



Spokane International Academy

Monthly Board Meeting

November

Published on November 14, 2025 at 2:58 PM PST

Date and Time

Wednesday November 19, 2025 at 4:30 PM PST

Location

Spokane International Academy, Media Center
777 E Magnesium Rd. Spokane, WA 99208

Agenda

	Purpose	Presenter	Time
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I.	Opening Items		4:30 PM
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A.	Record Attendance	Cassie Anderson	3 m
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B.	Call the Meeting to Order	Cassie Anderson	1 m
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II.	Consent Agenda		4:34 PM
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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

	Purpose	Presenter	Time
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any item on the Consent Agenda be removed and inserted at an appropriate place on the regular agenda. Items on the Consent Agenda for this meeting include:

- Approval of minutes from a previous meeting
- Approval of monthly financial statements
- Acknowledgement of monthly enrollment reports, if any
- Approval of updated school policies and/or procedures, if any

A.	October Minutes	Approve Minutes		
B.	October Financials			
C.	Policy 3416/3416P Medication at School			
D.	Policy 3245 Accommodating Students with Adrenal Insufficiency			
E.	Policy 2020/2020P			
F.	Grade Acceleration Policy			
G.	Approve Consent Agenda Items	Vote	Cassie Anderson	5 m

III. Public Comment

IV. Enrollment Update 4:39 PM

A.	Enrollment Report	Discuss	Morgen R Flowers- Washington	5 m
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V. Facilities 4:44 PM

A.	Facilities Report	Discuss	Brad DeJager	20 m
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https://docs.google.com/presentation/d/1NWSyzFbU66tww88xNcUusflfweTaNMdjF78PDKUztHs/edit?slide=id.g2fc7f1cc655_0_174#slide=id.g2fc7f1cc655_0_174

	Purpose	Presenter	Time
VI. Head of School Report			5:04 PM
A. HOS November Update & HOS School Goals Update	Discuss	Morgen R Flowers-Washington	10 m
B. Giving Tuesday	Discuss	Morgen R Flowers-Washington	3 m
C. 25-26 Calendar	FYI	Morgen R Flowers-Washington	2 m
VII. Governance			5:19 PM
A. Board Committees-Report	Discuss	Cassie Anderson	8 m
<ul style="list-style-type: none"> • Committee Chair • Meeting date and time • Board meeting month for the Committee Report 			
B. Trainings	Discuss	Cassie Anderson	5 m
C. Board Resignation	Discuss	Cassie Anderson	5 m
<ul style="list-style-type: none"> • The Vice Chair position is open 			
VIII. Other Business			
IX. Closing Items			5:37 PM
A. Adjourn Meeting	Vote	Cassie Anderson	2 m

Coversheet

October Minutes

Section: II. Consent Agenda
Item: A. October Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Monthly Board Meeting on October 22, 2025
2025_10_22_board_meeting_minutes.pdf



Spokane International Academy

Minutes

Monthly Board Meeting

October

Date and Time

Wednesday October 22, 2025 at 4:30 PM

Location

Spokane International Academy, Media Center
777 E Magnesium Rd. Spokane, WA 99208

Directors Present

Ashlee Lent, Cassie Anderson (remote), Charina Carothers (remote), Guillermo Espinosa (remote), Javier Medina (remote), Ron Poplawski

Directors Absent

Bob Castle, David James, John Pell, Maureen Rosette

Guests Present

Brandon Harrison, Harlows, Brian Johnson, Harlows, Caryn McGee, Morgen Flowers-Washington, Myra Keast, Sam Schweda, Seth Bilesky

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 Oct 22, 2025 at 4:33 PM.

II. Consent Agenda

A. September Minutes

Ron Poplawski regarding the September minutes about the audit (Item VIIB). The verbiage was "Sam Schweda reported that the 23/24 Audit was a clean audit, with one minor entry error. This has been corrected."

Ron Poplawski inquired whether there should be an inclusion stating a clean audit. The Board decided to discuss this item further later in today's agenda, while Ashlee Lent verifies the audit.

Circling back to this item before adjournment, Ashlee Lent verified that the September minutes are accurate as stated. Ron Poplawski agreed to leave it as is.

Ashlee Lent made a motion to approve the minutes from Monthly Board Meeting on 09-24-25.

Ron Poplawski seconded the motion.

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

B. September Financials

There was no discussion regarding the September financials.

C. Policy 4260/4260P - Use of School Facilities

Policy 4260/4260P is new. It is one of the State's critical policies that SIA has to adopt.

D. Approve Consent Agenda Items

Ron Poplawski made a motion to Approve the Consent Agenda as presented.

Ashlee Lent seconded the motion.

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

III. Public Comment

A. Harlows

Representatives from Harlows School Bus Service attended today's Board meeting. Brandon Harrison, location manager, and Brian Johnson, Regional Director of Operations. Harlows provides bus service to Spokane International Academy students. They are here to introduce themselves in person as new managers and would like to provide a brief report

- From the start of the school year, SIA contracted 7 buses
- 10,444 miles without incidents
- Harlows conducts daily trip inspections
- 99.83 percent drop off/pick up efficiency
- No tardies among student riders
- Morning route evaluation with Russ Battiata
- Cut route time; zero overage for 7 routes

Harlows would like to extend their appreciation for working with them regarding the evacuation drill. Evacuation drills are conducted annually through OSPI; quarterly through Harlows. They hope to conduct another drill with the afternoon students.

Looking ahead, they aspire to continue route and driver evaluation.

They appreciate the partnership and are looking forward to continuing to provide service to SIA and students. They look forward to attending future Board meetings.

IV. Enrollment Update

A. Enrollment Report

As of October 1st, there are 872 students enrolled; six (6) new students will start this month.

Among the 12th graders, there are four (4) at SIA; 2.40 FTE are attending Running Start or NewTech.

V. Students' Academic Update

A. Fall MAP

Caryn McGee, Director of Curriculum and Instruction, reported. The following are highlights from the [SIA Data Presentation](#).

MAP was administered to students in first grade through 10th grade in September.

- 438 students took the test
- Goals
 - 95% of students at each grade level take the test
 - Students' measures to be at the 40th percentile and above

Today's report focused on the RIT Score. RIT score measures students' academic growth; it helps predict what they are ready to learn next. We use the RIT score to predict

students' progress over time. RIT scores are used for students' learning zones. Teachers use it as a tool.

This year, SIA implemented WIN Time (What I Need).

- pull out sessions
- intervention

Key Takeaways

- Early Literacy - top priority
 - Coaches
 - Interventionists (targeted intervention)
 - Science in Reading (the goal is 95% of 2nd graders will be reading by the end of the school year)
- Math Strength - consistent across academies
 - K-5 adopted the Eureka Math program last year
 - Illustrious Math in Middle and High School
- Performance Spread
 - RIT scores increase steadily from Elementary to High School
 - Elementary Reading has the lowest mean (183.1) and widest spread (± 23.5), signaling a need for a deeper early literacy focus.
- Math vs. Reading Gap
 - Math outperforms Reading at every level
 - The gap is most pronounced in High School.

Implications & Next Steps

- WIN Time - targeted 50-minute block in K-2
- Winter MAP - will be administered in December
- After-school tutoring will start

SIA Site-specific Goal

- At least 50% of the students in grades 1-10 who scored in the bottom 40% in the Fall MAP test will meet their projected RIT growth goal by the Spring MAP test in Math and Literacy.

WA State Report Card 24-25 (Based on 3 or higher)

- SIA is very close to the state average in ELA
- SIA outperforms the state in Math by 3.7 percentage points; and in Science by 6.4 points

- These are strong indicators, especially given SIA's higher proportion of low-income students.

SBA Foundational Grade Level Knowledge (Based on 2 or higher)

- SIA is above the state averages for all three tested areas.
- Two areas of strength are Math and Science.

VI. Head of School Items

A. October HOS Update

There were no questions or further discussions on this item.

B. 25-26 School Calendar

The Board is welcome to attend any school event. Email Myra Keast if you would like to attend.

VII. Governance

A. Reminder: Board Compliance Requirements: Board & Administrative Staff Training

Reminder to complete training. Due October 31

So far only two board members have completed the training.

B. Board Commitment Form

The survey on financial contribution resulted in \$500 contribution per board member for the year. Myra Keast will edit the commitment form to reflect this amount.

Complete and sign before the November meeting.

Myra to email the revised form. Adobe/DocuSign from Sam Schweda.

C. Board Committees

Board committees are formed. Myra Keast will email each committee.

Committee Action Items:

- Schedule a committee meeting
- Select a Committee Chair
- Create a structure

VIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:39 PM.

Respectfully Submitted,

Cassie Anderson

Ron Poplawski made a motion to adjourn the meeting.

Ashlee Lent seconded the motion.

