



"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 MEETING OF THE BOARD OF DIRECTORS
AGENDA**

**TUESDAY, AUGUST 18, 2015, at 4:30 p.m.
At INNOCADEMY ALLEGAN CAMPUS
2611 56TH Street
Fennville, MI 49408
616-748-5637**

1. CALL TO ORDER
2. ROLL CALL
3. CONSENT AGENDA
 - a. Approve agenda
 - b. Approve prior meeting minutes - regular and organization meetings
 - c. Approve monthly expenditures
4. PUBLIC COMMENT ON AGENDA ITEMS
5. STRATEGIC THINKING / GOOD GOVERNANCE
 - a. Enrollment update
 - b. Board retreat update - Andy Tucker
6. SCHOOL PERFORMANCE / STUDENT ACHIEVEMENT
 - a. Management report
7. FINANCIAL REPORTS

8. DISCUSSION ITEMS

- a. PSA CHRI form/requirements
- b. Loan from IES

9. ACTION ITEMS

- a. Adjust cap to total of 97 students K-6 (see worksheet)

10. LSSU COMMENT

11. PUBLIC COMMENT (ON NON-AGENDA ITEMS)

12. ADJOURNMENT

NEXT MEETING: Regular board meeting scheduled immediately after the Annual Organizational Meeting.

Minutes of all board meetings are available after approval by the board at:

***INNOCADEMY ALLEGAN CAMPUS
2611 56TH Street
Fennville, MI 49408
616-748-5637***

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)

INNOCADEMY ALLEGAN

Public Comment Policy

Members of the public are invited to address the Academy Board at its public board meetings in accordance with the guidelines below. In addition, written communications to the Academy Board are always welcome. It is the policy of the Academy Board to receive comments for consideration in its deliberations, not to answer questions posed during public comment.

- (1)The Board will provide approximately twenty minutes at or near the beginning of its meetings for the purpose of hearing public comment on agenda items. Individual speakers will be invited to speak for up to three minutes, depending on the number of individuals who have signed up to speak.
- (2)In order to accommodate those individuals wishing to speak when more people have signed up to address the Academy Board than can be heard, the Academy Board President may adjust the procedures and time allotment at his/her discretion.
- (3)Speakers at the public comment session may address any agenda-related matter. When signing up to speak, individuals will identify the matter they wish to address. No speaker may speak more than once per public comment session.
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- (6) Public comment, the content of which is willfully disruptive of the meeting, repetitious, slanderous, offensive, inflammatory, or of the nature of a personal attack, is prohibited.

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References: MCL 15.263(5)

Effective Date: February 18, 2014



Innocademy
Allegan Campus     

Board packet

Consent Agenda



"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
ORGANIZATIONAL MEETING OF THE BOARD OF DIRECTORS
MEETING MINUTES**

**TUESDAY, JULY 21, 2015, at 4:30 p.m.
At INNOCADEMY ALLEGAN CAMPUS
2611 56TH Street
Fennville, MI 49408
616-748-5637**

1. ADMINISTRATION OF BOARD MEMBER OATHS
 - a. None
2. CALL TO ORDER : Meeting was called to order at 4:36 p.m.
3. ROLL CALL: Board Members present: Kay Berends, Andy Tucker, Brad VanDam.
Board Members absent: Martha Cerda, Jamie DeMann.
IES Staff: Chad Zuber, Sammy Nickelson, Dave Zimmer, Pam Anderson.

Martha Cerda arrived at 4:40 p.m.
Jamie DeMann arrived at 4:50 p.m.
4. ACTION ITEMS
 - a. Designation of the public places in which notice of the annual board meeting calendar and individual meeting notices will be posted.
 - i. no change
 1. Innocademy Allegan Campus – 2611 56th Street, Fennville, MI 49408
 2. allegan.innocademy.com/our-board/
 - b. Designation of principal print media source
 - i. no change
 1. Holland Sentinel
 2. Allegan County News-

Martha Cerda motioned to remove the Allegan County News as a print source for the print media source. Advertising for enrollment and such will continue to be placed in the Allegan County News. Brad VanDam supported the motion. All voted Aye. Motion carried.

