



Innocademy

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Minutes for the Meeting of the Board of Directors

**Thursday, March 25, 2021 at 4:00 p.m.**

**Virtually via Zoom: <https://icademyglobal.zoom.us/j/3950647095>**

**Innocademy**

**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."

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1. Call to Order: Nick deVries called the meeting to order at 4:03 pm
2. Attendance
  - a. Board Members: Nick deVries (Joining from Holland, MI ), Doug Friefeldt (joining from Zeeland, MI ), Laurie Schmitt (joining from West Dennis, MA), Jeff Lukas (joined at 4:20 pm from Salt Lake City, UT)
  - b. IES Staff: Kelli Gunn, Dave Zimmer, Bob Soulliere
3. Public Comment on Agenda Items: NONE
4. Consent Agenda: Nick deVries made a motion to approve the consent agenda and prior Meeting Minutes as presented. Doug Friefeldt seconded. Passed unanimously.
  - a. Agenda
  - b. Prior Meeting Minutes - February 23, 2021
5. Celebrations of the School:
  - a. Kelli Gunn: Celebrated the resilience and flexibility of the team responding to several COVID quarantines this week. Celebrating that we are still here for kids!
  - b. Nick deVries: Appreciated the team and they way they adjusted to quarantines at a point that we are heading to spring break and ready for a break. He is also excited about the capstone trip that is being planned – excited to see this bonding opportunity for our students.
  - c. Sara Vereeke: So thankful for staff flexing this week to meet needs this week – specifically our rock-star sub, Lindsey DeJonge.



- d. Dave Zimmer: Planning for next year is going well – funding looks good, enrollment is trending in a good direction. Great to be thinking toward the future.
- e. Bob Soulliere: Great to be a part of the PD last week – great to connect with the team and get out to the ODC.
- f. Doug Friefeldt: Thanks the board for support and response to parents – he appreciated the respectful way the board responds to questions. He also thanked the team for the work they are doing to keep the kids in school.

## 6. Strategic Thinking

- a. School Improvement - MICIP Overview: Kelli Gunn shared an overview of the Michigan Integrated Continuous Improvement Process. Kelli also shared a video from MDE that gave an overview of the new process and framework.
- b. Update on Mission/Vision Work: Kelli Gunn gave an update on the work being done on our Mission/Vision work. Laurie Schmitt, Nick deVries and Kelli developed a survey that will be sent to stakeholders (staff& board, Parents/Guardians, Middle Schoolers).

## 7. Action Items

- a. Nick deVries made a motion to approve Budget Timeline as presented. Jeff Lukas seconded. Passed unanimously.
  - i. Dave Zimmer shared an overview of the budget timeline with the board.
- b. Nick deVries made a motion to approve the Monthly Extended COVID-19 Learning Plan (ECLP). Jeff Lukas seconded. Passed unanimously.
  - i. Kelli Gunn shared an overview of this month's ECLP with the board.

## 8. Dashboard

- a. Compliance: The team used the compliance grant received from LSSU for the PD last week – great that we can earn that grant to support PD.
- b. Finance - ESSER & Legislative Update
  - i. Dave Zimmer reviewed the February financials with the board. Overall finances are in good position for the year. Revenue and Expenditures are trending as expected. The school is in a good financial position and the current budget projects adding to the fund



balance at the end of the year. Dave anticipates presenting Budget Amendment #2 at next month's board meeting.

- ii. ESSER & Legislative Update: Dave Zimmer gave an overview of ESSER funding anticipated from Federal and State sources. We anticipated receiving two additional waves of ESSER Funding. This will add a fairly significant funding to the Innocademy budget. The team is in the process of evaluating the best use for these funds including curriculum resources, parking lot improvements, and sound minimizing solutions. Dave Zimmer is also working on a refinance of the building that will allow some cash to be used in conjunction with these funds.
- c. Enrollment - Marketing Update & Current Seats Filled: Kelli Gunn shared current enrollment numbers with the board. Since the last board meeting we have added several new students.
  - i. Marketing Update: Bob Soulliere shared current marketing activities with the board. We have 2 more open houses coming up in March and April. The team is in the process of putting together targeted marketing videos. We have advertising flags on order and they will be here soon. We are also doing some community-based marketing as well.
- d. Student Achievement: No report this month
- e. Public Opinion: No report this month
- f. LSSU Commitments - PBIS Data Review: Kelli Gunn shared an overview of our PBIS Data. The team has been evaluating the PBIS program and ways to improve the program.

## 9. Discussion Items

- a. Board Vacancy Process: Kelli Gunn reviewed the discussion the board had last meeting around a process of evaluating board members. Laurie Schmitt also shared some interview questions for potential board members she received through a PD at LSSU. Nick deVries also shared a tool to evaluate potential board member. Jeff Lukas will start to develop a list of needs/gaps and will report back to the board next month.
- b. Teacher Appreciation Week: May 3-7: The board discussed options to show appreciation for our staff – the board will submit ideas so we can coordinate something across all IES.
- c. Middle School Field Trip: Kelli Gunn shared the plans for a Middle School Field Trip experience being planned. The trip has been well-received by



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students and families. We are requiring mask use and a negative COVID test prior to leaving on the trip. The team is also planning scaled-back 3<sup>rd</sup> grade and 4<sup>th</sup> Grade activities.

10. LSSU Comment: John Chandler thanked the board for their work on recruiting additional members.
11. Public Comment on Non-Agenda Items: NONE
12. Adjournment: Nick deVries adjourned the meeting at 5:34 pm
  - a. Next Regular Meeting: 4:00 on April 22, 2021

*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*