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

Documents used during the meeting

- SIA Data Presentation - 10_22_25.pdf

DRAFT



Spokane International Academy

Minutes

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Coversheet

October Financials

Section: II. Consent Agenda
Item: B. October Financials
Purpose:
Submitted by:
Related Material: Additional_notes_for_AP_Payroll-October.xlsx
Oct_EOM_AP_2025.pdf
Oct_mid_AP_2025.pdf
Oct_EOM_AP_2025_Private.pdf
Wire_register_10.25.pdf
Oct_Payroll_2025.pdf
Payroll_as_a_percent_of_Exp (2).xlsx
Oct_2025_Budget_Status_Report.pdf
CF25.26 (1).xlsx
CF24.25 (3).xlsx

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-October.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 November 19, 2025, the board, by a _____ vote, approves payments, totaling \$219,764.20. The payments are further identified in this document.

Total by Payment Type for Cash Account, COLUMBIA BANK:
Warrant Numbers 20423 through 20451, totaling \$219,764.20

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

Check Nbr	Vendor Name	Check Date	Check Amount
20423	AMAZON CAPITAL SERVICES	10/31/2025	3,022.19
20424	ATS INLAND NW, LLC	10/31/2025	5,307.65
20425	AUTO-CHLOR SYSTEM	10/31/2025	355.94
20426	Avista	10/31/2025	15,252.48
20427	BRAUN, RODNEY	10/31/2025	3,412.50
20428	CENTURYLINK	10/31/2025	272.56
20429	CHARLIE'S PRODUCE	10/31/2025	4,151.25
20430	CHEMSEARCHFE	10/31/2025	518.83
20431	EDNETICS NETWORK	10/31/2025	5,027.29
20432	EMBROIDERED SPORTSWEAR, INC	10/31/2025	1,797.30
20433	EXPRESS SERVICE, INC.	10/31/2025	2,331.24
20434	FATBEAM LLC	10/31/2025	1,390.00
20435	FIKES NORTHWEST, CORP	10/31/2025	3,164.29
20436	GOJOE PATROL INC	10/31/2025	928.06
20437	GOLD STAR FOODS OF IDAHO, INC	10/31/2025	26,100.33
20438	GOPHER	10/31/2025	269.41
20439	GREENSCAPE	10/31/2025	2,138.68
20440	HARLOW'S SCHOOL BUS SERVICE IN	10/31/2025	84,950.74
20441	INLAND NORTHWEST THERAPY, LLC	10/31/2025	31,968.75
20442	LEARNING WITHOUT TEARS	10/31/2025	1,572.14
20443	NEWESD 101	10/31/2025	17,611.00
20444	OSPI CHILD NUTRITION SERVICES	10/31/2025	3,722.17
20445	PRO MECHANICAL SERVICES, INC	10/31/2025	737.94
20446	ROYAL BUSINESS SYSTEMS, INC	10/31/2025	1,571.44
20447	SCHOLASTIC INC	10/31/2025	1,673.98
20448	SPRAGUE PEST SOLUTIONS	10/31/2025	119.80
20449	STAPLES ADVANTAGE	10/31/2025	21.09
20450	SWANSON'S REFRIGERATION AND RE	10/31/2025	300.20
20451	ZOOM VIDEO COMMUNICATIONS INC.	10/31/2025	74.95

29 Computer Check(s) For a Total of 219,764.20

	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
	29	Computer	Checks For a Total of	219,764.20
Total For	29	Manual, Wire Tran, ACH & Computer	Checks	219,764.20
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	219,764.20

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 November 19, 2025, the board, by a _____ vote, approves payments, totaling \$53,286.78. The payments are further identified in this document.

Total by Payment Type for Cash Account, COLUMBIA BANK:
Warrant Numbers 20382 through 20404, totaling \$53,286.78

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

Check Nbr	Vendor Name	Check Date	Check Amount
20382	AMAZON CAPITAL SERVICES	10/15/2025	7,183.92
20383	AMPLIFY EDUCATION, INC.	10/15/2025	6,514.95
20384	BROWN, BRIANNA	10/15/2025	163.07
20385	BROWN, DEBORAH	10/15/2025	20.00
20386	CHARACTERSTRONG, LLC	10/15/2025	2,725.32
20387	CITY OF SPOKANE	10/15/2025	3,687.91
20388	COMCAST BUSINESS	10/15/2025	387.17
20389	COMMUNITY COLLEGES OF SPOKANE	10/15/2025	2,185.99
20390	CUFFE, LISA MARIE	10/15/2025	33.00
20391	DE LAGE LANDEN FINANCIAL SERVI	10/15/2025	1,217.33
20392	EXPRESS SERVICE, INC.	10/15/2025	1,171.97
20393	FOLDSCOPE INSTRUMENTS, INC.	10/15/2025	55.39
20394	HARLOW'S SCHOOL BUS SERVICE IN	10/15/2025	14,074.83
20395	JW PEPPER	10/15/2025	533.65
20396	KUTAK ROCK LLP	10/15/2025	687.50
20397	LEAF CAPITAL FUNDING, LLC.	10/15/2025	54.28
20398	LEARNING A-Z	10/15/2025	10,037.20
20399	MCCONNELL, SHARON	10/15/2025	74.45
20400	MOON SECURITY SERVICE INC	10/15/2025	166.07
20401	RANDAZZO, KARISSA Sue	10/15/2025	13.00
20402	RAY, JILLIAN Lee	10/15/2025	25.00
20403	STAPLES ADVANTAGE	10/15/2025	2,174.78
20404	VALLEY CHRISTIAN SCHOOL-XC CHA	10/15/2025	100.00

23 Computer Check(s) For a Total of 53,286.78

	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
	23	Computer	Checks For a Total of	53,286.78
Total For	23	Manual, Wire Tran, ACH & Computer	Checks	53,286.78
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	53,286.78

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 November 19, 2025, the board, by a _____ vote, approves payments, totaling \$289.61, and voids/cancellations, totaling \$289.61. The payments and voids are further identified in this document.

Total by Payment Type for Cash Account, COLUMBIA BANK-PRIVATE: Warrant Numbers 1433 through 1433, totaling \$289.61
Voids/Cancellations, totaling \$289.61

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

Check Nbr	Vendor Name	Check Date	Check Amount
1433	SANDERS, MATHIAS	10/31/2025	289.61
1	Computer	Check(s) For a Total of	289.61

Check Nbr	Vendor Name	Check Date	Check Amount
20452	SANDERS, MATHIAS	10/31/2025	289.61
1	Void	Check(s) For a Total of	289.61

	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	289.61
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	289.61
Less	1	Voided	Checks For a Total of	289.61
			Net Amount	0.00

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 November 19, 2025 the board, by a _____ vote, approves payments, totaling \$209,750.54. The payments are further identified in this document. Total by Payment Type for Private/Public Account, Columbia BANK: Wire/ACH payments totaling \$209,750.54.

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Type	Vendor Name		Date	Amount
ACH	Umpqua Credit Card	August Statement	10/15/2025	\$ 9,729.33
ACH	Comp Tax-DOR		10/15/2025	\$ 196.21
ACH	SIA-Magnesium		10/7/2025	\$ 95,475.00
ACH	SIA-Magnesium		10/24/2025	\$ 95,475.00
ACH	SIA-Magnesium (WSHFC-semi annual)		10/30/2025	\$ 8,875.00
			5 ACH/Wire For a Total of	\$ 209,750.54

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 November 19, 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) - COLUMBIA BANK Check Number 20405 through 20414 and for payment those Direct Deposits included in the following list and further described as follows: SIA PUBLIC FUNDS ACCT (AP) - COLUMBIA BANK Direct Deposit Number 900008086 through 900008194 in the total amount of \$852,650.77.

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

4pacpv04.p SPOKANE INTERNATIONAL ACADEMY 11:17 AM 10/24/25
 05.25.06.00.00-010051 PAY SUMMARY FOR PR / Payroll - AFTER CALCS PAGE: 1
 CHECK DATE: 10/31/2025 PERIOD ENDING DATE: 10/31/2025
 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		21,888.09	368.00
CASP3	ADMIN OFFICE	1	1.0000		4,587.90	184.00
CCFO3	CHIEF FIN OFF	1	1.0000		11,777.09	184.00
CCOU3	COUNSELOR	5	3.0000		17,325.00	552.00
CCUS4	FACILITIES	7	6.0000		18,068.54	912.00
CDOP3	DIR OF OPS	6	2.0000		13,708.34	368.00
CDSS3	DIR OF SPECIAL	7	3.0000		28,177.39	460.00
CIA3	INST AIDE	82	26.0000		61,099.10	4455.00
CINT3	INT COACH	4	4.0000		23,315.99	736.00
CKIT4	KITCHEN MGR	1	1.0000		3,126.04	176.00
CKTA4	KITCHEN ASSIST	3	3.0000		7,213.08	528.00
CLGY5	LONGEVITY	32	31.0000		9,250.03	
CMGF3	MANAGER FINANCE	1	1.0000		5,049.80	184.00
CMGH3	HR SPECIALIST	1	1.0000		4,610.20	184.00
CNUR3	NURSE	3	1.0000		5,202.12	184.00
COF23	OFFICE ASSIST	4	1.0000		2,440.02	200.00
COFF3	OFFICE ASSIST	13	4.0000		9,807.85	456.01
CSUP3	SUPERINTENDENT	4	1.0000		15,416.67	184.00
CTC13	TEACHER	136	55.0000		326,357.54	10120.00
CTSU3	BLDG SUB	9	3.0000		8,037.86	328.01
LWOP3	LWOP	5		-31.5800	-721.10	-31.61
SUP15	SUPPLEMENTAL	11	35.5000		1,262.50	34.50
SUP25	SUPPLEMENTAL	18	24.5000		3,237.50	19.50
SUP35	SUPPLEMENTAL	1	5.5000		137.50	5.50
TFAC4	FACILITY COOR	1		1.0000	21.73	1.00
TIA3	INST AIDE	24		-83.4500	-1,853.18	-83.50
TKII4	KITCHEN ASST	4		73.5000	1,456.10	73.50
TKIT4	KITCHEN MGR	1		10.5000	264.71	10.50
TOFF3	OFFICE ASST	4		-59.0000	-1,177.64	-59.01
TOV4	OVERTIME	2		34.2500	1,177.59	34.30
TSU23	SUBSTITUTE	6		57.2000	1,276.70	57.30
TSUB3	SUBSTITUTE	3		38.0000	829.60	38.00

CHECK DATE: 10/31/2025 PERIOD ENDING DATE: 10/31/2025

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	403	215.5000	40.4200	602,370.66	20863.00

CHECK DATE: 10/31/2025 PERIOD ENDING DATE: 10/31/2025

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	403	36,631.94
1FIT	FED INC TAX	FEDERAL TAX	400	39,953.34
1FIT+	FIT ADD AMT	FEDERAL TAX	70	4,689.00
1MED	MEDICARE	MEDICARE	403	8,567.16
1PFML	WA PAID FML	PFML	403	3,963.62
1ReE0	SERS PLAN 0	RETIREMENT	1	
1ReE2	SERS PLAN 2	RETIREMENT	145	9,313.13
1ReE3	SERS PLAN 3	RETIREMENT	39	2,151.00
1ReT0	TRS PLAN 0	RETIREMENT	23	
1ReT2	TRS 2	RETIREMENT	144	16,130.28
1ReT3	TRS PLAN 3	RETIREMENT	100	14,999.64
1WC	WORKERS' COMP	WORKERS' COMP	403	2,479.75
1WLTC	WA LTC	LONG-TERM CARE	394	3,391.63
DCP	DCP DRS	TSA-BEFORE TAX	4	3,583.61
DCP R	DCP ROTH	TSA-AFTER TAX	4	1,205.00
DCS-P	CHILD SUPPORT		5	911.00
HCFSA	Medical FSA	OTH BEF TAX	4	333.34
HEHSA	Health Eqty-HSA	OTH BEF TAX	5	729.00
KP1ER	Kai WA Smt1 EMP	OTH BEF TAX	1	40.00
KP2ER	Kai WA Smt2 EMP	OTH BEF TAX	9	595.00
KP2FR	Kai WA Smt2 FAM	OTH BEF TAX	3	367.00
KW1ER	Kai WA Core1EMP	OTH BEF TAX	15	138.00
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	2	110.00
KWSCR	Kai WA SndChE/C	OTH BEF TAX	1	214.00
KWSER	Kai WA SndChEMP	OTH BEF TAX	14	610.00
KWSFR	Kai WA SndChFAM	OTH BEF TAX	9	1,198.00
LTD50	Emp Pd LTD 50%		43	131.85
LTD60	Emp Pd LTD 60%		129	765.48
LTDBU	Supp LTD		2	
P-AJ2	PAY ADJUST		9	1,177.76
PHCR	Prem Hgh PPOE/C	OTH BEF TAX	4	472.00
PHER	Prem Hgh PPOEMP	OTH BEF TAX	7	405.00
PHFR	Prem Hgh PPOFAM	OTH BEF TAX	4	405.00
PHSR	Prem Hgh PPOE/S	OTH BEF TAX	2	270.00
PMER	Prem HMCrEPOEMP	OTH BEF TAX	16	85.00
PMSR	Prem HMCrEPOE/S	OTH BEF TAX	3	68.00
PSCR	Prem Std PPOE/C	OTH BEF TAX	7	355.00
PSER	Prem Std PPOEMP	OTH BEF TAX	26	790.00
PSFR	Prem Std PPOFAM	OTH BEF TAX	9	948.00
V1ER	UMPACP-UWMedEMP	OTH BEF TAX	2	104.00
VACR	UMP Achieve2E/C	OTH BEF TAX	3	219.00
VAER	UMP Achieve2EMP	OTH BEF TAX	10	625.00
VAFR	UMP Achieve2FAM	OTH BEF TAX	2	375.00
VASR	UMP Achieve2E/S	OTH BEF TAX	1	250.00
VHSAC	UMP CDHP E/C	OTH BEF TAX	2	37.00
VHSAF	UMP CDHP FAM	OTH BEF TAX	3	63.00
VHSAS	UMP CDHP E/S	OTH BEF TAX	2	42.00
VUCR	UMP Achieve1E/C	OTH BEF TAX	11	420.00
VUER	UMP Achieve1EMP	OTH BEF TAX	28	595.00

CHECK DATE: 10/31/2025 PERIOD ENDING DATE: 10/31/2025

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
VUFR	UMP Achieve1FAM OTH BEF TAX		7	240.00
			3350	161,578.53

CHECK DATE: 10/31/2025 PERIOD ENDING DATE: 10/31/2025

HR\PA\CP\PE - 748 - Board

<u>CODE</u>	<u>DESCRIPTION</u>	<u>CATEGORY</u>	<u>COUNT</u>	<u>AMOUNT</u>
1FIC	FICA	FICA	403	36,631.94
1MED	MEDICARE	MEDICARE	403	8,567.16
1PFML	WA PAID FML	PFML	403	1,578.20
1ReE0	SERS PLAN 0	RETIREMENT	1	
1ReE2	SERS PLAN 2	RETIREMENT	147	9,888.16
1ReE3	SERS PLAN 3	RETIREMENT	39	1,912.54
1ReT0	TRS PLAN 0	RETIREMENT	32	
1ReT2	TRS PLAN 2	RETIREMENT	144	16,532.70
1ReT3	TRS PLAN 3	RETIREMENT	100	18,021.15
1UC	UNEMPLOYMENT	UNEMPLOY COMP	403	2,647.57
1WC	WORKERS' COMP	WORKERS' COMP	403	5,346.44
SEBB	SEBB		283	148,998.00
VHSS1	UMP CDHP EE HSA		7	156.25
			2768	250,280.11

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

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 (2).xlsx

10--GENERAL FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

For the SPOKANE INTERNATIONAL ACADEMY School District for the Month of October, 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	229,500	15,724.74	26,361.07		203,138.93	11.49
3000 STATE, GENERAL PURPOSE	10,822,475	1,460,892.66	2,349,248.54		8,473,226.46	21.71
4000 STATE, SPECIAL PURPOSE	2,701,511	249,989.33	471,600.17		2,229,910.83	17.46
5000 FEDERAL, GENERAL PURPOSE	0	.00	.00		.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	1,154,623	30,331.60	30,331.60		1,124,291.40	2.63
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	400,000	.00	.00		400,000.00	0.00
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	15,308,109	1,756,938.33	2,877,541.38		12,430,567.62	18.80
B. EXPENDITURES						
00 Regular Instruction	7,294,596	635,777.54	1,347,651.40	6,072,619.55	125,674.95	101.72
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	1,668,937	132,157.45	246,581.47	1,024,504.13	397,851.40	76.16
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.	865,332	40,822.26	85,646.97	408,198.96	371,486.07	57.07
70 Other Instructional Pgms	45,151	4,096.34	8,334.32	39,108.46	2,291.78	105.08
80 Community Services	0	.00	.00	0.00	.00	0.00
90 Support Services	5,263,836	529,626.09	774,711.10	2,426,163.37	2,062,961.53	60.81
<u>Total EXPENDITURES</u>	15,137,852	1,342,479.68	2,462,925.26	9,970,594.47	2,704,332.27	82.14
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)						
	170,257	414,458.65	414,616.12		244,359.12	143.52
F. TOTAL BEGINNING FUND BALANCE						
	3,750,000		4,913,733.42			
G. GLS 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)						
			.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)						
	3,920,257		5,328,349.54			

17--PRIVATE FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

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

	ANNUAL	ACTUAL	ACTUAL			
	BUDGET	FOR MONTH	FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES/OTHER FIN. SOURCES						
1000 LOCAL TAXES	0	.00	.00		.00	0.00
2000 LOCAL SUPPORT NONTAX	15,000	122.91	291.09		14,708.91	1.94
3000 STATE, GENERAL PURPOSE	0	.00	.00		.00	0.00
4000 STATE, SPECIAL PURPOSE	0	.00	.00		.00	0.00
5000 FEDERAL, GENERAL PURPOSE	0	.00	.00		.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	0	.00	.00		.00	0.00
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	0	.00	.00		.00	0.00
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	15,000	122.91	291.09		14,708.91	1.94
B. EXPENDITURES						
00 Regular Instruction	0	289.61	289.61	0.00	289.61-	0.00
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	0	.00	.00	0.00	.00	0.00
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.	0	.00	.00	0.00	.00	0.00
70 Other Instructional Pgms	0	.00	.00	0.00	.00	0.00
80 Community Services	0	.00	.00	0.00	.00	0.00
90 Support Services	15,000	232.50	466.50	0.00	14,533.50	3.11
<u>Total EXPENDITURES</u>	15,000	522.11	756.11	0.00	14,243.89	5.04
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)						
	0	399.20-	465.02-		465.02-	0.00
F. TOTAL BEGINNING FUND BALANCE						
	350,000		.00			
G. GLS 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)						
	XXXXXXXXX		.00			
H. TOTAL ENDING FUND BALANCE (E+F + OR - G)						
	350,000		465.02-			

40--ASB FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2025 (September 1, 2025 - August 31, 2026)

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

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	29,000	2,127.00	2,177.00		26,823.00	7.51
2000 Athletics	0	.00	.00		.00	0.00
3000 Classes	0	.00	.00		.00	0.00
4000 Clubs	39,200	1,005.00	1,906.00		37,294.00	4.86
6000 Private Moneys	0	.00	.00		.00	0.00
<u>Total REVENUES</u>	68,200	3,132.00	4,083.00		64,117.00	5.99
B. EXPENDITURES						
1000 General Student Body	23,650	.00	.00	895.89	22,754.11	3.79
2000 Athletics	0	.00	.00	0.00	.00	0.00
3000 Classes	0	.00	.00	0.00	.00	0.00
4000 Clubs	39,200	.00	.00	0.00	39,200.00	0.00
6000 Private Moneys	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	62,850	.00	.00	895.89	61,954.11	1.43
C. EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (A-B)						
	5,350	3,132.00	4,083.00		1,267.00-	23.68-
D. TOTAL BEGINNING FUND BALANCE						
	1,000		16,096.42			
E. GLS 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)						
			.00			
F. TOTAL ENDING FUND BALANCE C+D + OR - E)						
	6,350		20,179.42			
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 Nonspd 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	6,350		20,179.42			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	6,350		20,179.42			

Notice

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CF25.26 (1).xlsx

Notice

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CF24.25 (3).xlsx

Coversheet

Policy 3416/3416P

Section: II. Consent Agenda
Item: C. Policy 3416/3416P
Purpose:
Submitted by:
Related Material: Meds at School Policy.pdf



Adopted November 2023

Policy 3416 - Medication at School

Section 3000 - Students
Title - Medication at School
Number - 3416
Last Revised - 10/23/23
Prior Revised Dates - N/A
Classification - Essential

General Statement

Under normal circumstances, all student medications, both prescription and over-the-counter (OTC) medications, should be administered before and/or after school hours under supervision of the parent/guardian. When it is necessary for a student to receive prescription or OTC oral medication, topical medication, eye drops, ear drops, or nasal spray at school or at school-sponsored events, the parent/guardian must submit a written parental request and a written authorization form from a licensed healthcare practitioner (LHP), prescribing within the scope of his or her prescriptive authority. If the medication will be administered for more than fifteen consecutive days, the LHP must also provide written, current, and unexpired instructions for the administration of the medication.

The Chief Operating Officer will establish procedures for required and proper:

1. Designating staff members who may administer medication to students;
2. Training, delegation, and supervision of staff members in the administration of medication to students by a registered nurse (RN), including oral medication, topical medication, eye drops, ear drops, and/or nasal spray;
3. Obtaining signed and dated parent/guardian and LHP request and authorization for the administration of medications, including instructions from the LHP if the medication is to be given for more than fifteen (15) days;
4. Transporting medications to and from school;
5. Storing medication in a locked or limited access area;
6. Labeling medication;
7. Administering of medication, including identification of student and medication;

8. Documenting administration of medication, including errors, reactions, or side effects;
9. Disposing of medications;
10. Maintaining records pertaining to the administration of medication;
11. Maintaining student confidentiality
12. Permitting, as appropriate, possession and self-administration of medications necessary for student school attendance;
13. Permitting possession and self-administration of over-the-counter topical sunscreen products (see Sunscreen Section below); and
14. Reviewing and evaluating of medication practices and documentation

Spokane International Academy Policy and Procedure 3419 - Self-Administration of Asthma and Anaphylaxis Medication and Spokane International Academy Policy and Procedure 3420 - Anaphylaxis Prevention and Response govern the use of injectable medication for the treatment of anaphylaxis.

Except for limited situations, no school staff other than a RN or licensed practical nurse (LPN) may administer suppositories, rectal gels, or injections (except for emergency injections for students with anaphylaxis, as stated in school Policy and Procedure 3419 - Self-Administration of Asthma and Anaphylaxis Medication and School District Policy and Procedure 3420 - Anaphylaxis Prevention and Response). In some situations, a parent designated adult (PDA) may administer certain injections.

If the school decides to discontinue administering a student's medication, the Chief Operating Officer or designee must provide notice to the student's parent/guardian orally and in writing prior to the discontinuance. There must be a valid reason for the discontinuance that does not compromise the health of the student or violate legal protections for the disabled.

Sunscreen

Over-the-counter topical sunscreen products may be possessed and used by students, parent/guardians, and school staff without a written prescription or note from a licensed health care provider if the following conditions are met:

- A. The product is regulated by the US Food and Drug administration as an over-the-counter sunscreen product; and
- B. If possessed by a student, the product is provided to the student by a parent/guardian.

Medical Marijuana:

Washington State law (RCW 69.51A.060) permits the use of medical marijuana, however, federal law (Title IV-Part A—Safe and Drug Free Schools and Communities and the Controlled Substances Act (CSA) (21 U.S.C. § 811) prohibits the possession and use of marijuana on the premises of recipients of federal funds including educational institutions. School nurses may not administer medical marijuana. See 3423 – Parental Administration of Marijuana for Medical Purposes, regarding parental administration of medical marijuana on school grounds, school bus, and school-sponsored activities.

Legal References

[RCW 28A.210.260 Public and private schools - Administration of medication — Conditions](#)

[RCW 28A.210.270 Public and private schools —Administration of medication — Immunity from liability — Discontinuance, procedure](#)

Cross References

[3420 - Anaphylaxis Prevention and Response](#)

[3419 - Self-Administration of Asthma and Anaphylaxis Medications](#)

[3423 - Parental Administration of Marijuana for Medical Purposes](#)

Coversheet

Policy 3245

Section: II. Consent Agenda
Item: D. Policy 3245
Purpose:
Submitted by:
Related Material: Adrenal Policy.pdf



Policy 3425 - Accommodating Students with Adrenal Insufficiency

Section 3000 - Students

Title - Accommodating Students with Adrenal Insufficiency

Number - 3425

Last Revised -

Prior Revised Dates - N/A

Classification - Essential

At Spokane International Academy (SIA), we are committed to ensuring the health, safety, and well-being of every student. For students diagnosed with adrenal insufficiency, SIA will develop and maintain an individualized health plan (IHP) that supports their medical needs during the school day and at school-sponsored activities. These plans are created in partnership with parents/guardians, licensed health professionals, and relevant school staff to ensure appropriate monitoring, medication administration, and emergency response.

Individual Health Plans

SIA will develop an individual health plan for each student with adrenal insufficiency. The plan will include emergency procedures, be updated at least annually, and be distributed to appropriate staff based on the student's needs and the level of staff contact.

In developing each individual health plan, SIA will obtain parent requests and instructions, as well as orders from licensed health professionals prescribing within the scope of their authority for monitoring and treating adrenal insufficiency at school.

An example of an individual health plan may include an **emergency plan developed by the student's licensed health care provider and provided by the parent** for implementation at school.

If necessary, SIA may provide exceptions to school policies to implement a student's individual health plan. Any such exceptions will be clearly described within the plan.

SIA will follow Policies **3416** and **3416P** regarding the administration of adrenal insufficiency medication, including the proper storage of medical equipment and medication provided by parents.

Parent-Designated Adults

Parents may assign a *parent-designated adult* to assist in the care of their student.

A parent-designated adult is defined as an adult authorized by the parents of a student with adrenal insufficiency to provide care consistent with the student's individual health plan. This individual must:

- Volunteer for the role;
- Receive additional training selected by the parents; and
- Provide care to the student consistent with the student's individual health plan.

A parent-designated adult may also be an SIA employee.

Any SIA employee who is not licensed under chapter **18.79 RCW** must voluntarily submit a written, current, and unexpired letter of intent stating their willingness to serve as a parent-designated adult. Employees who choose not to file such a letter will not be subject to reprisal or discipline.

SIA will maintain all necessary legal documentation to support the authorization and responsibilities of any parent-designated adult.

Immunity

SIA, its employees, and parent-designated adults are not liable in any criminal action or for civil damages resulting from providing assistance or services to a student with adrenal insufficiency under this policy, provided they act in good faith and substantially comply with the student's individual health plan and the instructions of the student's licensed health care professional.

Legal References

- RCW 28A.210.260 — *Public and private schools — Administration of medication — Conditions*
- RCW 28A.210.350 — *Student with diabetes, epilepsy or other seizure disorders, or adrenal insufficiency — Compliance with individual health plan — Immunity*
- RCW 28A.210.358 — *Students with adrenal insufficiency — Individual health plans — Parent-designated adult*

Cross References

- Policy 2162 — *Education of Students With Disabilities Under Section 504 of the Rehabilitation Act of 1973*
- Policy 3416 — *Medication at School*

Coversheet

Policy 2020/2020P

Section: II. Consent Agenda
Item: E. Policy 2020/2020P

Purpose:

Submitted by:

Related Material:

REVISED Policy 2020 - Course Design, Selection, and Adoption of Instructional Materials.pdf



Policy 2020: Course Design, Selection, and Adoption of Instructional Materials

Section 2000 - Instruction

Title - Course Design, Selection, and Adoption of Instructional Materials

Number - 2020

Last Revised - 5 November 2025

Prior Revised Dates - None

The board recognizes its responsibility for the improvement and growth of the educational program of the schools. To this end, the course designs will be evaluated, adapted, and developed on a continuing basis. Instructional materials shall be selected to ensure alignment with state learning standards and enable all students to master foundational skills and knowledge, including multilingual learners, students with disabilities, and historically underserved groups, to achieve college and career readiness.

Definitions

For the purpose of Policy and Procedure 2020, the following definitions will apply:

Course Design is the process that includes identifying and sequencing essential content supporting students' skill development towards state learning standards. Course design involves providing appropriate instructional materials, professional development, and support systems for teachers as they implement the course.

Instructional Materials are all materials designed for use by students and their teachers as learning resources to help students acquire facts, skills, and/or develop cognitive processes. These instructional materials, used to help students meet state learning standards, may be printed or digital, and may include textbooks, technology-based materials, other educational media, and assessments. They may carry different licensing types from open to all rights reserved. For the purposes of this policy, there are five categories of instructional materials:

- **Core Instructional Materials** are the primary instructional resources for a given course. They are board-approved and provided to all students to help meet learning standards and provide instruction towards course requirements.
- **Alternative Core Materials** are the primary instructional materials for a given course that are used with a subset of students. These materials are intended to replace approved core materials and may be used for specialized course offerings or flexible learning environments.
- **Intervention Materials** are designed to support strategic or intensive intervention for students who are at risk of not meeting established learning standards. Intervention

materials are used with students to accelerate progress toward particular learning goals based on systematic assessment, decision-making, and progress monitoring.

- **Supplemental Materials** are used in conjunction with the core instructional materials of a course. These items extend and support instruction. They include, but are not limited to, books, periodicals, visual aids, video, sound recordings, computer software, and other digital content.
- **Temporary Supplemental Materials** are those items used in conjunction with the core instructional materials of a course that are of interest or value for a short period of time and are chosen within board-established guidelines. They are not intended to supplant the adopted curriculum nor be used on a regular instructional basis. Examples might include timely articles from relevant, reliable sources, websites, or news broadcasts. The use of temporary supplemental materials for time periods of over one year requires consideration of the material as either part of the core instructional material for a course or supplemental material for the course, depending on the nature and scope of the material. The Head of School or designee will review these materials after one year.

The Instructional Materials Committee is the body that makes core instructional materials adoption recommendations to the School Board based on head of School established procedures.

Course Design

The Head of School or designee will establish procedures for course design that:

- Provide for the regular review of selected content areas and implementation of any suggested changes.
- Provide for the involvement of community representatives and staff members at appropriate times as determined by the Head of School.
- Supports students' High School and Beyond Plans and align to state graduation pathway requirements.

Selection and Adoption of Instructional Materials

The primary objective in selecting instructional materials is to implement, enrich, and support the educational program of the schools. All instructional materials will be selected in conformance with:

1. Applicable state and federal laws;
2. Goals and/or learning standards of the district and state; and
3. Procedures established by the instructional materials committee, which address the criteria detailed in the corresponding procedure 2020P.

Instructional materials must be free from bias, stereotyping, and discrimination, and reflect the diversity and contributions of all people as required by WAC 392-190-055. Instructional materials will incorporate Tribal history, culture, and perspectives consistent with RCW 28A.320.170 and the Since Time Immemorial curriculum.

The Instructional Materials Committee is responsible for the adoption of all **core materials** used in the school.

The Head of School, or designee, will establish procedures for core material, alternate core materials, and intervention material selection and adoption using criteria around evidence-based practices.

The Head of School will ensure that a listing of all core instructional materials used within the school curriculum is maintained in the school and is available for public review either in person or online.

The intent of the board is that the Head of School delegate responsibility for examining, evaluating, and selecting all supplemental and temporary supplemental materials to the professional staff of the school. This includes preparing all student reading lists. Staff will rely on reason and professional judgment in the selection of high-quality supplemental materials that align with state learning standards and are appropriate for the instructional program and developmental level, and the interests of their students.

Staff will follow district guidelines regarding controversial materials and provide appropriate parent communication when required.

Reconsideration of Instructional Materials

The Board recognizes that questions or concerns may arise regarding the appropriateness of instructional materials. The district will address such concerns through a clearly defined and orderly process.

1. Informal Resolution

Concerns about instructional materials should first be directed to the teacher or staff member using the material. If the concern is not resolved, it may be elevated to the appropriate supervisor or the Head of School or designee.

2. Formal Complaint

A parent, guardian, or community member may file a written request for reconsideration of instructional materials using the district's Instructional Materials Reconsideration Form. The written request must identify the specific material, the concern, and the desired action.

3. Instructional Materials Committee Review

Upon receipt of a formal complaint, the Head of School or designee will convene the Instructional Materials Committee (IMC) to review the challenged material.

The IMC will:

- a. Review the request for reconsideration;
- b. Examine the material in its entirety;
- c. Review professional reviews and relevant curricular information;
- d. Consider the educational value of the material;
- e. Apply district selection criteria and relevant laws; and
- f. Provide a written recommendation to the Head of School.

4. Decision by Head of School

The Head of School will review the IMC recommendation and issue a written decision regarding the continued use, removal, or restriction of the instructional material. The decision will be communicated to the complainant.

5. Appeal to the Board

The complainant may appeal the Head of School's decision to the Board.

The Board will:

- a. Review the IMC recommendation and the Head of School's decision;
- b. Provide the complainant an opportunity to be heard; and
- c. Issue a final written decision.

The Board's decision will be final.

6. Continued Use of Materials

Challenged materials will remain in use during the reconsideration process unless the Head of School determines that temporary removal is warranted due to compelling circumstances.

7. Academic Freedom

The reconsideration process will respect the professional judgment of educators and will not be used to suppress ideas, diversity of thought, or access to learning materials aligned with state standards.

Legal References

RCW 28A.150.230 District school directors' responsibilities

RCW 28A.320.230 Instructional materials — Instructional materials committee

RCW 28A.320.170 Tribal history and culture [as amended by SSB 5433]

RCW 28A.405.060 Course of study and regulations — Enforcement — Withholding salary warrant for failure

Chapter 28A.640 RCW Sexual Equality

WAC 180-44-010 Responsibilities related to instruction

WAC 392-190-055 Textbooks and instructional materials — Scope — Elimination of bias

Coversheet

Grade Acceleration Policy

Section: II. Consent Agenda
Item: F. Grade Acceleration Policy
Purpose:
Submitted by:
Related Material: Grade Acceleration Policy.pdf



Spokane International Academy

Grade Acceleration Policy

Purpose

Spokane International Academy (SIA) is committed to empowering students with the academic skills, habits of mind, and global competence necessary to become transformative leaders. While most students thrive in grade-level placements with appropriate challenge and support, some students demonstrate exceptional readiness for more advanced academic experiences.

This policy ensures that decisions about **grade acceleration** (whole-grade or subject-based) are thoughtful, equitable, and centered on the whole child—academically, socially, and emotionally—reflecting our REACH values of **Respect, Enthusiasm, Achievement, Citizenship, and Hard Work**.

Definition

Whole-grade acceleration refers to advancing a student to the next grade level before completing the current grade.

Subject acceleration refers to advancing a student in one or more specific subjects while maintaining placement in their current grade for other courses.

Guiding Principles

1. Decisions will be made **in the best educational interest of the student** and grounded in data.
2. Consideration will include **academic achievement, social and emotional readiness, and long-term impact**.
3. The process will be **collaborative, equitable, and clearly documented**.
4. Acceleration is a **strategic intervention**—not a reward or punishment—and should align with SIA's long-term mission for student success and belonging.

Referral Process

1. Initiation:

- A referral for acceleration may be made by a parent/guardian, teacher, counselor, or administrator.

2. Initial Review:

- The **Student Intervention Team (SIT)**, including the student's teacher(s), counselor, and an administrator, will meet to determine if a formal evaluation for acceleration is appropriate.

Evaluation Criteria

The SIT will gather comprehensive information using the [Student Acceleration Consideration: Data Collection Form](#) :

1. Academic Readiness

- Consistent performance at or above the **98th percentile** on standardized assessments (e.g., MAP, SBA, or other nationally normed measures).
- Demonstrated **mastery of current grade-level standards** and clear readiness for next-grade content.
- Evidence of **independent learning skills**, curiosity, and perseverance aligned with SIA's value of *Hard Work*.

2. Cognitive Ability

- Results from a **cognitive assessment** (e.g., CogAT, WISC) indicate above-average aptitude and problem-solving capacity.
- Ability to think abstractly, manage complex ideas, and demonstrate advanced reasoning skills.

3. Social and Emotional Development

- Teacher and counselor input on **self-regulation, maturity, adaptability, and peer relationships**.

- Student interview or reflection on motivation and readiness to join an older peer group.
- Demonstration of *Respect* and *Citizenship* through positive interactions and school engagement.

4. Developmental and Physical Considerations

- Review of the student's **age, size, coordination, and stamina** in comparison to peers in the prospective grade.
- Attention to physical or developmental needs that could impact adjustment.

5. Family Input

- Parent/guardian insights into the student's learning behaviors, maturity, and ability to handle increased academic and social expectations.
- Family understanding and support for the acceleration process and monitoring period.

Decision-Making Process

1. SIT Review:

- The SIT reviews all collected data and completes a **Grade Acceleration Evaluation Form**.

2. Recommendation:

- The SIT makes a written recommendation to the **Principal** or **Head of School**.

3. Approval:

- The **Head of School or designee** will make the final decision regarding acceleration.

4. Documentation:

- All documentation—including the evaluation, decision, and plan—will be added to the student's cumulative record.

5. Trial Period:

- If approved, acceleration will include a **six-week trial period** to monitor adjustment.
- During this period, teachers and counselors will provide ongoing feedback to ensure the placement supports student success.

Monitoring and Follow-Up

- The SIT will meet to review the student's **academic progress, social-emotional adjustment, and well-being** at the end of the trial period and at least once per semester thereafter.
- Adjustments to support, enrichment, or placement may be made as needed.

Non-Discrimination

Decisions regarding acceleration will comply with all state and federal education laws and will not be based on race, ethnicity, gender, disability, socioeconomic status, or other protected characteristics.

Alignment with SIA's Mission

At SIA, we believe every student deserves the opportunity to be challenged appropriately while remaining connected to a community that values **learning, growth, and belonging**. Grade acceleration will be used only when it best supports a student's long-term academic and personal development—helping them achieve their full potential as learners and leaders prepared to transform their communities.

Coversheet

Enrollment Report

Section: IV. Enrollment Update
Item: A. Enrollment Report
Purpose: Discuss
Submitted by:
Related Material: Average_Enrollment_11-25.pdf

25-26 Enrollment - FTE													
	9	10	11	12	1	2	3	4	5	6	Total Ave.	Budget	Variance
K	68.00	73.00	72.00								71.00	70.00	1.00
1	92.00	92.00	94.00								92.67	93.00	(0.33)
2	69.00	71.00	70.00								70.00	70.00	-
3	94.00	92.00	92.00								92.67	93.00	(0.33)
4	93.00	95.00	95.00								94.33	93.00	1.33
5	92.00	94.00	96.00								94.00	93.00	1.00
6	88.00	86.00	86.00								86.67	87.00	(0.33)
7	89.00	85.00	85.00								86.33	87.00	(0.67)
8	69.00	66.00	66.00								67.00	56.00	11.00
9	44.00	45.00	45.00								44.67	56.00	(11.33)
10	38.00	38.00	39.00								38.33	39.00	(0.67)
11	9.60	8.40	8.40								8.80	9.00	(0.20)
12	2.40	2.40	2.40								2.40	5.00	(2.60)
	848.00	847.80	850.80	-	-	-	-	-	-	-	848.87	851.00	(2.13)

25-26 Enrollment - Headcount													
	9	10	11	12	1	2	3	4	5	6	Total Ave.	Budget	Variance
K	68.00	73.00	72.00								68.00	70.00	(2.00)
1	92.00	92.00	94.00								92.67	93.00	(0.33)
2	69.00	71.00	70.00								70.00	70.00	-
3	94.00	92.00	92.00								92.67	93.00	(0.33)
4	93.00	95.00	95.00								94.33	93.00	1.33
5	92.00	94.00	96.00								94.00	93.00	1.00
6	88.00	86.00	86.00								86.67	87.00	(0.33)
7	89.00	85.00	85.00								86.33	87.00	(0.67)
8	69.00	66.00	66.00								67.00	56.00	11.00
9	44.00	45.00	45.00								44.67	56.00	(11.33)
10	38.00	38.00	39.00								38.33	39.00	(0.67)
11	18.00	17.00	17.00								17.33	9.00	8.33
12	4.00	4.00	4.00								4.00	5.00	(1.00)
	858.00	858.00	861.00	-	-	-	-	-	-	-	856.00	851.00	5.00

** 12 Running Start students not counted in the above numbers

Coversheet

Facilities Report

Section: V. Facilities
Item: A. Facilities Report
Purpose: Discuss
Submitted by:
Related Material: Facilities Update November 2025.pdf

Facilities Update

Clean Buildings Act of WA

Compliance deadline June 1, 2027

EUI target is 47

Current level for SIA: July 2024-June 2025-47.7

Compliance documents: Summer 2026

Energy Management Plan, Operations and Management Plan, and
State forms A-D & F.

July 2024-June 2025

Spokane International Academy



777 E Magnesium Rd, Spokane, WA
 99208 [Map It](#)
 Portfolio Manager Property ID: 70183993
 Year Built: 1987

[Edit](#)



Apply for Recognition

[Not currently eligible for ENERGY STAR certification.](#)

[Not currently eligible for NextGen Certification](#)

Weather Normalized Source EUI (kBtu/ft²) Why not score?

Current: 129.5
 (24.02% higher than median.)

Baseline: 125.6
 (20.36% higher than median.)

Summary

Details

Energy

Emissions

Water

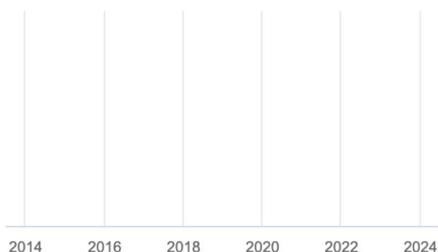
Waste & Materials

Goals

Design

[Refresh](#) to see **Source EUI** Trend

[Change Metric](#)



[Change Metrics](#)

[Change Time Periods](#)

Metrics Summary

Metric ↗	Aug 2024 (Energy Baseline) ↗	Jun 2025 (Other) ↗	Change ?
ENERGY STAR Score (1-100)	Not Available	Not Available	N/A
Source EUI (kBtu/ft ²)	124.0	122.8	-1.20 (-1.00%)
Site EUI (kBtu/ft ²)	47.9	47.7	-0.20 (-0.40%)
Energy Cost (\$)	Not Available	Not Available	N/A
Total (Location-Based) GHG Emissions Intensity (kgCO ₂ e/ft ²)	3.86	3.83	-0.03 (-0.80%)
Water Use (All Water Sources) (kgal)	Not Available	Not Available	N/A
Total Waste (Disposed and Diverted) (Tons)	Not Available	Not Available	N/A

October 2024-September 2025

Spokane International Academy



777 E Magnesium Rd, Spokane, WA
 99208 | [Map It](#)
 Portfolio Manager Property ID: 70183993
 Year Built: 1987

[Edit](#)

Apply for Recognition

[Not currently eligible for ENERGY STAR certification.](#)

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[Change Metric](#)

Weather Normalized Source EUI (kBtu/ft²) [Why not score?](#)

Current: 129.5
(24.02% higher than median.)

