



Spokane International Academy

December Regular Board Meeting

Published on December 16, 2024 at 3:27 PM PST

Amended on December 17, 2024 at 8:18 AM PST

Date and Time

Thursday December 19, 2024 at 4:30 PM PST

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

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:30 PM
A. Record Attendance		Cassie Anderson	2 m

	Purpose	Presenter	Time
B. Call the Meeting to Order		Cassie Anderson	1 m
II. Consent Agenda			4:33 PM
A. November Board Meeting Minutes	Approve Minutes		
B. November Financials	Vote		1 m
III. Public Comment			
IV. Enrollment			4:34 PM
A. Enrollment Update	Discuss	Morgen Flowers-Washington	5 m
V. Head of School Update			4:39 PM
A. December Update	Discuss	Morgen Flowers-Washington	10 m
		https://docs.google.com/document/d/1xAcSJT/KYSonAcYVJ9NbnNGQs3X8FOOnbCBU-Sz1wqg/edit?usp=sharing	
B. Calendar	FYI	Morgen Flowers-Washington	1 m
VI. Clean Buildings Act			4:50 PM
A. Update	Discuss	Brad DeJager	15 m
VII. Governance			5:05 PM
A. Board Compliance with Training	Discuss	Cassie Anderson	5 m
VIII. Development			5:10 PM
A. Committee Update	Discuss	Matthew Hoag	10 m
IX. Finance			

	Purpose	Presenter	Time
X. Facility			
XI. Academic Excellence			
XII. Diversity, Equity and Inclusion			
XIII. Other Business			
XIV. Closing Items			5:20 PM
A. Adjourn Meeting	Vote	Cassie Anderson	1 m

Coversheet

November Board Meeting Minutes

Section: II. Consent Agenda
Item: A. November Board Meeting Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for November Regular Board Meeting on November 20, 2024

DRAFT



Spokane International Academy

Minutes

November Regular Board Meeting

Date and Time

Wednesday November 20, 2024 at 4:30 PM

Location

Due to the Thanksgiving holiday/Fall break, the November meeting has been moved to November 20th, as agreed upon by the Board at the October 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 (remote), Cassie Anderson (remote), Charina Carothers (remote), Jeff Hyslop (remote), Josiah Lara, Ken Vorhees (remote), Matthew Hoag (remote), Maureen Rosette (remote)

Directors Absent

David James, Guillermo Espinosa, John Pell

Directors who arrived after the meeting opened

Ashlee Lent

Guests Present

Angel Troutt, Ashlee.Lent@mossadams.com (remote), Christine Chavez, Elizabeth House, Monica Lively, 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 Nov 20, 2024 at 4:31 PM.

II. Consent Agenda

A. October Board Meeting Minutes

Ken Vorhees made a motion to approve the minutes from October Regular Board Meeting on 10-23-24.

Maureen Rosette seconded the motion.

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

Roll Call

Charina Carothers	Aye
David James	Absent
Ashlee Lent	Absent
Ken Vorhees	Aye
Josiah Lara	Aye
Guillermo Espinosa	Absent
John Pell	Absent
Maureen Rosette	Aye
Cassie Anderson	Aye
Jeff Hyslop	Aye
Matthew Hoag	Aye
Bob Castle	Aye

B. October Financials

Ken Vorhees made a motion to approve all items on the Consent Agenda Items A-E.

Maureen Rosette seconded the motion.

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

Roll Call

Cassie Anderson	Aye
Ken Vorhees	Aye
John Pell	Absent

Roll Call

Charina Carothers	Aye
Matthew Hoag	Aye
Ashlee Lent	Absent
David James	Absent
Josiah Lara	Aye
Maureen Rosette	Aye
Bob Castle	Aye
Guillermo Espinosa	Absent
Jeff Hyslop	Aye

C. Updated Financial Policies & Procedures Manual

D. Leave Update

Cassie asked if this is standard contract verbiage. Sam confirmed.

E. Earthquake Drill Policy & Procedure

III. Enrollment

A. Enrollment Update

November

822.80

Avg. 820.7 above average of 819

3-4 applications in process

Put enrollment on hold for now; will continue to take new students in primary

5th - currently at 84

Josiah - 7 less students from October

students withdrew due to various reasons;

No movement in Middle and High School as much as last year

Ken - are there other charter schools to compare SIA? None in this area

Morgen can compare year to year

Matt- SPS changed to Middle School grades 6-8; could be a factor

Matt- strategic planning; SIA receives small high school funding. 250-300 students in grades 9-12 qualifies SIA

Next month - provide FTE report (Sam)

IV. Head of School Update

A.

Revision to School-Specific Goals to Commission

The Commission requires the school to create academic goals. Morgen is re-submitting revised goals after the Fall MAP testing.

Josiah Lara made a motion to approve the revised School Specific Goals.

Maureen Rosette seconded the motion.

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

Roll Call

Matthew Hoag	Aye
Guillermo Espinosa	Absent
Charina Carothers	Aye
Jeff Hyslop	Aye
Ken Vorhees	Aye
John Pell	Absent
Ashlee Lent	Aye
David James	Absent
Maureen Rosette	Aye
Bob Castle	Aye
Josiah Lara	Aye
Cassie Anderson	Aye

Ashlee Lent arrived at 4:53 PM.

B. November Update

Morgen Flowers-Washington provided a written update for November before the meeting.

<https://app2.boardontrack.com/org/tLvPO/attachment/download/352549>

Here are some highlights:

1. Renewal process - 2026-2027

Here is the renewal timeline, so far:

- On Nov. 4, 2024, I received an updated document with renewal guidance
- February 3, 2025, SIA receive a renewal performance report from the Commission
- March 5, 2025, the renewal application is due to the Commission, and SIA may submit a response to the performance report including any corrections or clarifications
- April 16-17, 2025 our renewal site visit will take place. Within 14 days of the site visit, the authorizer issues a draft renewal inspection report to SIA
- September 18, 2025 The Commission will discuss and vote on SIA's renewal
- Within 90 days of the renewal decision, SIA works with the commission to establish the terms for the next charter contract; the authorizing board and charter board both vote in public meetings to ratify the new contract

2. Quarterly School Review (QSR) - Morgen and Cassie Anderson met with Oversight Manager Italiana, Scott Canfield, and the Director of School Quality and Accountability, Jess Barton; the same group plus other people will be part of SIA's renewal process.

3. Family Conferences - Family conferences were held on November 12-November 15. Attendance was really good overall. This year, Middle and High School students with a D or lower were encouraged to schedule conferences; and others on an as-needed basis. The next conference will be in March.

4. 10th Anniversary Gala - The celebration and fundraiser is scheduled for Saturday, June 7, 2025, tentatively to be held at SIA. Morgen held a meeting in early November with parents who shared really good ideas and helpful tips for a successful fundraiser.

Ashlee Lent joined at 4:53 pm

5. Transitional Kindergarten (TK) - There is a possibility that the school may offer Transitional kindergarten starting in the 2025-2026 school year. Morgen will meet with Marcus Harden (Executive Director of the Commission) to ask questions and discuss what it would entail to add a Transitional Kindergarten option. This will help with enrollment. Any new program will qualify the school for grants with the Charter School Growth Fund. There is one due on December 3rd.

