



Meeting of the Board of Directors Agenda Regular Board Meeting

Thursday October 26, 2017 at 4:00 p.m.
8485 Homestead Dr.
Zeeland, MI, 49464

School Mission Statement: "By embracing innovation, we inspire our students to be global thinkers and leaders by positively impacting others at home and abroad."

Board Purpose: Mission Statement

Prior to the meeting the oath of office was administered to Nick deVries for his current term of office.

1. Call to Order: Nick deVries called the meeting to order at 4:16 pm
2. Attendance: Nick deVries, Jeff Lukas, Matt Dietsche (joined at 4:19 pm), Joel Smith (via skype)
 - a. Guests: Kelli Gunn, Dave Zimmer, Sara Vereeke, John Chandler (via skype), Cory Dams
3. Public Comment on Agenda Items: NONE
4. Consent Agenda: Nick deVries made a motion to approve the consent agenda as presented. Jeff Lukas seconded. Passed unanimously.
 - a. Agenda
 - b. Previous Minutes – Board Meeting on September 21, 2017
5. Celebrations of the School – 10 minutes
 - a. Jeff Lukas shared that he was reading a book about colors with his kindergartener and each time they got to a new color, his son would tell the Spanish word for that color. Awesome to see him learning so much Spanish through the daily Spanish special.
 - b. Cory Dams shared the success of the MTSS Groups and the growth he saw through those groups. Students are excited about the groups and teachers leading different subjects than they usually do.
 - c. Sara Vereeke shared how the team rallied around Ruth while she was caring for her mom who had a stroke. The whole staff jumped in to help cover things here.
 - d. Kelli Gunn shared that observations started and she had an observation with the Spanish FLES and was so excited about the new teaching techniques that both elementary and middle school FLES teachers are using that teaches the language through conversations. Kelli also shared the observation she had with Cati as well and how well that went. She is really excited about the level of rigor that Cati builds into her classroom and how the kids rise to meet those expectations.
 - e. Dave Zimmer shared the interactions with the GSRP staff and how they have been working with the financial system to make things work smoothly.
 - f. Joel Smith shared how much he appreciates the work on the new dashboard and also excitement about the increase in enrollment
 - g. Nick deVries shared how excited he is about the cohesiveness of the Middle School team and how that has positively impacted the kids. Nick also shared how awesome the project based learning units in middle school are and how much the kids can learn through these projects. Lastly, Nick shared that Brenda has been working with his daughter before school and how she is excited to come in early to work with Brenda.

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h. Matt Dietsche shared his experiences with student led conferences and how that is such a valuable experience for students to lead their own conferences and share what they are learning.

6. **Strategic Thinking** The Board reviewed the strategic thinking focuses and what board members are assigned to each. Once per month the Board will do a deep dive on one item and a quick review of each. Kelli Gunn will work to identify leaders internally for each strategy and have those leaders connect with the Board Members to work on completing the Strategic Planning document
 - a. "Volunteers are seamlessly integrated, matching their unique gifts to the needs of the school." – Nick
 - b. Automated Systems – Matt Dietsche
 - c. PBL – Jeff Lukas
 - d. Personalized Education & MTSS – Kelli Gunn
 - e. Spanish Immersion for Young 5's – Joel Smith
7. **Action Items** – 10 minutes
 - a. Acceptance of Financial Audit: Nick deVries made a motion to accept the Financial audit as presented. Jeff Lukas seconded. Passed unanimously.
 - i. The audit went well and the school is in a good financial position. We did receive a management letter encouraging us to improve the written disaster recovery policies, segregation of duties, and approval documentation. They asked that we have these items in place by June 30, 2018. Dave has already made changes to improve the segregation of duties and approval documentation. All of these will be addressed by the June 30, 2018 deadline.
 - b. Check Signing: Nick deVries made a motion to remove Dave Zimmer as a signator on our checking account. Matt Dietsche seconded. Passed unanimously.
 - c. Quarterly Financials: Nick deVries made a motion to approve the Quarterly Financials as presented. Jeff Lukas seconded. Passed unanimously.
8. **Dashboard** – 20 minutes
 - a. Compliance: At 100% on time reporting for LSSU.
 - b. Finance: Dave Zimmer reviewed the current financials. Financials are presenting as expected and are in a good position.
 - c. Enrollment : Kelli Gunn reviewed current enrollment numbers. Our enrollment is higher than budgeted. Kelli Gunn asked the board to consider closing enrollment at the 5th – 8th grade level at the next board meeting. The board will consider this and list it as an action item on next month's agenda.
 - d. Student Achievement: Cory Dams and Kelli Gunn reviewed the LSSU academic at a glance report. The report showed that we have exceeded the growth targets for our non-capped students. Kelli Gunn also reviewed the plans helping improve our M-STEP scores through resources available from the ISD as well as a variety of other resources
 - i. Fall '17 MAPs
 - e. Public Opinion: Aquinas is bringing a class here to learn from our Las Huellas staff for a Theories in Bilingual Education



