasing a student's personal information for immigration enforcement purposes;
 - E. Name and contact information for Spokane International Academy's designated point of contact on immigration-related matters; and
 - F. "Know Your Rights" resources and emergency preparedness forms to have completed in the event of a family separation.

Legal References

RCW 43.10.310 – Immigration enforcement model policies

Management Resources

2020 - August Issue

OSPI Guidance on Protections for Immigrant Students in Washington:

<https://osp.k12.wa.us/sites/default/files/2025-01/protections-immigrant-students-washington-public-schools.pdf>

Draft- Pending Board Approval

Coversheet

Policy on Immigration Enforcement on or Near School Grounds

Section: II. Consent Agenda
Item: D. Policy on Immigration Enforcement on or Near School Grounds
Purpose: Vote
Submitted by:
Related Material: SIA - Policy on Immigration Enforcement on or Near School Grounds .pdf



SIA - Policy on Immigration Enforcement on or Near School Grounds

Purpose:

This policy outlines procedures for addressing immigration enforcement actions that may occur on or near school grounds, prioritizing the safety and well-being of all students and the protection of their rights.

Procedures:

1. Immediate Notification:

- If any individual claiming to be an immigration enforcement officer attempts to enter school grounds or attempts to apprehend an individual on or near school grounds, school staff shall:
 - Immediately notify the principal or designated school administrator.
 - Politely but firmly inform the individual that they must present proper identification and authorization to be on school grounds.

2. Verification of Authority:

- The individual must present a valid and current:
 - **Court order:** Specifically authorizing the apprehension of a named individual on school grounds.
 - **Judicial warrant:** Issued by a court of competent jurisdiction, clearly authorizing the apprehension of a named individual.
- The presented document will be immediately reviewed by the district superintendent or their designee, in consultation with district legal counsel, to verify its authenticity, scope, and validity.

3. Limited Access:

- Access to school grounds will be strictly limited to what is explicitly permitted by the presented court order or warrant.
- School staff will:
 - Cooperate with law enforcement officials to the extent required by law.
 - Ensure the safety and security of all students and staff.
 - Minimize disruption to the educational environment.

4. **Parental/Guardian Notification:**

- In all cases where immigration enforcement action may involve a student:
 - The school will make every reasonable effort to promptly notify the student's parent(s) or legal guardian(s) of the situation.
 - Notification will be made in a manner that prioritizes the student's safety and well-being.

5. **Student Release:**

- At no time will a student be released to anyone other than their:
 - Legally recognized parent(s) or guardian(s).
 - A designated individual with legal authority to pick up the student (e.g., court-ordered placement).

6. **Record Keeping:**

- All interactions related to immigration enforcement on or near school grounds will be documented, including:
 - Date and time of the incident.
 - Names of individuals involved.
 - Copies of any presented documents (court orders, warrants, identification).
 - Summary of actions taken.

Important Considerations:

- This policy is intended to comply with all applicable federal, state, and local laws.
- The school district may need to consult with legal counsel to ensure the policy aligns with current legal requirements and best practices.
- The school district may consider collaborating with local law enforcement agencies to develop protocols for addressing immigration enforcement on or near school grounds.
- This policy may be subject to review and revision as needed.

Coversheet

Board Vote: Student Participation Fee in Spring Sports

Section: II. Consent Agenda
Item: E. Board Vote: Student Participation Fee in Spring Sports
Purpose: Vote
Submitted by:
Related Material: Board Vote_ Student Participation Fee in Spring Sports.pdf



Board Vote: Student Participation Fee in Spring Sports

Background:

To support the continuation and sustainability of our spring sports programs, including track and field and soccer, the school proposes a student participation fee of \$75 per athlete. This fee will help cover essential costs such as uniforms, practice and game spaces, tournament fees, and other necessary expenses to ensure a quality athletic experience for all students.

Currently, the school does not charge an Associated Student Body (ASB) activities fee. Implementing this participation fee allows the school to maintain and improve our sports offerings while keeping costs reasonable for families.

House Bill 1660:

House Bill 1660 is a Washington state law that helps ensure equitable access to extracurricular activities for students from low-income households. Under this bill, students who qualify for free or reduced-price meals are eligible for financial assistance with school-related fees, including participation costs for sports and other activities. In alignment with this law, the proposed \$75 sports fee will not apply to students who qualify under House Bill 1660, ensuring that financial barriers do not prevent students from participating.

Board Decision:

The Board of Directors is asked to approve the implementation of a \$75 student participation fee for spring sports, with exemptions for students who qualify under House Bill 1660.

Motion:

Shall the Board approve the implementation of a \$75 student participation fee for spring sports, with an exemption for students who qualify under House Bill 1660?

Board Vote:

- Approve
- Reject

Coversheet

Enrollment Update

Section: IV. Enrollment
Item: A. Enrollment Update
Purpose: Discuss
Submitted by:
Related Material: Average_Enrollment_2-25.pdf

24-25 Full Time Enrollment													
	9	10	11	12	1	2	3	4	5	6	Total Ave.	Budget	Variance
K	73.00	74.00	74.00	75.00	75.00	75.00	-	-	-	-	74.20	72.00	2.20
1	71.00	71.00	72.00	72.00	72.00	71.00	-	-	-	-	71.60	72.00	(0.40)
2	86.00	92.00	89.00	90.00	88.00	88.00	-	-	-	-	89.00	96.00	(7.00)
3	95.00	95.00	95.00	96.00	96.00	96.00	-	-	-	-	95.40	96.00	(0.60)
4	91.00	95.00	95.00	95.00	93.00	95.00	-	-	-	-	93.80	96.00	(2.20)
5	87.00	86.00	84.00	84.00	83.00	84.00	-	-	-	-	84.80	96.00	(11.20)
6	95.00	97.00	99.00	98.00	95.50	95.50	-	-	-	-	96.90	96.00	0.90
7	71.00	72.00	72.00	72.00	71.00	70.00	-	-	-	-	71.60	67.00	4.60
8	68.00	67.00	68.00	69.00	70.00	70.00	-	-	-	-	68.40	62.00	6.40
9	41.00	41.00	40.00	39.00	39.00	40.00	-	-	-	-	40.00	36.00	4.00
10	30.00	29.00	29.00	28.00	28.00	28.00	-	-	-	-	28.80	25.00	3.80
11	3.00	3.00	3.00	3.00	3.00	3.00	-	-	-	-	3.00	2.98	0.02
12	2.80	2.80	2.80	2.80	2.80	2.80	-	-	-	-	2.80	2.02	0.78
	813.80	824.80	822.80	823.80	816.30	818.30	-	-	-	-	820.30	819.00	1.30

24-25 Head-Count													
	9	10	11	12	1	2	3	4	5	6	Total Ave.	Budget (FTE)	Variance
K	73.00	74.00	74.00	75.00	75.00	75.00					74.33	72.00	2.33
1	71.00	71.00	72.00	72.00	72.00	71.00					71.50	72.00	(0.50)
2	86.00	92.00	89.00	90.00	88.00	88.00					88.83	96.00	(7.17)
3	95.00	95.00	95.00	96.00	96.00	96.00					95.50	96.00	(0.50)
4	91.00	95.00	95.00	95.00	93.00	95.00					94.00	96.00	(2.00)
5	87.00	86.00	84.00	84.00	83.00	84.00					84.67	96.00	(11.33)
6	95.00	97.00	99.00	98.00	96.00	96.00					96.83	96.00	0.83
7	71.00	72.00	72.00	72.00	71.00	70.00					71.33	67.00	4.33
8	68.00	67.00	68.00	69.00	70.00	70.00					68.67	62.00	6.67
9	41.00	41.00	40.00	39.00	39.00	40.00					40.00	36.00	4.00
10	30.00	29.00	29.00	28.00	28.00	28.00					28.67	25.00	3.67
11	7.00	7.00	7.00	7.00	7.00	7.00					7.00	2.98	4.02
12	4.00	4.00	4.00	4.00	4.00	4.00					4.00	2.02	1.98
	819.00	830.00	828.00	829.00	822.00	824.00	-	-	-	-	825.33	819.00	6.33

Coversheet

Recruitment and Enrollment 25-26

Section: IV. Enrollment
Item: B. Recruitment and Enrollment 25-26
Purpose: Discuss
Submitted by:
Related Material: ApplicationsByGrade.csv

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](#):

ApplicationsByGrade.csv

Coversheet

February Written Update

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



Head of School- February 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. Areas of focus in February are as follows:

1. Legislative Update

- A. We have been actively advocating on behalf of Charters and necessary bills to advance Charter growth in Washington. Morgen, Darcelina Soloria (WA Charters Eastern Regional Advocacy Director) met with a representative from Senator Jeff Holy's team, Rep. Jenny Graham, and Rep. Mike Volz along with parents from our community on Feb. 12th. These virtual meetings gave us 15 minutes to share our legislative priorities and discuss the positive impact of Charters on students and families. We gave them a heads-up about important bills to look for and answered questions they had. We also invited them all to visit and spend time at SIA.
- B. On February 11th, Sam Schweda (CFO/ HR) testified virtually to the House Finance Committee to provide feedback on HB 1356. Local levies and local effort assistance (i.e., LEA or "levy equalization") ([HB 1356](#)). Here is the Video: [House Finance - TVW](#) (briefing and 26:38, remarks from prime sponsor Rep. Bergquist at 44:28; testimony begins at 58:10)
 - Our position: OTHER (support concept of expanded LEA, appreciate the consideration of charters, but ask that bill be amended to include LEA funding for all charter schools).
 - Our message: Though we appreciate the consideration of charter public schools, the formula used in this bill would exclude 10 out of 17 charter public schools, serving the majority of charter public school students in the state, from receiving Local Effort Assistance funding. We ask that this bill be amended to include all of Washington's charter public schools and expanded further to capture more public schools in areas where property values are low— similar to the approach used in House Bill 1746.
- C. On February 4th SIA senior Keelayna Ballard flew to Olympia with our two community organizers, and students from Lumen and Pride to advocate for Public Charter Schools. She met with legislators and advocated on behalf of public charter schools.
- D. On March 6th WA Charters is hosting a Day of Learning in Olympia. We plan to take 25 students to Olympia to learn how the legislative process works and meet with legislators. This program is sponsored by WA Charters. There was also a day focused on educating about the Transition to Kindergarten on Feb. 20th. Impact Public Schools took the lead on this day.
- E. WA Charters bills currently in discussion:

- a. [Waiver bill \(HB 5418\)](#) passed out of the Senate Early Learning & K-12 Education committee unanimously and is now in the Rules Committee awaiting potential floor action
- b. [The Dormant Charters \(HB 1676\)](#) bill had a hearing in the House Education Committee and now awaits a potential executive session
- c. [The funding equity bill \(HB 1746\)](#) awaits a potential hearing in the House Appropriations Committee

Transition to Kindergarten ([HB 1450](#))

- d. [The substitute bill](#) now includes charters; the original bill had excluded us
- e. Positive that charters are now included, we can fight alongside everyone else to expand TTK access

Levy lid/LEA bill updates

- f. [HB 1356](#) awaiting potential executive action in the House Finance Committee
- g. [SB 5593](#) awaiting potential executive action in the Senate Early Learning & K-12 Education Committee

Teacher residency programs ([HB 1651](#))

- h. The original bill excluded charter schools
- i. [Substitute bill](#) adds that charter schools (in addition to school districts and state-tribal education)

2. Quarterly School Review

Every quarter SIA meets with the commission (our authorizer) to discuss our progress, provide necessary updates, and ask and answer questions. Cassie Anderson (Board Chair) was present for the meeting. I have included the [QSR summary](#) for your review. Please don't hesitate to reach out with any questions about the document.

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

Planning for our Fundraiser is well underway. We need your help. To start, please check out our [fundraising page](#). I know that many of you are wondering how you can help and provide support. I have created a [checklist](#) with ideas for how you can directly contribute to the fundraising efforts. Our next fundraising meeting is scheduled for Thursday, February 26th 4:00pm. There is a virtual option if you would like to join

Join Zoom Meeting

<https://us06web.zoom.us/j/86384679284?pwd=RUF5esQuxZHa7ltFI5fqxNYzkUgTtP.1>

Meeting ID: 863 8467 9284

Passcode: 671653

4. Managing Partnerships

We have a few partnerships that we are leveraging to provide strong support for our student population. Here is a bit of information about the partnerships, and their focus areas:

- A. **Beloved Communities**- This opportunity allows for researchers from Seattle University to sponsor us in developing a community project that helps us to celebrate and build community. There are two teachers that will help lead the work over the next three years- Nicole Peterson (Third Grade) and Rachel Harvey (Middle and High Spanish). They plan to create a documentary about the experiences, and there is an opportunity for us to travel abroad to see other beloved school communities around the world.
- B. **Open Seat**- An opportunity to provide support and intervention for students who are struggling and need stronger connection to adults that can provide guidance through consistency and on-going coaching.
- C. **9th Grade Success**- This opportunity provides us with a grant and a coach. This was an area of focus because we did not meet metrics in our yearly data for 9th graders for 23-24. We are intentionally focusing on providing our 9th graders with a quality experience. We are focusing on belonging, and ensuring they are meeting all academic metrics. The program helps us to look strategically at our students data, creating teams to track and monitor students, support with creating and implementing interventions, transitions to and from high school, and focusing intentionally on the quality of instruction. There are lots of opportunities for professional development approaching and our Associate Principal Dr. Wood will be presenting on how SIA had been meeting 9th grade needs at an upcoming virtual conference.
- D. **MTSS App**- This app helps us collect and analyze data regarding student behavior. We can see which students are struggling to manage expectation, which students need hope, counselor intervention, and track patterns. The app enables us to implement proactive interventions tailored to each student's needs. It also enhances our accountability, ensuring we consistently follow through on planned supports.

5. February Community Highlights

- A) Community Engagement has been high this month. We have the following clubs and activities: Poetry Club, Mock Trial (Middle and High), Cheer for grade 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 after school tutoring for student in K-10 happening after school twice per week. Students are signing up for Track and Field and Soccer (Co-ed) which are both WIAA- approved, and beginning in the Spring. We have been WIDA testing (for students whose first language is not English) and are being served by our Multi-lingual learning program. We have screened all of our kindergarten students for Dyslexia. We celebrated school Counselor's week (which was a great opportunity to highlight the strengths of our counseling program). We have been celebrating Black History Month as a community, and the students are participating in a Door decorating contest where they are highlighting people and/or events that have had a positive

impact on them. Next year our 8th graders are going to Ecuador for their International Trip! So far our students have visited Costa Rica (twice), The Dominican Republic and Peru. We will have another Spring play. The cast has just been chosen, and rehearsals started Saturday. The play will be May 17th.

