Spokane International Academy

Monthly Board Meeting

Published on November 13, 2026 at 1:43 PM PST

Date and Time

Wednesday November 18, 2026 at 4:30 PM PST

Location

Spokane International Academy
1st Floor, Media Center/Library
777 E. Magnesium Rd
Spokane, WA 99208

Agenda

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

The purpose of the Consent Agenda is to act upon routine matters in an expeditious manner. Items placed on the Consent Agenda as determined by the Chair, in cooperation with the HOS, are those that are considered common to the operation of the Board and normally require no special board discussion or debate. A board member may request that any item on the Consent Agenda be removed

		Purpose	Presenter	Time

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 Board Minutes	Approve Minutes	Cassie Anderson	1 m
B.	October Financials			1 m
C.	Policy 6212-Charge Cards			1 m
D.	Resolution to Establish Student Representation on the Board			1 m
E.	Kitchen Policy Employee Handbook			1 m
F.	Approve Consent Agenda	Vote		1 m

III. Public Comment

Community members are invited to provide public comment to the Board for up to two minutes per person.

IV. ASB Update — 4:40 PM

The Associated Student Body will present their monthly update.

A.	ASB Update Monthly ASB Update - https://docs.google.com/document/d/16Xr9K-GSrs9Ok-kMQODhCeFD8V20nBCLjUZtQ1Je3m4/edit?tab=t.digea14oh5vq	FYI	Emahni Grant, ASB President	10 m

V. CAT Team (Parent Group) — 4:50 PM

A.	CAT Update	Discuss		10 m

		Purpose	Presenter	Time
VI.	**Speech-Language Pathologist Overload**			**5:00 PM**
A.	Speech-Language Pathologist Overload (Vote)	Vote	Cassie Anderson	7 m
VII.	**Enrollment**			**5:07 PM**
A.	Enrollment Report and Update	Discuss	Morgen Flowers-Washington	7 m

We will provide an update and allow Board members to ask questions.

VIII.	**Head of School Report**			**5:14 PM**
A.	Monthly Head of School Update	FYI	Morgen Flowers-Washington	5 m

An update for the month of November

B.	Yearly Calendar	FYI	Morgen Flowers-Washington	5 m

- Master Calendar - https://docs.google.com/spreadsheets/d/1J0F9_APnRMwmsfa2hW6MTJHxQDXdijYRDZ08HHnBH50/edit?gid=1235635239#gid=1235635239
- Giving Tuesday - December 1st

IX.	**Governance**			**5:24 PM**
A.	Board Recruitment	Discuss	Cassie Anderson	5 m
B.	Reminder: Items Due	Discuss	Cassie Anderson	5 m

1. Board & Administrative Staff Training - Due November 16, 2026, by noon
2. Board Commitment Form - Due November 18, 2026

C.	Board Committees Updates	Discuss	Cassie Anderson	10 m

We will review and receive updates from our board committees:

Governance Committee

Finance Committee

Facilities Committee

	Purpose	Presenter	Time
Development & Foundation Committee Academic Excellence Committee			

X. Other Business

XI. Executive Session

A governing body subject to the OPMA is allowed to go into executive sessions *only* for the reasons listed in RCW 42.30.110.

XII. Closing Items **5:44 PM**

A. Adjourn Meeting 1 m

Coversheet

October Board Minutes

Section: II. Consent Agenda
Item: A. October Board Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Monthly Board Meeting on October 28, 2026
2026_10_28_board_meeting_minutes.pdf

APPROVED

Spokane International Academy

Minutes

Monthly Board Meeting

Date and Time
Wednesday October 28, 2026 at 4:30 PM

Location
Spokane Internal Academy
1st Floor, Media Center/Library
777 E. Magnesium Rd.
Spokane, WA 99208

Directors Present
Ashlee Lent (remote), Cassie Anderson, Charina Carothers, Javier Medina (remote), Maureen Rosette (remote), Ron Poplawski

Directors Absent
Guillermo Espinosa

Guests Present
Caryn McGee, Caryn McGee, Casey Bruner, Chandalee Wood, Katrina Rathbun, Morgen Flowers-Washington, Myra Keast, Pamela Predesik, Sam Schweda

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 28, 2026 at 4:35 PM.

II. Consent Agenda

A. September Board Minutes

Maureen Rosette made a motion to approve the minutes from Monthly Board Meeting on 09-23-26.
Ron Poplawski seconded the motion.
All items on the Consent Agenda has been approved.
The board **VOTED** unanimously to approve the motion.

B. September Financials

C. Policies for Board Approval

III. Public Comment

A. Public Comment

Pamela Predisik, a grandparent of an SIA student volunteers on Mondays. Ms. Predisik shared her observation on how busy recess and lunch periods are. She mentioned that students do no have enough time to eat and play. She also observed the amount of wasted food.

IV. ASB Update

A. ASB Update

Dr. Wood presented on behalf of ASB.

Homecoming Week-October 5-October 9

- The homecoming game was held on campus this year and was a success.
- This year's Spirit Week was extended to the primary academy.
- First high school homecoming dance and pep rally also took place during homecoming week.

Upcoming projects and events

- Winter formal for Middle School
- ASB is working on policies regarding dress codes for grades 6-10 and student parking
- 1st semester awards assembly will be held in December

- Active and upcoming clubs

V. Student Representation to the Board

A. Student Representation to the Board

Morgen Flowers provided two options for the board to review. The first option is a local district comparison and the second option is a pathway for student representation.

Option #1 - Local districts in comparison:

- Student representation on the board are non-voting and they do not attend executive sessions.
- Student representation on the board are high school students; however at SIA, board representation would be extended to grades 5-8 and grades 9-12 (two representatives).
- Teacher nomination
- Student completes application process
- School leadership and board review; the board selects the representative(s)

Option #2 - Pathway option:

- Student representative must be in high school (grades 9-12)
- Student representation on the board are based on teacher nomination.
- Students have to complete the board representation process
- Student representatives are expected to attend monthly meetings
- Student representation on the board are non-voting and they do not attend executive sessions.
- The board reviews and selects the student representative.

Ron Poplawski prefers option #2. Charina Carothers, Ashlee Lent, Maureen Rosette prefer option #1.

Morgen will design the process and put together a policy to present at the November board meeting.

Note: The ASB representative at monthly board meetings is separate from the student representation on the board.

VI. SIA Student Data

A. Fall Data 2026

Caryn McGee, Director of Curriculum and Instruction presented. Caryn explained the difference between Smarter Balanced Assessment (SBA) and Measure of Academic Progress (MAP). Students in grades 3-8; and grades 10-11 took the SBA test in the

spring of 2026. Students in grades 1-10 took the spring and fall MAP test. SBA is achievement-based; whereas MAP is growth-based and is administered 3x a year. SBA and MAP help the school plan instruction and monitor progress.

Using the results, the school established its goals and arcs for the year to help students in the bottom 40th percentile meet their expected growth.

Student support:

- Adopted Eureka Square last year for Math support
- Adopted Fish Tank, new ELA curriculum in Kindergarten-5th grade
- Piloted IXL for reading support at home
- 9th Grade Success - after-school tutoring for 9th graders for all subjects

VII. Enrollment

A. Enrollment Report and Update

Headcount: 899
Current enrollment: 884.54
Budget: 872.39

Running Start students are not counted in the above numbers.

Enrollment numbers are good, although Kindergarten enrollment is low (current count at 78; budget was at 94). SIA is meeting all budget metrics. Some classrooms have 26 students; 24 would be idea. In middle school, the average class size is 30, but can take up to 32.

VIII. High School Graduation Policy

A. Early Graduation Amendment

Charina Carothers made a motion to approve the amended high school graduation requirement policy 2410, procedure2410P, and Board Resolution Adoption of 2410 and 2410P.
Ashlee Lent seconded the motion.
One student is able to meet all requirements to graduate as a junior. School leadership presented a policy to be put in place to honor a student to graduate early.
The board **VOTED** unanimously to approve the motion.

IX. Head of School Report

A. Monthly Head of School Update

Morgen briefly shared some highlights from the written report:

- The 8th grade International trip to Panama in 2027 has 30 students signed up as of this date.
- Phoenix Love - Student begin to log their service hours. K-4 students are required to complete 10 hours per school year; and 5th-12th graders complete 20 hours.
- SIA joined the list of high schools participating in the Spokane Scholars Foundation. SIA nomination process begins.
- Athletics - Cross country and Track and Field families began their fundraising efforts to help offset competition expenses.