Monica Lively, a Kindergarten teacher at SIA asked about the age requirement for TK. They have to be 4-year-olds, according to Morgen.

Christine Chavez, a Kindergarten teacher at SIA asked if offering a TK program would affect the total number of enrollments. The answer is Yes.

Jeff Vorhees asked regarding the need to look at other facilities to make room for a TK program. Yes, the Commission said the school can add portable buildings.

Morgen will draft more details after she meets with Marcus Harden.

Jeff Hyslop inquired about how TK will affect the lottery system. Morgen indicated that enrollment for TK will also be through the lottery, the same enrollment process as other grades.

C. Calendar

The December and January school calendars were shared with the Board. Let the school know if the Board would like to attend or participate in any of the events.

V. Finance

A.

Cash Sweep

SIA has initiated the use of an ICS cash sweep account, which the Board previously approved. The account has already begun accruing interest, which will generate additional revenue for SIA moving forward. The Board expressed its gratitude to the Finance Committee and its members for their guidance and support in facilitating this process.

VI. Governance

A. Required Board Training

Reminder to those who have not completed their training. Email reminders were sent out. The due date was November 15.

VII. Other Business

A. Schedule December Meeting

Due to the 4th Wednesday falling on Christmas Day, the December board meeting will be held on Thursday, December 19, 2024, 4:30 pm-5:30 pm.

Note to reschedule the finance meeting.

VIII. Executive Session

A. 5:17 PM

Executive Session ended at 5:36 pm.

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 5:37 PM.

Respectfully Submitted,
Cassie Anderson

Documents used during the meeting

- School Specific Goals 24-25 (Rev. Nov 2024).pdf

- Head of School- November Update.pdf

Coversheet

November Financials

Section: II. Consent Agenda
Item: B. November Financials
Purpose: Vote
Submitted by:
Related Material: Wire_register_11.24.pdf
Payroll as a percent of Exp.xlsx
Additional_notes_for_AP_Payroll-Dec._Board_Meeting.pdf
Nov_EOM_AP_2024_ASB.pdf
Nov_EOM_AP_2024.pdf
Nov_mid_AP_2024_ASB.pdf
Nov_mid_AP_2024.pdf
Nov_Payroll_2024.pdf
Nov. 2024 Budget Status Report.pdf

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 December 19, 2024 the board, by a _____ vote, approves payments, totaling \$197,490.24. The payments are further identified in this document. Total by Payment Type for Private/Public Account, UMPQUA BANK: Wire/ACH payments totaling \$197,490.24.

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Type	Vendor Name		Date	Amount
ACH	Umpqua Credit Card	October Statement	11/15/2024	\$ 7,240.24
ACH	SIA-Magnesium		11/12/2024	\$ 190,250.00
		2 ACH/Wire	For a Total of	\$ 197,490.24

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](#):

Payroll as a percent of Exp.xlsx

Additional notes for Accounts Payable –

Recurring Monthly Bills-

Amazon \$5,831.30 services for Supplies

Avista \$12,953.09 services for Electricity

Rodney, Braun \$3,250.00 Rent for Home office

City of Spokane \$2,351.70 Water and Sewer services

Ednetics \$6,767.46 (\$4,762.77-Telephone/Security/Internet services; \$2,004.69-phone expenditure)

First Insurance \$9,031.60 Building Insurance

Harlow's \$93,422.39 (\$88,806.54-Transportation for October; \$4,615.85-Field Trips)

Inland Northwest Therapy \$37,041.75 Speech, Psych Therapist service-SpEd

Umpqua Credit card \$7,240.24 School supplies

URM \$29,586.99 Food/supplies

Quarterly paid expenses-

GuideOne \$6,587.50 Liability Insurance (Q3-12/1/24-2/28/25)

One time expenses-

Kutak Rock \$8,746.48 Legal service

Royal Business \$9,910.73 Copier purchase

Additional notes for Payroll-

New hires include: IAs

Resignations: IAs

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As of December 19, 2024, the board, by a _____ vote, approves payments, totaling \$1,973.46. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 19659 through 19661, totaling \$1,973.46

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

Check Nbr	Vendor Name	Check Date	Check Amount
19659	AMAZON CAPITAL SERVICES	11/29/2024	58.83
19660	EMBROIDERED SPORTSWEAR, INC	11/29/2024	829.63
19661	MUSIC THEATRE INTERNATIONAL	11/29/2024	1,085.00
3	Computer	Check(s) For a Total of	1,973.46

	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
	3	Computer	Checks For a Total of	1,973.46
Total For	3	Manual, Wire Tran, ACH & Computer	Checks	1,973.46
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,973.46

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 December 19, 2024, the board, by a _____ vote, approves payments, totaling \$218,620.70. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 19662 through 19687, totaling \$218,620.70

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

Check Nbr	Vendor Name	Check Date	Check Amount
19662	AMAZON CAPITAL SERVICES	11/29/2024	2,427.23
19663	AUTO-CHLOR SYSTEM	11/29/2024	357.12
19664	Avista	11/29/2024	12,953.09
19665	BRAUN, RODNEY	11/29/2024	3,250.00
19666	CENTURYLINK	11/29/2024	250.85
19667	EDNETICS NETWORK	11/29/2024	6,767.46
19668	EMBROIDERED SPORTSWEAR, INC	11/29/2024	769.72
19669	FIKES NORTHWEST, CORP	11/29/2024	1,661.81
19670	FOUR SEASONS LANDSCAPING INC	11/29/2024	1,425.75
19671	GOJOE PATROL INC	11/29/2024	881.12
19672	HARLOW'S SCHOOL BUS SERVICE IN	11/29/2024	93,422.39
19673	INLAND NORTHWEST THERAPY, LLC	11/29/2024	37,041.75
19674	KUTAK ROCK LLP	11/29/2024	8,746.48
19675	MOBIUS SPOKANE	11/29/2024	925.00
19676	MOE, JENNA	11/29/2024	449.00
19677	NCS PEARSON, INC.	11/29/2024	258.38
19678	OSPI CHILD NUTRITION SERVICES	11/29/2024	2,648.22
19679	PACIFIC PIE, INC.	11/29/2024	1,443.42
19680	ROYAL BUSINESS SYSTEMS, INC	11/29/2024	11,750.83
19681	SAVVAS LEARNING COMPANY LLC	11/29/2024	27.25
19682	SPRAGUE PEST SOLUTIONS	11/29/2024	119.69
19683	STAPLES ADVANTAGE	11/29/2024	865.91
19684	URM	11/29/2024	29,586.99
19685	WSIPC	11/29/2024	79.29
19686	WSU HDFS	11/29/2024	437.00
19687	ZOOM VIDEO COMMUNICATIONS INC.	11/29/2024	74.95

26 Computer Check(s) For a Total of 218,620.70

	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
	26	Computer	Checks For a Total of	218,620.70
Total For	26	Manual, Wire Tran, ACH & Computer	Checks	218,620.70
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	218,620.70

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 December 19, 2024, the board, by a _____ vote, approves payments, totaling \$650.00. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 16933 through 16933, totaling \$650.00

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

Check Nbr	Vendor Name	Check Date	Check Amount
16933	FLOWERS WASHINGTON, MORGEN	11/15/2024	650.00
1	Computer	Check(s) For a Total of	650.00

	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	650.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	650.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	650.00

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 December 19, 2024, the board, by a _____ vote, approves payments, totaling \$25,501.46. The payments are further identified in this document.

