



Innocademy

Agenda for the Organizational Meeting of the Board of Directors

June 29, 2023; 5:00 p.m.
Innocademy-Upstairs Team Room
8485 Homestead Drive
Zeeland, MI 49464

School Mission Statement:

Innocademy is an inclusive public school academy that prepares PreK-8th grade students to have a global mindset through whole child, Spanish language, and nature-rich learning.

1. Call to Order: Meeting called to order at 5:08
2. Attendance: Laurie Schmitt, Abbie Petroelje, April Best, Nick DeVries, Jessica Parker
3. Consent Agenda:

Nick devries made a motion to accept the consent agenda as presented. Abbie Petroelje second the motion. The vote was all yes and the motion carries.

4. Action Items:

Motion to approve items A-R, as presented.

- 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; 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
 - ii. Choice Bank

- D. Designation of Board Members and/or other personnel who are to be eligible to sign Academy checks.
 - a. No change, remaining as:
 - i. President
 - ii. Vice President
 - iii. Treasurer
 - iv. Secretary

- E. Designation of organizations with whom we hold memberships.
 - a. No change, remaining as:
 - i. MAPSA
 - ii. National Charter Schools Institute

- F. Designation of personnel authorized by the board of directors to negotiate and implement contracts with vendors.
 - a. No change, remaining as:
 - i. School Lead
 - ii. Finance Director

- G. Appointment of the Academy's Chief Administrative Officer (CAO).
 - a. No change, remaining as:
 - i. School Lead

- H. Appointment of the Title IX Coordinator
 - a. No change, remaining as:
 - i. 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. No change, remaining as:
 - i. Human Resource 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 2023-2024 Meeting Schedule
 - a. No change, remaining as: Third (3rd) Thursday of every month, at 4:00 pm EST, at Innacademy, unless otherwise noted:

- i. August 17
- ii. September 21
- iii. October 26
- iv. November 16
- v. December 21
- vi. January 18
- vii. February 15
- viii. March 21
- ix. April 18
- x. May 16
- xi. June 27:
 - 1. 2024-2025 Budget Hearing – 4:00 p.m.
 - 2. Regular Board Meeting – 4:15 p.m.
 - 3. Organizational Meeting – 5:00 p.m.
- xii. July (None)

M. Designation of a Compliance Coordinator

- a. No change, remaining as:
 - i. School Lead

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

- a. Change:
 - i. Board Secretary

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. Pupil Accountant

P. Approve standard agenda format (Attachment A)

Q. Election of Officers

- i. President: Laurie Schmitt
- ii. Vice President: Jessica Parker
- iii. Secretary: April Best
- iv. Treasurer: Nick deVries
- v. Trustee: Abbie Petroelje

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

- a. Change: Laurie Schmitt, Jessica Parker

Nick motion, second April. The vote was all yes and the motion carries.

- 5. LSSU COMMENT: Joe reported to the board about a PD they are working on hosting

here for charter schools in the area.

6. PUBLIC COMMENT ON NON-AGENDA ITEMS: None

7. ADJOURNMENT: Meeting was adjourned at 5:17 by Laurie Schmitt

NEXT REGULAR MEETING: Thursday, August 17, 2023, at 4:00 p.m.

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 on the agenda.

Minutes of all board meetings are available after approval by the Board at <https://innocademy.com> or by contacting:

*Jessenia Martinez, School Lead
Innocademy
8485 Homestead Dr.
Zeeland, MI 49464*

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.

The proposed minutes of this meeting will be available for public inspection at the office of the Board of Directors of Innocademy no later than eight (8) business days after the meeting. Approved minutes will be available at that office and at <https://innocademy.com/> 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 Jessenia Martinez at 616-748-5637 at least two (2) days prior to the meeting.

Innocademy has provided notice of this meeting at:

8485 Homestead Dr.
Zeeland, MI 49464