6. Charter Renewal

The application to renew our Charter is due on March 5th to the commission. **RENEWAL TIMELINE**

Date or Timeframe	Activity
<p>February 3, 2025: Rainier Prep, Spokane International, Summit: Sierra</p> <p>April 1, 2025: Impact Commencement Bay, Pinnacles Prep, Summit: Olympus, Whatcom Intergenerational, Why Not You Academy</p>	<p>Authorizer issues performance report¹ and contract renewal application guidance to charter school and posts performance report to authorizer’s website</p> <p>OR</p> <p>Authorizer notifies charter public school that it is ineligible for renewal based on reason(s) outlined in WAC 108-40-090; school may appeal this decision within 20 days of notice issuance; a public proceeding and authorizer action (per WAC 108-40-100) would replace the remainder of this timeline.</p>
Date of renewal performance report issue (see above)	Public comment period opens
Within 30 days ² of receipt of authorizer issued performance report	School deadline to notify authorizer of intent to apply (NOI) for renewal of charter contract or cease operations at the expiration of charter contract term (page 9)
Within 30 days of receipt of authorizer issued performance report	School may submit a response to the performance report including any corrections or clarifications (pages 10-16)
<p>March 5, 2025: Rainier Prep, Spokane International, Summit: Sierra</p> <p>May 1, 2025: Impact Commencement Bay, Pinnacles Prep, Summit: Olympus, Whatcom Intergenerational, Why Not You Academy</p>	Renewal application submission deadline
April 30, 2025	Supplemental performance report released for schools who received performance reports on February 3, 2025
Dates Vary by school: March-September 2025	Renewal inspection orientations and inspection visits
Within 14 days of renewal inspection ³	Authorizer issues draft renewal inspection report to the school
Within 10 days of receipt of renewal inspection report	School may submit to the authorizer a written response to the renewal inspection report
10 days prior to Commission decision	Authorizer staff recommendation reports released
10 days prior to Commission decision	Public comment deadline
Within 5 days ⁴ of receipt of recommendation report	School request to respond to recommendation report deadline

¹ In some cases, supplemental performance reports may be needed later in the process (for example, if data is not available to the Commission until later) such cases, the Commission’s goal would be to provide supplemental performance reports as early as feasible under the specific circumstances.

² Any reference to days (30, 20, 14, and 10) are defined as calendar days, excluding state holidays.

³ The renewal inspection is not considered complete until after the virtual parent meeting the week following

⁴ If the recommendation is for non-renewal, the charter public school will have 20 days to respond to the recommendation report.

<p>August 21, 2025: Rainier Prep & Summit: Olympus September 18, 2025: Spokane International & Pinnacles Prep October 10, 2025: Summit: Sierra & Why Not You Academy December 11, 2025: Impact Commencement Bay & Whatcom Intergenerational</p>	<p>Commission resolution meeting</p>
<p>Within 90 days of renewal decision</p>	<p>Establish the terms for the next charter contract; authorizing board and charter board both vote in public meetings to ratify new contract</p>

I am including a [draft of the application](#) I am working on for you to review. It is about 65% completed, but will need full approval from the Board Chair before submitting. I have also included a copy of the [renewal guidance](#) document. A member of the commission will be at the next board meeting to explain the process in detail, and answer questions about the timeline and our required steps.

Coversheet

School Calendar

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

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 Theater Rehearsals 9-Noon 9:00-Noon Robotics @ WHS Parent Tour 11:00am-1:00pm	
2 Robotics Competition @ Snohomish	3 WIDA Testing SIT 3:30-4:30 PM After-School Tutoring 3:15-4:30 Robotics 3:15-4:30 Algebra Extra Help 3:00-4:00 (Almon) CAT Meeting 6:30-7:30PM	4 WIDA Testing Cereal Challenge Club 3:15-4:15	5 WIDA Testing Counselors Out for PD 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 After-School Tutoring 3:15-4:30 Theater Rehearsals 3:30-6:00	6 WIDA Testing Counselors Out for PD Fitness Club 3:00-4:15pm Theater Rehearsals 3:30-6:00	7 WIDA Testing ALL STAFF MEETING 1:30 PM CAFETERIA CAT Family Dance Party	8 School Tour 11:00AM - 1:00PM 9:00-Noon Robotics @ WHS Theater Rehearsals 9-12:30	
9 Daylight Saving	10 STAFF CONSIDERATIONS DUE Algebra Extra Help 3:00-4:00 (Almon) Robotics 3:15-4:30 After-School Tutoring 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 After-School Tutoring 3:15-4:30 Theater Rehearsals 3:30-6:00	13 Vision & Hearing Screening 10th Grade Parent Mtg 5:30-6:30 Fitness Club 3:00-4:15pm Theater Rehearsals 3:30-6:00	14 Divisional 1:30 Committee 2:30	15 9:00-Noon Robotics @ WHS Theater Rehearsals 9-12:30	
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 Cereal Challenge Club 3:15-4:15	19 College&Career Cafe @ Lunch 3:15-4:30 Mock Trial Robotics 3:15-4:30 After-School Tutoring 3:15-4:30 Theater Rehearsals 3:30-6:00	20 Robotics Competition @ Yakima Fitness Club 3:00-4:15pm Theater Rehearsals 3:30-6:00	21 Robotics Competition @ Yakima Team/Dept 1:30 PM	22 Robotics Competition @ Yakima Theater Rehearsals 9-12:30	
23	24 MAP Testing Algebra Extra Help 3:00-4:00 (Almon) Robotics 3:15-4:30	25 MAP Testing ADMIN SUB OUT DAY FULL DAY	26 MAP Testing College&Career Cafe @ Lunch 3:15-4:30 Mock Trial Robotics 3:15-4:30 Get Connected FT 9th Grade Theater Rehearsals 3:30-6:00	27 Vision & Hearing Screening MAP Testing End of Quarter 3 Fitness Club 3:00-4:15pm Theater Rehearsals 3:30-6:00	28 DATA DAY	29 9:00-Noon Robotics @ WHS Theater Rehearsals 9-12:30	
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 © 2019 Vertex42 LLC. Free to print. 2025 Calendars 2026 Calendars	