- f. LSSU Commitments: Kelli Gunn reviewed the local goals that we have developed and our progress towards meeting these goals
- g. Others

9. Discussion Items – 10 minutes

- a. 3rd Grade Reading Law: Cory Dams reviewed the LSSU Recommendations to satisfy the 3rd Grade Reading Law. This mandates any child who is not proficient (according to standards developed at each school) for reading are required to have an Individual Reading Improvement Plan. Once the law is fully implemented, any 3rd grade student who is not at proficient will be required to be retained
- b. LSSU Academic Snapshot: The LSSU Snapshot was reviewed as part of the dashboard and the snapshot given to us by LSSU
 - i. Understanding the Snapshot: <https://youtu.be/8Yh3ja6dhss>
- c. Closing Enrollment: The board anticipates this being on the agenda next month as an agenda item to consider.
- d. New Board Members: Nick deVries and Kelli Gunn have contacted several potential new board members and are in the process of taking with them. Nick recommended bringing these folks in to talk with them and introduce them to the school in conjunction with the next board meeting.

10. LSSU Comment: John Chandler did not have any comments

11. Public Comment on Non-Agenda Items: NONE

12. Adjournment: Nick deVries adjourned the meeting at 5:47 pm

- a. Next Regular Meeting: November 16, 2017

This meeting is a meeting of the Board of Directors in public for the purpose of conducting the Academy's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda.

Minutes of all board meetings are available after approval by the Board at:

Innocademy
Attn: Kelli Gunn
8485 Homestead
Zeeland, MI 49464 616-748-5637

Individuals wishing to address the Board of Directors will be recognized in accordance with Board policies regarding public comments. Individual comments are limited to no more than three (3) minutes each and total time allowed regarding agenda specific items is twenty (20) minutes and

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non-agenda items is fifteen (15) minutes. The Board will not verbally respond to any public comments at the time of the meeting, but may refer comments to appropriate personnel for follow up or respond itself in a timely manner.

Complaints or concerns regarding Board members or school employees associated with the academy shall first be addressed in writing and delivered to the Board President no less than five (5) days prior to the next regular Board meeting, or such complaints shall not be heard by the Board.

Those in attendance at this meeting are reminded that this is a meeting of the Board of Directors in public for the purpose of conducting academy business. It is not considered to be a public meeting. There is a specified time on the agenda for public comment regarding issues of importance to those in attendance.

Proposed minutes of this meeting will be available for public inspection at the principal office of the Board of Directors of Innocademy located at 8485 Homestead Ave, Zeeland, MI 49464 no later than eight (8) business days after the meeting. Approved minutes will be available at that office no later than five (5) business days after the meeting at which they are approved (Open Meetings Act, P.A. 267).

Individuals with a disability who need a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or special service to participate in this meeting should contact Kelli Gunn at (616) 748-5637 at least two (2) days prior to the meeting.

Innocademy has provided public notice of this meeting at:

8485 Homestead Dr. Zeeland, MI 49464 – (616) 748-5637

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