

APPROVED



Spokane International Academy

Minutes

Regular Board Meeting

In Person with Zoom option

Date and Time

Tuesday April 23, 2024 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 (remote), Cassie Anderson (remote), Guillermo Espinosa, Jeff Hyslop, Josiah Lara (remote), Ken Vorhees (remote), Mary Velazquez, Matthew Hoag, Maureen Rosette (remote)

Directors Absent

David James, John Pell, Stacy Hill

Guests Present

Brook Wilkerson, Morgen Flowers-Washington, Myra Keast, Nate Pelton, Sam Schweda

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 Apr 23, 2024 at 4:33 PM.

II. Consent Agenda

A. Approve Previous Minutes

Matthew Hoag made a motion to approve the minutes from the Consent Agenda Regular Board Meeting on 03-26-24.

Guillermo Espinosa seconded the motion.

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

B. Monthly Financials

Matthew Hoag made a motion to approve the monthly financial report.

Guillermo Espinosa seconded the motion.

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

III. New Policies and Procedures to Review

A. New Policies to Review

Policy 3417; 3417P - New policies on health regarding catheterization were presented at this meeting. Upon approval, the board authorizes qualified staff to provide clean, intermittent bladder catheterization (CIC) of students or assisted self-catheterization according to rules adopted by the State Board of Nursing. SIA currently has one student who needs catheterization daily.

Policy 3420; 3420P - Anaphylaxis Prevention and Response was presented for revisions. See highlighted areas on the policies.

A new policy on field studies/field trips including overnight travel was also presented.

Ken Vorhees made a motion to approve all policies and seconded by Matt Hoag.

The Board voted unanimously to approve the motion.

IV. Enrollment

A.

Enrollment Update

Enrollment report - current count is 763.97 FTE. Although there was a gain in March when new students enrolled, a few students withdrew in April after spring break. See the full report on Actual vs. Projected FTE.

B. 24/25 School Year - Change in Enrollment Cap

Morgen shared a presentation requesting to increase the enrollment cap.

Here's a brief background:

- In 22-23 the Board voted to cap enrollment at 800 to account for SIA receiving proviso \$
- The original proviso indicated schools needing to have a per pupil spending of under \$20,000 per student
- The proviso awarded \$1550 per student, and only 8 charters received money. (SIA was funded at \$1550/ student for a total of 1,128,760.
- While the proviso was passed for two years 23-24 and 24-25, initially it was only funded for one year

During the 23-24 Legislative Session after much lobbying, and last minute adjustments the following occurred:

- The governor signed the 2024 supplemental budget in late March with the charter public school enrichment funding proviso included
- In this version of the bill, there were no requirements for a cap on per pupil spending. As a result ALL Charter schools received the funding.
- The funding was reduced to \$1500/ student
- OSPF uses 2022-23 enrollment to calculate funding amounts

The supplemental funding was signed by Governor Inslee in late March. \$7.386M was given to charter schools, SIA received \$1.097M.

For the 2024-2025 school year, Morgen over-enrolled by 7%

Morgen proposes lifting the 800 enrollment cap to 900 to properly budget long term. Morgen talked to the commission and they agreed to cap increase but it is a decision which requires board approval.

SIA made some changes in outreach this year to keep communication open between the school and new families. For example, this year, SIA will be hosting a Kindergarten Day on June 1st. This day will include an assessment of new students, previously held in August. There is a big gap between the time the student has been accepted and the first

day of school. Teacher placement will also take place earlier, instead of being it in August. The goal is to keep the families engaged between April (lottery) and the first day of school.

SIA is able to accommodate the higher cap.

There are currently 159 students on the waitlist in grades K-10. The numbers are down from previous years. Enrollment is currently closed and will re-open in a few weeks and will accept applications for the waitlist.

Mary Velazquez made a motion to expand the enrollment cap to 900 seconded by Josiah Lara.

The Board has voted unanimously to approve the motion.

V. Staffing Updates

A. Changes to Leadership Team for 24/25 School Year

Morgen Flowers-Washington reported on leadership/staffing changes at the end of the school year.

Brook Wilkerson has resigned as COO and will be moving on to a new endeavor. Brook has been with SIA since the beginning of SIA. 9 years. Nate Pelton has resigned as Associate Principal K-5. Nate will be moving on as Principal of a virtual school. He has been with SIA for 6 years.

On behalf of the Board, Mary extended her gratitude and appreciation to Nate and Brook for their hard work and dedication in getting SIA to where it is today.

Morgen shared that the plans to break down the operations department is underway (Brook's position). Once that is completed, positions will be posted and hiring will begin.

VI. Facility

A. Access Road Update

Jeff Hyslop reported on the latest and ongoing discussions regarding SIA's efforts to create an additional access road for the school.

VII. Finance

A.

Banking Transition

Sam reported

501(c)3 - status; SIA not considered as a public entity. Sam is seeking better options for funds on hand that would allow for additional income for the school. He will continue to update the board on progress made.

VIII. Governance

A. Nomination of Cassie Anderson to Position of President Elect for the 24/25 School Year

Mary's term will end at the end of the school year.

Mary Velasquez nominates Cassie as President-Elect. Cassie will work with Mary for the duration of the school year to ensure a smooth transition.

Seconded by Ken Vorhees.

The Board voted unanimously to approve the motion.

B. Nomination of Maureen Rosette to Board of Directors

Mary Velazquez made a motion to approve Maureen's nomination for a board position and seconded by Matt Hoag.

The Board voted unanimously to approve the motion.

The Board welcomes Maureen!

C. Governance Committee Update

Mary presented the process and timeline for the Head of School evaluation:

Evaluation is done through BoardOnTrack

-Morgen to complete a self-evaluation (May 7th)

-review by Board

-Board and direct reports to complete evaluation online (will open on May 29th)

-Individual input will be shared among the Board members prior to sharing the report with Morgen.

-August Board Meeting, Morgen will present her goals for the 24/25 school year.

IX. Other Business

A. Teacher Appreciation Week

May 6-May 10

The board will sponsor lunch on Wednesday that week.

Mary will ask the board for donations to contribute. Last year's cost was about \$100 per Board member.

Suggestion: Feast World Kitchen

Mary will look into this

8th Grade Community Project - sustainability on May 23rd

Students work on a year long community service project, including research, a written report, and culminating with a presentation to a panel on May 23rd.

Myra to share the information once again with the board and new members so that interested members can volunteer to participate on the panel.

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 5:30 PM.

Respectfully Submitted,
Mary Velazquez

Documents used during the meeting

- Policy 3417 - Cathertization.pdf
- Policy 3417P - Cathertization.pdf
- Policy 3420 - Anaphylaxis Prevention and Response (1).pdf
- Policy 3420P - Anaphylaxis Prevention and Response.pdf
- Field Studies and Extracurricular Travel Policy .pdf
- SIA actual vs projected enrollment-Apr 2024.pdf