

APPROVED



Spokane International Academy

Minutes

Regular Board Meeting

In Person with Zoom Option

Date and Time

Tuesday October 24, 2023 at 4:30 PM

Location

Join Zoom Meeting

<https://us06web.zoom.us/j/86362450133?pwd=JBhYaTFYQLHpcXqpBClc3tQuKzVblp.1>

Meeting ID: 863 6245 0133

Passcode: 122486

Alternate in person location:

SIA School Building

777 E Magnesium Rd

Spokane, WA 99208

Directors Present

Bob Castle, Cassie Anderson, Guillermo Espinosa (remote), Jeff Hyslop, John Pell, Mary Velazquez, Matthew Hoag, Stacy Hill (remote)

Directors Absent

Ken Vorhees

Directors who left before the meeting adjourned

Stacy Hill

Guests Present

Brook Wilkerson, Morgen Flowers-Washington, Myra Keast, Nate Pelton,
mcgee@spokaneintlacademy.org

I. Opening Items

A. Record Attendance

Stacy Hill left.

B. Call the Meeting to Order

Mary Velazquez called a meeting of the board of directors of Spokane International Academy to order on Tuesday Oct 24, 2023 at 4:37 PM.

Due to technical difficulties (a couple of members were attending remotely), the meeting was called to order 7 minutes later than the start time.

II. Consent Agenda

A. Approve Minutes

Jeff Hyslop made a motion to approve the minutes from September Regular Board Meeting on 09-26-23.

John Pell seconded the motion.

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

B. Monthly Financials

C. Policies and Procedures to Review and Approve

Jeff Hyslop made a motion to Approve all items B and C on the Consent Agenda.

John Pell seconded the motion.

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

III. Staff Updates

A. Staffing

As reported by Morgen Flowers Washington, Head of School:

The CFO/HR Position has been filled. The offer was accepted by Sam Schweda, as of last Saturday. The new CFO/HR will start on November 1st. An onboarding plan is in place.

A new Instructional Assistant position for 3rd grade has been filled, pending fingerprinting. The new IA will start as soon as fingerprinting has been cleared in the next few weeks.

The job posting for School Psychologist will be posted this week. SIA currently contracts with Inland Northwest Behavioral Health. Once a school psychologist is hired, SIA has to give Inland Northwest a 90-day notice.

B. Budget Status/Enrollment: Projected vs Actual

An enrollment report was provided by Brook Wilkerson, COO.

735 in Sept 749 in October

763 as of today.

IV. Academic Excellence

A. MAP, SBAC Results, School Growth Goals

MAP, SBAC Results, and School Growth Goals report was provided by Caryn McGee, Director of Curriculum.

https://docs.google.com/presentation/d/1gC1pj78TdZVmomw_giZwH5y8-9OpU_-Sm1y6SNoHx-o/edit#slide=id.g285adf027d6_0_0

Summary of Caryn McGee's report:

Academic Excellence:

- Introduced Caryn McGee as the Director of Curriculum.
- Morgen will present MAP Assessment results to the board.
- Comment set MAP goal percentages for different grade levels.
- Goal is to meet projected MAP goals with testing scheduled for Spring.
- Global Competency Goal will be assessed.
- Caryn highlighted concerns in Math and Reading for specific grade levels.
- Middle Academy had concerns in Math for 6th grade.
- High School noted 25% of 9th graders in IEP.
- Winter test in February will provide growth reports; below 50th percentile is concerning.
- Demographic reports and national comparisons are being explored.

Smarter Balance:

- Chart comparison for 2022-2023 shows SIA doing well in Science, outperforming most categories in ELA and Math compared to SPS.

Action Steps:

- Action steps submitted to WA Charters include collaborative teacher meetings, Data Day analysis, and a walk-through using Schoolmint Grow.

- Literacy interventions, math interventions, and support for Multi-Language Learners are outlined.

- High School initiatives include structured study hall, TOSA, digital portfolios, and AP classes.

Overall, the meeting covered academic goals, assessment results, action steps, and facility enhancement discussions.

B. Director of Curriculum and Instruction Report

V. Facility

A. Property Enhancements

Morgen and Brook met with Pastor Dan from Mountain View Assembly of God church (across the street from SIA). SIA is interested in creating a second outlet road from SIA and would like to work with the church and apartment landowners to make that happen.

The facilities committee will help guide this process. They will know how much land we need. They can also assist in having discussions with property owners around SIA.

Brook reached out to Brent Harding at NAC Architecture. He suggested meeting with a civil engineer. He provided a list of ones he's familiar with or has worked with. Brook shared with Morgen the email from the owner of the apartments for any information he had drafted or gathered originally.

Following their meeting, Morgen feels they are ready to work with us.

VI. Governance

A. General Update

The Governance Committee met last night. Ongoing projects:

1. Board-required training. Bob will work with Board On Track to create a tracking system for all required training.
2. Recruitment - will create skills assessment
3. Board information packet - this is close to being done

4. Head of School (HOS) Evaluation process
 - a. HOS self-evaluation
 - b. Board and Direct Reports evaluation
 - c. The committee will draft a report
 - d. HOS 23/24 goals will be part of the evaluation

B. Committee Reporting Calendar for 23/24 School Year

All the committees have established their committee meetings. See the attached calendar.

C. Nomination of New Board Member - David James

Mary Velazquez made a motion to nominate David James to the Board.

Jeff Hyslop seconded the motion.

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

VII. Other Business

A. December Board Meeting Date - Reschedule?

Due to the holidays and winter break, the December Board in-person meeting has been moved to December 21, 2023, at 4:30 pm.

B. Open Discussion

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 5:41 PM.

Respectfully Submitted,
Mary Velazquez

Documents used during the meeting

- 23-24 Committee Reporting Calendar.pdf