

APPROVED



# Spokane International Academy

## Minutes

### February Regular Board Meeting

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#### **Date and Time**

Wednesday February 26, 2025 at 4:30 PM

#### **Location**

Monthly Board meetings will be held in person every 4th Wednesday of each month at the Spokane International Academy campus, lower level in the Media Center (unless the day falls on a holiday or break). A virtual option is available via Zoom.

Join Zoom Meeting

<https://us06web.zoom.us/j/86373525000?pwd=fjV57eCbjOL2yX43M8k45mgPUKPnLK.1>

Meeting ID: 863 7352 5000

Passcode: 598005

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#### **Directors Present**

Ashlee Lent, Cassie Anderson, Charina Carothers (remote), Guillermo Espinosa (remote), John Pell (remote), Ken Vorhees, Matthew Hoag (remote)

#### **Directors Absent**

Bob Castle, David James, Jeff Hyslop, Maureen Rosette

#### **Guests Present**

Angel Troutt, Caryn McGee, Italiana Hughes (remote), Jayde Albright, Matt Almon, Morgen Flowers-Washington, Myra Keast, Sam Schweda, Tabatha Copeland, Taylor Holden, Zach Wolflick

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#### **I. Opening Items**

**A. Record Attendance**

**B. Call the Meeting to Order**

Cassie Anderson called a meeting of the board of directors of Spokane International Academy to order on Wednesday Feb 26, 2025 at 4:39 PM.

**II. Consent Agenda**

**A. January Board Meeting Minutes**

Ken Vorhees made a motion to approve the minutes from January Regular Board Meeting on 01-22-25.

Matthew Hoag seconded the motion.

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

**B. January Financials**

Ken Vorhees made a motion to approve the Consent Agenda.

Matthew Hoag 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**

- Mid-Month AP (ASB): General Warrant Numbers 19750 through 19750 totaling \$256.29
- Mid-Month AP: General Warrant Numbers 19751 through 19762 totaling \$15,933.02
- End of Month AP (ASB): General Warrant Numbers 19776 through 19776 totaling \$25.00
- End of Month AP: General Warrant Numbers 19777 through 19811 totaling \$197,871.25
- Payroll (Jan): Check Number 19763 through 19766, Direct Deposit Number 900007092 through 900007204 totaling \$784,238.93
- Wire/ACH AP: Totaling \$110,760.71

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

**C. Board Approval Policy 4300**

Ken Vorhees made a motion to approve the Consent Agenda.

Matthew Hoag seconded the motion.

Morgen Flowers-Washington to change the term "district" to "Head of School"

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

#### **D. Policy on Immigration Enforcement on or Near School Grounds**

Morgen Flowers-Washington to change the term "district" to "Head of School"

Ken Vorhees made a motion to approve the Consent Agenda.

Matthew Hoag seconded the motion.

Morgen Flowers-Washington to change the term "district" to "Head of School"

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

#### **E. Board Vote: Student Participation Fee in Spring Sports**

Ken- we are not charging fees with the other clubs. Do we want to start charging?

Morgen- next year we will charge in the beginning of the year. SIA needs to rent facilities for practices (soccer, track/field). We do not offer transportation for activities (expensive)

Ashlee - is \$75 comparable with other schools? The amount is comparable.

Sam- most schools charge ASB fee, transportation fee, uniform fee

Central Valley \$35; Mead \$75

\$75 - will go into general funding; for this year.

Matt-\$80-\$100 per field + \$200 per referee per soccer game (as hosts)

Ken-motion to approve the consent agenda

Matt-second

All in favor; unanimous

Ken Vorhees made a motion to approve the Consent Agenda.

Matthew Hoag seconded the motion.

The Board approved the \$75 sports fee for students participating in Track & Field and Soccer beginning this Spring.

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

### **III. Enrollment**

#### **A. Enrollment Update**

February FTE - 818.30

Budgeted - 819

Total Average - 820.30

New students will start on March 11.

#### **B. Recruitment and Enrollment 25-26**

191 applications received for grades K-10.

April 14th - The lottery process takes place.

March 21st - Deadline for Re-enrollment of current students

Cassie Anderson joined the meeting in person at 5:07 PM.

#### **IV. Head of School Update**

##### **A. February Written Update**

- Legislative Update
- Quarterly School Review
- Fundraising Update 10th Anniversary Gala
- Managing Partnerships
- February Community Highlights
- Charter Renewal

##### **B. School Calendar**

#### **V. Commission Presentation**

##### **A. Renewal Process**

Presented by Italiana Hughes, Oversight Manager  
Washington State Charter School Commission

Renewal Process:

SIA expires after 2025-2026 school year. Process starts now.

Timeline in 2025:

- Feb 3 - performance reports released
- Mar 5-Submit notice of Intent to apply and submit a renewal application
- April 16-17 - Renewal Site visit
- May- Commission to draft the site visit report
- May - School responses to draft inspection (10 days after)
- April-Sept - Supplemental performance reports released by the Commission (if necessary); School responses to Supplemental performance reports (if necessary)
- Aug-Sept - Renewal recommendation report released by the commission.
- Aug-Sept - School responds to recommendation reports
- Sept. 18 - Commission Resolution Meeting

##### **Commission Renewal Decisions:**

- based on evidence of performance over the term of the charter
- based on data that are available to the school and the public
- presented in a public report summarizing the evidence

**Commission Decision Resources:**

- Charter contract
- Annual performance report
- Renewal performance report
- School renewal report
- Renewal site visit report
- Renewal report summarizing the evidence basis

**Board Involvement:**

- Review the renewal application in advance
- Review school performance on 2021-22 and 2022-23 performance framework reports (scroll down to reports section)
- Review the Renewal Performance Report (published February 3)
- Write and Submit Renewal Application (by March 5)
- Board Members Interviewed at Renewal Site Visit (April 16-17 or alternate date)
- Review Renewal Site Visit Report (May)
- Review Renewal Recommendation Report (September)
- Public comment is submitted on a rolling basis as part of Commission materials
- Encourage in-person or virtual public comment at the September 18, 2025 Commission Meeting (Spokane Community College)
- A panel of Board members & School leaders will answer commissioner's questions at the Commission Meeting

**VI. SAO Audit**

**A. Update**

SAO Update for 22-22 and 23-24 school year  
2 year accountability audit and will be published in March

- Emotional, and social
- Transportation
- Supplemental contracts
- payroll process

Exit conference in late March.

Sam Schweda left the meeting at 5:24 PM

## **VII. School Counselors**

### **A. Comprehensive Counseling Program**

Counselors will be presenting next week in Seattle (WA State Counselor Association) Counseling Beliefs.

- Taylor Holden, Grades K-3
- Jayde Albright, Grades 4-7
- Tabatha Copeland, Grades 8-12

Discussed:

- SIA Counseling Beliefs
- Scope and Sequence
- Tier 2 Intervention and Supports
- Annual Data Review

Counselors were excused at 5:46 pm.

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

### **A. Committee Report**

No report at this time.

## **IX. Closing Items**

### **A. Committees**

Committee to present in March. We will

### **B.**

**Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:49 PM.

Respectfully Submitted,  
Cassie Anderson