Total by Payment Type for Cash Account, UMPQUA BANK:
Warrant Numbers 16934 through 16946, totaling \$25,501.46

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

Check Nbr	Vendor Name	Check Date	Check Amount
16934	AMAZON CAPITAL SERVICES	11/15/2024	3,404.07
16935	CITY OF SPOKANE	11/15/2024	2,351.70
16936	COMCAST BUSINESS	11/15/2024	384.96
16937	DE LAGE LANDEN FINANCIAL SERVI	11/15/2024	1,216.21
16938	FIRST INSURANCE FUNDING	11/15/2024	9,031.60
16939	GUIDEONE INSURANCE COMPANY	11/15/2024	6,587.50
16940	KEAST, MYRA	11/15/2024	694.24
16941	LEAF CAPITAL FUNDING, LLC.	11/15/2024	53.64
16942	MATHCOUNTS FOUNDATION	11/15/2024	160.00
16943	MOON SECURITY SERVICE INC	11/15/2024	165.92
16944	SPOKANE REGIONAL HEALTH DISTRI	11/15/2024	850.00
16945	SUTTON, JAMES B	11/15/2024	313.62
16946	TCI	11/15/2024	288.00

13 Computer Check(s) For a Total of 25,501.46

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	13	Computer	Checks For a Total of	25,501.46
Total For	13	Manual, Wire Tran, ACH & Computer	Checks	25,501.46
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	25,501.46

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 December 19, 2024, the board, by a _____ vote, does approve for payment those checks (warrants) included in the following list and further described as follows: SIA PUBLIC FUNDS ACCT (AP) - UMPQUA BANK
 Check Number 19647 through 19653
 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 900006861 through 900006974
 in the total amount of \$790,862.64.

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

4pacpv04.p SPOKANE INTERNATIONAL ACADEMY 2:56 PM 11/20/24
 05.24.10.00.00-010051 PAY SUMMARY FOR PR / Payroll - AFTER CALCS PAGE: 1
 CHECK DATE: 11/29/2024 PERIOD ENDING DATE: 11/29/2024
 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>
BENE5	BENES - NO PAY	3	1.0000			
CAPR3	ASSOCIATE PR	3	2.0000		20,933.34	288.00
CASP3	ADMIN OFFICE	1	1.0000		4,374.68	144.00
CCF3	COMM OUTREACH	2	2.0000		7,285.12	288.00
CCFO3	CHIEF FIN OFF	1	1.0000		10,943.75	144.00
CCOU3	COUNSELOR	5	3.0000		16,549.60	432.00
CCUS4	FACILITIES	7	6.0000		19,503.84	720.00
CDOP3	DIR OF OPS	6	2.0000		12,938.34	288.00
CDSS3	DIR OF SPECIAL	7	2.0000		15,010.64	216.00
CIA3	INST AIDE	60	25.0000		58,218.24	3067.50
CIM13	PRINCIPAL	6	1.0000		14,375.00	144.00
CINT3	INT COACH	4	4.0000		28,507.59	576.00
CKIT4	KITCHEN MGR	1	1.0000		2,866.86	136.00
CKTA4	KITCHEN ASSIST	3	3.0000		6,584.97	408.00
CLGY5	LONGEVITY	25	24.0000		7,166.69	
CMGF3	MANAGER FINANCE	4	2.0000		9,679.00	280.00
CMGH3	HR SPECIALIST	1	1.0000		4,065.82	144.00
COFF3	OFFICE ASSIST	16	4.0000		10,195.45	576.02
CSA5	ATHLETICS 1	1	1.0000		1,000.00	10.60
CTC13	TEACHER	133	52.0000		298,477.53	7488.00
CTSU3	BLDG SUB	3	1.0000		2,831.16	144.00
LWOP3	LWOP	8		-64.7500	-1,283.75	-64.80
SUP15	SUPPLEMENTAL	2	9.0000		225.00	9.00
SUP25	SUPPLEMENTAL	9	34.2500		856.25	34.30
TIA3	INST AIDE	10		-79.2500	-1,701.51	-79.30
TKII4	KITCHEN ASST	2		23.2500	427.41	23.30
TKIT4	KITCHEN MGR	2		38.2500	704.60	38.30
TOFF3	OFFICE ASST	8		-61.0000	-1,121.79	-61.02
TSA3	ATHLETIC AIDE-S	1		7.0000	200.00	7.00
TSU23	SUBSTITUTE	4		80.7500	1,729.67	80.80
TSUB3	SUBSTITUTE	10		284.2500	5,278.44	284.30
	REPORT TOTAL	348	182.2500	228.5000	556,821.94	15766.00

CHECK DATE: 11/29/2024 PERIOD ENDING DATE: 11/29/2024

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	345	33,785.54
1FIT	FED INC TAX	FEDERAL TAX	345	35,438.25
1FIT+	FIT ADD AMT	FEDERAL TAX	46	4,416.00
1MED	MEDICARE	MEDICARE	345	7,901.54
1PFML	WA PAID FML	PFML	345	2,943.28
1ReE0	SERS PLAN 0	RETIREMENT	2	
1ReE2	SERS PLAN 2	RETIREMENT	112	8,258.17
1ReE3	SERS PLAN 3	RETIREMENT	46	2,035.57
1ReT0	TRS PLAN 0	RETIREMENT	23	
1ReT2	TRS 2	RETIREMENT	126	15,172.79
1ReT3	TRS PLAN 3	RETIREMENT	89	14,298.50
1WC	WORKERS' COMP	WORKERS' COMP	345	1,964.81
1WLTC	WA LTC	LONG-TERM CARE	329	3,051.97
ACH#2	ACH#2		2	2,905.05
ALTD	ADJ SUPP LTD		1	6.74
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	1,311.00
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	3	172.00
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%		168	987.40
LTDBU	Supp LTD		2	
P-AJ1	PAY ADJUST		1	-50.00
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	4	130.00
PSCR	Prem Std PPOE/C	OTH BEF TAX	2	112.00
PSER	Prem Std PPOEMP	OTH BEF TAX	15	384.00
PSFR	Prem Std PPOFAM	OTH BEF TAX	7	576.00
V1ER	UMPACP-UWMedEMP	OTH BEF TAX	6	86.00
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: 11/29/2024 PERIOD ENDING DATE: 11/29/2024

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	3	42.00
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	64	1,632.00
			2948	151,052.65

CHECK DATE: 11/29/2024 PERIOD ENDING DATE: 11/29/2024

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	345	33,785.54
1MED	MEDICARE	MEDICARE	345	7,901.54
1PFML	WA PAID FML	PFML	345	1,177.05
1ReE0	SERS PLAN 0	RETIREMENT	2	
1ReE2	SERS PLAN 2	RETIREMENT	112	11,184.67
1ReE3	SERS PLAN 3	RETIREMENT	46	3,075.37
1ReT0	TRS PLAN 0	RETIREMENT	26	
1ReT2	TRS PLAN 2	RETIREMENT	126	18,561.28
1ReT3	TRS PLAN 3	RETIREMENT	89	21,184.57
1UC	UNEMPLOYMENT	UNEMPLOY COMP	345	2,232.41
1WC	WORKERS' COMP	WORKERS' COMP	345	3,814.77
SEBB	SEBB		264	130,936.00
VHSS1	UMP CDHP EE HSA		9	187.50
			2399	234,040.70

