

APPROVED



# Spokane International Academy

## Minutes

### Regular Board Meeting

Zoom Meeting

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#### Date and Time

Tuesday January 23, 2024 at 11:30 AM

#### 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

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#### Directors Present

Bob Castle (remote), Cassie Anderson (remote), David James (remote), Guillermo Espinosa (remote), John Pell (remote), Ken Vorhees (remote), Mary Velazquez (remote), Matthew Hoag (remote), Stacy Hill (remote)

#### Directors Absent

Jeff Hyslop

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## **Guests Present**

Brook Wilkerson (remote), Mathias Sanders (remote), Morgen Flowers-Washington (remote), Myra Keast (remote), Sam Schweda (remote), pariseau@spokaneintlacademy.org (remote)

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## **I. Opening Items**

### **A. Record Attendance**

### **B. Call the Meeting to Order**

Mary Velazquez called a meeting of the board of directors of Spokane International Academy to order on Tuesday Jan 23, 2024 at 11:32 AM.

## **II. Consent Agenda**

### **A. Approve Previous Minutes**

Ken Vorhees made a motion to approve the minutes from Regular Board Meeting on 12-21-23.

David James seconded the motion.

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

### **B. Monthly Financials**

Ken Vorhees made a motion to approve items in the Consent Agenda.

David James seconded the motion.

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

## **III. Enrollment**

### **A. Enrollment Update**

Brook Wilkerson reported on current enrollment. As of today, we are four (4) below the targeted rate.

1st and 2nd grade - no wait list currently.

10th grade - was initially overbudget and there is no waitlist.

### **B. 24/25 School Year Enrollment**

Morgen Flowers-Washington reported on the current status of student applications received for the 2024-2025 school year, as compared with 2023-2024.

K-10 210 application received in January 2023

K-10 182 application in January 2024

SIA has seen an increase in the number of applications for 6th grade this year. It is good to see the interest in Middle School. The school plans to do target marketing for Middle School.

Here are the events SIA offers for prospective students and their families:

- Grades K-5 Information Nights (January 24 and March 6)
- Grades 6-10 Information Nights (February 21 and March 13)
- Campus Tours (January 24, February 21, March 2, and March 6)

SIA also participated at recent recruiting events: AIER School Fair and the MLK Day March

SIA will have a booth at the Lunar New Year event on February 24.

Other promotions are regular social media postings on Facebook and Instagram and print ads with the Inlander Restaurant Week issue and the Family Guide Lunar New Year issue.

The goal is to have 500 students on the waitlist. Morgen feels confident we will reach the numbers.

Current students do not need to re-apply but have to indicate re-enrollment by March 25th.

#### **IV. Review of Request For Proposals for Transportation**

##### **A. RFP for next bus contract**

The Board thanks Brook Wilkerson and Sam Schweda for a well-written and comprehensive contract.

Ken Vorhees made a motion to accept the contracted from RFP.

Matthew Hoag seconded the motion.

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

#### **V. Academic Excellence**

##### **A. Math/ELA Curriculum Review - Instruction Partners**

SIA recently established a partnership with Instruction Partners (IP) in English and Math.

IP visited SIA in early January and conducted walk-throughs and classroom visits. IP is facilitated by WA Charters and paid for by the Gates Foundation. This relationship is contracted for three (3) years. The goal is to guide SIA to focus on academic rigor.

SIA will start a Pilot program in Math and English Language Arts (ELA).

Mathias Sanders joined the meeting at 11:48 am.

## **VI. Diversity, Equity, and Inclusion**

### **A. Update from DEI Committee**

DEI Presentation presented by Cassie Anderson, Committee Chair.

Committee members: Guillermo Espinosa, John Pell, and Morgen Flowers-Washington.

The committee meets virtually monthly on the 3rd Wednesday of each month.

The purpose of the DEI Subcommittee is to:

- The DEI Board Committee will work to guide the board or directors around the topic of DEI.
- The committee will serve as oversight to the school's DEI committee and provide consultation to the Head of School when appropriate.

Subcommittee Goals for this year:

- Establish and maintain a team that meets monthly focusing strategically on initiatives and actions related to diversity, equity, inclusion, and belonging.
- Training for Board of Directors and SIA Employees. They will research and secure training on the topic of DEI for the Board.
- Provide consultation to the Head of School
- SIA will conduct a racial equity edit to identify gaps in curriculum, policies and procedures that may perpetuate systemic racism. The subcommittee will review audit and provide feedback and recommendations in Spring 2024.

Note: Bob Castle joined at 12:00 PM

## **VII. Facility**

### **A. Plumbing Update**

Overview: Last Sunday, the security company called about the security system going off. Fire suppression system in the cafeteria, pipes burst. The OPS team responded quickly and cleaned up the flooding. 24-hour watch; someone was monitoring the building.

The next day, the gym had a major pipe burst, and water from the ceiling. The walls and floor, of the gym, music room, PE offices, and MLL office were affected. Music equipment also got damaged.

Insurance will cover; advised SIA to get mitigation ASAP and start right away. Cafeteria mitigation will start today. An asbestos report is required. A general contractor was hired to oversee all the work. Demolition will take about 2-3 weeks

No classroom spaces were affected. Postponing the opening of the library due to Music classes being held there right now.

Day-to-day operations continue as normal. No disruption in student learning.

## **VIII. Governance**

### **A. Recruitment Update**

Josiah Lara, J.D. - identified as a potential asset to the board and he has stated he's interested in joining.

Mary and Morgen met with him last week.

Mary sent Josiah's resume to the board yesterday for their review.

## **IX. New Business**

### **A. Special Education Presentation**

Jacke Pariseau - Director of Special Education briefly presented SIA's Special Education program.

SIA's Special Education department comprises the Director, three teachers, three Instructional assistants, and four contracted providers through Inland Northwest Therapy.

SIT (Student Intervention Team) Process: Students are referred by teachers or other staff members, and parents request. SIT meets twice a month where student's concerns are discussed by administrators, teachers, counselors, and other members of the SIT team. SIT team recommends interventions for students, to be tracked across a 6-8 week time span (typically).

SPED Process: To determine student's qualification/eligibility for an IEP plan After referral (either through SIT or parent request), SIA follows a 60-day timeline. Parent consent for formal testing in the area of suspected disability or concern (ex. Speech, reading, writing, math, fine motor, etc.). After completion of testing, the Individualized Education Plan (IEP) team meets to determine eligibility (13 federal categories) based on

assessment results and student data. If a student qualifies, the IEP team creates an IEP plan. This plan is updated at least once annually. - Key components include: Specially Designed Instruction (SDI), goals, progress monitoring, accommodations/modifications

As of this date, 94 students are receiving SPED.

There are 58 students receiving speech services due to speech disability such as articulation, expressive language, and inability to communicate clearly.

Ken and the other board members thanked Jackie for an excellent presentation.

See full report here:

<https://app2.boardontrack.com/org/tLVPO/attachment/download/308932>

## **X. 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 12:35 PM.

Respectfully Submitted,  
Stacy Hill

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## **Documents used during the meeting**

- BoD - Diversity, Equity, & Inclusion update.pdf
- SPED Board Meeting.pdf