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 @ WWHS
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) School Counselor's Week	4 Dyslexia Screener/WIDA Testing Poetry Club 3:15-4:15 Cereal Challenge Club 3:15-4:15 SYSA K/1 3:30-5:00 School Counselor's Week	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 4:30-5:30 Virtual Fundraiser Meeting School Counselor's Week	6 Dyslexia Screener/WIDA Testing Vision & Hearing Screening Fitness Club 3:00-4:15pm SYSA Gr 2/3 3:30-5:00 School Counselor's Week	7 Dyslexia Screener/WIDA Testing All School Free Dress (KHC) SA (Community Service Hours) All Staff Meeting 1:30 PM Cafeteria OPS Weekly Meeting 2:30 PM School Counselor's Week	8 9:00-Noon Robotics @ WWHS
9	10 Dyslexia Screener/WIDA Testing Algebra Extra Help 3:00-4:00 (Almon) Robotics 3:15-4:30 After-School Tutoring 3:15-4:30 CAT Fundraiser: Dine Out @ O'Donnells 4:00-9:00	11 Dyslexia Screener/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 After-School Tutoring 3:15-4:30 SYSA Gr 4/5 3:30-5:00	13 WIDA Testing Vision & Hearing Screening 11:30-2:30 IA Training 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 Team/Dept 1:30 PM OPS Weekly Meeting 2:30 PM FD Inspection Valentine's Day	15 9:00-Noon Robotics @ WWHS
16	17 Presidents' Day NO SCHOOL Additional insulation installation in classrooms	18 WIDA Testing New Students Start date 3:30-6:00 Theater Audito 8-10 IA Training Cereal Challenge Club 3:15-4:15 Poetry Club 3:15-4:15	19 WIDA Testing 8-11 IA Training 3:30-6:00 Theater Auditions 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 9am Lockdown Drill Theater Callbacks Fitness Club 3:00-4:15pm	21 WIDA Testing Theater Cast List posted Divisional 1:30 Committee 2:30 OPS Weekly Meeting 2:30 PM	22 Theater Parent Meeting 9:00-9:30 Theater Rehearsals 9:30-12:30 9:00-Noon Robotics @ WWHS
23	24 WIDA Testing SIT 3:30-4:30 PM Algebra Extra Help 3:00-4:00 (Almon) Robotics 3:15-4:30 After-School Tutoring 3:15-4:30	25 WIDA Testing 5:30 pm 7th Grade International Trip 25-26 Ecuador Informational Mtg SYSA K/2 3:30-5:00	26 WIDA Testing College&Career Cafe @ Lunch Info Night Gr 6th-10th 6:00-7:15PM Board Meeting 4:30 Robotics 3:15-4:30 3:15-4:30 Mock Trial Winter Reading Challenge Hot Coco Party (9-10) 1:30-3:30 Lumen HS Visits SIA Theater Rehearsal 3:30-6:00 After-School Tutoring 3:15-4:30 SYSA Gr 3-5 3:30-5:00	27 WIDA Testing Vision & Hearing Screening Theater Rehearsal 3:30-6:00 Fitness Club 3:00-4:15pm	28 WIDA Testing Start of Ramadan Robotics Competition @ Snohomish All Staff PD 1:30 PM OPS Weekly Meeting 2:30 PM	Robotics Competition @ Snohomish Theater Rehearsals 9-12:30
		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	

Coversheet

Comprehensive Counseling Program

Section: VIII. School Counselors
Item: A. Comprehensive Counseling Program
Purpose: Discuss
Submitted by:
Related Material: Board Meeting CSCP 02_25.pdf



Washington
School Counselor
Association

Annual
Conference



From Vision to Reality: Implementing a K-12 Comprehensive Counseling Framework

Jayde Albright

4th-7th School Counselor | Spokane International
Academy

Tabatha Copeland

8th-12th School Counselor | Spokane International
Academy

Taylor Holden

K-3rd School Counselor | Spokane International
Academy

SIA Counseling Beliefs

The Spokane International Academy Counseling Department is guided by a set of core beliefs and values that our counselors collectively uphold with integrity:

- **Success for All:** Every student has the potential to thrive in academic, social-emotional, and career development.
- **Individual Worth:** Each student deserves respect and support as a unique individual.
- **Embracing Diversity:** Diversity and culture are integral to our comprehensive school counseling program.
- **Safe and Welcoming Environment:** Our school should foster a safe, inclusive atmosphere that promotes personal growth and community well-being.
- **Equal Access:** All students should have equitable access to the comprehensive counseling program, which is essential for their educational journey.
- **Data-Driven Approach:** Our counseling program will be guided by data that reflects the evolving needs of our school community.
- **Ethical Standards:** School counselors adhere to the ASCA Ethical Standards to support the optimal development of every student.
- **Active Engagement:** Counselors must be an intentional and proactive presence within the school system.