- c. Designation of depository or depositories for Academy funds.
 - i. no change
 - 1. West Michigan Community Bank
- d. Designation of Board Members and/or other personnel who are to be eligible to sign Academy checks.
 - i. no change
 - 1. President
 - 2. Treasurer
 - 3. Secretary
- e. Designation of organizations we hold memberships with.
 - i. no change
 - 1. MAPSA
 - 2. National Charter Schools Institute
 - 3. Fennville Area Chamber of Commerce
- f. Designation of personnel authorized by the board of directors to negotiate and implement contracts with vendors.
 - i. no change
 - 1. Chad Zuber
 - 2. Brook Drooger
- g. Appointment of the Academy's Chief Administrative Officer (CAO).
 - i. no change
 - 1. Board President
- h. Appointment of the Regulatory Compliance Coordinator
 - i. No change
 - 1. Chad Zuber
 - a. Title IX Coordinator
 - b. Freedom of Information Coordinator
 - c. Civil Rights Coordinator
 - d. Asbestos Designee
 - e. Copyright/ASCAP Coordinator
 - f. ACH/ETO Officer
- i. Appointment (or reappointment in subsequent years) of board legal counsel.
 - i. no change
 - 1. Saunders Winter McNeil, Plc
- j. Appointment (or reappointment in subsequent years) of external independent auditor.
 - i. no change
 - 1. Maner Costerisan
- k. Adoption of Annual Board of Directors Meeting Schedule
 - i. no change - 3rd Tuesday of every month, at 4:30 pm EST (unless otherwise noted), at IAC (Attachment B)
 - a. 21 July
 - b. 18 August
 - c. 15 September
 - d. 13 October (2nd Tuesday)
 - e. 17 November
 - f. 15 December
 - g. 19 January, 2016

- h. 23 February (4th Tuesday)
- i. 15 March
- j. 19 April
- k. 17 May
- l. 21 June
- I. Designation of a Compliance Coordinator (for filing reports on Epicenter).
 - i. no change
 - 1. CAO of the Academy (Board President)
 - 2. Authorized personnel from IES shall have also the authority to file reports with Epicenter
- m. Appointment (or reappointment in subsequent years) of the board's recording secretary
 - i. no change
 - 1. Pam Anderson
- n. 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.
 - i. No change
 - 1. Pam Anderson
- o. Approve standard agenda format (Attachment A)

All other items A-O, excluding Item B, Kay Berends motioned to approve. Andy Tucker supported the motion. All voted aye. Motion carried.

5. PUBLIC COMMENT (Agenda items only) N/A

6. BUSINESS ITEMS

- a. Election of Officers
 - i. President – Kay Berends
 - ii. Vice President – Jamie DeMann
 - iii. Secretary – Brad VanDam
 - iv. Treasurer – Andy Tucker
- b. Appointment of Board Representative on the School Improvement Team (SIT)
Martha Cerda continues to represent the board on the SIT.

7. PUBLIC COMMENT (For non-agenda items): Discussion occurred regarding trying to find another board member to add on.

8. COMMENTS FROM THE BOARD: N/A

9. ADJOURNMENT: Meeting was adjourned at 5:05 p.m.

NEXT MEETING: Regular board meeting scheduled immediately after the Annual Organizational Meeting.

Minutes of all board meetings are available after approval by the board at:

INNOCADEMY ALLEGAN CAMPUS
2611 56TH Street
Fennville, MI 49408
616-748-5637

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)

ATTACHMENT A

INNOCADEMY
REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS
AGENDA

[Day], [month][date], [year] at _____ a.m./p.m.

At INNOCADEMY ALLEGAN CAMPUS
2611 56TH Street
Fennville, MI 49408
616-748-5637

1. CALL TO ORDER
2. ROLL CALL
3. CONSENT AGENDA
4. PUBLIC COMMENT ON AGENDA ITEMS
5. STRATEGIC THINKING / GOOD GOVERNANCE
6. SCHOOL PERFORMANCE / STUDENT ACHIEVEMENT
7. FINANCIAL REPORTS
8. DISCUSSION ITEMS
9. ACTION ITEMS
10. LSSU COMMENT
11. PUBLIC COMMENT (ON NON-AGENDA ITEMS)

12. ADJOURNMENT

NEXT MEETING:

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Innocademy Allegan Campus – 2611 56th Street, Fennville, MI 49408 and at
allegan.innocademy.com/our-board/.