B. Yearly Calendar

A reminder that board members are welcome to visit the school.

X. Governance

A. Board Recruitment

Cassie Anderson is actively recruiting for potential board members.

Today, three individuals were invited to attend the board meeting. They have completed and submitted the Board Interest form.

- Casey Bruner with legal background, and a parent of an SIA student
- Pamela Predisik, a grandparent of an SIA student with fundraising and education background
- Katrina Rathbun, background in banking and believes families should have an option for their children's education.

The next step will be an interview and tour of the school with Morgen Flowers and a current board member. Myra Keast will schedule the meeting.

B. Reminder: Board & Administrative Staff Training-Due November 16

A reminder to the board members who have not completed their training. The due date is on November 16th.

C. Reminder: Board Commitment Form 26-27

Changed the due date to November 18.
Revise the form to show the $500 financial contribution allocation:

- SIA Foundation (enter %)
- Private Fund (enter %)

D. Board Committees Updates

The finance committee reported that they will be submitting the 25-26 financial statement commission this month.

There were no other committee reports.

XI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:24 PM.

Respectfully Submitted,
Cassie Anderson
Motion to adjourn - Charina Carothers
Seconded by - Ron Poplawski

Documents used during the meeting

- Student-Board-Representation-District-Comparison.pdf
- Student Representation on the SIA Board_ Two Proposed Pathways.pdf
- SIA Board Briefing • October 2026 • Schoolwide View & Academic Arcs — Revised Copy.pdf

DRAFT

Spokane International Academy

Minutes

Monthly Board Meeting

Date and Time
Wednesday October 28, 2026 at 4:30 PM

Location
Spokane Internal Academy
1st Floor, Media Center/Library
777 E. Magnesium Rd.
Spokane, WA 99208

Directors Present
Ashlee Lent (remote), Cassie Anderson, Charina Carothers, Javier Medina (remote), Maureen Rosette (remote), Ron Poplawski

Directors Absent
Guillermo Espinosa

Guests Present
Caryn McGee, Caryn McGee, Casey Bruner, Chandalee Wood, Katrina Rathbun, Morgen Flowers-Washington, Myra Keast, Pamela Predesik, Sam Schweda

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 28, 2026 at 4:35 PM.

II. Consent Agenda

A. September Board Minutes

Maureen Rosette made a motion to approve the minutes from Monthly Board Meeting on 09-23-26.
Ron Poplawski seconded the motion.
All items on the Consent Agenda has been approved.
The board **VOTED** unanimously to approve the motion.

B. September Financials

C. Policies for Board Approval

III. Public Comment

A. Public Comment

Pamela Predisik, a grandparent of an SIA student volunteers on Mondays. Ms. Predisik shared her observation on how busy recess and lunch periods are. She mentioned that students do no have enough time to eat and play. She also observed the amount of wasted food.

IV. ASB Update

A. ASB Update

Dr. Wood presented on behalf of ASB.

Homecoming Week-October 5-October 9

- The homecoming game was held on campus this year and was a success.
- This year's Spirit Week was extended to the primary academy.
- First high school homecoming dance and pep rally also took place during homecoming week.

Upcoming projects and events

- Winter formal for Middle School
- ASB is working on policies regarding dress codes for grades 6-10 and student parking
- 1st semester awards assembly will be held in December

- Active and upcoming clubs

V. Student Representation to the Board

A. Student Representation to the Board

Morgen Flowers provided two options for the board to review. The first option is a local district comparison and the second option is a pathway for student representation.

Option #1 - Local districts in comparison:

- Student representation on the board are non-voting and they do not attend executive sessions.
- Student representation on the board are high school students; however at SIA, board representation would be extended to grades 5-8 and grades 9-12 (two representatives).
- Teacher nomination
- Student completes application process
- School leadership and board review; the board selects the representative(s)

Option #2 - Pathway option:

- Student representative must be in high school (grades 9-12)
- Student representation on the board are based on teacher nomination.
- Students have to complete the board representation process
- Student representatives are expected to attend monthly meetings
- Student representation on the board are non-voting and they do not attend executive sessions.
- The board reviews and selects the student representative.

Ron Poplawski prefers option #2. Charina Carothers, Ashlee Lent, Maureen Rosette prefer option #1.

Morgen will design the process and put together a policy to present at the November board meeting.

Note: The ASB representative at monthly board meetings is separate from the student representation on the board.

VI. SIA Student Data

A. Fall Data 2026

Caryn McGee, Director of Curriculum and Instruction presented. Caryn explained the difference between Smarter Balanced Assessment (SBA) and Measure of Academic Progress (MAP). Students in grades 3-8; and grades 10-11 took the SBA test in the

spring of 2026. Students in grades 1-10 took the spring and fall MAP test. SBA is achievement-based; whereas MAP is growth-based and is administered 3x a year. SBA and MAP help the school plan instruction and monitor progress.

Using the results, the school established its goals and arcs for the year to help students in the bottom 40th percentile meet their expected growth.

Student support:

- Adopted Eureka Square last year for Math support
- Adopted Fish Tank, new ELA curriculum in Kindergarten-5th grade
- Piloted IXL for reading support at home
- 9th Grade Success - after-school tutoring for 9th graders for all subjects

VII. Enrollment

A. Enrollment Report and Update

Headcount: 899
Current enrollment: 884.54
Budget: 872.39

Running Start students are not counted in the above numbers.

Enrollment numbers are good, although Kindergarten enrollment is low (current count at 78; budget was at 94). SIA is meeting all budget metrics. Some classrooms have 26 students; 24 would be idea. In middle school, the average class size is 30, but can take up to 32.

VIII. High School Graduation Policy

A. Early Graduation Amendment

Charina Carothers made a motion to approve the amended high school graduation requirement policy 2410, procedure2410P, and Board Resolution Adoption of 2410 and 2410P.
Ashlee Lent seconded the motion.
One student is able to meet all requirements to graduate as a junior. School leadership presented a policy to be put in place to honor a student to graduate early.
The board **VOTED** unanimously to approve the motion.

IX. Head of School Report

A. Monthly Head of School Update

Morgen briefly shared some highlights from the written report:

- The 8th grade International trip to Panama in 2027 has 30 students signed up as of this date.
- Phoenix Love - Student begin to log their service hours. K-4 students are required to complete 10 hours per school year; and 5th-12th graders complete 20 hours.
- SIA joined the list of high schools participating in the Spokane Scholars Foundation. SIA nomination process begins.
- Athletics - Cross country and Track and Field families began their fundraising efforts to help offset competition expenses.

B. Yearly Calendar

A reminder that board members are welcome to visit the school.

X. Governance

A. Board Recruitment

Cassie Anderson is actively recruiting for potential board members.

Today, three individuals were invited to attend the board meeting. They have completed and submitted the Board Interest form.

- Casey Bruner with legal background, and a parent of an SIA student
- Pamela Predisik, a grandparent of an SIA student with fundraising and education background
- Katrina Rathbun, background in banking and believes families should have an option for their children's education.

The next step will be an interview and tour of the school with Morgen Flowers and a current board member. Myra Keast will schedule the meeting.

B. Reminder: Board & Administrative Staff Training-Due November 16

A reminder to the board members who have not completed their training. The due date is on November 16th.

C. Reminder: Board Commitment Form 26-27

Changed the due date to November 18.
Revise the form to show the $500 financial contribution allocation:

- SIA Foundation (enter %)
- Private Fund (enter %)

D. Board Committees Updates

The finance committee reported that they will be submitting the 25-26 financial statement commission this month.

There were no other committee reports.

XI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:24 PM.