Scope and Sequence

	K	1st	2nd	3rd	4th	5th	6th	7th	8-HS & B	9-10
November	B-SMS 9, B-SS 2, B-SS 9	2, B-SMS 9, B-SS 2, B-SS 9	B-SMS 7, B-SS 2, B-SS 9	2, Career Exploration Continuum	(B-LS 2 & B-SMS 3)	Youth Input Forum (B-SMS 1 & B-SMS 2)	Ultimate! (B-SS 9, B-SS 10, & B-SMS 10)			
December	Gratitude (M-1, B-SMS 2, B-SS 9) Friendship (M-1, M-2, B-SMS 9-SMS 2, B-SS 2, B-SS 9)	1. Gratitude (M-1, B-SMS 2, B-SS 9) 2. Friendship (M-1, M-2, B-SMS 1, B-SMS 2, B-SS 2, B-SS 9)	1. Gratitude (M-1, B-SMS 2, B-SS 9) 2. Friendship (M-1, M-2, B-SMS 1, B-SMS 2, B-SS 2, B-SS 9)	1. Gratitude (M-1, B-SMS 2, B-SS 9) 2. Intro to ZOR (M-1, M-2, B-SMS 7, B-SS 9)	1. <u>Body, Mind, Behavior & Career</u> (B-SMS 3 & B-SS 5) 2. <u>Personal Safety/Boundaries</u> (B-SMS 9 & B-SS 5)	1. <u>CSM Finding My Needs Balance</u> (B-LS 4 & B-SMS 6) 2. <u>CSM Is a Colorful Thing</u> (B-SS 2 & M 2)	<u>Understanding Your Beliefs and Values</u> (M 2 & B-LS 3 & B-SMS 1)	<u>NASA: Sunbaking on the Moon</u> (B-LS 2 & B-SS 6 & B-SS 7)	SB-Keys to Academic Success	9- Sole Survivor Hiring Process Activity 10- Automatic Negative Thoughts Activity
January	Conflict Resolution (Kaiso) (M-LS 1, B-LS 9, B-SMS 1, B-SS 1, B-SS 8) Healthy Habits (M) (M-1, B-SMS 2, B-SS 2, B-SS 9)	1. Goal Setting (M-1, M-4, B-LS, B-LS 7, B-SMS 1, B-SMS 2, B-SMS 4, B-SMS 5) 2. Empathy (M) (M-1, B-SMS 2, B-SS 2, B-SS 9)	1. Goal Setting (M-1, M-4, B-LS, B-LS 7, B-SMS 1, B-SMS 2, B-SMS 4, B-SMS 5) 2. Empathy (M) (M-1, B-SMS 2, B-SS 2, B-SS 9)	1. Goal Setting (M-1, M-4, B-LS, B-LS 7, B-SMS 1, B-SMS 2, B-SMS 4, B-SMS 5) 2. Empathy (M) (M-1, B-SMS 2, B-SS 2, B-SS 9)	1. <u>CC: Responsible Decision Making: Identifying Problems</u> (M 1 & B-LS 1) 2. <u>CC: Responsible Decision Making: Analyzing Situations</u> (M 1 & B-LS 1)	1. <u>CC: Career Exploration Part 1</u> (M 8 & B-LS 4) 2. <u>CC: Career Exploration Part 2</u> (M 8 & B-SMS 3)	<u>Educational Pathways</u> (M 9 & B-LS 1 & B-LS 9 & B-LS 9)	Persistence - Over coming obstacles 221 (make slides and game)	SB-Keys to Life Success	9- Social Skills Building Blocks Game. 10- Career Scenarios 11- Junior Year Planning Junior Parent Night First Generation Student Small Group
February	Valentine's Day Feelings Game (M-1, B-SS 1, B-SS 9) Honesty (M-2, B-SMS 1, B-SS 9)	1. Valentine's Day Feelings Game (M-1, B-SS 1, B-SS 9) 2. Honesty (M-2, B-SMS 1, B-SS 9)	1. Kindness Duet (M-1, M-2, B-SS 2, B-SS 1, B-SS 9) 2. Honesty (M-2, B-SMS 1, B-SS 9)	1. Kindness Duet (M-1, M-2, B-SS 2, B-SS 1, B-SS 9) 2. Honesty (M-2, B-SMS 1, B-SS 9)	1. <u>CC: Responsible Decision Making: Solving Problems</u> (M 2 & B-LS 1) 2. <u>CC: Responsible Decision Making: Evaluating Solutions</u> (M 5 & B-LS 4)	1. <u>Multiple Intelligences: Word Match, Nouns</u> (M 3 & B-LS 2) 2. <u>Multiple Intelligences: Self, Needs</u> (M 3 & B-LS 2)	<u>Overcoming Peer Pressure - Worksheet</u> (CC - P 10) (M 4 & B-SMS 2)	Self-Love/Self-care (make slides)	SB- Postsecondary Pathways, Game of Life, Erika's Lighthouse	Erika's Lighthouse Minute Meetings