***** 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 November, 2024

	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	9,228.55	12,019.29		84,480.71	12.46
3000 STATE, GENERAL PURPOSE	10,436,363	474,217.75	2,086,558.07		8,349,804.93	19.99
4000 STATE, SPECIAL PURPOSE	2,453,768	152,811.55	518,341.00		1,935,427.00	21.12
5000 FEDERAL, GENERAL PURPOSE	0	.00	.00		.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	1,229,066	89,281.88	123,967.09		1,105,098.91	10.09
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	725,539.73	2,865,870.45		11,349,826.55	20.16
B. EXPENDITURES						
00 Regular Instruction	6,512,585	551,723.75	1,735,507.95	3,956,277.18	820,799.87	87.40
10 Federal Stimulus	94,456	2,184.64	7,009.58	21,471.06	65,975.36	30.15
20 Special Ed Instruction	1,327,791	132,121.10	361,707.38	750,883.34	215,200.28	83.79
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	54,013.07	164,439.28	446,714.98	497,262.74	55.14
70 Other Instructional Pgms	22,213	1,804.46	6,010.75	16,247.97	45.72-	100.21
80 Community Services	5,125	10,353.97	18,306.57	0.00	13,181.57-	357.20
90 Support Services	5,124,687	307,756.20	1,016,902.41	1,891,991.53	2,215,793.06	56.76
<u>Total EXPENDITURES</u>	14,195,274	1,059,957.19	3,309,883.92	7,083,586.06	3,801,804.02	73.22
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	334,417.46-	444,013.47-		464,436.47-	< 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		4,771,441.26			

I. ENDING FUND BALANCE ACCOUNTS:

G/L 810 Restricted For Other Items	0	.00
G/L 815 Restrict Unequalized Deduct Rev	0	.00
G/L 821 Restrictd for Carryover	0	.00
G/L 823 Restricted for Carryover of Tra	0	.00
G/L 825 Restricted for Skills Center	0	.00
G/L 828 Restricted for C/O of FS Rev	0	.00
G/L 830 Restricted for Debt Service	0	.00
G/L 835 Restrictd For Arbitrage Rebate	0	.00
G/L 840 Nonspnd FB - Invent/Prepd Itms	0	.00
G/L 845 Restricted for Self-Insurance	0	.00
G/L 850 Restricted for Uninsured Risks	0	.00
G/L 870 Committed to Other Purposes	0	.00
G/L 872 Committed to Econmc Stabilizatn	0	.00
G/L 873 Committed to Depreciation Sub-F	0	.00
G/L 875 Assigned Contingencies	0	.00
G/L 884 Assigned to Other Cap Projects	0	.00
G/L 888 Assigned to Other Purposes	0	.00
G/L 890 Unassigned Fund Balance	3,220,423	4,771,441.26
G/L 891 Unassigned Min Fnd Bal Policy	0	.00
<u>TOTAL</u>	3,220,423	4,771,441.26

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 November, 2024

	ANNUAL	ACTUAL	ACTUAL			
A. REVENUES	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 General Student Body	41,325	591.00	939.73		40,385.27	2.27
2000 Athletics	0	.00	.00		.00	0.00
3000 Classes	0	.00	.00		.00	0.00
4000 Clubs	16,500	1,189.00	1,421.00		15,079.00	8.61
6000 Private Moneys	0	.00	.00		.00	0.00
<u>Total REVENUES</u>	57,825	1,780.00	2,360.73		55,464.27	4.08
B. EXPENDITURES						
1000 General Student Body	41,325	2,285.00	2,285.00	1,120.34	37,919.66	8.24
2000 Athletics	0	.00	.00	0.00	.00	0.00
3000 Classes	0	.00	.00	0.00	.00	0.00
4000 Clubs	16,500	338.46	338.46	0.00	16,161.54	2.05
6000 Private Moneys	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	57,825	2,623.46	2,623.46	1,120.34	54,081.20	6.47
C. EXCESS OF REVENUES						
<u>OVER(UNDER) EXPENDITURES (A-B)</u>	0	843.46-	262.73-		262.73-	0.00
D. TOTAL BEGINNING FUND BALANCE	1,000		7,083.26			
E. GLS 896, 897, 898 ACCOUNTING	XXXXXXXXX		.00			
<u>CHANGES AND ERROR CORRECTIONS (+OR-)</u>						
F. TOTAL ENDING FUND BALANCE	1,000		6,820.53			
<u>C+D + OR - E)</u>						
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		6,820.53			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	1,000		6,820.53			

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

Coversheet

Enrollment Update

Section: IV. Enrollment
Item: A. Enrollment Update
Purpose: Discuss
Submitted by:
Related Material: Average Enrollment 12-24.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	-	-	-	-	-	-	74.00	72.00	2.00
1	71.00	71.00	72.00	72.00	-	-	-	-	-	-	71.50	72.00	(0.50)
2	86.00	92.00	89.00	90.00	-	-	-	-	-	-	89.25	96.00	(6.75)
3	95.00	95.00	95.00	96.00	-	-	-	-	-	-	95.25	96.00	(0.75)
4	91.00	95.00	95.00	95.00	-	-	-	-	-	-	94.00	96.00	(2.00)
5	87.00	86.00	84.00	84.00	-	-	-	-	-	-	85.25	96.00	(10.75)
6	95.00	97.00	99.00	98.00	-	-	-	-	-	-	97.25	96.00	1.25
7	71.00	72.00	72.00	72.00	-	-	-	-	-	-	71.75	67.00	4.75
8	68.00	67.00	68.00	69.00	-	-	-	-	-	-	68.00	62.00	6.00
9	41.00	41.00	40.00	39.00	-	-	-	-	-	-	40.25	36.00	4.25
10	30.00	29.00	29.00	28.00	-	-	-	-	-	-	29.00	25.00	4.00
11	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	2.02	0.78
	813.80	824.80	822.80	823.80	-	-	-	-	-	-	821.30	819.00	2.30

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							74.00	72.00	2.00
1	71.00	71.00	72.00	72.00							71.50	72.00	(0.50)
2	86.00	92.00	89.00	90.00							89.25	96.00	(6.75)
3	95.00	95.00	95.00	96.00							95.25	96.00	(0.75)
4	91.00	95.00	95.00	95.00							94.00	96.00	(2.00)
5	87.00	86.00	84.00	84.00							85.25	96.00	(10.75)
6	95.00	97.00	99.00	98.00							97.25	96.00	1.25
7	71.00	72.00	72.00	72.00							71.75	67.00	4.75
8	68.00	67.00	68.00	69.00							68.00	62.00	6.00
9	41.00	41.00	40.00	39.00							40.25	36.00	4.25
10	30.00	29.00	29.00	28.00							29.00	25.00	4.00
11	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	2.02	1.98
	819.00	830.00	828.00	829.00	-	-	-	-	-	-	826.50	819.00	7.50

Coversheet

December Update

Section: V. Head of School Update
Item: A. December Update
Purpose: Discuss
Submitted by:
Related Material: Spark Events Proposal - SIA.pdf
Head of School Update- December 2024.pdf

Spokane International Academy PROPOSAL

JUNE 7, 2025



About Us

Spark Events is a full-service event management company based outside of Seattle. Think of us as your one stop shop for all things events. With over 25 years of experience specializing in all facets of event planning and management for a variety of meetings, fundraisers, and conferences, Spark Events will deliver and execute this event to the highest industry standards. We are extremely flexible and adaptable to our clients' needs and our service standards are second to none.

