



Innocademy

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## Agenda for the Meeting of the Board of Directors

**Thursday, November 19, 2020 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 4:05 pm
2. Attendance
  - a. Board Members: Jeff Lukas, Abby Petroelje, Laure Schmitt, Doug Friefeldt, Nick deVries
  - b. IES Staff: Kelli Gunn, Bob Soulliere, Dave Zimmer, Sara Vereeke
  - c. LSSU Staff: John Chandler
3. Public Comment on Agenda Items: NONE
4. Consent Agenda: Nick deVries made a motion to approve the Consent Agenda as presented. Seconded by Jeff Lukas. Passed unanimously.
  - a. Agenda
  - b. Prior Meeting Minutes - Oct. 22, 2020
5. Celebrations of the School:
  - a. Doug Friefeldt: Celebrating technology and the ability to continue educating kids through technology. The team has a great plan to finish 2020 and he appreciates the plan to go remote for the remainder of the month.
  - b. Jeff Lukas: Complimented the communication on evaluating the option of going remote – great to see everyone come together to make this good decision



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- c. Abby Petroelje: Grateful for the team – the team has done a great job keeping kids safe and she has had no worries sending her kids. She supports the move to remote and has complete trust in the team.
  - d. Sara Vereeke: Appreciates the resilience of the team as we plan for transition to remote learning – great to see everyone coming together around plans to support kids.
  - e. Dave Zimmer: Great to see the work everyone is doing to support kids in the transition to remote
  - f. Kelli Gunn: Celebrating the trust that parents have in our team – parents are supportive through the transition to remote learning. Feels like we are all going to get through this together. Also grateful that there is hope on the vaccine that will be available soon.
  - g. Nick deVries: He has 2 children at Innocademy in Spanish Immersion – they were speaking Spanish to each other at the dinner table – great seeing the level of Spanish they are able to speak. Also appreciated the feedback and honestly shared when considering move to remote learning. At the beginning of the year, we didn't think we would make it to October in person – kudos to the team for all the work that has been done to allow us to make it until the end of November in person.
6. Strategic Thinking
- a. Intersections of Oct. 22 Appreciative Inquiry exercise, Innocademy 5-10 Year Picture, and IES Mission, Values, and Strategic Principles
    - i. Kelli Gunn reviewed the Strategic Planning process from last month as well as the work done to take the work from that meeting and cross-reference it with our current 5-10 year picture
    - ii. IES Mission, Values, Strategic Principles: Bob Soulliere shared an overview of the IES strategic work being done to clarify the mission, values and strategic principles of IES as an organization. Bob also shared new ways we are implementing these strategic principles with our teams.



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- iii. The board had a good discussion on the connection between the strategic planning done last month, IES strategic plan and the existing 5-10 year picture to determine next steps.

## 7. Action Items

- a. Nick deVries made a motion to approve Quarterly Financials as presented. Seconded by Jeff Lukas.
  - i. Dave Zimmer explained that the quarterly financials were reviewed last month with board and this is an opportunity for the board to formally approve the financials.
- b. Nick deVries made a motion to approve Monthly Extended COVID-19 Learning Plan Actions. Seconded by Jeff Lukas. Passed unanimously.
  - i. Kelli Gunn reviewed the Monthly Extended COVID-19 Learning plan actions with the board. The document notes the change to remote learning beginning November 30<sup>th</sup>. It also includes the engagement levels. The board complimented the team on the great engagement of our online learners.

## 8. Dashboard: The board reviewed the monthly dashboard including

- a. Compliance: Compliance is trending well with all obligations
- b. Finance - Monthly Financials: Dave Zimmer reviewed the current financials. Revenue is trending as expected. Expenses are being monitored closely and we have decreased expenses compared to last year. Dave expects to present a budget amendment next month and that will clean up some areas that have changed since the original budget was developed.
- c. Enrollment:
- d. Student Achievement - Fall Testing: Kelli Gunn shared a snapshot of the new assessment that was given to students this fall. This snapshot was from the fluency assessment from NWEA that was approved by the board in the fall. This was the first time using this as-



assessment and we had positive feedback from teachers and students. Teachers like the fact that it can be used quickly to inform instruction.

- e. Public Opinion - Family Survey re: Remote Learning: Kelli Gunn reviewed the feedback from the parent survey on remote learning. This feedback was super valuable when planning for remote learning.
- f. LSSU Commitments:

## 9. Discussion Items

- a. Remote Learning Plan: November 23 - December 18, 2020: Kelli Gunn shared the Remote Learning Plan with the board including staff expectations, academic expectations, social/emotional support, engagement tracking process and proactive approach that the team is taking for engagement. Kelli also shared the preparations happening this week to help kids be ready for learning remotely and supplies we are sending home with kids. The board complimented the team on the work to prepare for this transition – they also complimented on the pro-active planning the team is doing.
- b. Planning for Budget Amendment #1: Dave Zimmer share the preparations for the Budget Amendment that will be shared with the board next month. The goal in this budget amendment would be to build in the changes since the original budget and turn the budget deficit in the original budget around.
  - i. Revenue: State funding included some cushion for decreased enrollment – this helped the school with additional funding. There also were increases in Title I and I funding for Innocademy as well as CARES Act funding. Overall revenue is higher than expected in the original budget.
  - ii. Expenses: Expenses are trending lower in several categories than expected. We do have an increase in Operations and Maintenance due to increased staffing in that area that was needed and some additional projects needed for outdoor learning and COVID.



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- iii. Overall: Budget Amendment is expected to be presented with a balanced budget for the year. Dave expects to present the final Budget Amendment for the board's approval next month. The board complimented the Dave on a clear, well laid-out presentation of the upcoming budget amendment.
10. LSSU Comment: John Chandler complimented the team on the plan for moving to remote – especially with the added complexities of maintaining Spanish Immersion instruction. John gave kudos to the team for creating a great plan.
11. Public Comment on Non-Agenda Items: NONE
12. Adjournment: Nick deVries adjourned the meeting at 5:42 pm
  - a. Next Regular Meeting: 4:00 on December 17, 2020

*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*