Baseline: 125.6
(20.36% higher than median.)

Summary

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Energy

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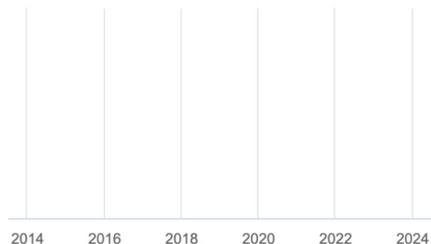
Waste & Materials

Goals

Design

[Refresh](#) to see **Source EUI** Trend

[Change Metric](#)



[Change Metrics](#)

[Change Time Periods](#)

Metrics Summary

Metric ↗	Aug 2024 (Energy Baseline) ↗	Sep 2025 (Other) ↗	Change ?
ENERGY STAR Score (1-100)	Not Available	Not Available	N/A
Source EUI (kBtu/ft ²)	124.0	128.7	4.70 (3.80%)
Site EUI (kBtu/ft ²)	47.9	49.8	1.90 (4.00%)
Energy Cost (\$)	Not Available	Not Available	N/A
Total (Location-Based) GHG Emissions Intensity (kgCO ₂ e/ft ²)	3.86	4.01	0.15 (3.90%)
Water Use (All Water Sources) (kgal)	Not Available	Not Available	N/A
Total Waste (Disposed and Diverted) (Tons)	Not Available	Not Available	N/A

Building compliance and inspections

Elevator, Fire Alarm, Fire Sprinkler system, Fire Extinguishers, and SRHD annual inspections

Recent improvements:

Building Insulation: All three levels blown in soffit areas, as well as closed cell spray foam.

Insulated cooling tower lines and added heat trace lines

10 new Water Source Heat Pumps

Cooling Tower-rebuilt cell #2 new heater in cell #3

Growth Challenges

- Classroom Space
 - Sharing Classrooms
- Staff Space
- Programming Space
 - Gym classes in cafeteria
- Parking Space
 - Overflow parking at church
- Student Dropoff/Pickup
- Building Damage
 - Instilling school pride in our students
- IT Network Capacity
 - 1 Gig Internet

Tracking Projects Moving Forward

Project Master IT/Facilities

Thank you

Coversheet

HOS November Update & HOS School Goals Update

Section: VI. Head of School Report
Item: A. HOS November Update & HOS School Goals Update
Purpose: Discuss
Submitted by:
Related Material: _Head of School Update- November 2025.pdf



Head of School- November 2025 Update

SIA Board of Directors,

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

1. SIA Charter Contract Draft

We have been approved for a 5-year charter renewal. Here is a [draft of the Charter](#) application. The process moving forward is as follows:

- A) I respond to any changes to the contract by **Friday, November 21st**.
- B) There is a list of supplemental attachments that I need to conclude and update by **Friday, November 21st**.
- C) The contract and attachments will be combined and shared with the Commission ahead of the December meeting.
- D) Once approved by the Commission, the final contract will be signed by the board chair and will be due by **Friday, December 18th**.
- E) Once received and signed by the Commission chair, the final executed contract will be completed by **January 5th**.

2. Family Conference Week (Nov. 12th-Nov. 15th)

Our goal for conferences is that 100% of students in K-5 have a family conference and that every student in 6-12 with a D, F, 1, or 2 has a conference. We have made some shifts in our middle and high school conferences to prioritize the students who are not meeting expectations, so they can meet directly with multiple teachers for feedback. If families in 6-12 want a conference for students performing well, we also accommodate those requests.

3. Marketing and Enrollment 26-27

We are beginning to market for the 26-27 school year. We have a grant-funded partnership with The Agency, and they will be helping us market and advertise. We will have photographers on campus on Nov. 18th to take pictures of our students and campus for our marketing materials. [Examples of Marketing Campaign](#), and they have also created an [enrollment landing page](#) for us as well. Here are some important dates connected to enrollment: **Priority Enrollment Window:** January 5, 2026, to March 20, 2026

Returning students must re-enroll by Friday, March 20th, by 5:00 PM

Open Enrollment Window: May 18, 2026 to December 18, 2026

Parent Information Nights

Primary Academy (K-5) Wednesday, January 21st @ (6:00 - 7:15 pm)

Primary Academy (K-5) Wednesday, March 4th (6:00 - 7:15 pm)

Middle and High School Wednesday, February 25th (6:00 - 7:15 pm)

Middle and High School Wednesday, March 11th (6:00 - 7:15 pm)

Parent School Tour Visits

Wednesday, January 21st, February 18th and March 4th_(10:00 am and 1:00 pm)

Saturday, February 28th, 11:00 AM - 1:00 PM

Additional date/s: May 13th, 10:00 AM and 1:00 PM

4. Community Organizer

We have hired a new Family and Community Organizer. Her name is Melinda Manning. Her position is grant-funded for the next two school years. The goal and focus of her work is to help our families learn to use their voice and organize and advocate for Charter Schools. Additionally, she will help facilitate connections between SIA and the larger Spokane Community in support of helping us meet our mission. She is being supervised by Melissa Pettey.

5. Head of School Goals- November Update

Blue=Complete
Green=On-Track
Yellow= At Risk
Red= Off-Track

Goal 1: Build Systems for Data-Driven Decision Making

Update: I can provide a demo during the Board Meeting.

Green=On-Track

We have developed a comprehensive **Data Dashboard** in partnership with **Simplicity Ed** to strengthen our systems for data-driven decision-making. The dashboard tracks key metrics such as **enrollment, attendance, grades, and academic growth**, providing leaders with real-time insights to guide instructional and organizational decisions. The tool is updated every two weeks to ensure timely and accurate information. Staff received initial training on how to use and interpret the dashboard during **Data Day**, and we continue to refine both the tool and our practices to make data use a consistent part of our school culture. This system allows us to monitor trends, identify needs early, and align resources effectively to improve outcomes for students and staff.

Goal 2: Develop a Succession and Continuity Plan

Update:

Green=On-Track

The initial phase is now complete, including the development of both the [formal Board policy version](#) and the **internal operations guide** that outlines key roles and responsibilities for leadership continuity.

The **next steps** will include:

- Defining **month-by-month responsibilities and action items** for the leadership team to ensure operational continuity throughout the year.
[Succession Plan: Working Document](#)
- Implementing **training and tabletop exercises** for the administrative team to review procedures, communication protocols, and role transitions if the plan is activated.

This ongoing work will ensure that Spokane International Academy remains stable, compliant, and well-prepared for any unexpected leadership transition.

Goal 3: Ensure Adherence to ARCs and [End-of-Year Academic & Organizational Goals](#)

Update:

Green=On-Track

During the **Fall**, ARC 1 goals were successfully launched with clear deliverables, metrics, and responsible leads identified. Teams have engaged in regular data reviews and collaborative check-ins to track progress toward growth targets.

We are now entering the [mid-year phase of ARC 2](#), where we are conducting a comprehensive review of progress, refining measurement systems, and making strategic adjustments to ensure momentum toward end-of-year outcomes. Structures for accountability and reporting are firmly in place, with data systems such as **MAP, SBA, attendance, Skyward, and SchoolMint Grow** actively supporting evidence collection and decision-making.

Goal 4: Ensure Enrollment Stability and Fiscal Responsibility

Update:

Green=On-Track

During the **Fall**, enrollment and budget projections were reviewed in detail with the **Finance Committee**, providing clear visibility into student numbers, revenue forecasts, and expenditure trends. This collaborative review helped identify both strengths and early risks, allowing for proactive planning and adjustments where needed.

Currently, in the **Winter phase**, mid-year enrollment and budget updates are being closely monitored. Our enrollment remains **steady and near 95% of budgeted projections**, demonstrating strong retention and family commitment. Regular reporting to the Finance Committee ensures transparency, while financial practices continue to align with state and charter regulations.

From a fiscal standpoint, the school is operating **within budget parameters**, with ongoing efforts to preserve a **balanced year-end position**. Budget tracking, grant management, and expenditure reviews are occurring on a consistent cadence, and we are positioned to finish the year in a **stable or slightly surplus** financial standing, barring any unexpected changes to revenue streams. Overall, enrollment stability and fiscal responsibility goals are being met, supported by strong monitoring systems and transparent financial communication.

Goal 5: Explore the Feasibility of Expansion for Middle and High School

Update:

Green=On-Track

While a formal task force has not yet been established, the **administrative team is actively engaged in visioning work** around future middle and high school growth. This includes developing **guiding questions under the “Portrait of an SIA Graduate” framework** to clarify long-term direction and identity.

