APPROVED

Spokane International Academy

Minutes

June Regular Board Meeting

Date and Time
Wednesday June 25, 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

Directors Present
Ashlee Lent (remote), Bob Castle (remote), Cassie Anderson, Charina Carothers (remote), Guillermo Espinosa (remote), Jeff Hyslop (remote), Ken Vorhees, Maureen Rosette (remote)

Directors Absent
David James, John Pell, Matthew Hoag

Directors who arrived after the meeting opened
Jeff Hyslop

Guests Present
Angel Troutt, Javier Medina, Morgen Flowers-Washington, Myra Keast, Ron Poplawski, Sam Schweda, Zach Wolflick

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 Jun 25, 2025 at 4:33 PM.

II. Consent Agenda

A. Approve June Agenda

Ken Vorhees made a motion to approve the June Agenda.
Bob Castle seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approve Minutes

Ken Vorhees made a motion to approve the minutes from May Regular Board Meeting on 05-28-25.
Bob Castle seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. May Financials

Ken Vorhees made a motion to Approve the May Financials.
Bob Castle seconded the motion.
All items on the Consent Agenda were approved.
The board **VOTED** unanimously to approve the motion.
After the Consent Agenda was approved, Ken Vorhees inquired about the parent, Mr.John Francois, who attended last month's meeting. Mr. Francois discussed his concerns with Morgen Flowers. Cassie Anderson followed up with a response, and the Board considered the matter resolved.

III. Enrollment 25-26

A. Enrollment Update

As of June 25, 2025, Enrollment Summary Report:

- 911 - Total enrollment for the 25-26 school year
- 85 - Waitlisted from K-10 (18 in Kindergarten, specifically mentioned)

The application is on a rolling basis and will continue to build the waiting list. Families who are offered a spot have five (5) days to accept their offer. Some current families who

failed to re-enroll their students are now on the waitlist. The school strictly follows its written enrollment policy for families to refer to, if needed.

The school is growing. The building's maximum capacity is 1,200. Possible expansion is foreseeable in the next two to three years and will be part of the planning next year.

Jeff Hyslop arrived at 4:47 PM.

IV. Budget 25-26

A. Budgeting Update

Sam Schweda reported:

- Worked with ESD and reported that the private funds account will now be a separate ledger from the public funds account.
- The Finance Committee requested that the July 23rd Board meeting be moved to July 30th due to the need to post the legal notice of the budget hearing.

V. Hiring Updates

A. Staffing

Open teaching positions were posted on June 24th through the hiring platform, Nimble.

- Replacement - Spanish Teacher (6th-10th Grade)
- Replacement for Kindergarten teacher moving to a new role at SIA - Kindergarten and First Grade Teacher (Multiple Positions)
- Replacement - English/ Language Arts Teacher (Multiple Positions)
- New, additional - Social Studies Teacher (7th and 8th Grade)
- Replacement - Math Teacher (7th Grade)
- New, additional - .5 Math Teacher (Geometry)/.5 Science (Physics)

Sam Schweda was at a job fair today at ESD. He received great feedback from potential candidates.

Job openings will also be advertised and boosted in social media for one week. Screening interviews begin next week or sooner.

Cassie Anderson suggested a great idea to Sam to conduct a "Stay Interview" instead of an "Exit Interview". Stay Interviews are proactive and positively viewed by employees. It may also help with retention and longevity.

VI. Head of School Update

A. June Written Update

Morgen answered some questions based on some of the items shared in the Head of School's June Update:

- Ken Vorhees asked about the use of Artificial Intelligence (AI), particularly in scheduling. Caryn McGee, Director of Curriculum and Instruction, is currently working on Draft #1 of the schedule for the new school year. In Spring 2026, SIA will partner with ABL to pilot our master schedule.
- Ken Vorhees asked what RELAY is. RELAY is a group that SIA has worked with in the past. They provide intensive and high-quality training around looking at student data and planning for instruction with the subject or grade level teaching team. RELAY will once again lead the fall training in August.
- Charina Carothers asked how the school's snapshot (shown in the OSPI Data Points-State Comparison Graph) impacts hiring. Based on the snapshot, there are some wins, but we also have lots of work to do. Morgen wants to focus on the 9th graders On Track is below state average. SIA has received a grant from *9th Grade Success,* which will support hiring a coach or interventionist.
- Jeff Hyslop commented about the recently concluded 5th-grade trip, *Nature Bridge.* The program is a culmination of a year of learning for 5th graders. Jeff added that his son attended and had a great experience. There are concerns about funding, and the Board to be aware of the costs. This year, the total cost was $47,000; $15,000 covered transportation.

B. Fundraiser Update

The 10th Anniversary Gala and Fundraiser held on June 7th raised $54,730 gross, with an estimated net amount of $38,000. There are a few outstanding balances from guests, and once that is all settled, Sam will transfer the funds from Auctria (a fundraiser online system) to SIA.

Ashlee Lent acknowledged the great effort put into the event.

Morgen thanks everyone who attended and sponsored the fundraiser. Thank you to Bob Castle for agreeing to host the event.

VII. Annual Board Retreat

A. Date and Retreat Information

The board retreat will be scheduled on Friday, August 15, 12:00 pm - 5:00 pm at SIA.

The purpose of the retreat is to review bylaws and expectations, welcome new board members, and strengthen school and leadership support.

Cassie and Morgen are working with the Bellwether group to find a retreat facilitator who are familiar and has strong community ties with charter schools. Bellweather has been very helpful in referring potential board members.

VIII. Board Recruitment

A. Recruitment Update

Javier Medina and Ron Poplawski are present in today's meeting. Both were introduced by Bellweather and have met with Cassie and Morgen in previous weeks.

- Javier Medina has 20 years of experience with facilities and capital improvement projects in school districts. Board President of a Head Start program. Ron is excited to be here and to have the opportunity to join the Board.
- Ron Poplawski is currently VP of Finance, previously a CFO of a non-profit; worked for Kalispel for 10 years, and has interacted with Board Member Maureen Rosette. Ron is looking forward to giving back to the community by joining the Board as a volunteer.

Their LinkedIn profiles were shared with the Board via email.

Cassie explained that the next step will be for the Board to approve any new members in July.

IX. Closing Items

A. Adjourn Meeting

Ken Vorhees made a motion to Adjourn the meeting.
Guillermo Espinosa seconded the motion.

The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:43 PM.

Respectfully Submitted,
Cassie Anderson

Documents used during the meeting

- Head of School Update- June 2025.pdf