Having successfully developed and managed hundreds of events in the past, we bring to the table a wealth of knowledge, innovative thinking, and an in-depth understanding of not only what to expect, but also how our experience and services can be adapted to enhance your event.



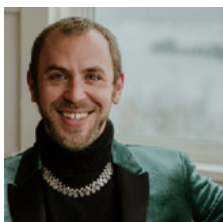


Our TEAM



JACKIE BAKER Chief Experience Officer

Over the past 25 years, I've carved out a niche in the event planning industry with a particular focus on meeting and conference planning. It's more than just a career for me; it's a passion that has grown stronger with every successful event.



DARRYN DEMARCE Event Producer

With 13 years experience in the event industry, my passion and commitment to excellence shine through in every project. My journey has granted me a deep understanding of event logistics and what it takes to create successful events. Specialized in Sales, Management, and Design, I inspire teams, excel in leadership, and deliver outstanding results.



CELESTE ROBINETTE Creative Director

Since 1997, my journey has intertwined with architects, interior designers, landscape architects, and clients, crafting award-winning Environmental Graphic Design systems. My innate understanding of artistry and beauty ensures that every aspect of an event's design and execution contributes to a cohesive, impactful experience for all attendees.



LISA GSELLMAN Nonprofit Event Specialist

Guided by a steadfast commitment to making a positive difference in local communities, I've dedicated my career to the impactful area of nonprofit work. With 15 years of experience in non-profit education and over 25 years of service on boards for youth-focused organizations, my life is shaped with a passion for empowering the next generation.

Our Clients





Testimonials

Working with Spark Events was an absolute delight! From start to finish, they displayed exceptional professionalism and attention to detail. Their team effortlessly brought my vision to life, creating a memorable event that exceeded all expectations. I highly recommend Spark Events to anyone seeking a stress-free and truly remarkable event experience."

Erin McClure, Remitly

"Jackie and her Spark Events team bring to bear a wealth of conference planning creativity and experience. Their support of all phases of planning and execution of our inaugural national COSM Technology Summit was invaluable. We could not have done it without them and are delighted to team with them again each year."

Erik Nutley, Discovery Institute

"No event goes without bumps along the way. With a good event team, you won't even notice the bumps. Spark Events provided a smooth overall experience, from consultation to execution, the team went above and beyond to create a memorable experience for all of our guests. And we exceeded our fundraising goal!"

Glenn McCray, Sports in Schools

"Jackie Baker and the Spark Events team are on top of their game! With responsive service, creative ideas and a 'get it done' attitude, Spark Events is there to take on as little or as much as we need from them. Planning and executing live events requires trustworthy partnerships, and we have found just that in Jackie's team. Thank you Spark Events for helping us execute our vision!"

Rita Ramey, Epcon Franchising

Proposed Services



SERVICE	FEE
<p>Event Planning and Logistics</p> <ul style="list-style-type: none"> • Serve as overall project manager • Coordinate and run scheduled planning committee meetings • Develop detailed event timeline, workplan and budget • Identify any necessary external vendors and suppliers, and negotiate contracts and obtain competitive pricing for services • Track and submit all contracts, invoices and related documents to client • Manage and coordinate general event logistics, such as catering, venue coordination, contracts, staging, entertainment, floor plans, seating plans, décor, volunteers & staffing, technical equipment, presentations, emcee, protocol management of VIP guests and dignitaries, and any other relevant tasks as required • Develop plan to manage volunteer duties and training • Other duties as assigned, agreed by both parties • <i>Optional</i> - Consolidate billing from all vendors and bill client on agreed schedule (will incur 5% administrative fee for all purchases on behalf of client) 	<p>\$9,500</p>
<p>Auction Management</p> <ul style="list-style-type: none"> • Create event registration site using Auctria software (licensing fee included) • Manage and track event registrations • Manage and track the auction donation database including all procured items listed with timetable for volunteer pick-up/delivery • Oversee silent auction procurement • Coordinate with table captains for attendee information and preferences • Assign bidder numbers associated with attendees and sponsor tables • Create and coordinate printing for event collateral • Create bidder packets including name tags, bidder paddles, table assignments, and any other items requested • Reconcile bid/donations during and after event 	<p>\$7,000</p>

Continued...

SERVICE	FEE
<p>On-Site Event Management</p> <ul style="list-style-type: none"> • Oversee all aspects of event execution, including room setup, silent auction setup and on-site troubleshooting • Manage vendors, ensuring seamless coordination and execution of services • Conduct volunteer check-in training prior to event • Manage volunteers on-site • Provide event team at venue to handle on-site logistics, registration, and attendee guest services for 250-350 guests <ul style="list-style-type: none"> ◦ One event manager (8 hours) ◦ One event supervisor (8 hours) • Conduct regular check-ins with key stakeholders to ensure the event is progressing as planned • Coordinate payment options such as check, pledges and credit cards • Problem solve any issues should they arise 	<p>\$6,500</p>
<p>Post Event Tasks</p> <ul style="list-style-type: none"> • Preparing a detailed post-event evaluation report, highlighting key metrics, attendee feedback, and areas for improvement • Offer recommendations for future conferences and ways to enhance the overall experience 	<p>\$1,500</p>
<p>TOTAL FEES: \$24,500</p>	

Thank you.

Contact Us for Further Inquiries



206 423 1924 / Jackie Baker



jackie@sparkeventshq.com



sparkeventshq.com





Head of School- December 2024 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 December have been:

1. MAP Testing- Growth and Achievement

For the last two weeks, we have been MAP testing students in grades 1-10. We gave the first round of MAP testing in September, so this testing round is essential as it provides us a point of comparison to track student growth in Literacy and Math. In the next meeting, I will provide a detailed summary of the data. We can also start to use this data to make predictions about how our students will perform on the state test, as well as track our progress towards our school-wide goal of having 50% of our students in the bottom 40% in literacy and Math meet their projected growth goals by the March 2025 testing period.

2. Fundraising Update

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

We have had some developments since the last update in November.

- 1) We met with parents twice (once in November and December)
- 2) After the first meeting, it was clear to me that I needed help. The scope of the plans was much larger than my day-to-day working capacity. I started exploring the idea of outsourcing the planning and asking for help with the overall management of the event. I reached out to my networks in the Charter Sector and secured a few recommendations for event planners and people who have done this work before.
- 3) This led to a connection with Jackie Baker at Spark Events. We met and she talked to me about her services in detail. She provided a proposal for her services. See Proposal [Spark Events Proposal - SIA.pdf](#) Through additional conversations, I secured a grant through our Charter networks to cover the cost of Spark's fee, so it will not cost the school any money.