March	How to Apologize (Ice Cream Cone) (M-2, B-SMS 1, B-SS 1, B-SS 5, B-SS 9, B-SS 9) Conflict Resolution (Kaiso) (M-LS 1, B-LS 9, B-SMS 1, B-SS 1, B-SS 9)	1. How to Apologize (Ice Cream Cone) (M-2, B-SMS 1, B-SS 1, B-SS 5, B-SS 9, B-SS 9) 2. Conflict Resolution (Kaiso) (M-LS 1, B-LS 9, B-SMS 1, B-SS 1, B-SS 9)	1. Zones Into (M-1, M-2, B-SMS 7, B-SS 9) 2. Conflict Resolution (Kaiso) (M-LS 1, B-LS 9, B-SMS 1, B-SS 1, B-SS 9)	1. Zones Continued (M-1, M-2, B-SMS 7, B-SS 9) 2. Conflict Resolution (CC) (M-1, B-LS 1, B-LS 9, B-SMS 1, B-SS 1, B-SS 9)	1. <u>CSM: Private and Personal Information</u> (B-SMS 9 & B-SS 5) 2. <u>CSM: Social Media and Cyber Safety</u> (B-SS 8)	1. <u>Multiple Intelligences: People Self- Big Question</u> (M 3 & B-LS 2) 2. Human Growth and Development: <u>Bones and Personal Safety</u> (B-SMS 9 & B-SS 5) 3. <u>Human Growth and Development: Healthy Relationships</u> (B-SS 2 & B-SS 3) 4. <u>Self-Reflection</u> (M 3 & B-LS 3) 5. <u>Self-Reflection</u> (M 3 & B-LS 3)	<u>Erika's Light House - Lesson 1 - Understanding Mental Health</u> (M 1 & B-SMS 8)	<u>Career Exploration - Worksheet</u> (M 3 & B-LS 1 & B-LS 5)	SB-Preparing for the Next Phase, High School Registration, 8th Grade Community Project	9- Job Interview Flip Book 10- Job Interview Situation Sort
April	Kaiso Introduction (M-3, M-4, B-LS 6, B-LS 7) Growth Mindset (M-4, B-SMS 9)	1. Kaiso Introduction (M-3, M-4, B-LS 6, B-LS 7) 2. Growth Mindset (M-4, B-SMS 9)	1. Kaiso Introduction (M-3, M-4, B-LS 6, B-LS 7) 2. Growth Mindset (M-4, B-SMS 9)	1. Test Taking Skills (M-6, B-LS 1, B-LS 3) 2. Growth Mindset (M-4, B-SMS 9)	1. <u>CSM: Our Online Tracks</u> (B-SMS 1 & B-SS 5) 2. <u>CSM: My Media Choices</u> (B-LS 5 & B-SMS 8)	1. <u>Have Mental Health - We All Do</u> (B-SMS 1) 2. <u>Wellness Day</u> (M1)	<u>Erika's Light House - Lesson 2 - Managing Stress & Discovering Coping Skills</u> (B-SMS 7 & B-SMS 8)	<u>LifeSkills Inventory - Worksheet</u> (M 1 & B-LS 9 & B-SMS 4)	8th Grade Community Project	9/10/11- Financial Literacy
May	Diversity (M-2, B-SS 2, B-SS 7, B-SS 10) Growth Mindset (M-2, B-SS 2, B-SS 5, B-SS 9)	1. Diversity (M-2, B-SS 2, B-SS 7, B-SS 10) 2. Continuation (M-2, B-SS 2, B-SS 5, B-SS 9)	1. Diversity (M-2, B-SS 2, B-SS 7, B-SS 10) 2. Self-Awareness (M-2, B-SMS 1, B-SS 1, B-SS 8)	1. Diversity (M-2, B-SS 2, B-SS 7, B-SS 10) 2. Xaiso Introduction (M-3, M-4, B-LS 6, B-LS 7)	1. <u>Growth Mindset</u> (M 3 & B-LS 2) 2. <u>End of Year Values Review</u> (B-LS 4 & B-SMS 3)	1. <u>6th Grade Transition</u> (B-SMS 10 & M 7) 2. <u>6th Grade Question Quiz</u> (B-LS 4 & B-LS 9)	<u>Erika's Light House - Lesson 3 - How to Say No</u> (B-SMS 7 & B-SS 8)	<u>Erika's Light House (7 - Discussion Assessment)</u>	8th Grade Community Project, Job Applications	9/10/11- Reality Fair
June	Summer Safety (B-SMS 1, B-SMS 9, B-SS 3)	1. Summer Safety (B-SMS 1, B-SMS 9, B-SS 3)	1. Summer Safety (B-SMS 1, B-SMS 9, B-SS 3)	1. Summer Safety (B-SMS 1, B-SMS 9, B-SS 3)	1. <u>Reflecting on Our Time Together</u> (B-SMS 10 & B-SMS 6)	1. <u>Reflecting on Our Time Together</u> (B-SMS 10 & B-SMS 6)	Secondary Wellness Day (M1)	Secondary Wellness Day (M1)	9- The Invisible String	



Tier 2 Interventions and Supports

Identifying, Screening & Grouping Students

- We used teacher referrals, behavioral observations, academic indicators, and attendance/social-emotional assessments.
- We grouped students by shared needs to target interventions effectively.

