



# Innocademy

*"By embracing innovation, we inspire our students to be global thinkers and leaders through the way they positively impact others at home and abroad."*

**8485 Homestead Dr., Zeeland, MI 49464**

## **Annual Organizational Meeting**

**Date: Thurs., June 24th, 2021**

**Time: 5:30 PM**

**I. CALL TO ORDER: Nick deVries called meeting at 5:40 pm**

**II. ATTENDANCE:**

Board members present:

Laurie Schmitt, Holland, MI

Doug Frifeldt- Zeeland, MI

Nick deVries- Zeeland, MI

Abbie Petroelje- West Olive, MI

Jeff Lukas- Zeeland, MI

IES staff- Kelli Gunn, Dave Zimmer, Heidi Wolters

LSSU- John Chandler

Public- Todd Cooper, Katherine Van Sweden

**III. CONSENT AGENDA: Nick deVries made amotion to approve the consent agenda as presented.**

**The vote was all yes and the motion carries.**

**IV. PUBLIC COMMENT ON AGENDA ITEMS: None**

**V. ACTION ITEMS**

**Nick deVries made a motion to approve the non-business action items in organizational meeting agenda as presented. Jeff Lukas second the motion. The vote was all yes and the motion carries.**

A. Designation of the public places in which notice of the annual board meeting calendar and individual meeting notices will be posted.

a. No change, remaining as:

i. Innocademy – 8485 Homestead Dr., Zeeland, MI 49464

ii. <https://innocademy.com/about/board/>

B. Designation of principal print media source

a. No change, remaining as:

i. Holland Sentinel

C. Designation of depository or depositories for Academy funds.

a. No change, remaining as:

i. West Michigan Community Bank

D. Designation of Board Members and/or other personnel who are eligible to sign Academy checks.

a. No change, remaining as:

i. President

ii. Treasurer

iii. Secretary

iv. Vice President

E. Designation of organizations with whom we hold memberships.

a. No change, remaining as:

i. MAPSA

ii. National Charter Schools Institute

- iii. Michigan West Coast Chamber of Commerce
- iv. West Michigan Association of Spanish Immersion Educators

F. Designation of personnel authorized by the Board of Directors to negotiate and implement contracts with vendors.

- a. Change:
  - i. ~~Kelli Gunn~~ School Lead
  - ii. ~~Dave Zimmer~~ Finance Director

G. Appointment of Academy's Chief Administrative Officer (CAO).

- a. Change:
  - i. ~~Kelli Gunn~~ School Lead

H. Appointment of the Title IX Coordinator

- a. Change:
  - i. ~~Kelli Gunn~~ School Lead
    - 1. Freedom of Information Coordinator
    - 2. Civil Rights Coordinator
    - 3. Asbestos Designee
    - 4. Copyright/ASCAP Coordinator
    - 5. ACH/ETO Officer

I. Appointment (or reappointment in subsequent years) of board legal counsel.

- a. No change, remaining as:
  - i. Saunders Winter McNeil, PLLC
  - ii. Thrun Law Firm, PC

J. Appointment (or reappointment in subsequent years) of Criminal Background Check Processor.

- a. Change:
  - i. ~~Sara Verekee~~ Human Resources Director

K. Appointment (or reappointment in subsequent years) of external independent auditor.

- a. No change, remaining as:
  - i. Maner Costerisan

L. Adoption of Annual Board of Directors Meeting Schedule

- a. No change, remaining as:
  - i. Third/Fourth Thursday of the month at 4:00 at Innocademy's Homestead Campus
    - 1. 19 August, 2021
    - 2. 16 September
    - 3. 28 October
    - 4. 18 November
    - 5. 16 December
    - 6. 20 January, 2022
    - 7. 24 February
    - 8. 24 March
    - 9. 21 April
    - 10. 19 May

- 11. 30 June - 2020-2021 Budget Hearing - 4:00
- 12. 30 June - Regular Board Meeting - 4:15
- 13. 30 June - Organizational Meeting - 5:30

M. Designation of Compliance Coordinator

- a. Change:
  - i. ~~Kelli Gunn~~ School Lead

N. Appointment (or reappointment in subsequent years) of the board's recording secretary

- a. Change:
  - i. ~~Sara Vereeke~~ Human Resources Director
  - ii. ~~Heidi Wolters~~ Pupil Accountant

O. Designation of the person responsible for posting the board's annual meeting calendar and all regularly scheduled and special board meeting notices along with board meeting agendas.

- a. Change:
  - i. ~~Sara Vereeke~~ Human Resources Director
  - ii. ~~Heidi Wolters~~ Pupil Accountant

**V. BUSINESS ITEMS/ACTION ITEMS**

A. Election of Officers

- a. Current
  - i. President: Nick deVries
  - ii. Vice President: Abbie Petroelje
  - iii. Secretary: Jeff Lukas
  - iv. Treasurer: Doug Frifeldt
  - v. Trustee: Laurie Schmitt

Nick deVries opened nominations:

- b. New
  - i. President: Laurie Schmitt
  - ii. Vice President: Abbie Petroelje
  - iii. Secretary: Jeff Lukas
  - iv. Treasurer: Nick deVries
  - v. Trustee:

Nick deVries made a motion to approve the nominations as stated. Doug Frifeldt second the motion. The vote was all yes and the motion carries.

B. Appointment of Board Representative on the School Improvement Team (SIT):

- a. Current
  - i. Laurie Schmitt

C. Board Meeting Agenda

- a. No change, remaining as attached

DeVries made a motion to approve business action items b and c as presented. Jeff Lukas second the motion. The vote was all yes and the motion carries.

**VI. PUBLIC COMMENT (For non-agenda items):none**

**VII. COMMENTS FROM THE BOARD:** board thankd Doug Frifeldt for his service to the board.

**VIII. ADJOURNMENT :** Meeting was adjourned at 5:53 by Nick deVries

---

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.

---

## ATTACHMENT A

### INNOCADEM

#### Y REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS AGENDA

*[Day], [month][date], [year] at \_\_\_\_ a.m./p.m.*

#### *Innocademy*

*8485 Homestead Drive  
Zeeland, MI 49464*

1. Call to Order
2. Attendance
3. Public Comment on Agenda Items
4. Consent Agenda
  - Agenda
  - Previous Minutes
5. Celebrations of the School
6. Strategic Thinking
  - School Improvement
  - School Initiatives
7. Discussion Items
  - School Dashboard Review
    - Compliance
    - Finance
    - Enrollment
    - Student Achievement
    - Public Opinion
    - LSSU Commitments
  - Future Action Items
8. Action Items
9. LSSU Comment
10. Public Comment on Non-Agenda Items
11. Adjournment
  - Next Meeting: