

APPROVED



# Spokane International Academy

## Minutes

### Regular Board Meeting

In Person with zoom option

---

#### Date and Time

Tuesday June 25, 2024 at 4:30 PM

#### Location

Location:

SIA School Building  
777 E Magnesium Rd  
Spokane, WA 99208

Alternate Virtual Option:

Join Zoom Meeting

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

Meeting ID: 863 6245 0133

Passcode: 122486

---

#### Directors Present

Bob Castle, Cassie Anderson, Guillermo Espinosa (remote), Jeff Hyslop, Josiah Lara (remote), Mary Velazquez

#### Directors Absent

David James, John Pell, Ken Vorhees, Matthew Hoag, Maureen Rosette, Stacy Hill

---

## **Guests Present**

Morgen Flowers-Washington, Myra Keast, 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 Jun 25, 2024 at 4:34 PM.

## **II. Consent Agenda**

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

Motion to approve the consent agenda - Jeff; seconded by Bob

The consent agenda was unanimously approved.

Jeff Hyslop made a motion to approve the minutes from Regular Board Meeting on 05-28-24.

Bob Castle seconded the motion.

and all items on the Consent Agenda items A-E

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

### **B. Approve Previous of Minutes**

Motion to approve the minutes from Special Board Meeting on 05-30-24.

approve the Special Board Meeting minutes and all items on the Consent Agenda items A-E

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

### **C. Monthly Financials**

### **D. Approve 24/25 School Calendar**

### **E. Approve Employee Handbook**

## **III. Enrollment**

### **A. Enrollment Update**

SIA is fully enrolled for 2024-2025.

There will be one additional 5th grade class, from three (3) to four (4) next school year.

At year-end - the enrollment count was 757.37 FTE and this is the number that was reported to OSPI.

#### **IV. Head of School Updates**

##### **A. Updates from Morgen regarding hiring for 24/25**

Instead of replacing Brook Wilkerson's role as COO, the Operations department will be divided into two: Facilities and Operations

SIA hired a Director of Facilities (new role), Brad DeJager. Brad will be starting on August 1st. He currently works for a Christian school in Minnesota as Facilities Director. Russ Battiata remains as the Director of Operations.

Associate Principal: Mathias Sanders is moving into the Grades K-5 Associate Principal position. Grades 6-12 Associate Principal: The hiring committee interviewed three strong candidates for the final round this week. They will decide by the end of the week. The hiring committee will review and decide in 24 hours. After their final interviews, candidates are asked to complete the *Clifton Strengths* and follow-up questions from Morgen.

In addition to Morgen, several teachers are also part of the hiring committee.

Morgen has conducted multiple screening interviews for several open positions in the last couple of weeks and will continue when she returns from a conference in Boston. An offer has been made for a high school Math teacher and a Spanish teacher.

In July-August, Morgen will begin hiring Instructional Assistant positions. Now is not a good time to hire since most people want to start working right away and Instructional Assistants don't start until August 26th.

From the current Instructional Assistants, Morgen hired two: Arica Tremblay will be teaching Kindergarten and Matt Bean will be teaching 3rd Grade.

##### **B. School Goals Update**

Morgen reported on MAP Assessment results.

##### **Academic Goals for Targeted Students:**

Goal for Primary Academy (K-5): Of the primary school students who scored Low Average (Lo Avg) or Below Average (Lo) in reading and Math during the

Spring 2023 assessment, 60% will achieve their MAP Projected Growth Goals by the Spring 2024 testing session.

Goal for Middle Academy (6-8): For middle school students who scored Low Average (Lo Avg) or Below Average (Lo) in reading and Math during the Spring 2023 assessment, 50% will achieve their MAP Projected Growth Goals by the Spring 2024 testing session.

Goal for High School (9-11): Among high school students who scored Low Average (Lo Avg) or Below Average (Lo) in reading and Math during the Spring 2023 assessment, 40% will achieve their MAP Projected Growth Goals by the Spring 2024 testing session

The students in Low Average and Below Average were provided intervention and support.