Respectfully Submitted,
Cassie Anderson
Motion to adjourn - Charina Carothers
Seconded by - Ron Poplawski

Documents used during the meeting

- Student-Board-Representation-District-Comparison.pdf
- Student Representation on the SIA Board_ Two Proposed Pathways.pdf
- SIA Board Briefing • October 2026 • Schoolwide View & Academic Arcs — Revised Copy.pdf

Coversheet

October Financials

Section: II. Consent Agenda
Item: B. October Financials
Purpose:
Submitted by:
Related Material: Additional_notes_for_AP_Payroll-Oct.xlsx
Oct_mid_AP_2026.pdf
Oct_EOM_AP_2026_PV.pdf
Oct_EOM_AP_2026_ASB.pdf
Oct_EOM_AP_2026.pdf
Wire_register_10.26.pdf
Oct_Payroll_2026.pdf
Payroll_as_a_percent_of_Exp-by_FTE_-_26.27.xlsx
CF26.27.xlsx
October_2026_Buget_Status_Report.pdf
Average_Enrollment_26.27.pdf

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-Oct.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 18, 2026, the board, by a _____ vote, approves payments, totaling $19,877.97. The payments are further identified in this document.

Total by Payment Type for Cash Account, COLUMBIA BANK - PUBLIC:
Warrant Numbers 21167 through 21189, totaling $19,877.97

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
21167	ADAMS, JEREMY	10/15/2026	55.20
21168	AMAZON CAPITAL SERVICES	10/15/2026	1,626.94
21169	ATS INLAND NW, LLC	10/15/2026	841.17
21170	BOTELLO, ROSALIA elizabeth	10/15/2026	9.40
21171	CITY OF SPOKANE	10/15/2026	2,870.76
21172	DE LAGE LANDEN FINANCIAL SERVI	10/15/2026	1,217.33
21173	GREEN, HARRY	10/15/2026	5.15
21174	J.W. PEPPER & SON, INC.	10/15/2026	804.20
21175	KNUTSON, DENALI	10/15/2026	28.40
21176	MACKIN BOOK COMPANY	10/15/2026	60.50
21177	MUSIC CITY SPOKANE, INC	10/15/2026	136.38
21178	NCS PEARSON, INC.	10/15/2026	158.20
21179	NIMBLE HIRING, PBC	10/15/2026	6,365.00
21180	PACIFIC INTERPRETERS	10/15/2026	54.97
21181	PRO MECHANICAL SERVICES, INC	10/15/2026	793.71
21182	PYE-BARKER FIRE & SEFETY, LLC	10/15/2026	179.35
21183	RAMSEY, TAVON	10/15/2026	19.25
21184	RIVERSIDE INSIGHTS	10/15/2026	879.95
21185	STAPLES ADVANTAGE	10/15/2026	2,361.87
21186	TABINO, KAROLINA	10/15/2026	10.50
21187	TK ELEVATOR CORPORATION	10/15/2026	1,037.13
21188	TULLENERS, MICHELLE	10/15/2026	40.07
21189	VENTRIS LEARNING LLC	10/15/2026	322.54

23 Computer Check(s) For a Total of 19,877.97

	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	19,877.97
Total For	23	Manual, Wire Tran, ACH & Computer Checks		19,877.97
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	19,877.97

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 18, 2026, the board, by a _____ vote, approves payments, totaling $874.40. The payments are further identified in this document.

Total by Payment Type for Cash Account, COLUMBIA BANK - PRIVATE:
Warrant Numbers 1449 through 1449, totaling $874.40

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
1449	AMAZON CAPITAL SERVICES	10/30/2026	874.40

1 Computer Check(s) For a Total of 874.40

Spokane International Academy - Monthly Board Meeting - Agenda - Wednesday November 18, 2026 at 4:30 PM

	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	874.40
Total For	1	Manual, Wire Tran, ACH & Computer Checks		874.40
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	874.40

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

As of November 18, 2026, the board, by a _____ vote, approves payments, totaling $780.75. The payments are further identified in this document.

Total by Payment Type for Cash Account, COLUMBIA BANK - PUBLIC:
Warrant Numbers 21207 through 21209, totaling $780.75

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
21207	AMAZON CAPITAL SERVICES	10/30/2026	576.09
21208	COLUMBIA SCHOOL DISTRICT#206	10/30/2026	50.00
21209	GRAINGER, SPENCER G	10/30/2026	154.66
3	Computer Check(s) For a Total of		780.75

Spokane International Academy - Monthly Board Meeting - Agenda - Wednesday November 18, 2026 at 4:30 PM

	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	780.75
Total For	3	Manual, Wire Tran, ACH & Computer Checks		780.75
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	780.75

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 18, 2026, the board, by a _____ vote, approves payments, totaling $255,948.97. The payments are further identified in this document.

Total by Payment Type for Cash Account, COLUMBIA BANK - PUBLIC:
Warrant Numbers 21210 through 21240, totaling $255,948.97

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Check Nbr	Vendor Name	Check Date	Check Amount
21210	AMAZON CAPITAL SERVICES	10/30/2026	2,610.55
21211	ATS INLAND NW, LLC	10/30/2026	5,428.82
21212	AUTO-CHLOR SYSTEM	10/30/2026	383.21
21213	Avista	10/30/2026	18,214.94
21214	BRAUN, RODNEY	10/30/2026	3,583.00
21215	CENTURYLINK	10/30/2026	283.53
21216	CHARLIE'S PRODUCE	10/30/2026	278.75
21217	COPELAND, TABATHA	10/30/2026	149.00
21218	EDNETICS, INC.	10/30/2026	27,763.61
21219	FATBEAM LLC	10/30/2026	349.00
21220	FIKES NORTHWEST	10/30/2026	1,840.52
21221	FLOWERS WASHINGTON, MORGEN	10/30/2026	82.84
21222	GOJOE PATROL INC	10/30/2026	903.68
21223	GOLD STAR FOODS OF IDAHO, INC	10/30/2026	57,147.67
21224	GREENSCAPE	10/30/2026	1,733.36
21225	HARLOW'S SCHOOL BUS SERVICE IN	10/30/2026	91,437.26
21226	INLAND NORTHWEST THERAPY, LLC	10/30/2026	8,211.10
21227	J.W. PEPPER & SON, INC.	10/30/2026	98.08
21228	KUTAK ROCK LLP	10/30/2026	661.50
21229	NCS PEARSON, INC.	10/30/2026	992.57
21230	NEWASA	10/30/2026	250.00
21231	NEWESD 101	10/30/2026	18,934.15
21232	OSPI CHILD NUTRITION SERVICES	10/30/2026	3,968.31
21233	PRO MECHANICAL SERVICES, INC	10/30/2026	444.59
21234	PROFESSIONAL SPORTS PUBLICATIO	10/30/2026	1,580.00
21235	ROYAL BUSINESS SYSTEMS, INC	10/30/2026	1,257.51
21236	SCHWEDA, SAMUEL	10/30/2026	4.00
21237	TERRY'S DAIRY, INC.	10/30/2026	5,315.74
21238	TK ELEVATOR CORPORATION	10/30/2026	1,877.96
21239	WSIPC	10/30/2026	88.77
21240	ZOOM VIDEO COMMUNICATIONS INC.	10/30/2026	74.95

Check Nbr	Vendor	Name	Check Date	Check Amount
31	Computer	Check(s) For a Total of		255,948.97

	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
	31	Computer	Checks For a Total of	255,948.97
Total For	31	Manual, Wire Tran, ACH & Computer Checks		255,948.97
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	255,948.97

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 18, 2026 the board, by a _____ vote, approves payments, totaling $107,346.68. The payments are further identified in this document. Total by Payment Type for Private/Public Account, Columbia BANK: Wire/ACH payments totaling $107,346.68.

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

Type	Vendor Name		Date	Amount
ACH	Comptax	Q3	10/15/2026	$ 2,099.33
ACH	Umpqua Credit Card	September Statement	10/15/2026	$ 9,772.35
ACH	SIA-Magnesium		10/26/2026	$ 95,475.00
		3 ACH/Wire	For a Total of	$ 107,346.68

Payments have been 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. Those payments have been recorded on a listing which has been made available to the board.

As of November 18, 2026, the board, by a _____ vote, does approve for payment those checks (warrants) included in the following list and further described as follows: COLUMBIA BANK - COLUMBIA BANK - PUBLIC
Check Number 21190 through 21198
and for payment those Direct Deposits included in the following list and further described as follows: COLUMBIA BANK - COLUMBIA BANK - PUBLIC
Direct Deposit Number 900009486 through 900009598
in the total amount of $874,465.90.