- 4) Since this time, I have signed a contract with Spark. We met on 12/16 to discuss initial to-do's, and she will be on-site with her team on 1/16/25 to conduct a walkthrough, a planning meeting, and meet with the committees. More to follow . . .

3. December Community Highlights

- A) Community Engagement has been high this month. We have the following Clubs and Activities happening: Round 1 of after-school tutoring (Grades 1-10) concluded last week for students needing extra support in Literacy or Mathematics. The following clubs continue: Mock Trial (Middle and High), Math is Cool Club (Grades 6-8), Play Practice (even on Saturdays!) for Alice in Wonderland- January 17th and 18th), lunch Career Cafes every Wednesday, After School tutoring for Algebra, and Robotics Club (also on Saturdays!) Robotics has an upcoming competition in January. Additionally, we have fitness clubs for middle and high school, and beginning Band. The Primary Student Council has just completed its elections and will begin meeting and planning weekly.
- B) Clubs to start in 2025 include bowling for middle and High School, as well as Poetry for our Primary students.
- C) We have recently had several performances and events. Third grade had a percussion performance, and we had a packed gym. The 7th and 8th grade band performed this week. This is our first ever band concert in our new building after adding Band Class back to our offerings. We had a middle school dance. Here is a little video for your enjoyment. It was well-attended. Our counselors also hosted a trades night fair, where they had community partners connect with SIA students about jobs in the community. The CAT team (parent group) hosted a community gathering, and our community organizers had a parent night where they helped parents craft their stories to legislators for the upcoming session.
- D) We will end the month of December with a Staff gathering and gift exchange at David's Pizza, and a school-wide annual Ugly Holiday Sweater contest. This is a fun community event. We are pretty competitive, and there are trophies for the prize.

4. 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

Long Session (105 Days):

- This session focuses on creating a biennial budget, making it a critical time for funding decisions that impact public education, including charter schools.

- Building Context: Currently, Washington is facing a 12 Billion budget deficit. There is a hiring and spending freeze state-wide as the Governor problem solves making up 6 billion of that deficit in the next two years
- We are in Legislative District 6. Our reps are Mike Volz and Jenny Graham. Both are Republican, pro-education, and mostly charter-friendly. I have met with both of them several times over the past few years, and Mike most recently this month at an ESD meeting with other Superintendents.

Budget-Dependent Outcomes:

- Many legislative priorities, including education initiatives, will hinge on budget allocations. It's essential to monitor how charter schools are positioned in the budget discussions.
- Please note, that budgeting will likely be a difficult task this year, and it is possible that decision-making could go until June. Sam and I will do our best to put together options, however, we do not have any equitable and permanent funding, yet (nor do we know if there will be a proviso that provided us with over a million dollars the last two school years).
- Enrollment will become an essential part of this whole conversation.

Priorities for Washington Public Charter Schools

****Adequate and Equitable Funding:**

- Advocate for funding parity between charter schools and traditional public schools, ensuring all students have equal access to resources.
- Focus areas: Special education, transportation, and facilities funding.

Accountability and Advocacy:

- Stay proactive in defending charter school legislation against potential challenges or attempts to limit their scope.
- Emphasize transparency, student outcomes, and the unique value charter schools bring to Washington's education system.

Support for Growth and Innovation:

- Advocate for policies that allow for charter school expansion to meet community demand, including possibly reopening the Charters for schools that have closed.
- WA Charters will not pursue re-opening the Charter window this legislative season.

- Continue to highlight the need for flexible program funding, such as STEM, arts, and global education.

How the Board can Help . . .

1. **Be Advocates for Charter Schools:**

- Engage with legislators to share personal stories of impact and success from SIA
- Be ready to respond to legislative calls to action and participate in advocacy days or events.

2. **Leverage Connections:**

- Identify relationships with local policymakers or influential stakeholders to amplify the school's voice.

3. **Monitor and Share Developments:**

- Stay informed about legislative updates and share relevant information with the community to ensure awareness and engagement.

4. **Support Funding Goals:**

- Help secure philanthropic or local funding to complement legislative efforts if public funding gaps persist.

5. **Participate in Public Hearings and Testimonies:**

- Represent the school during critical legislative moments, offering testimony or written statements as needed.

5. **Transitional Kindergarten- Not Right Now**

Last month we discussed TK after the announcement from the Commission. [Transitional Kindergarten Policy](#) After meeting Marcus Harden (Executive Director of the Commission) to ask questions and discuss what it would entail to add a Transitional Kindergarten option, and doing other research and conversations with other Charter Leaders, consulting with my team on-site, as well as folks from Charter School Growth Fund in charge of expansion grants, I would not recommend pursuing TK in the 25-26 school year, but would like to continue on-going conversations for 26-27. Priorities should include finding adequate space, achieving some form of equitable and permanent funding first, and continuing research on the ways an early childhood model could help us meet our mission.

6. **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.

Key Components of the Strategy:

1. Targeted Recruitment Campaigns

- Focus on attracting communities aligned with SIA's mission of empowering transformative leaders.
 - Highlight unique programs: Global Competence, Habits of Mind, Spanish language studies, and Field Studies.
 - Direct Mailers will go out during the first week of January. We chose addresses along our current bus route.
 - Highlight incoming Kindergarten and first-grade students, as we likely will enroll additional classes at both grade levels.
2. Community Engagement
 - Host open houses, school tours, and family engagement events.
 - Partner with local organizations to increase awareness about SIA's offerings. MLK March, Lunar New Year, AEIR School Choice Event
 3. Digital Marketing
 - Leverage social media campaigns with testimonials, student achievements, and engaging content.
 - Optimize the school website for user-friendly navigation and detailed enrollment information.
 4. Retention Focus
 - Increase retention through strong family communication, robust academic support, and community-building initiatives.
 5. Enhanced Application Process
 - Streamline the application and onboarding process with clear, accessible steps for families.

Timeline

- Dec/ Jan 2024-2025: Launch initial campaigns and host interest events.
- Jan- March 2025: Conduct enrollment fairs and finalize application reviews.
- April 2025: Run Lottery
- May 2025: New Family Outreach and Assessment
- June- Aug 2025: Support new family onboarding to prepare for a strong start.

Board's Role

1. Act as ambassadors for SIA by sharing the school's story and programs.
2. Support outreach efforts through personal and professional networks.
3. Provide strategic insights and connections to strengthen community partnerships.

This strategy will ensure that SIA continues to attract and retain students who are aligned with our mission, securing a vibrant and engaged learning community for 2025-2026.

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.

