



Innocademy

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Meeting of the Board of Directors Agenda  
Regular Board Meeting

**Thursday, April 18, 2019 at 4:00 p.m.**  
**8485 Homestead Dr.**  
**Zeeland, MI, 49464**  
**(Northwest Team Room)**

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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*Prior to the meeting Jeff Lukas administered the Oath of Office to Abby Petroelje and Doug Frifeldt*

1. Call to Order: Nick deVries called the meeting to order at 4:07 pm
2. Attendance
  - a. Board Members present: Jeff Lukas, Laurie Schmitt, Nick deVries, Matt Dietsche, Abby Petroelje, Doug Frifeldt
  - b. IES Representatives : Kelli Gunn, Sara Vereeke, Dave Zimmer, Cory Dams
  - c. LSSU Representative : John Chandler
3. Public Comment on Agenda Items: NONE
4. Consent Agenda:
  - a. Agenda: Nick deVries made a motion to accept the agenda with the addition of the Re-Nomination of Jeff Lukas to a new term beginning June, 2019. Seconded by Doug Frifeldt. Passed unanimously.
  - b. Previous Minutes – March 21, 2019 Nick deVries made a motion to approve the previous minutes with the correction of removing Abby Petroelje and Doug Frifeldt from the attendance. Jeff Lukas seconded. Passed unanimously.
5. Celebrations of the School (10 minutes)



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a. Roundtable

- i. Kelli Gunn – met with the Literacy Coach from the ISD and planned PD in May and really excited about this planning and working with this great resource. She also thanked Nick for all the time and support he has given her and the school in the last few weeks.
- ii. Dave Zimmer – Complimented the team on the resiliency of the team with the unusual year we have been working through
- iii. Cory Dams – group went to the Bridge competition and stayed at the Amway Grand. The teams had a great experience at the competition. One team is going to national competition in Utah (one of 2 teams from Michigan)
- iv. Doug Frifeldt – is excited to join the team and thanked everyone for inviting him to join.
- v. Matt Dietsche – Received an encouraging email from his son's teacher – it was great to hear some encouragement, but especially special because the compliments came in areas that don't come naturally to him.
- vi. Sara Vereeke – Through the highs and lows of everything going on this year – Kelli is a consistent calming influence when interacting with kids and parents.
- vii. Abby Petroelje – steadfastness of Kelli loving on kids – she is a blessing to the school! Can't say enough about student-led conferences – great to see kids learning how to explain their work and progress.
- viii. Jeff Lukas – Thanked Matt Dietsche for his commitment to the board and school for several years. Student-led conferences show that teachers truly get him and help support him and build his skills.
- ix. Laurie Schmitt – Having 2 new board members join the team
- x. Nick deVries – Complimented Dave on working with the tenant here at Homestead. Thanked Kelli for all she does. His



son talked about the Bridge competition and enjoyed hearing about this great option for kids. Very thankful for flexibility to allow his son to do activities that conflict with school and Innocademy works together with him. In addition, he graduates in just a couple months and will have 3 high school credits when he is finished

6. Strategic Thinking (30 minutes): Kelli Gunn reviewed the strategic thinking calendar and updated the board on continuing work to clarify the calendar and process.
  - a. SIP timeline - Comprehensive Needs Assessment: Kelli shared the final Comprehensive Needs Assessment goals. We are working with a great consultant to help us analyze our data and create meaningful goals.
  - b. Field Experience funding – Kelli shared thoughts on Capstone Field Experience Funding for future years. We would like the board to determine
    - i. What do we want this to achieve? Provide an all-expenses paid Capstone trip to students and school employee chaperones.
    - ii. Why do we want to achieve it?
      1. Do we want to make it a requirement for graduation? Some people may have legitimate reasons not to go on the trip
      2. Equality of participation – making trip accessible to everyone
      3. Retention of students through middle school
      4. Opportunity to apply second language learning
      5. Differentiator from other schools
      6. By ALL kids going, lesson planning in FLES and purposeful preparation for everyone is enriched
      7. Shared experience to build community and build relationships going out of Innocademy



- iii. Would need to work through eligibility to participate with trip – would students need to meet academic/behavioral standards?
  - iv. The Team will do more research and report back to the board
- 7. Action Items (10 minutes)
  - a. Nick deVries made a motion to approve Budget Amendment #2 as presented. Seconded by Jeff Lukas. Passed unanimously.
    - i. Dave Zimmer reviewed the Budget Amendment with the board including revenue and expense changes.
  - b. Nick deVries made a motion to approve the March Quarterlies as presented. Seconded by Abby Petroelje. Passed unanimously.
    - i. Dave Zimmer reviewed the March Quarterly financials. Overall financial position is good.
  - c. Nick deVries made a motion to nominate Jeff Lukas to a new 3 year term. Seconded by Doug Frifeldt. Passed unanimously.
- 8. Dashboard (20 minutes) Kelli Gunn reviewed this month's dashboard with the board
  - a. Compliance – We are waiting for the state to make a decision on snow day waiver to determine if we need to add an instructional day.
  - b. Finance – Reviewed in action items
  - c. Enrollment – working on marketing to attract and retain Middle School students
  - d. Student Achievement – April and May start assessment season – PSAT 8/9 were done last week, M-STEP started the same week. MAP and DELTA testing starts end of May.
  - e. Public Opinion – Kelli updated the board on current public opinion.
  - f. LSSU Commitments – We are preparing for the re-writing of the 4<sup>th</sup> LSSU goal based on the CNA process. More information will be coming on this.
- 9. Discussion Items (10 minutes)



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- a. Board Self-Eval – Needs to be reviewed and revised prior to completion by the board in June.
    - i. Board member to review within the next week and send any changes/ recommendations to Nick
    - ii. Nick will then work with other IES Board Presidents to create final documents.
  - b. ESP Eval Needs to be reviewed and revised prior to completion by the board in June.
    - i. Board member to review within the next week and send any changes/ recommendations to Nick
    - ii. Nick will then work with other IES Board Presidents to create final documents.
  - c. Revising LSSU Measure 4 Goals
10. LSSU Comment – NONE
  11. Public Comment on Non-Agenda Items - NONE
  12. Adjournment – Jeff Lukas adjourned the meeting at 6:15 pm.
    - a. Next Regular Meeting: Thursday, May 16, 2019

*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*