The Academy has provided public notice of this meeting at the Academy's offices.

ATTACHMENT B

REGULAR BOARD MEETING SCHEDULE

At 4:30 P.M. on the 3rd Tuesday of each month unless modified by a vote of the Board of Directors.

- 21 July, 2015
- 18 August, 2015
- 15 September, 2015
- 13 October, 2015 (2nd Tuesday)
- 17 November, 2015
- 15 December, 2015
- 19 January, 2016
- 23 February, 2016 (4th Tuesday)
- 15 March, 2016
- 19 April, 2016
- 17 May, 2016
- 21 June, 2016

ATTACHMENT C

INSERT BANK RESOLUTION

ATTACHMENT D

INNOCADEMY

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Effective Date: February 18, 2014



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

**July 21, 2015 at 4:30 PM
At INNOCADEMY ALLEGAN CAMPUS
2611 56TH Street
Fennville, MI 49408
616-748-5637**

1. CALL TO ORDER: Meeting was called to order at 5:07 p.m.
2. ROLL CALL:
Board Members Present: Kay Berends, Martha Cerda, Andy Tucker, Jamie DeMann, Brad VanDam
IES Staff: Dave Zimmer, Chad Zuber, Sammy Nickolsen, Pam Anderson.
3. CONSENT AGENDA
 - a) Approve agenda
 - b) Approve meeting minutes from prior Regular meeting and Budget Hearing Meeting
 - c) Approve monthly expenditures
 - d) Approve credit card expenditures

Kay Berends motioned to approve Consent Agenda. Brad supported the motion. All voted aye. Motion carried.
4. PUBLIC COMMENT ON AGENDA ITEMS: N/A
5. STRATEGIC THINKING / GOOD GOVERNANCE
 - a) Monthly Budget Snapshot
Dave presented board with budget snapshots. Looking good. Moving ahead with a good position.
 - b) Enrollment Update: Up to 74 students. It is looking very promising. Interest in middle school is rising.

- c) Strategic Planning: Kay Berends motioned to set the next Strategic Planning meeting for 9/11/15 at 1:30 p.m. at the Homestead Campus. Martha supported the motion. All voted aye. Motion carried.
- d) Board Training at LSSU (August 10): Kay reminded Board members that there is a Board training at LSSU on August 10th, 2015.

6. SCHOOL PERFORMANCE

- a) Management Report: Chad shared Management Report with Board. Sammy Nickolsen has been hired for grades 1-2. She will also be handling all technological items. We are hiring a social worker, on staff. Saving money from a direct hire. Chad reported the PD calendar for teachers/staff.
- b) Student Data
 - b)j. WIDA results-Chad presented to all Board Members.

7. FINANCIAL REPORT

- a) Monthly Report: Dave covered in Consent Agenda.

8. DISCUSSION ITEMS: None

9. ACTION ITEMS

- a) Update to Family Resource Guide (Student Handbook)
Kay Berends motioned to approve the Family Resource Guide with the deletion of the Meijer, Target and Family Fare fundraising opportunities. Jamie DeMann supported the motion. All voted aye. Motion carried.
- b) Approve Preschool Calendar:
Kay Berends motioned to approve the Preschool Calendar with the start date being after Labor Day. Andy supported the motion. All voted aye. Motion carried.
- c) Approve Quarterly Finances:
Kay motioned to approve the Quarterly Financials that Dave presented. Jamie supported the motion. All voted aye. Motion carried.

10. LSSU COMMENT: N/A

11. PUBLIC COMMENT (ON NON-AGENDA ITEMS) N/A

12. ADJOURNMENT: Meeting adjourned at 5:50 p.m.

NEXT MEETING: NEXT REGULAR MEETING: August 18, 2015 @ 4:30 p.m. or as determined in Annual Organization Meeting.

Minutes of all board meetings are available after approval by the board at:

Innocademy
Attn: KAY BERENDS
8485 HOMESTEAD

Zeeland, MI 49464
616-748-5637

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)

If auxiliary aids or services are required at the meeting, for individuals with disabilities, please contact Chad Zuber at (616) 403-4949, no later than 5:00 PM, at least (2) days prior to the meeting.

ATTACHMENT A

INNOCADEMY

Public Comment Policy

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