Coversheet

Calendar

Section: V. Head of School Update
Item: B. Calendar
Purpose: FYI
Submitted by:
Related Material: 2024 - 2025 Master Calendar - Jan 25 (1).pdf
2024 - 2025 Master Calendar - Feb 25.pdf

January 2025

December '24							February '25							March '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	5	6	7							1							1
8	9	10	11	12	13	14	2	3	4	5	6	7	8	2	3	4	5	6	7	8
15	16	17	18	19	20	21	9	10	11	12	13	14	15	9	10	11	12	13	14	15
22	23	24	25	26	27	28	16	17	18	19	20	21	22	16	17	18	19	20	21	22
29	30	31					23	24	25	26	27	28	23	24	25	26	27	28	29	
													30	31						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 New Year's Day	2	3	4
			WINTER BREAK NO SCHOOL	WINTER BREAK NO SCHOOL	WINTER BREAK NO SCHOOL	9AM-11:30AM Robotics @ West Valley
					Theater 9:00-12:00	
5	6 SCHOOL RESUMES CAT Meeting 6:30-7:30PM	7 Math Club Gr 6th-8th -3: 00-4:15	8 College&Career Cafe @ Lunch 3:15-4:30 Mock Trial Theater 3:30-5:30 Fitness Club 3:00-4:15pm Robotics 3:15-4:30	9 S2 Schedule Walk-through 3:30 - 4:30; Media Center Theater 3:30-5:30 Fitness Club 3:00-4:15pm	10 COMMITTEE MEETINGS 1: 30 PM TEAM/CONTENT MEETING 2:30 PM	11 Theater/Dress Rehearsal 9:00-12:00 9:00-Noon Robotics @ WVHS
12	13 Dyslexia Testing K- 2 SIT 3:30-4:30 PM Algebra Extra Help 3:00-4: 00 (Almon) Robotics 3:15-4:30 Theater/Dress Rehearsal 3:30-5:30 Intram Bowling 3:00-5:00 @Liac Lanes	14 Dyslexia Testing K- 2 Math Club Gr 6th-8th -3: 00-4:15 Theater/Dress Rehearsal 3:30-5:30 Kids Heart Challenge Kick-Off - PA MM Fitness Club 3:00-4:15pm	15 Dyslexia Testing K- 2 3rd Gr Sub-Out Day College&Career Cafe @ Lunch Robotics 3:15-4:30 Theater/Dress Rehearsal 3:30-5:30 3:15-4:30 Mock Trial Fitness Club 3:00-4:15pm	16 Dyslexia Testing K- 2 Voter Registration Day Theater/Dress Rehearsal 3:30-5:30 Fitness Club 3:00-4:15pm	17 Theater Performance 7PM OPS Weekly Meeting 2:30 PM	18 9:00-Noon Robotics @ WVHS Theater Performance 2PM
19	20 ML King, Jr. Day NO SCHOOL MLK Rally & March	21 1PM Modified Lockdown Drill Math Club Gr 6th-8th -3: 00-4:15 Fitness Club 3:00-4:15pm	22 6:00-8:00 PM AIER K-5 Info Night 6:00-7:15 PM School Tours 10AM/1PM College&Career Cafe @ Lunch Robotics 3:15-4:30 3:15-4:30 Mock Trial Fitness Club 3:00-4:15pm	23 Fitness Club 3:00-4:15pm	24 OPS Weekly Meeting 2:30 PM	25 9:00-Noon Robotics @ WVHS
26	27 All Grades Due Primary - Free Dress SIT 3:30-4:30 PM ALL GRADES/ REPORTS DUE END OF DAY Algebra Extra Help 3:00-4: 00 (Almon) Robotics 3:15-4:30 Intram Bowling 3:00-5:00 @Liac Lanes	28 Start of Semester 2 Math Club Gr 6th-8th -3: 00-4:15 S2 master schedule starts today Fitness Club 3:00-4:15pm	29 Lunar New Year AIER Innovative Schools Faire 5pm-8pm College&Career Cafe @ Lunch 3:15-4:30 Mock Trial Robotics 3:15-4:30 Fitness Club 3:00-4:15pm	30 Fitness Club 3:00-4:15pm	31 All-Staff PD 1:30 PM OPS Weekly Meeting 2:30 PM	
		Notes Lunar New Year (register for a table) School Choice Fair (Register for a table) Kids Heart Challenge 8th Gr Transition Night (?) Counseling & Community Night (?) Career Cafe (?)			Calendar Templates by Vertex42.com https://www.vertex42.com/calendars/ © 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 9:00-Noon Robotics @ WVHS SIA Carnival 11:00 am - 3:00 pm
2 Groundhog Day	3 SIT 3:30-4:30 PM CAT Meeting 6:30-7:30PM Robotics 3:15-4:30 Intram Bowling 3:00-5:00 @Liac Lanes School Counselor's Week	4 Mandatory 8th Gr Transition to HS Meeting 6:00 PM Math Club Gr 6th-8th -3:00-4:15 Fitness Club 3:00-4:15pm School Counselor's Week	5 College&Career Cafe @ Lunch 3:15-4:30 Mock Trial Robotics 3:15-4:30 Fitness Club 3:00-4:15pm School Counselor's Week	6 ADMIN SUB OUT DAY FULL DAY Fitness Club 3:00-4:15pm School Counselor's Week	7 All Staff Meeting 1:30 PM Cafeteria Math is Cool Competition 3:00-8:00pm @ Mead HS School Counselor's Week	8 9:00-Noon Robotics @ WVHS
9	10 MAP Make-ups Robotics 3:15-4:30 Intram Bowling 3:00-5:00 @Liac Lanes	11 MAP Make-ups Math Club Gr 6th-8th -3:00-4:15 Fitness Club 3:00-4:15pm	12 MAP Make-ups Class & Staff Photo Day College&Career Cafe @ Lunch Robotics 3:15-4:30 3:15-4:30 Mock Trial Fitness Club 3:00-4:15pm	13 MAP Make-ups Fitness Club 3:00-4:15pm	14 MAP Make-ups Divisional 1:30 Committee 2:30 OPS Weekly Meeting 2:30 PM Valentine's Day	15 9:00-Noon Robotics @ WVHS
16	17 Presidents' Day NO SCHOOL	18 WIDA Testing 9am Lockdown Drill Math Club Gr 6th-8th -3:00-4:15 Fitness Club 3:00-4:15pm	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 Fitness Club 3:00-4:15pm	20 WIDA Testing 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 Robotics 3:15-4:30 SPED Meeting 3:30 PM Intram Bowling 3:00-5:00 @Liac Lanes	25 WIDA Testing Fitness Club 3:00-4:15pm	26 WIDA Testing College&Career Cafe @ Lunch Robotics 3:15-4:30 3:15-4:30 Mock Trial Fitness Club 3:00-4:15pm	27 WIDA Testing Counselor & Community Night Fitness Club 3:00-4:15pm	28 WIDA Testing Start of Ramadan All Staff PD 1:30 PM 5:00 PM The Masked Teacher OPS Weekly Meeting 2:30 PM	
		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

Update

Section: VI. Clean Buildings Act
Item: A. Update
Purpose: Discuss
Submitted by:
Related Material: Clean Buildings Act.pdf
Spokane International AcademyCBA.pdf
Four Compliance Pathways.pdf

Clean Buildings Act

Compliance Deadline June 1, 2027

Updates need to be completed by June 1, 2026 to have 12 months of energy data

Custom Energy Consultants

Current energy audit number: 53 EUI

Needed for compliance: 47 EUI

https://drive.google.com/file/d/1P20Q-9GCOGYI3yyN9dbxpNdfj4GPwslt/view?usp=drive_link

Items that can be updated to gain compliance:

Water Source Heat Pumps

LED lighting upgrades

Lighting control systems

Remote access to HVAC system

Insulation

More items can be added during Energy Audit

Board needs to approve using *Custom Energy Consultants*

Any Questions?



