

DRAFT



Spokane International Academy

Minutes

June Regular

Date and Time

Tuesday June 27, 2023 at 11:30 AM

Location

Join Zoom Meeting

<https://us06web.zoom.us/j/4314991100?pwd=RmxRb29xQXVsNmI0d2NLOUV1WGJTZz09>

Meeting ID: 431 499 1100

Passcode: 188417

Directors Present

Jeff Hyslop (remote), Ken Vorhees (remote), Mary Velazquez, Matthew Hoag, Nancy Cunningham, Stacy Hill

Directors Absent

None

Guests Present

Brook Wilkerson, Heather Dauphin, Jackie Pariseau, Mathias Sanders, Morgen Flowers-Washington, Nathan Lill, Travis Franklin

I. Opening Items

A. Record Attendance and Guests

B.

Call the Meeting to Order

Mary Velazquez called a meeting of the board of directors of Spokane International Academy to order on Tuesday Jun 27, 2023 at 11:35 AM.

II. Consent Agenda

A. Approve Previous Minutes

Matthew Hoag made a motion to approve previous minutes May (Regular) on 05-30-23.

Stacy Hill seconded the motion.

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

B. Monthly Financials

Matthew Hoag made a motion to approve monthly financials.

Stacy Hill seconded the motion.

The following vouchers as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, are approved for payment.

General Fund -

- Payroll: Check Number 15786 through 15787, Direct Deposit Number 900005147 through 90000246 totaling \$673,970.81
- Mid-Month AP: ASB Warrant Numbers 15717-15718 \$1,235.00
- Mid-Month AP: General Warrant Numbers 15719 through 15734 totaling \$102,364.19
- End of Month AP: General Warrant Numbers 15735 through 15785 totaling \$361,106.75
- Wire/ACH AP: Totaling \$7,684.34
- Private checks: Warrant Numbers 1413 through 1415 totaling \$538.25

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

C. Budget Status/Enrollment Number/Quarterly Reports

D. Policies/Procedures to Review/Approve

Matthew Hoag made a motion to approve the 2023/2024 school calendar.

Stacy Hill seconded the motion.

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

III. Finance

A. 23-24 Budget Approval

Matthew Hoag made a motion to approve the 23-24 annual budget.

Stacy Hill seconded the motion.

Heather Dauphin reviewed the proposed 23-24 budget with the board members.

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

B. SAO Audit Update

Ken Vorhees gave the board an overview of the exit conference held with the SAO regarding their recent audit.

IV. Governance

A. Board Recruitment

Mary Velazquez made a motion to approve the nomination of Guillermo Espinosa to the SIA Board of Directors.

Nancy Cunningham seconded the motion.

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

Mary Velazquez made a motion to approve the nomination of John Pell to the SIA Board of Directors.

Stacy Hill seconded the motion.

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

Mary Velazquez made a motion to approve the nomination of Cassie Anderson to the SIA Board of Directors.

Nancy Cunningham seconded the motion.

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

B. Bank Signatory Authority

Matthew Hoag made a motion to update all SIA accounts with Umpqua Bank to reflect the leadership change.

Stacy Hill seconded the motion.

With Travis' resignation from SIA, his signatory authority on accounts for SIA and its LLC is to be removed and replaced by Morgen Flowers-Washington's signatory authority.

Additionally, signatory authority of former Board Chair, Ken Vorhees is to be removed and replaced with signatory authority for current Board Chair, Mary Velazquez, and current Board Secretary, Stacy Hill.

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

V. 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 12:14 PM.

Respectfully Submitted,
Stacy Hill

Contacting the Board

Members of the public who wish to contact the board regarding items on the agenda, or other relevant topics, may do so by emailing the board at boardofdirectors@spokaneintlacademy.org. The board will respond within a reasonable amount of time to at least acknowledge receipt of the message.

Public Participation During Meetings

The Board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. The Chair is responsible for the orderly conduct of the meeting and shall rule on such matters as the time to be allowed for public discussion, the appropriateness of the subject being presented and the suitability of the time for a presentation.

In order to assist the Board in its orderly conduct of the meeting, individuals wishing to be heard by the Board shall have the opportunity to state their name, address, and the topic they wish to speak to, either in writing at the beginning of the meeting, and/or verbally at the time the topic is addressed on the agenda, and before the Board takes action on such item. Individuals, after identifying themselves, will address the Board and proceed to make their comments as briefly as the subject permits.

The Board will not entertain oral complaints about school personnel. A member of the public wishing to make such a complaint shall do so in writing to the Board Chair who shall follow the school's adopted conflict resolution policy. The Chair may interrupt or terminate an individual's statement when it is too lengthy, personally directed, abusive, or irrelevant.

The Board as a whole shall have the final decision in determining the appropriateness of all such rulings.