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Meeting of the Board of Directors Minutes  
Board Meeting

**Thursday, September 17, 2020 at 4:00 p.m.**

**8485 Homestead Dr.**

**Zeeland, MI, 49464**

**ReFuel** (just behind lobby) & **Virtually:** <https://icademyglobal.zoom.us/j/3950647095>

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: Jeff Lukas called the meeting to order at 4:02 pm
2. Attendance
  - a. Jeff Lukas, Abby Petroelje, Doug Frifeldt, Laurie Schmitt, Nick deVries (joined at 4:10 pm)
  - b. IES Staff: Kelli Gunn, Dave Zimmer, Bob Soulliere, Sara Vereeke
  - c. LSSU: John Chandler
3. Public Comment on Agenda Items: NONE
4. Consent Agenda: Jeff Lukas made a motion to approve the consent agenda as amended. Doug Frifeldt seconded. Passed unanimously.
  - a. Agenda: Kelli Gunn requested to add an action item to Cap 4<sup>th</sup> Grade Classic seat counts to 22 students.
  - b. Prior Meeting Minutes - Aug., 20, 2020
5. Celebrations of the School
  - a. Kelli Gunn: Great spirit around the school to start the year. Changes made in light of COVID have been embraced and worked very well – starting the day in a calm way. Feels great in the school – great attitudes of grace and flexibility
  - b. Sara Vereeke: Great to have kids back in school after all the work over the summer planning. Seeing students doing so well in the classrooms makes all the work worth every minute.



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- c. Doug Frifeldt: Excited to see the partnership with Hand 2 Hand continuing to provide food for kids over the weekends
  - d. Abby Petroelje: Great to have the kids back – her own kids are doing very well and have adjusted well to wearing masks. Overall going better than expected for her kids – making school positive and fun.
  - e. John Chandler: Congratulated the team on a successful start to the school year
  - f. Dave Zimmer: Great start to the school year – everyone is happy to be back and things are going smoothly.
  - g. Laurie Schmitt: Great job on the COVID plans – including the additional plan that was required. The extra effort put in to create these plans in addition to the daily activities of the school is impressive.
  - h. Bob Soulliere: Celebration of going to the beach to watch the sunset. Virtual co-op with Ottawa county has been a very intentional way to connect with students and families and he has appreciated that
  - i. Nick deVries: Continued encouragement to team with all things COVID – things are going smoothly through the large amount of changes. Teachers adjusted to meet the need of his daughter leaving early – handled the changes smoothly and supporting his daughter's interests
  - j. Jeff Lukas: Excited that kids are back in school – great plan in place in case we have cases or concerns with school safety.
6. Strategic Thinking: Kelli Gunn shared a brief overview of strategic thinking plans with the board.
- a. Planning for Strategic Thinking session next month: The board reviewed the following in preparation for strategic planning next month:
    - i. Refreshing the 5-10 year picture that was developed several years ago with our strategic focus areas
    - ii. Supporting team culture



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- iii. Larger scope – unifying all IES schools together to play on strengths
- iv. Long Term impact of COVID Changes – things that we should continue beyond COVID? Supporting plans to quickly pivot in case of another pandemic in the future. In addition – how the COVID environment impacts expansion
- v. IES Strategic Thinking: Bob Soulliere shared strategic thinking being done at the IES level.

## 7. Action Items

- a. Nick deVries made a motion to approve the Extended COVID-19 Learning Plan (ECOLP), as well as the charter contract amendment. Seconded by Jeff Lukas. Passed unanimously.
  - i. Kelli Gunn shared an overview of the ECOLP with the board that has been approved by LSSU. The board had a good discussion around the plan and the details contained in the plan.
- b. Nick deVries made a motion to approve a minimum of 5 courses for students learning 100% online. Seconded by Jeff Lukas. Passed unanimously
  - i. Bob Soulliere explained the structure of the Virtual Cooperative and their recommendation for 100% online Middle Schoolers to take 5 classes instead of 6 courses that in-person learners regularly take. The Board is being asked to change the minimum to 5 courses for online learners to meet this recommendation.
- c. Nick deVries made a motion to approve the 20-21 Family Resource Guide. Seconded by Jeff Lukas. Passed unanimously.
  - i. Kelli Gunn gave the board an overview of the changes to the Family Resource Guide for this year. The board had a good discussion on the changes for this year.



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- d. Nick deVries made a motion to cap 4<sup>th</sup> Grade Classic to 22 to be in line with other elementary caps this year. Seconded by Jeff Lukas. Passed unanimously.
  - i. Kelli Gunn explained the reasoning for this modification and the impacts of the decision.
8. Dashboard: Kelli Gunn shared this month's update
  - a. Compliance: Compliance with LSSU requirements are in good shape and we are meeting requirements
  - b. Finance: Dave Zimmer shared this month's financial report including:
    - i. August Financials: August is typically a quiet money for income. The team worked to minimize expenses over the summer to help put us in a good position to start the year. Overall cash position is good and the overall budget out look is positive as well.
    - ii. Dave asked the board to expect a budget amendment in October or November
  - c. Enrollment: Kelli gave the board an update on current enrollment including the Ottawa county Virtual students
  - d. Student Achievement : Kelli shared an overview of the assessments current being given to students and explained she would have more data to share with the board soon.
  - e. Public Opinion: Kelli shared some Public opinion updates including:
    - i. The team has been working on school-specific COVID information. Bob Soulliere has worked to embed this data into our website to give weekly updates on key pieces of COVID data.
    - ii. Kelli also shared the re-invigoration of the community partnership SR who has been working very hard to create new partnerships and engagement with our communities. There was a survey sent to the team and one being sent to our families.



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- f. LSSU Commitments: Kelli Gunn shared the measure 4 goals with the board to refresh them on the goals set in that area of our LSSU commitments.
9. Discussion Items
- a. Fall Board Policy update: Kelli Gunn shared the upcoming Fall Board Policy update with the board. Kelli shared the changes with the board. The board will be asked to formally approve the policies at next month's meeting.
  - b. Conflict of Interest signatures: Sara Vereeke asked the board members to complete the Conflict of Interest forms that she will be emailing them.
10. LSSU Comment: John Chandler complimented the board on completing the completing Conflict of Interest forms. John also reminded the board that the LSSU webinars are starting next week Wednesday for the year and encouraged the board to attend the webinars offered.
11. Public Comment on Non-Agenda Items: NONE
12. Adjournment: Nick deVries adjourned the meeting at 5:15 pm
- a. Next Regular Meeting: 4:00 on October 22, 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*