The 2024 spring MAP assessment results are as follows:

**In Literacy**

Primary level- 57.6% met their goal (short of 60% goal)\*

64.2% met their goal -Middle School

41.7% met their goal - High School

We offered four after-school tutoring sessions per week for primary students and three per week for middle and high school students. Although we did not meet our goal of 60% for primary students, we successfully met our goals for middle and high school students.

*\*Factors: one teacher had a lot of absences; one teacher needs more experience and support.*

**In Math:**

Primary 73.6% met their goal

MS - 58.3% met their goal

HS -46.2% met their goal

We also offered four after-school tutoring sessions per week for primary students and three per week for middle and high school students. As a result, we met our math goals across all grade levels.

Global Perspectives: Morgen will be submitting a report to the commission highlighting our students' TAKE ACTION performance in Global Perspectives/Global Competence. Grades 5-11 community service hours were outstanding!

Smarter Balance Assessment (State test) - we are awaiting the results of the State test.

Math achievement in middle school needs improvement; one action to be taken is offering multiple levels of Math (Algebra) classes.

Morgen will submit a report to the commission.

## **V. Academic Excellence**

### **A. Academic Excellence**

Morgen and the team are doing great in academic excellence.

The committee has not met regularly due to schedule conflicts. Guillermo Espinosa (Chair) is scheduling a July meeting.

Mary stated that the DEI and Academic Excellence Committee will be combined next year.

A new committee will be formed which will be the Community Engagement Committee.

The committee's role is to help get the word out about SIA and Charter schools, broaden the school's reach, and inform the public about charter schools. Anyone interested in leading this committee, let Mary know.

## **VI. Finance**

### **A. Approve New Insurance Proposal**

Mary Velazquez made a motion to approve retroactively the insurance proposal.

Cassie Anderson seconded the motion.

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

### **B. Approve Student Transportation contract for 24/25 School Year**

Sam Schweda reported that Harlows is working on discrepancies on the bill mainly on overages.

To better monitor fuel and route charges, the buses will have a GPS next year.

Harlows is the most viable option for SIA.

Bob Castle made a motion to approve the transportation contract for 24/25 school year.

Jeff Hyslop seconded the motion.

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

### **C. Budget and Investments Update**

Budget Meeting- July 12, 11:00 am

Let Sam know if you would like to attend the meeting.

Investments - Sam will give a formal presentation to the board regarding the money market account in July.

Home office moving to a smaller space in the building.

SIA Surplus Items - 3 triplight smart rack enclosure (\$150 each); 10 MR32 Meraki Access Points \$20 each

Needs Board approval prior to advertising or donating items.

Motion to approve the Surplus Items as listed - Mary; second Jeff

All in favor; approved unanimously.

## **VII. Governance**

### **A. Officer Election**

Stacy Hill has submitted her resignation from the board effective today, leaving the position of Secretary open. The Board needs to fill the position immediately. Mary nominates Guillermo Espinosa as Secretary.

Mary Velazquez made a motion to nominate Guillermo Espinosa as Board Secretary. Cassie Anderson seconded the motion.

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

## **VIII. New Business**

### **A. Date for Annual Retreat / August Board Meeting**

Results of poll for Board Retreat: The majority will be available on Monday, August 12th or Thursday, August 8th. Mary indicated that there does not have to be 100% Board participation, although it is most beneficial to the planning process if everyone attends.

Cassie Anderson (new 24-25 Chair) will send an update to the Board regarding the retreat date.

## **IX. Other Business**

### **A. Appreciation**

Morgen expressed appreciation to Stacy Hill and Mary Velazquez, by gifting them with a plaque and SIA gear. SIA thanks them for their years of service.

## **X. Executive Session**

### **A. HOS Eval Process con't**

The board moved from open session at 5:24 pm to executive session.

The executive session ended at 6:09 PM and the board returned to open session.

## **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 6:10 PM.

Respectfully Submitted,  
Mary Velazquez