Through ongoing **enrollment and marketing efforts**, we are monitoring community demand and have set a **target of enrolling an additional 25 students in grades 6–12 next school year** as a first step toward measured expansion.

In partnership with **Melissa Pettey**, we are creating a **framework to explore multiple pathways for strengthening and expanding the current high school program**, ensuring any future growth is aligned with mission, quality, and sustainability. While it is too early to determine the final direction, the foundational work is underway and the project remains **on track** for continued exploration and refinement in the coming months.

Coversheet

Giving Tuesday

Section: VI. Head of School Report
Item: B. Giving Tuesday
Purpose: Discuss
Submitted by:
Related Material: GivingTuesday-Spokane International Academy.pdf

SPOKANE INTERNATIONAL ACADEMY

*Together
We Give,
Together
We Grow*



GIVINGTUESDAY
December 2nd

Your choice, your impact –
support one or more projects that
matter to you.



Projects you can support on GivingTuesday: Help us reach our goal!

NatureBridge - 5th Grade Trip

\$2,000

School Library

\$2,000

Robotics Club Competition

\$2,000

School Garden

\$2,000

Playground Equipment

\$2,000

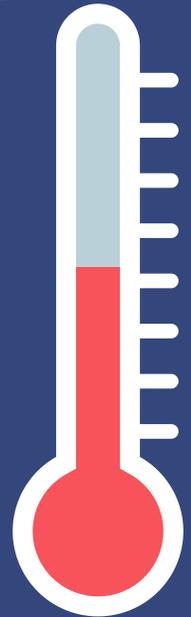
Music & Band

\$2,000

Primary Student Council

\$2,000

GOAL



Coversheet

25-26 Calendar

Section: VI. Head of School Report
Item: C. 25-26 Calendar
Purpose: FYI
Submitted by:
Related Material: 2025-2026 Master Calendar - November.pdf
2025-2026 Master Calendar - December.pdf

[Spokane International Academy] Event Calendar

NOVEMBER 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Native American Heritage Month begins 9:00-12:00 Theater Rehearsal
2	3 Dio de los Muertos (Observed) CAT Fundraiser @ Shawn O'Donnell's PA SIT 3:30 - 4:30 Cancelled MS & HS Roll Call 3:30-4:30	4 End of 1st Term Report Cards Completed in Skyward Reports Due Future City Competition/Acosta's Rm/Lunch 3:00-4:25 Yearbook Club @ Media Center SYSA K-1 Basketball 3:30-5:00 3:15-4:30 Art Club/Gr 1-3 in STEAM 3:00-4:15 Lego Club Gr 4-5/Cafeteria	5 3:30-6:00 Theater Rehearsal SYSA 4-5 Basketball 3:30-5:00	6 Future City Competition/May's Rm/Lunch 3:15-4:30 Art Club/Gr 4-5 in STEAM SYSA 2-3 Basketball 3:30-5:00 3:30-6:00 Theater Rehearsal	7 1PM Dismissal Staff Dismissed at 1:30pm Assembly All 6-12 10-10:30	8 Houston Hot Chicken Round Up fundraiser begins 9:00-12:00 Theater Rehearsal
9	10 No School for Students/Staff Lesson Plans Due	11 Veterans' Day No School for Students/Staff	12 11:30 AM Dismissal Family Conferences/Book Fair 12:00 pm - 7:00 pm IA shifts begin 12:00-3:00 Theater Rehearsal Reports given to families	13 11:30 AM Dismissal Family Conferences/Book Fair 12:00 pm - 4:00 pm 12:00-3:00 Theater Rehearsal Reports given to families	14 11:30 AM Dismissal Family Conferences/Book Fair 12:00 pm - 4:00 pm Reports sent to families	15 9:00-12:00 Theater Rehearsal Second Saturday Service @ SIA 12:00 - 2:00 Cafeteria
16	17 Secondary SIT 3:30 - 4:30	18 Marketing Photographer 8:30 - 11:30 Future City Competition/Acosta's Rm/Lunch SYSA K-1 Basketball 3:30-5:00 3:15-4:30 Art Club/Gr 1-3 in STEAM 3:00-4:15 Lego Club Gr 4-5/Cafeteria	19 4:30 Board Meeting @ Media Center Lockdown Drill 2pm College & Career Workshop How to pay for college 5:30 - 7:00 3:30-6:00 Theater Rehearsal SYSA 4-5 Basketball 3:30-5:00	20 Mukogawa Visit 10:15 Future City Competition/May's Rm/Lunch 3:15-4:30 Art Club/Gr 4-5 in STEAM FAFSA Support Night 6:00 - 7:00 3:30-6:00 Theater Rehearsal SYSA 2-3 Basketball 3:30-5:00	21 1PM Dismissal Divisional 1:30 PM Committee 2:30 PM Fundraiser @ Houston Hot Chicken 4:00 - 6:00 Spirit Night Fall Picture Day Retakes	22 9:00-12:00 Theater Rehearsal
23	24 Lesson Plans Due 11th/12th Grade Senior Review 3:30-4:30 PA SIT 3:30 - 4:30 Russ & Brad out	25 Future City Competition/Acosta's Rm/Lunch 3:00-4:25 Yearbook Club @ Media Center 3:15-4:30 Art Club/Gr 1-3 in STEAM Russ & Brad out	26 Fall Break	27 Thanksgiving Day Fall Break	28 Fall Break	29
30		Notes: Career Cafe (Wednesdays during lunch) Native American Heritage Month				

[Spokane International Academy] Event Calendar

DECEMBER 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 Future City Competition/Acosta's Rm/Lunch 3:15-4:30 Art Club/Gr 1-3 in STEAM 3:00-4:15 Lego Club Gr 4-5/Cafeteria 3:00-4:25 Yearbook Club @ Media Center Secondary SIT 3:30 - 4:30	3 Shelter in Place Drill 10:00 am 3:30-6:00 Theater Rehearsal SYSA 4-5 Basketball 3:30-5:00	4 Future City Competition/May's Rm/Lunch 8th Grade International Trip Meeting 6:00-7:00pm (In person) 3:15-4:30 Art Club/Gr 4-5 in STEAM 3:30-6:00 Theater Rehearsal SYSA 2-3 Basketball 3:30-5:00	5 1PM Dismissal All Staff Meeting 1:30 PM Cafeteria Teacher / IA mid-year survey House Games 10-10:30 Winter Dance (Gr. 6 - 8) 5:00 - 7:00	6 9:00-12:00 Theater Rehearsal
7 Pearl Harbor	8 Lesson Plans Due 6th-7th Roll call 8-10 Roll Call 3:30-4:30 PA SIT 3:30 - 4:30 MAP Testing	9 Future City Competition/Acosta's Rm/Lunch College & Career Workshop #3 3:30 - 5:00 3:15-4:30 Art Club/Gr 1-3 in STEAM 3:00-4:25 Yearbook Club @ Media Center MAP Testing	10 ASVAB 3:30-6:00 Theater Rehearsal MAP Testing	11 Future City Competition/May's Rm/Lunch Winter Choir Concert 5:00 - 6:00 3:15-4:30 Art Club/Gr 4-5 in STEAM 3:30-6:00 Theater Rehearsal 3:15-4:30 Art Club/Gr 4-5 in STEAM MAP Testing	12 1PM Dismissal Team / Dept. time MAP Testing	13 Second Saturday Service @ SIA 12:00 - 3:00 Cafeteria 9:00-12:00 Theater Rehearsal
14	15 ASVAB test Secondary SIT 3:30 - 4:30 MAP Testing	16 Future City Competition/Acosta's Rm/Lunch 3:00-4:25 Yearbook Club @ Media Center Winter Band Concert (MW) 5:30 - 6:30 MAP Testing	17 4:30 Board Meeting @ Media Center Winter Band Concert (T/R) 5:30 - 6:30 3:30-6:00 Theater Rehearsal MAP Testing	18 Future City Competition/May's Rm/Lunch 3:30-6:00 Theater Rehearsal Ugly Sweater Contest MAP Testing	19 11:30 AM Dismissal Teacher dismissal 12:30pm IAs - 3:15 pm Teacher / IA survey DUE END of ARC 2	20 9:00-12:00 Theater Rehearsal
21	22 Winter Break	23 Winter Break	24 Christmas Eve Winter Break	25 Christmas Day Winter Break	26 Kwanzaa Winter Break	27
28	29 Winter Break	30 Winter Break	31 New Year's Eve Winter Break			
		Notes: Spirit Week Musical Performances Reading Winter Challenge, Holidays Around the World ASB Winter Dance Hanukkah Dec. 14 - 22 Career Cafe (Wednesdays during lunch)				