Selecting & Customizing Curriculum

- We leveraged a range of evidence-based resources, including:
 - *ROX* – for skill-building sessions
 - *Counselor Colab* – for peer support and collaborative discussions
 - *Brick-Based Counseling* – for step-by-step guidance
 - *Overcoming Obstacles* – for resilience and problem-solving workshops
- With our “No money – no problem” approach, we utilized free, accessible resources instead of reinventing the wheel.

Implementing & Monitoring

- We scheduled regular sessions with clear, measurable objectives.
- We tailored our interventions to fit different school levels—recognizing that what works in elementary settings may differ from middle or high school contexts.
- We continuously monitored outcomes and adjusted our approaches based on developmental and contextual differences.

Collaborating for Continuous Improvement

- We engaged in ongoing team planning and resource sharing.
- We held regular reviews to refine strategies and share best practices among our staff.



Annual Data Review

- Our goals focused on gathering data and figuring out how to best do this!
 - Work in progress!
- Start with what you know and can easily do:
 - Google form needs assessments
 - Pre and post for small groups (don't reinvent the wheel)
 - Pre and post for lessons (exit tickets, google forms, projects)
 - Pulling reports
- Data Goals
 - Disaggregate the data further down
 - Work to fill the gaps
 - More points of data (more frequent needs assessments, more pre and post data, creating group to look at attendance and behavior data)

Types of Data to Consider Reviewing ▼

(check all that apply)

- Achievement** data (grades, test scores, GPA, graduation rates)
- Behavior** data (discipline referrals, | student code of conduct infractions)
- Attendance** data
- Survey data (**culture/climate/HYS**, needs assessments)
- Disaggregated school data (by student group) to identify **disproportionality** and gaps
- Feedback/voice** from families, students, and other key partners
- Tier 1** participation data, pre/post test data, and outcome data
- Tier 2** participation data, pre/post test data, and outcome data
- Analysis of specific ways the CSCP **contributed to improvement** in school attendance, behavior, and/or achievement data
- Other: _____



Hc sch Attendance Data:

- Primary Academy
 - September 2023 - January 2024
 - Unexcused Absences 1,053.5
 - No attendance initiatives
 - September 2024 - January 2025
 - Unexcused Absences 921
 - Beginning of year notice sent out
 - Weekly letters
 - Birthday cards
 - Attendance rewards by class
 - Unexcused Absences improved 12.58%

Powered by Board OnTrack

Annual Calendar



Annual Calendar Template

School: Spokane International Academy Academic Year: 2024-2025

A minimum of 80% of time recommended for direct and indirect student services and 20% or less in program planning and school support

Month	Delivering		Program Planning and School Support <i>(Defining, Managing, Assessing, Fair-Share Responsibilities)</i>
	Direct Student Services Activities <i>(Include dates of school counseling initiatives or events, classroom and group activities, career or college nights, schoolwide academic support events, etc.)</i>	Indirect Student Services Activities <i>(Significant collaborations, leadership and advocacy activities)</i>	
Ongoing Services	<ul style="list-style-type: none"> • Tier 1 - Classroom Lessons • Tier 2 - Small Groups <ul style="list-style-type: none"> ◦ ROX ◦ SEL Groups ◦ Brick-Based Counseling • Career Cafe • PBIS Reinforcement (Phoenix Cart/Store) • PBIS Phoenix of the Month • School wide attendance initiatives • Student Ambassadors • Student Mentorship Class 	<ul style="list-style-type: none"> • Bite2Go • Counseling Newsletters 	<ul style="list-style-type: none"> • Weekly counselor meetings • Weekly administration and counselor meeting
August	<ul style="list-style-type: none"> • 08/21: 9th Grade Student Orientation • 08/21: Annual Administrative Conference • 08/22: 6th Grade Student Orientation • Kindergarten/New Student Testing 	<ul style="list-style-type: none"> • Uniform Swap • School Supplies 	
September	<ul style="list-style-type: none"> • 09/26: Counselors and Communities Night - Circle of Security • HS Team Building @ Camp Reed • Minute Meetings 	<ul style="list-style-type: none"> • Attendance Letter 	<ul style="list-style-type: none"> • 9/9: Fall Counselor Workshop @ EWU • MAP Testing • Parent, Student, Staff Needs assessment
October	<ul style="list-style-type: none"> • HS Grade Level parent meeting • 10/2: Unlock your future day grades 7&8 	<ul style="list-style-type: none"> • 10/11 - 10/12: WSCA Spokane Conference 	<ul style="list-style-type: none"> • Week of 10/20- SAT & PSAT10

Updated, June 2021

- ASCA Template
- Timeline of direct and indirect student services





Sharing Program Results

- Tabatha

SUB HEADING

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What's Next?

- Text area
- Text
- More text

SUB HEADING

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