Secretary _____ Board Member _____

Board Member _____ Board Member _____

Board Member _____ Board Member _____

4pacpv04.p SPOKANE INTERNATIONAL ACADEMY 3:35 PM 10/21/26
05.26.06.00.00-12.8-010051 PAY SUMMARY FOR PR / Payroll - AFTER CALCS PAGE: 1
CHECK DATE: 10/30/2026 PERIOD ENDING DATE: 10/31/2026
HR\PA\CP\PE - 748 - Board

PAY	DESCRIPTION	COUNT	FACTOR	HOURS	GROSS	RETIRE HOURS
BENE5	BENES - NO PAY	6	2.0000			
CAPR3	ASSOCIATE PR	3	2.0000		22,642.42	352.00
CCFO3	CHIEF FIN OFF	1	1.0000		12,117.92	176.00
CCOU3	COUNSELOR	5	3.0000		18,595.70	528.00
CCUS4	FACILITIES	6	6.0000		21,761.85	1056.00
CDOP3	DIR OF OPS	5	2.0000		15,250.00	352.00
CDSS3	DIR OF SPECIAL	5	2.0000		16,196.88	264.00
CIA3	INST AIDE	67	24.0000		62,275.73	3915.00
CINT3	INT COACH	4	4.0000		27,861.25	704.00
CKIT4	KITCHEN MGR	1	1.0000		3,337.62	168.00
CKTA4	KITCHEN ASSIST	4	4.0000		9,829.51	648.00
CLGY5	LONGEVITY	37	36.0000		12,948.49	
CMGF3	MANAGER FINANCE	1	1.0000		5,196.80	176.00
CMGH3	HR SPECIALIST	1	1.0000		4,394.60	176.00
CMGS3	EXCUTIVE ASSIT	1	1.0000		4,914.35	176.00
CNUR3	NURSE	3	1.0000		4,890.19	200.00
COFF3	OFFICE ASSIST	13	4.0000		12,840.21	704.01
CSA5	ATHLETICS 1	6	3.0000		1,150.01	4.31
CSP25	SUPPLEMENTAL	1	1.0000		128.58	16.80
CSUP3	SUPERINTENDENT	4	1.0000		15,583.34	176.00
CTC13	TEACHER	131	55.0000		328,520.90	9423.99
CTSU3	BLDG SUB	3	1.0000		3,008.00	176.01
LWOP3	LWOP	5		-64.7500	-1,741.36	-64.80
PREM	PREMIUM OT	1	21.2500		275.61	
RTRO5	RETRO PAY	8	3.0000		741.50	
SUM15	SUPPLEMENTAL-M	3	3.0000		1,350.00	
SUP15	SUPPLEMENTAL	6	24.2500		856.25	22.40
SUP25	SUPPLEMENTAL	3	15.0000		375.00	15.10
TIA3	INST AIDE	15		-63.5000	-1,457.32	-63.50
TKII4	KITCHEN ASST	1		58.0000	1,213.36	58.00
TKIT4	KITCHEN MGR	1		8.0000	207.52	8.00
TOFF3	OFFICE ASST	4		-58.0000	-1,213.37	-58.01
TOV4	OVERTIME	1		21.2500	551.23	21.30

CHECK DATE: 10/30/2026 PERIOD ENDING DATE: 10/31/2026

HR\PA\CP\PE - 748 - Board

PAY	DESCRIPTION	COUNT	FACTOR	HOURS	GROSS	RETIRE HOURS
TSNU3	SCHOOL NURSE	3		5.0000	207.95	5.00
TSU23	SUBSTITUTE	7		71.5000	1,649.35	71.50
TSUB3	SUBSTITUTE	9		192.0000	6,833.93	191.99
	REPORT TOTAL	375	222.5000	169.5000	613,294.00	19599.10

CHECK DATE: 10/30/2026 PERIOD ENDING DATE: 10/31/2026

HR\PA\CP\PE - 748 - Board

CODE	DESCRIPTION	CATEGORY	COUNT	AMOUNT
1FIC	FICA	FICA	369	37,213.29
1FIT	FED INC TAX	FEDERAL TAX	369	39,301.10
1FIT+	FIT ADD AMT	FEDERAL TAX	57	5,766.00
1MED	MEDICARE	MEDICARE	369	8,703.10
1PFML	WA PAID FML	PFML	369	4,950.48
1ReE2	SERS PLAN 2	RETIREMENT	118	8,454.98
1ReE3	SERS PLAN 3	RETIREMENT	32	2,714.19
1ReT0	TRS PLAN 0	RETIREMENT	7	
1ReT2	TRS 2	RETIREMENT	142	17,028.90
1ReT3	TRS PLAN 3	RETIREMENT	99	16,072.95
1WC	WORKERS' COMP	WORKERS' COMP	368	2,909.23
1WLTC	WA LTC	LONG-TERM CARE	361	3,453.05
A5152	Med ADJ	OTH BEF TAX	6	-511.00
DCP	DCP DRS	TSA-BEFORE TAX	4	3,700.89
DCP R	DCP ROTH	TSA-AFTER TAX	4	1,558.00
DCS-P	CHILD SUPPORT		5	1,268.00
HCFSA	Medical FSA	OTH BEF TAX	3	283.33
HEHSA	Health Eqty-HSA	OTH BEF TAX	5	766.00
KP1ER	Kai WA Smt1 EMP	OTH BEF TAX	3	90.00
KP2CR	Kai WA Smt2 E/C	OTH BEF TAX	2	235.00
KP2ER	Kai WA Smt2 EMP	OTH BEF TAX	9	695.00
KP2FR	Kai WA Smt2 FAM	OTH BEF TAX	2	427.00
KW1ER	Kai WA Core1EMP	OTH BEF TAX	13	120.00
KW1FR	Kai WA Core1FAM	OTH BEF TAX	4	144.00
KW1SR	Kai WA Core1E/S	OTH BEF TAX	3	48.00
KW2CR	Kai WA Core2E/C	OTH BEF TAX	5	232.00
KW2SR	Kai WA Core2E/S	OTH BEF TAX	3	264.00
KWSCR	Kai WA SndChE/C	OTH BEF TAX	1	228.00
KWSER	Kai WA SndChEMP	OTH BEF TAX	17	780.00
KWSFR	Kai WA SndChFAM	OTH BEF TAX	9	1,220.00
LTD50	Emp Pd LTD 50%		41	140.95
LTD60	Emp Pd LTD 60%		120	782.57
LTDBU	Supp LTD		2	
P-AJ3	Retirement ADJ		6	896.46
PHCR	Prem Hgh PPOE/C	OTH BEF TAX	5	550.00
PHER	Prem Hgh PPOEMP	OTH BEF TAX	2	157.00
PHFR	Prem Hgh PPOFAM	OTH BEF TAX	5	942.00
PHSR	Prem Hgh PPOE/S	OTH BEF TAX	2	314.00
PMER	Prem HMCrEPOEMP	OTH BEF TAX	18	126.00
PMFR	Prem HMCrEPOFAM	OTH BEF TAX	1	63.00
PMSR	Prem HMCrEPOE/S	OTH BEF TAX	4	84.00
PSCR	Prem Std PPOE/C	OTH BEF TAX	4	378.00
PSER	Prem Std PPOEMP	OTH BEF TAX	21	1,080.00
PSFR	Prem Std PPOFAM	OTH BEF TAX	3	648.00
PSSR	Prem Std PPOE/S	OTH BEF TAX	1	216.00
VACR	UMP Achieve2E/C	OTH BEF TAX	6	472.00
VAER	UMP Achieve2EMP	OTH BEF TAX	4	405.00
VAFR	UMP Achieve2FAM	OTH BEF TAX	2	405.00
VASR	UMP Achieve2E/S	OTH BEF TAX	1	270.00
VHSAC	UMP CDHP E/C	OTH BEF TAX	2	61.00
VHSAF	UMP CDHP FAM	OTH BEF TAX	3	105.00
VHSAS	UMP CDHP E/S	OTH BEF TAX	2	70.00
VUCR	UMP Achieve1E/C	OTH BEF TAX	12	410.00