Clean Buildings Compliance
Spokane International Academy
12/16/2024

This proposal includes turnkey Clean Buildings Act (CBA) compliance services for Spokane International Academy (SIA), located at 777 E Magnesium Rd, Spokane WA 99208. This building is Tier 1 and is known to consume more energy than the defined Energy Use Intensity Target (EUI_t). The services proposed reflect the work required to generate the required compliance documentation for the building listed in this proposal. The scope of work listed below can be refunded through the WA Commerce “Clean Building Performance Grants” program. The grant application deadline is January 23, 2025 and Custom Energy Consultants will complete the grant application on behalf of Spokane International Academy.

WA Commerce may make changes to WAC 194-50 and therefore Custom Energy Consultants (CEC) cannot guarantee compliance with the Clean Buildings Performance Standard, but we will work towards that end on behalf of the SIA. If additional requirements are defined by WA Commerce, CEC reserves the right to pass on the financial burden. We will of course communicate these changes prior to completing any additional work that is not shown below.

Once contracted, CEC will complete the following services:

1. Tier 1 Building – Known to be, “Failing the EUI_t”
 - a. Complete the RFA and submit to WA Commerce.
 - b. Create or validate an energy benchmark in Energy Star Portfolio Manager.
 - c. Access owner portal.
 - i. Ensure all building data is correct including parcel numbers, square footage, etc.
 - ii. Connect portal with Energy Star Portfolio Manager.
 - d. ASHRAE Level 2 audit for the building in compliance with the requirements of the Clean Buildings Act.
 - e. Complete Compliance Forms A, B, C, D, and F
 - f. Complete an Energy Management Plan and EMP Reporting Tool in accordance with the CBA.
 - g. Complete an Operations and Maintenance Plan and O&M Plan Reporting Tool in accordance with the CBPS.
 - h. Sign all compliance documents as a qualified person and load them into the portal.
 - i. Coordinate with owner and Commerce as needed.
 - j. Provide raw files to the owner.
 - k. Submit a complete compliance application through the Portal.

Assumptions

1. Current record drawings and utility bills are available.
2. All deliverables will be delivered electronically.
3. Annual updates are not included.

Exclusions

1. Design
2. Permitting
3. Construction
4. Anything not specifically listed



Fee: \$62,300.00 (Expires February 28th, 2025)

Custom Energy Consultants will begin work upon execution of this agreement. Payments for services will be made monthly in proportion to services performed. Payments are due and payable upon presentation of the CEC’s monthly invoices. CEC will invoice monthly for progress made in each building. SIA and CEC agree that the following milestones represent certain levels of completion. Reference Fee Summary Table below for pricing per deliverable.

ASHRAE 2 Energy Audits

- Site walk: 25% completion
- Energy calculations complete: 25% completion
- Draft report submitted to SIA: 40% completion
- Final report submitted to SIA: 10% completion

Energy Management Plans, Operations and Maintenance Plans, Compliance Forms

- Unsubmitted progress: up to 75% completion
- Draft documents submitted to SIA: 90% completion
- Final documents submitted to SIA: 100% completion

Annual Updates (not included in this proposal)

- Draft documents submitted to SIA: 90% completion
- Final documents uploaded to Portal: 100% completion

Tier 1 - Fee Summary Table:

Building Name	Square Feet	ASHRAE 2 Energy Audit	EMP	O&M Plan	Forms A-C	Forms D and F	Fee/Building
Spokane International Academy	101,370	\$53,300	\$2,500	\$3,750	\$500	\$2,750	\$62,300

Table 2 - Grant Potential:

Description	Square Feet	Totals
Tier 1 Buildings – Clean Buildings Performance Grant*	101,370	\$62,300
	Total Net Cost to District	\$0.00

*Note: CEC does not guarantee receipt of grants and incentives, however we will work towards that end on behalf of SIA.



CUSTOM ENERGY CONSULTANTS

Spokane International Academy:

Name: _____

Title: _____

Date: _____

Signature: _____

Custom Energy Consultants:

Name: Michael James

Title: Vice President

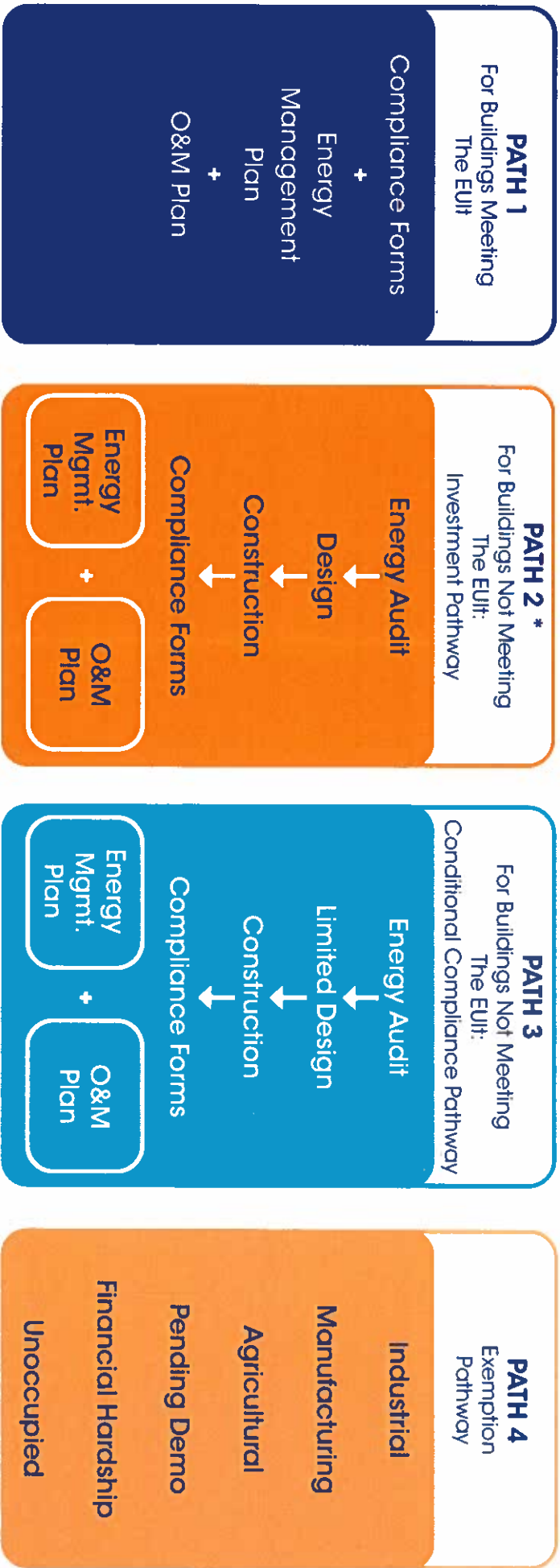
Date: 12/16/2024

Signature: *Michael James*



The Four Compliance Pathways

All Eligible Buildings > 50,000 SF:
 Determine Energy Use Intensity Target (EUI) Benchmark Using the Energy Star Portfolio Manager



Timeline for Demonstrating 12 Months of Compliance

