



"By embracing innovation, Innocademy Allegan Campus students are equipped to be leaders with 21st century skills for career readiness and global citizenship.

**INNOCADEMY ALLEGAN CAMPUS
REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS
MINUTES**

TUESDAY, November 17, 2020 at 4:30 p.m.
via [ZOOM Online](#) and Zoom Phone at 1-929-436-2866
INNOCADEMY ALLEGAN CAMPUS
2611 56TH Street
Fennville, MI 49408
248-505-6829

1. CALL TO ORDER: Teresa Kline called the meeting to order at 4:32 pm
2. ROLL CALL
 - a. Board Members joining virtually (Attendance taken by board member stating current location via Zoom): : Teresa Kline, Elaine Crafton, Bill Alwin, Kristi Kusek
 - b. IES Staff: Marty Lappe, Dave Zimmer, Sara Vereeke, Bob Soulliere, Zach Rasmussen, Carrie Pond
 - c. LSSU: John Chandler
3. CONSENT AGENDA:
 - a. Agenda: Bill Alwin made a motion to accept the agenda as presented. Kristi Kusek seconded. Passed unanimously.
 - b. Approve Previous Minutes – October 27, 2020: Elaine Crafton made a motion to accept the previous minutes as presented. Seconded by Kristi Kusek. Passed unanimously.
 - i. Kristi Kusek made correction in roll call that Kristi was present. Kristi also corrected the name listed as making a motion to adjourn as Kristi Kline should be Kristi Kusek.
4. PUBLIC COMMENT ON AGENDA ITEMS: NONE
5. SCHOOL REPORT
 - a. Middle School Cell: Carrie Pond and Zach Rasmussen shared an update on Middle School including:
 - i. Focusing on nature-based learning and biodiversity in Michigan
 - ii. Also focusing on project-based learning – have done 3 units so far this year. Carrie and Zach shared the project plans that they have used including Project Milestones.

- iii. Future City Project: The middle schoolers are working on a Future City Project to design a future lunar city. This is a national competition that kids compete in based on their completion of the project that includes a plan, essay, city model, city presentation, and Q and A
- iv. Google Classroom – Zach showed the board how they set up Google Classroom to be able to transition to distance learning
- v. Remote Learning – Zach and Carrie showed the calendar they will be following in distance learning. They are planning on starting each subject area with a Zoom and then transition to independent work in each subject.
- vi. The board complimented the team on the work they are doing and the preparations they have made for distance learning.

6. DISCUSSION ITEMS

- a. Strategic Planning
 - i. 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.
 - ii. Values Statement: Input from Staff: Marty Lappe shared the values statement with the staff and received positive feedback. The staff felt that one thing that needs to be added is the focus on nature. The staff also recommended a few other modifications to the wording of the statement. The board appreciated the feedback from the staff and agreed with their recommended changes.
 - iii. Next Steps: The board discussed the next steps in the Strategic Planning process to evaluate a SWOT analysis. Marty would recommend inviting all staff with a minimum of Elementary Teacher, Middle School Teacher and a support staff participating. Elaine recommended including someone from the Health Department and Local Law enforcement in the process as well as a partner from a local district. Kristi Kusek recommended including at least one parent (both newer and seasoned parents). Marty also mentioned including students in this process. Teresa Kline asked Marty to compile a list of participants for next time. Teresa also asked the board for their feedback on a few options to proceed from here and bring their format ideas to the next board meeting.
- b. COVID-19: Marty Lappe shared a COVID update with the board – we did have a staff member test positive which resulted in several other staff quarantined as well as several students. Last week we made the decision to move to Remote Learning beginning next week. Many area districts are also moving to Remote Learning – some as early as this week.
 - i. Remote Learning Plan: Marty Lappe shared an overview of the Remote Learning plan. We are planning on remote learning through December 18, 2020. We will continue to monitor the COVID situation and make decisions for January by December 17, 2020.
 - Marty surveyed parents regarding remote learning and their needs for food support.
 - We also are building a mental health screener in our weekly work for kids.
 - Support staff will continue to work during this time supporting student learning
 - Spanish Teacher from Zeeland campus will be including Allegan students in his Zoom meetings to offer some Spanish instruction
 - We will offer staff a “learning lab” for their child(ren)’s virtual learning to support staff.
 - Overall staff response has been positive to this change
- c. Open Board Member Seat Update: Elaine Crafton gave an update that there is a

parent considering joining the board. Elaine has sent him some information and offered him to attend tonight's meeting. However, he was not able to attend tonight

- d. Planning for Budget Amendment #1: Dave Zimmer gave the board an overview of the expected Budget Amendment #1 that he plans to present to the board next month. The presented budget at the beginning of the year was a deficit budget. The team has done quite a bit of work to turn that around. Revenue has increased primarily due to CARES act funds. Expenses are reduced due to staffing changes since the beginning of the year primarily related to decreased enrollment. We do have increased costs due to Virtual Academy of Allegan County. Overall, the team will be working together to present a balanced budget for the budget amendment next month.

7. FINANCIAL

- a. Review October Financials: Dave Zimmer reviewed the October financials with the board. Revenue is trending as expected at this point in the year. Expenses are trending similarly to last year especially considering we are due a budget amendment to realign expenses. At this point in the year, expenses are exceeding revenue as state aid has not caught up with expenses. This should turn around as we just began receiving state aid in October. With all the extra COVID related expenses and enrollment changes, we are in an overall good financial position.

8. ACTION ITEMS

- a. Kristi Kusek made a motion to approve Monthly Extended COVID-19 Learning Plan Actions. Elaine Crafton seconded. Passed unanimously.
 - i. Marty Lappe shared an overview of the Monthly ECLP plan that includes the change to distance learning starting November 23rd. This plan action also include engagement data for VAAC students – we have been working with them to support students and encourage engagement.

9. LSSU COMMENT: John Chandler wished the board a Happy Thanksgiving. John also encouraged Marty and the Innocademy Allegan as they navigate everything happening in brick and mortar schools and the transition to remote learning. John also reminded the board that there is a webinar tomorrow night for the board members and that the webinar will be recorded to be viewed later if the board would like.

10. PUBLIC COMMENT ON NON-AGENDA ITEMS: NONE

11. ADJOURNMENT: Teresa Kline adjourned the meeting at 5:48 pm.

NEXT REGULAR BOARD MEETINGS: December 15, 2020

Minutes of all board meetings are available after approval by the board at allegan.innocademy.com/our-board/ and at:

INNOCADEMY ALLEGAN CAMPUS
2611 56TH Street
Fennville, MI 49408
269-561-4050

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 Marty Lappe at (248) 505-6829 at least two (2) days prior to the meeting.

INNOCADEMY ALLEGAN CAMPUS has provided public notice of this meeting at INNOCADEMY HOMESTEAD CAMPUS (8485 HOMESTEAD ZEELAND, MI) AND INNOCADEMY ALLEGAN CAMPUS (2611 56TH FENNVILLE, MI)