



# Innocademy

## Agenda for the Meeting of the Board of Directors

**December 21, 2023; 4:00 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-8<sup>th</sup> grade students to have a global mindset through whole child, Spanish language, and nature-rich learning.*

1. Call to Order: Laurie called the meeting to order at 4:01 pm
2. Attendance: Nick deVries, Jessica Parker, Laurie Schmitt, April Best, Abbie Petroelje
3. Public Comment on Agenda Items: Nick moved to approve the consent agenda. Jessica seconded. Motion passed unanimously.
4. Consent Agenda:
  - a. Agenda
  - b. Prior Meeting Minutes – November 16, 2023
5. Board and Staff Celebrations of the School

Jessica celebrated the Literacy night – it was perfect timing and amount of activities. Nick celebrated the Extravaganza – it was better than the show they went to in Grand Rapids. Laurie also thought the Extravaganza was a lovely event as well as the projects the students worked on that were set up; big thanks to Abbie who organized the staff thank you. Jessenia celebrated Abbie, the literacy night (21 families), middle school resource position will be filled after the break, Miss Lindsey's presence in the building, and the funding for the upcoming program. Deb celebrated Miss Jessenia and who she is, and how she is holding things together. Joe celebrated the Angel Tree effort through the IES schools. Abbie celebrated Miss Rachel setting up the Angel Tree and the ability to contribute through venmo as well as Miss Hillary and her ability to see the good in every kid. April celebrated Miss Hillary's willingness to do creative things for students as well as Mr. Chad's tangible projects with students like Imagined Cities.

Laurie had an idea to highlight what teachers are working on in their classrooms.

## 6. IES Report

### a. Board Policy Update: First Read

Deb presented the updated board policies from the National Charter Institute:  
2370.01 - Online blended learning (exempt 15 day or less switch requirement – legally content)  
7217 - Weapons (continue to be a weapons free zone; legally required)  
8531 - Free and reduced-price meals (parents to fill out relevant information on forms; legally required)

Board members can view all the draft policies at Active Policies [website](#).

## 7. School Report

### a. School Index Report

Jessenia presented the details from the report:

Growth from 2021-2022 to 2022-2023: student quality and student success index grew significantly from 66.61 to 89.63. (Also tied to attendance) Currently trying to find someone to fill the role in organizing student tournaments to fill the PE gap this year – it's a 30 hour position without benefits.

Growth index dropped from 100 to 82.80 due to economically disadvantaged – working to bring more representation and equity in classrooms.

Proficiency index went up from 70.08 to 79.39.

English Language Learner assessment not recorded because there are less than 30 students (we have 9).

### b. 23g Funding Plan

Jessenia presented the plan for 2024:

Identify and support students eligible for Tier 3 instruction in Reading for Classic and LH.

- begins with February break week from 8:30 to 3:30

- two times a week after school tutoring after February break through May 23rd from 3:45 to 4:45

- Staff will plan, lead, and supervise up to 8 students in reading curriculum, and communicate with team and parents

Grant funding is tighter this year so only students with Tier 3 eligibility will be able to participate.

## 8. Financial Report

Dave Zimmer joined to present through Zoom.

### a. December Financial Report

Dave presented a quick walk through of where we are and where we'll be based on the upcoming amendment. Key budgetary area is the revenue especially with the state revenue – close to number that was budgeted. Budget expenditure perspective: heading towards \$44,000 reduction. Moving to the first amended budget will hopefully be close to targets.

Balance sheet notes : cash position is up from previous year. Grant request from ESSER funds. Much better position with cash flow compared to last year. Have spent more than we did last year so will have to account for that as we move forward.

Checks over \$1500. Some coming from the new math program as well as the boiler upgrade. iCademy will be splitting the bill on the boiler. Semco will be sending a rebate as well. New kiln is also one of those expenses.

## 9. Action Items

### a. Motion to approve the creation of a Sex Education Advisory Board, based on the recommendation of the Ottawa Area ISD

Nick moved to pass the motion. Abbie seconded the motion. Motion passed unanimously.

Comments: very bureaucratic process but necessary to begin the process. 2 year commitment for those on the advisory board of 17 members as well as 2 co-chairs.

The co-chairs will be the ones who decide how to organize the process and create applications for the rest of the advisory board.

## 10. Discussion Items

### a. Marketing Update

Deb presented the plan for 2024:

- how does each school within IES work together on a marketing plan?
- All three schools are working to update web design (last time was 2016)
- All three schools define three words that encompass entire organization:

Relational, Engaging, Authentic (will develop marketing materials)

-Open enrollment events begin with Kindergarten Round Up on January 16th from 5-7 pm

-At Innocademy:

- Hubspot will track enrollment
- Working with Mulder Electric to install lights to illuminate building
- Postcards announcing open enrollment
- Preliminary doing radio spots

-Board members: fill out what phrases demonstrate each of the three words in the next couple weeks and share with Jessenia and Deb

#### 11. LSSU Comment

Joe began with compliments on the Literacy Night – the centers and rotation was nicely done (six team members who volunteered to organize it). He also shared how we are six months into the school year (July 1 - June 30) and wanted to keep track of the credit for the PD we've participated in.

April and Laurie will be coming to the end of their terms in 2024.

Joe checked with Jessenia about students participating in the LSSU camps in May.

He expressed his gratitude for and holiday wishes to the board.

#### 12. Public Comment on Non-Agenda Items

#### 13. Adjournment: meeting adjourned at 5:05 p.m.

- a. Next Regular Board Meeting: January 18, 2024, 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.*

*Yonah E. Schmitt  
Bd. Pres.*

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