CHECK DATE: 10/30/2026 PERIOD ENDING DATE: 10/31/2026

HR\PA\CP\PE - 748 - Board

CODE	DESCRIPTION	CATEGORY	COUNT	AMOUNT
VUER	UMP Achieve1EMP	OTH BEF TAX	27	877.00
VUFR	UMP Achieve1FAM	OTH BEF TAX	7	332.00
VUSR	UMP Achieve1E/S	OTH BEF TAX	2	94.00
			3061	167,994.47

CHECK DATE: 10/30/2026 PERIOD ENDING DATE: 10/31/2026

HR\PA\CP\PE - 748 - Board

CODE	DESCRIPTION	CATEGORY	COUNT	AMOUNT
1FIC	FICA	FICA	369	37,213.29
1MED	MEDICARE	MEDICARE	369	8,703.10
1PFML	WA PAID FML	PFML	369	1,979.78
1ReE2	SERS PLAN 2	RETIREMENT	118	8,701.16
1ReE3	SERS PLAN 3	RETIREMENT	32	2,349.98
1ReT0	TRS PLAN 0	RETIREMENT	17	
1ReT2	TRS PLAN 2	RETIREMENT	144	17,480.66
1ReT3	TRS PLAN 3	RETIREMENT	99	17,346.20
1UC	UNEMPLOYMENT	UNEMPLOY COMP	369	2,081.70
1WC	WORKERS' COMP	WORKERS' COMP	368	7,149.78
SEBB	SEBB		263	158,010.00
VHSS1	UMP CDHP EE HSA		7	156.25
			2524	261,171.90

************************** 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-by_FTE_-_26.27.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:

CF26.27.xlsx

10--GENERAL FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2026 (September 1, 2026 - August 31, 2027)

For the SPOKANE INTERNATIONAL ACADEMY School District for the Month of October, 2026

A. REVENUES/OTHER FIN. SOURCES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 LOCAL TAXES	0	.00	.00		.00	0.00
2000 LOCAL SUPPORT NONTAX	209,500	13,512.26	21,787.32		187,712.68	10.40
3000 STATE, GENERAL PURPOSE	10,510,464	840,835.47	1,786,775.39		8,723,688.61	17.00
4000 STATE, SPECIAL PURPOSE	2,974,785	250,536.44	480,526.15		2,494,258.85	16.15
5000 FEDERAL, GENERAL PURPOSE	0	.00	.00		.00	0.00
6000 FEDERAL, SPECIAL PURPOSE	907,216	55,063.25	55,063.25		852,152.75	6.07
7000 REVENUES FR OTH SCH DIST	0	.00	.00		.00	0.00
8000 OTHER AGENCIES AND ASSOCIATES	325,000	.00	125,000.00		200,000.00	38.46
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
Total REVENUES/OTHER FIN. SOURCES	14,926,965	1,159,947.42	2,469,152.11		12,457,812.89	16.54
B. EXPENDITURES						
00 Regular Instruction	7,364,820	583,026.65	1,255,796.10	5,932,482.69	176,541.21	97.60
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	1,706,558	136,818.99	261,257.83	1,249,694.27	195,605.90	88.54
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.	703,184	46,270.36	95,746.76	468,577.74	138,859.50	80.25
70 Other Instructional Pgms	50,082	4,967.82	9,055.69	40,887.46	138.85	99.72
80 Community Services	0	.00	.00	0.00	.00	0.00
90 Support Services	5,063,218	512,479.97	938,009.86	2,532,042.09	1,593,166.05	68.53
Total EXPENDITURES	14,887,862	1,283,563.79	2,559,866.24	10,223,684.25	2,104,311.51	85.87
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. UNUSUAL/INFREQUENT-INFLOWS (GL 968)	0	.00	.00		.00	0.00
F. UNUSUAL/INFREQUENT-OUTFLOWS (GL 538)	0	.00	.00		.00	0.00
G. NET CHANGE IN FUND BALANCE (A-B-C-D+E-F)	39,103	123,616.37-	90,714.13-		129,817.13-	331.99-
H. TOTAL BEGINNING FUND BALANCE	3,750,000		4,776,022.59			
I. G/L 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)	XXXXXXXXX		.00			
J. TOTAL ENDING FUND BALANCE (G+H + OR - I)	3,789,103		4,685,308.46			

17--PRIVATE FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2026 (September 1, 2026 - August 31, 2027)

For the SPOKANE INTERNATIONAL ACADEMY School District for the Month of October, 2026

A. REVENUES/OTHER FIN. SOURCES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 LOCAL TAXES	0	.00	.00		.00	0.00
2000 LOCAL SUPPORT NONTAX	15,000	100.78	325.83		14,674.17	2.17
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
Total REVENUES/OTHER FIN. SOURCES	15,000	100.78	325.83		14,674.17	2.17
B. EXPENDITURES						
00 Regular Instruction	0	874.40	874.40	0.00	874.40-	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	275.48	503.98	0.00	14,496.02	3.36
Total EXPENDITURES	15,000	1,149.88	1,378.38	0.00	13,621.62	9.19
C. OTHER FIN. USES TRANS. OUT (GL 536)	0	.00	.00			
D. OTHER FINANCING USES (GL 535)	0	.00	.00			
E. UNUSUAL/INFREQUENT-INFLOWS (GL 968)	0	.00	.00		.00	0.00
F. UNUSUAL/INFREQUENT-OUTFLOWS (GL 538)	0	.00	.00		.00	0.00
G. NET CHANGE IN FUND BALANCE (A-B-C-D+E-F)	0	1,049.10-	1,052.55-		1,052.55-	0.00
H. TOTAL BEGINNING FUND BALANCE	350,000		247,004.99			
I. G/L 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)	XXXXXXXXX		.00			
J. TOTAL ENDING FUND BALANCE (G+H + OR - I)	350,000		245,952.44			

40--ASB FUND-- FUND BALANCE -- AGENCY ACCOUNTS -- Revised -- BUDGET-STATUS-REPORT
Fiscal Year 2026 (September 1, 2026 - August 31, 2027)

For the SPOKANE INTERNATIONAL ACADEMY School District for the Month of October, 2026

	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
A. REVENUES						
1000 General Student Body	30,754	3,699.00	6,564.00		24,190.00	21.34
2000 Athletics	1,300	.00	.00		1,300.00	0.00
3000 Classes	500	.00	.00		500.00	0.00
4000 Clubs	33,470	360.00	360.00		33,110.00	1.08
6000 Private Moneys	1,000	.00	.00		1,000.00	0.00
Total REVENUES	67,024	4,059.00	6,924.00		60,100.00	10.33
B. EXPENDITURES						
1000 General Student Body	22,500	730.75	730.75	0.00	21,769.25	3.25
2000 Athletics	4,200	50.00	665.00	0.00	3,535.00	15.83
3000 Classes	500	.00	.00	0.00	500.00	0.00
4000 Clubs	35,150	.00	.00	0.00	35,150.00	0.00
6000 Private Moneys	1,000	.00	.00	0.00	1,000.00	0.00
Total EXPENDITURES	63,350	780.75	1,395.75	0.00	61,954.25	2.20
C. EXCESS OF REVENUES OVER(UNDER) EXPENDITURES (A-B)	3,674	3,278.25	5,528.25		1,854.25	50.47
D. UNUSUAL/INFREQUENT-INFLOWS (GL 968)	0	.00	.00		.00	0.00
E. UNUSUAL/INFREQUENT-OUTFLOWS (GL 538)	0	.00	.00		.00	0.00
F. NET CHANGE IN FUND BALANCE (C+D-E)	3,674	3,278.25	5,528.25		1,854.25	50.47
G. TOTAL BEGINNING FUND BALANCE	15,601		18,989.94			
H. G/L 896, 897, 898 ACCOUNTING CHANGES AND ERROR CORRECTIONS (+OR-)	XXXXXXXXX		.00			
I. TOTAL ENDING FUND BALANCE (F+G + OR - H)	19,275		24,518.19			
J. 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	19,275		24,518.19			
G/L 890 Unassigned Fund Balance	0		.00			
TOTAL	19,275		24,518.19			

