



Innocademy

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Meeting of the Board of Directors Minutes  
Regular Board Meeting

**Thursday, Oct. 25, 2018 at 4:00 p.m.**  
**8485 Homestead Dr.**  
**Zeeland, MI, 49464**  
**(Northwest Team Room)**

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

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1. Call to Order: Matt Dietsche called the meeting to order at 4:06 pm
2. Attendance
  - a. Board Members present: Jeff Lukas, Matt Dietsche, Laurie Schmitt
  - b. IES Representatives : Kelli Gunn, Sara Vereeke, Dave Zimmer, Cory Dams
  - c. LSSU Representative : Julie Hopper, John Chandler (joined at 4 :45 pm)
  - d. Guests: Abby Petroelje, Doug Frifeldt
3. Public Comment on Agenda Items: NONE
4. Consent Agenda: Matt Dietsche made a motion to approve the consent agenda as presented. Jeff Lukas seconded. Passed unanimously.
  - a. Agenda
  - b. Previous Minutes – Special Board Meeting Sept. 28, 2018
5. Celebrations of the School
  - a. Jeff Lukas: Excited to have 2 potential new board members here observing. Great to have new people considering membership
  - b. Dave Zimmer: Outdoor learning is going really well – great to see an engaging program getting kids outside and off-site
  - c. Kelli Gunn: Kelli participated in a Reading Corp data review session today (we have an interventionist through Reading Corp this year focused on increasing literacy), had a great data dig PD day



looking at student growth to group kids for MTSS. Another celebration is Reading Now network who is providing a literacy coach to help us with literacy instruction and Professional Development.

- d. Sara Vereeke – mid-year teacher change in Spanish Immersion – Anita, the new teacher, is doing awesome and jumping in with both feet to the class
  - e. Abby Petroelje – Anita has been a great fit for 1<sup>st</sup> grade Spanish Immersion – she has a lot of energy and that is a great fit for the kids
  - f. Matt Deitsche – High quality specials offered to kids here at Innocademy. His middle schooler is doing robotics and math at Hope College – great opportunities for him.
  - g. Cory Dams: Off-site opportunities for students have been great this year. 6<sup>th</sup> graders have been off site three times this week – all other grades off site at least once. Awesome for the students
  - h. Laurie Schmitt: She talked with our Reading Now literacy coach. She is so excited to work with our school and loves the feel of the relationships with our staff.
6. Strategic Thinking:
- a. Review 5-10 Year Strategic Thinking one-pager: Kelli Gunn reviewed the 5-10 Year Strategic Thinking one-pager with the board.
    - i. This document was reviewed last year and it was used to set 5 strategic goals for last year. This year, we would like to focus on academic achievement – and begin by refamiliarizing ourselves with the document and use it to create some goals.
    - ii. Kelli asked the board members to spend time reviewing this document and come next month prepared to build some goals to support the 5-10 year plans.
7. Dashboard: Kelli Gunn reviewed the Dashboard items with the board
- a. Compliance:
    - i. Hylant M.U.S.I.C. Report of Insurance Compliance
  - b. Finance: Dave Zimmer reviewed the financial report with the board including



- i. OAISD Millage: Kelli Gunn shared some information with the board on the upcoming OAISD Millage. This is the first time Charter Schools have the opportunity to participate in the millage. We plan to use the funds for mental health support staff and facility upgrades.
  - ii. Quarterly Financials: Dave reviewed the current financials. Income and expenses are in line with expectations. Cash on hand is trending higher than last year and we borrowed less in our State Aide Note this year – this shows an overall strong position financially.
  - iii. Financial Audit: Dave reviewed the Audit report from the annual audit that occurred earlier this year. There were no adjusting entries and no management letter from the audit, so the audit overall was clean and as expected.
- c. Enrollment: Kelli reviewed our current enrollment numbers with the board. We are slightly below our budgeted enrollment numbers, however enrollment numbers are stable. The staff is recommending closing enrollment going forward.
- d. Student Achievement:
  - i. 3<sup>rd</sup> Grade Reading Law: Kelli updated the board on the 3<sup>rd</sup> Grade Reading Law with the Board – this law mandates retention for 3<sup>rd</sup> graders who are not proficient starting next year. Kelli shared the implementation timeline for this new law along with the Individualized Reading Improvement Plans that are being implemented to comply with these requirements.
- e. Public Opinion: Next month anticipate showing new videos for the school that were done.
- f. LSSU Commitments
  - i. LSSU Academic Report with Julie Hopper: Julie shared Innocademy's Fall Academic Report with the Board Members including:



1. Educational Goals that LSSU has set for all their authorized schools, which include:
    - a. Student Growth (measured by Student Conditional Growth Percentile)
    - b. Student Achievement (measured by Cohort students' performance vs Non-Cohort, and Cohort students to reach achievement targets)
    - c. State and Federal Accountability
    - d. Academic Specific Goals
  2. Julie Hopper also reviewed information on the Kindergarten Readiness assessment requirements that are a new requirement for this year.
8. Action Items
- a. Matt Dietsche made a motion to approve the Quarterly Financial Report as presented. Jeff Lukas seconded. Passed unanimously
  - b. Matt Dietsche made a motion to accept the Annual Financial Audit. Laurie Schmitt seconded. Passed unanimously.
  - c. Matt Dietsche made a motion that, beginning Friday, November 2, 2018, enrollment closes for any student wishing to enroll in the Innocademy classic program for the 2018-19 school year. Jeff Lukas seconded. Passed unanimously.
9. Discussion Items
- a. Board membership: The board members asked the visiting potential board member for their feedback on the meeting.
10. LSSU Comment: John Chandler congratulated the school on a clean audit – he thanked Dave Zimmer for the hard work on the preparation for the audit. John also shared with the board that the LSSU Charter School Office will be hosting a summer professional development for board members the end of July. More details will be coming soon.
11. Public Comment on Non-Agenda Items: NONE
12. Adjournment: Matt Dietsche adjourned the meeting at 5:44 pm
- a. Next Regular Meeting: Thursday, November 15, 2018



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*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.*



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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 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*