26-27 Enrollment - FTE

	9	10	11	12	1	2	3	4	5	6	Total Ave.	Budget	Variance
K	78.00	78.00	76.00								77.33	94.00	(16.67)
1	76.00	74.00	74.00								74.67	72.00	2.67
2	98.00	98.00	98.00								98.00	93.14	4.86
3	72.00	71.00	71.00								71.33	72.00	(0.67)
4	100.00	100.00	101.00								100.33	94.09	6.24
5	97.00	97.00	97.00								97.00	93.56	3.44
6	99.00	99.00	97.00								98.33	98.00	0.33
7	84.00	82.52	81.65								82.72	83.23	(0.51)
8	87.00	87.00	84.00								86.00	83.15	2.85
9	40.00	40.00	40.00								40.00	38.00	2.00
10	30.00	29.00	29.00								29.33	30.76	(1.43)
11	20.52	20.34	20.11								20.32	15.46	4.86
12	5.90	5.80	6.27								5.99	5.00	0.99
	887.42	881.66	875.03	-	-	-	-	-	-	-	881.37	872.39	8.98

26-27 Enrollment - Headcount

	9	10	11	12	1	2	3	4	5	6	Total Ave.	Budget	Variance
K	78.00	78.00	76.00								77.33	94.00	(16.67)
1	76.00	74.00	74.00								74.67	72.00	2.67
2	98.00	98.00	98.00								98.00	93.14	4.86
3	72.00	71.00	71.00								71.33	72.00	(0.67)
4	100.00	100.00	101.00								100.33	94.09	6.24
5	97.00	97.00	97.00								97.00	93.56	3.44
6	99.00	99.00	97.00								98.33	98.00	0.33
7	84.00	83.00	82.00								83.00	83.23	(0.23)
8	87.00	87.00	84.00								86.00	83.15	2.85
9	40.00	40.00	40.00								40.00	38.00	2.00
10	30.00	29.00	29.00								29.33	30.76	(1.43)
11	30.00	30.00	30.00								30.00	15.46	14.54
12	13.00	13.00	13.00								13.00	5.00	8.00
	904.00	899.00	892.00	-	-	-	-	-	-	-	898.33	872.39	25.94

** Running Start students not counted in the above numbers

Coversheet

Policy 6212-Charge Cards

Section: II. Consent Agenda
Item: C. Policy 6212-Charge Cards
Purpose:
Submitted by:
Related Material: SIA Policy 6212 – Charge Cards – Proposed November 2026 Update.pdf

Policy 6212 Charge Cards

Section 6000 - Personnel
Title - Charge Cards
Number - 6212
Last Revised - 08/24/20
Prior Revised Dates - 02/25/19
Proposed Revision - November 2026

The board authorizes the issuance of charge cards to staff for purchases, acquisitions, and travel related to work at SIA. The board will approve any contract for the issuance of credit cards, including credit limits. Credit cards will be issued to staff in the following positions:

- Head of School
- Chief Financial Officer
- Director of Operations
- Director of Facilities

The Head of School is responsible for the authorization and control of the use of credit card funds, subject to final board approval of payments.

Upon billing, or no later than thirty (30) days after the billing date, the staff member using a charge card will submit a full itemized expense voucher including receipts or invoices supporting purchases. Any charges not properly identified on the expense voucher, or not allowed following review by the auditing officer, will be paid by the staff member. Any staff member who has been issued a charge card will not use the card if any disallowed charges are outstanding.

Purchasing limits for each card will be set at the following:

- Head of School - $15,000
- Chief Financial Officer - $10,000
- Director of Operations - $10,000
- Director of Facilities - $10,000

The Head of School, in conjunction with the CFO and finance committee, will continue to monitor the issuance and use of charge cards.

Legal References

RCW 42.24.115 Municipal corporations and political subdivisions - Charge cards for officers' and employees' travel expenses

RCW 43.09.2855 Local governments - Use of credit cards

Cross References

6213 - Reimbursement for Travel Expenses (Adopted as of 02/2019)

Coversheet

Resolution to Establish Student Representation on the Board

Section: II. Consent Agenda
Item: D. Resolution to Establish Student Representation on the Board
Purpose:
Submitted by:
Related Material: SIA Student Representation Bylaw Resolution.pdf

Resolution to Establish Student Representation on the Board

Resolution No. _____
Proposed for Board consideration and vote
Meeting date: _____

A resolution of the Board of Directors of Spokane International Academy amending the bylaws to establish two nonvoting student advisory representatives, one from grades 5–8 and one from grades 9–12.

WHEREAS, the Board seeks a consistent opportunity to hear directly from students and consider their experiences in its deliberations; and

WHEREAS, representation from two grade bands will provide perspectives from different stages of the SIA student experience; and

WHEREAS, the Board intends to establish advisory roles while retaining all governing authority and voting responsibility with its directors;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Spokane International Academy as follows:

1. Adoption of the Bylaw Amendment

The Board adopts the Student Advisory Representatives section attached as Exhibit A and incorporates it into the SIA bylaws. Student representatives are advisors to the Board and do not occupy director positions or count toward Board membership, quorum, or voting requirements.

2. Implementation

The Head of School shall designate a staff liaison and establish nomination, application, orientation, and support procedures consistent with Exhibit A. The Board shall select representatives by vote at a public meeting. The initial selection process may begin after this amendment takes effect.

3. Effective Date and Records

This amendment takes effect upon adoption and completion of any additional approvals required by applicable law, the articles of incorporation, the existing bylaws, or the charter contract. The Board Secretary shall assign an appropriate section number, make conforming numbering and cross-reference changes without changing substance, and retain the amended bylaws, resolution, and vote in the official records.

ADOPTED on _____ by the following vote:

_____ _____
Board Chair Date

_____ _____
Board Secretary Date

Exhibit A

Proposed Bylaw Amendment
Section _____ Student Advisory Representatives

1. Purpose and Composition

The Board shall establish two student advisory representative positions: one representing students in grades 5–8 and one representing students in grades 9–12. The purpose is to bring student experiences, accomplishments, concerns, and suggestions into public Board deliberations and support student leadership development.

2. Advisory Status and Limits

Student representatives serve solely in a nonvoting advisory capacity and are not directors, officers, or members of Board committees. They may not vote, make or second motions, exercise governing authority, or bind SIA. They do not count toward Board size, quorum, or voting thresholds. They shall not attend executive sessions or receive confidential Board materials. All governance decisions remain with the Board of Directors.

3. Eligibility and Selection

Each representative shall be enrolled at SIA in the grade band represented when appointed and throughout service. Candidates shall demonstrate responsibility, communication skills, and willingness to seek and represent peer perspectives. Selection shall follow this process:

1. A teacher nominates a student based on the qualities identified above.
2. The nominee completes a short application describing their interest, contributions, and plan for gathering input from peers.
3. School leadership reviews applications for eligibility and availability and forwards eligible candidates to the Board.
4. The Board reviews candidates and selects one representative from each grade band by vote at a public meeting. Candidate review and public discussion shall protect confidential student information.

The nomination process shall be communicated schoolwide and administered equitably. Required parent or guardian consent for minors shall be obtained before service begins.

4. Term of Service

Each appointment is for one school year, ending on the last day of that school year. The initial appointments, or appointments to fill a vacancy, may be for the remainder of the current school year. A student may be reappointed through the same nomination and selection process if still eligible. A representative who graduates, withdraws from SIA, or leaves the represented grade band shall cease serving in that position.

5. Participation in Public Board Meetings

Representatives shall attend monthly regular public Board meetings for a participation period agreed upon by the Board Chair and staff liaison. The agenda shall provide an opportunity for a brief student report and Board questions. Representatives may offer perspectives on other public agenda items when recognized by the Chair. The Chair and liaison shall arrange participation at a reasonable time that respects schoolwork and family responsibilities. Nothing in this section limits a student’s right to attend public meetings as a member of the public.

Student Advisory Representatives

Exhibit A continued

6. Responsibilities

- **Attendance.** Arrive on time, remain for the agreed participation period, and notify the staff liaison in advance of an absence.
- **Monthly report.** Prepare a concise report on student celebrations, experiences, concerns, or recommendations and answer Board questions thoughtfully.
- **Peer input.** Seek perspectives across the represented grade band, including students outside the representative's own friend group.
- **Honest contribution.** Express opinions respectfully and distinguish personal views from broader student feedback. Representatives may raise concerns or disagree respectfully with school leadership or the Board.
- **Preparation.** Review relevant public agenda materials with support from the staff liaison.
- **Professionalism.** Listen attentively, follow meeting procedures, and engage respectfully with differing viewpoints.
- **Privacy.** Discuss patterns and concerns without naming individual students or sharing sensitive personal information. Refer individual student or personnel matters to the liaison through appropriate school channels.
- **Role and balance.** Observe the limits of the advisory role and communicate promptly when schoolwork or other commitments affect the ability to serve.

7. Staff Liaison and Support

The Head of School shall designate a staff liaison to coordinate schedules, provide orientation on Board procedures and student privacy, support report preparation, and help representatives gather peer input. The liaison shall help address participation barriers and coordinate appropriate accommodations. Support shall preserve authentic student voice; representatives shall not be required to endorse school or Board positions.

8. Resignation, Removal and Vacancies

A representative may resign by notifying the Board Chair or staff liaison. If attendance or performance concerns arise, the liaison shall first discuss them with the student and identify reasonable supports. The Board may remove a representative for failure to fulfill the role's responsibilities, after notice of the concerns and an opportunity for the student to respond. Removal shall not be based solely on respectful criticism or disagreement. Board action shall follow applicable public-meeting requirements and protect confidential student information. Vacancies shall be filled for the remaining term through the selection process in this section.

9. Program Review

The Board and Head of School shall review the student representation program annually, including student participation, access to peer input, effectiveness, and support needs. Changes to this section shall follow the applicable bylaw amendment process.

Coversheet

Kitchen Policy

Section: II. Consent Agenda
Item: E. Kitchen Policy
Purpose:
Submitted by:
Related Material: Kitchen Policy.pdf

Kitchen Policy
Employee Handbook
Adopted _____, 2026

Spokane International Academy maintains its kitchen as a school operational workspace used for the preparation, storage, and service of food and for other authorized school purposes. To support safe and efficient kitchen operations, access to the kitchen is limited to employees whose job responsibilities require them to be in the kitchen.

Non-kitchen staff may enter the kitchen when necessary to perform assigned school-related duties, assist with an approved school activity, or when authorized by the Kitchen Manager or a member of the SIA leadership team. Staff entering the kitchen for an authorized purpose are expected to follow all applicable kitchen safety, sanitation, and operational requirements and must not interfere with food preparation or kitchen staff responsibilities.

Non-kitchen staff may not enter or use the kitchen to conduct personal or non-school-related business. This includes, but is not limited to, preparation or storage of food for non-school purposes, personal projects, or other activities unrelated to an employee's assigned duties or an approved school activity.

Staff should also refrain from entering the kitchen solely for social visits or other purposes that may unnecessarily disrupt kitchen operations.

Exceptions may be approved by the Kitchen Manager or SIA leadership when appropriate for a school-related purpose or other authorized use.

Employees are expected to comply with this policy and with reasonable directions from kitchen staff regarding access, safety, sanitation, and kitchen operations. Failure to follow this policy may result in corrective action consistent with SIA's Employee Handbook.

Coversheet

Speech-Language Pathologist Overload (Vote)

Section: VI. Speech-Language Pathologist Overload
Item: A. Speech-Language Pathologist Overload (Vote)
Purpose: Vote
Submitted by:
Related Material:
Board_Resolution_SLP_Caseload_Compensation_Revised_11-18-2026.pdf

Board Resolution - Additional Compensation for Speech-Language Pathologist Caseloads

Purpose

Spokane International Academy is committed to ensuring that students receiving speech-language services are well-supported and that our speech-language pathologists have manageable workloads. When caseloads grow too large, it can impact both staff sustainability and student services.

This resolution creates a clear, temporary, non-precedent-setting fair structure to compensate speech-language pathologists when their caseload exceeds a manageable level for the remainder of the 26/27 school year.

Resolution

The Board approves the following:

1. **Caseload Expectation**
   A typical speech-language pathologist caseload is up to 50 students.
2. **Additional Compensation**
   When a speech-language pathologist's caseload exceeds 50 students, they will receive $50 per student, per month for each student above 50 beginning December 1, 2026, to allow SIA to balance caseloads.
3. **Cap on Compensation**
   - Additional compensation will be capped at a maximum of $500 per month per speech-language pathologist
4. **How Caseload is Counted**
   - Based on students for whom the speech-language pathologist is the assigned speech-language services provider and who have a completed, signed IEP on enrollment count day
   - Reviewed and confirmed monthly using IEP online
5. **Full-Time and Part-Time Eligibility**
   - Full-time speech-language pathologists are eligible for the full compensation outlined above
   - Part-time speech-language pathologists will receive compensation prorated based on their FTE (full-time equivalent)
   - Caseload expectations for part-time staff may also be adjusted proportionally (e.g., 0.5 FTE = 25 student baseline)

6. **Payment Details**
    - Paid monthly through regular payroll
    - Adjusted as caseloads increase or decrease
7. **Implementation**
    - The Director of Special Education, in conjunction with the CFO/ HR Director, will oversee tracking, verification, and payment
    - This policy will be reviewed during the annual budget process or as staffing conditions change
8. **Budget Considerations**
    - Funding will come from the school's operating budget and/or special education funding sources
    - Continued implementation is subject to available funding each year
9. **Effective Date**

    This will take effect on 12/1/2026

Board Action

Adopted by the Board of Directors on November 18, 2026.

Board Chair: _____

Secretary: _____

Coversheet

Monthly Head of School Update

Section: VIII. Head of School Report
Item: A. Monthly Head of School Update
Purpose: FYI
Submitted by:
Related Material: Head of School Update- November 2026.pdf

Head of School- November 2026 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. Teaching and Learning

By Thanksgiving, we will complete our current observation cycle focused on **Danielson Domain 2: The Learning Environment**. Throughout this cycle, teachers are receiving ongoing coaching and support that recognizes their strengths, provides timely feedback on areas for growth, and identifies practical next steps. Our goal is to ensure that observation and feedback lead to stronger classroom practices and positive, productive learning environments for students.

We are also in the early stages of introducing our Model Classroom program. This program matches teachers with colleagues who demonstrate strong practices in areas connected to their professional growth needs. Through focused classroom visits, teachers will have opportunities to see effective strategies in action and consider how to apply them in their own classrooms. This approach builds on the expertise within SIA and creates additional opportunities for collaboration, peer learning, and targeted support.

2. Family Conference Week (Oct. 28th-October 30th)

SIA held family conferences October 28–30, providing dedicated time for teachers and families to discuss student progress, strengths, and areas needing additional support. The 20-minute conference format was designed to support focused conversations about students' academic performance, classroom engagement, and next steps for learning.

These conferences are an important checkpoint in our partnership with families. The next step is to follow through on identified needs, maintain communication about student progress, and ensure that families and teachers have a shared understanding of how to support each student. Conferences were guided by the goal of connecting with every K–5 family and every family of a student in grades 6–12 earning a D, F, 1, or 2. We adjusted the middle and high school conference format to prioritize students who were not meeting expectations, creating opportunities for families to meet directly with multiple teachers, receive feedback, and discuss next steps for support. We also accommodated conference requests from families of students in grades 6–12 who were performing well.

3. Enrollment and Marketing for 2027–28

We are preparing for the 2027–28 enrollment season with marketing materials highlighting SIA's tuition-free program, rigorous academics, global learning, Spanish instruction, leadership development, and supportive learning environment. Applications for grades K–10 will be accepted January 4–March 19, 2027. Prospective families will have opportunities to attend campus tours on January 20, February 24, February 27, and March 3, including daytime and Saturday options. Evening information sessions are scheduled for K–5 families on January 20 and March 3 and for families of students entering grades 6–10 on February 24 and March 10. These events will help families learn about our programs and make informed enrollment decisions. Lottery results are scheduled for the week of April 19, with families asked to accept placement within seven days and submit required documents by May 16.

4. **Head of School Goals 2026–27**
First Quarter Progress Update — November 2026

Progress is underway across all five goals. Instructional coaching, teacher development, and targeted improvements to school systems are moving forward. We are meeting our budget metrics and preparing for the 2027–28 enrollment season. Leadership capacity, special education staffing and service delivery, and staff concerns about communication and access to support remain priorities. These ratings reflect progress at the first-quarter checkpoint rather than final performance ratings.

Rating Key: 🔵 Blue — Complete | 🟢 Green — On Track | 🟡 Yellow — At Risk | 🔴 Red — Off Track

Goal	Recommended Rating	Progress and Rationale	Next Steps
1. Lead the Strategic Vision for Academic Excellence	**🟢 Green — On Track**	The current observation cycle focuses on Danielson Domain 2, with completion anticipated by Thanksgiving. Teachers are receiving ongoing coaching, recognition of effective practices, timely feedback, and support for improvement. The Model Classroom program is in its early rollout, creating opportunities for teachers to learn directly from colleagues. These efforts support a consistent instructional vision; their effect on student outcomes still needs to be measured.	Complete the Domain 2 cycle, begin the planning and preparation observation cycle, and connect coaching priorities to student performance data. Prepare a midyear review of academic progress and curriculum implementation.

2. Cultivate and Develop a High-Performing Leadership Team	**🟡 Yellow — At Risk**	I maintain weekly one-on-one meetings with all of my direct reports. We use this time to prioritize work, problem-solve, and address immediate needs, providing a consistent structure for support and accountability. However, the leadership team is stretched thin, managing high demands alongside personal challenges. Daily problem-solving, particularly around complex special education needs, has contributed to burnout and limited capacity for sustained leadership development. Gaps in the schedule have added operational pressures requiring frequent administrative attention. We are targeting corrections at the semester transition to relieve some of these stressors.	Maintain weekly one-on-one meetings while protecting time for more consistent, intentional developmental coaching, individual growth goals, and reflection. Make targeted schedule corrections at semester and use winter leadership reviews to identify development priorities and support needs.

3. Strengthen Organizational Culture and Talent	**🟡 Yellow — At Risk**	Our recent staff survey established a culture baseline, with 61–62 responses per question. Average ratings were **3.8/5 for belonging, 3.7 for identity, 3.6 for purpose, 3.5 for joy, and 3.3 for agency**. For this update, responses of **3–5 are counted in the positive category, including neutral responses**. Using the displayed percentages, approximately **90% were neutral or favorable on belonging, 87% on identity, 86% on purpose, 78% on joy, and 79% on agency**. These results provide a foundation to build upon, while lower ratings and written feedback identify opportunities to strengthen staff voice, communication, workload, and access to support. Monthly staff surveys and the Head of School Advisory Committee provide ongoing channels for staff to voice concerns and inform improvements. The Yellow rating reflects the need to translate that feedback into consistent improvements in staff experience.	Continue monthly staff surveys and use the Head of School Advisory Committee to surface concerns, discuss priorities, and inform solutions. Communicate how staff input shapes decisions and report progress on identified concerns. Track neutral responses separately within the combined positive category so movement toward agreement remains visible.
4. Steward Organizational Resources for Long-Term Sustainability	**🟢 Green — On Track**	We are currently meeting our budget metrics, supporting financial stability and responsible stewardship of school resources. Planning for 2027–28 is underway, particularly around marketing and enrollment. Application dates, campus tours, information nights, and marketing materials have been established to introduce prospective families to SIA and support enrollment goals.	Continue monitoring financial performance against budget metrics. Implement the 2027–28 marketing and enrollment plan, track applications and enrollment commitments, and use those trends to inform staffing and budget planning.

5. Lead Strategic Change and Organizational Improvement	**🟢 Green — On Track**	Targeted changes are underway, including a revised secondary conference format that prioritized students below expectations, an additional detention option to support consistent accountability, and the early rollout of the Model Classroom program. Monthly staff surveys and the Head of School Advisory Committee support ongoing identification of improvement priorities. These efforts demonstrate progress in identifying needs and launching changes; their effectiveness requires continued review.	Establish clear measures of success for major initiatives, communicate implementation expectations, and gather staff and family feedback. Use the winter review to determine which changes are improving school functioning and which require adjustment.

Coversheet

Reminder: Items Due

Section: IX. Governance
Item: B. Reminder: Items Due
Purpose: Discuss
Submitted by:
Related Material: 26-27 Board and Admin Training Template (4.9) (2) (1).pdf
BOARD COMMITMENT FORM – SY2026-2027 (3).pdf

WASHINGTON STATE Charter School Commission
STUDENTS • INNOVATION • TRANSPARENCY

P.O. Box 40996
Olympia WA 98504-0996
Phone: (360) 725-5511
Email: charterschoolinfo@k12.wa.us

Board and Administrative Staff Training
RCW 28A.710.030, 42.30 & 42.56

The school shall comply with RCW 42.30 and 42.56, as well as the 2023 updates to RCW 28A.710.030. All administrative staff and board members shall complete required training. Schools must collect evidence of all Board Members and Administrative Staff completing **annual** training to support the effective operation & oversight of the charter school within 90 days of active membership (or of employment, for staff):

- Open Public Meetings Act - Office of the Attorney General - Open Government Training
- Public Records Act - Office of the Attorney General - Open Government Training
- Compliance with requirements governing employment of properly credentialed instructional staff (VIDEO and Completion Survey)
- Permitted use of public funds (VIDEO, Presentation Slides, Completion Survey)

Certificates from training should be filed to be immediately available to Commission or other state agencies as requested.

- Administrative staff may include the following roles: C-Suite Roles, Principals/Executive Directors, Deans, Directors (there may be other types of roles considered administrative staff at your school).

- Training is required within 90 days of joining staff/board, and is updated **annually** – Please ensure that everyone's training is sometime from August 1- November 16

Name	Staff/Board Position	Start Date	Date of OPMA Training	Date of PRA Training	Date of employment of properly credentialed instructional staff Training	Date of Permitted uses of Public Funding Training



P.O. Box 40996
Olympia WA 98504-0996
Phone: (360) 725-5511
Email: charterschoolinfo@k12.wa.us

BOARD COMMITMENT FORM – FY2026
Adopted September 2026

Your generosity of time, expertise, and resources make it possible for us to advance our mission. Thank you! Please complete this form committing to all Board responsibilities for 2026-2027 and return it to Cassie Anderson, Board Chair.

MISSION

- I will help shape and affirm the vision and mission of the organization.
- I will participate in the board's consistent monitoring of progress toward strategic plan milestones.

GOVERNANCE

- I will become familiar with the organization's corporate documents, including bylaws, committee charters, strategic plans, and board policies.
- I will offer support and counsel to the Head of School and hold that person accountable for results, through participating in an annual Head of School evaluation.
- I will maintain the confidentiality of sensitive board discussions.
- I will adhere to the organization's conflict of interest policies.
- I will help identify and cultivate potential new board members.

PARTICIPATION

- I will strive to attend 100% of board and committee meetings (see page 3 for board meeting schedule).
- I will prepare for and actively participate in board meetings by logging into Board on Track and reading through Board Materials in advance of the meeting.
- I will respond to requests via Board On Track

EVALUATION

- I will participate in board self-assessment and evaluation processes.

AMBASSADORSHIP

- I will serve as an ambassador for the organization in the community.

FUNDRAISING

- I will make a personally significant financial contribution to the organization (see below for financial contribution). The board suggests a recommended floor amount of $500
- I will work with staff to steward current donors and cultivate new donor prospects.

EVENTS

- I will be present to meet with the staff at one staff meeting this school year.
- I will attend one school event per semester.
- I will consider hosting or co-hosting a donor cultivation event.

COMMITTEES

I will serve on at least two board committees:

❒ Governance Committee
❒ Finance Committee
❒ Facilities Committee
❒ Development & Foundation Committee
❒ Academic Excellence Committee

Financial Contribution

In 2026-2027, I pledge the following financial contribution to the organization:

Total contribution: _____

***Indicate funds allocation in percentage (%):**

Foundation: _____

Private Fund: _____

**Rev. 10/28/26*

BOARD MEETING SCHEDULE FOR SY 2026-2027

Annual Retreat: Friday, August 7, 2026

Board Meetings: Monthly, 4:30 PM - 6:30 PM at Spokane International Academy, 777 E Magnesium Rd., Spokane, WA 99208

- **September 23, 2026**
- **October 28, 2026**
- **November 18, 2026**
- **December 16, 2026**
- **January 27, 2027**
- **February 24, 2027**
- **March 24, 2027**
- **April 28, 2027**
- **May 26, 2026**
- **June 23, 2027**
- **July 28, 2027**
- **August 2027 TBA**