

Meeting of the Board of Directors

Minutes  
Regular Board Meeting

**Monday February 25th, 2018 at 4:30 p.m.**  
**8485 Homestead Dr.**  
**Zeeland, MI, 49464**

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School Purpose: Create leaders and innovators through world-class education to the families of Michigan and eventually to developing countries throughout the world.

Board Purpose: Mission Statement

1. Call to Order – Mark Veldhoff called the meeting to order at 4:34 pm
2. Attendance
  - a. Board Members Present: Mark Veldhoff, Drew DeMeester, Rebekah deVries, Betsy Bulthuis, and Sean Killilea
  - b. Guests: John Chandler, Tyler Huizenga, Sara Vereeke, Dave Zimmer, Leisa Lobbezoo, Dave Berry, Janece Ellers, and Kris Kennedy
3. Public Comment on Agenda Items – Tyler Huizenga added something to the discussion items of Trimesters and remove the action it
4. Consent Agenda: Mark Veldhoff made a motion to amend the agenda to adding Trimesters to discussion and remove the action item of the calendar and accept the consent agenda. Rebekah DeVries seconded. Passed unanimously
  - a. Agenda:
  - b. Previous Minutes – Regular Board Meeting on January 21st, 2018
5. Celebrations of the school
  - a. Roundtable
    - i. Dave Zimmer – Fun listening and participating in strategic planning. Congratulations to Andy on moving from Facilities to Cell Rep SR team.
    - ii. Leisa Lobbezoo – “School in a Box” has been exciting to see come together and get ready to be launched
    - iii. Tyler Huizenga – 2 new staff members coming on board today – exciting to see them onboard
    - iv. Janece Ellers – new staff members really helping out high school – exciting to have them on board

- v. Kris Kennedy – excited about changes being discussed for next year
  - vi. Sara Vereeke – hired 2 iCademy students as Part Time Custodians
  - vii. Rebekah deVries – staffing is her celebration – morale seems good and people are excited to be here
  - viii. Dave Berry – complimented Tyler on the board packet and that it is very informative
  - ix. Drew DeMeester – board is working well together and engaged – great to see
  - x. Sean Killilea – Excited about what we are talking about tonight with strategic planning. Excited about potential in school in a box concept. Overall excitement going forward.
  - xi. Betsy Bulhuis –
  - xii. Mark Veldhoff – Excited about the model for next year – Tyler has a ton of time into evaluating it and excited to hear the board's feedback on it
6. Strategic Thinking
- a. iCademy Age Level Model: Tyler Huizenga shared a Model with the board that he put together with Mark Veldhoff for the structure of the school going forward. The model includes an analysis of where enrollment is compared to where we are spending money. The board had a good discussion about the model including:
    - i. planning for potential decrease in funding for cyber schools
    - ii. comparison of staffing ratios to Innocademy and other schools
    - iii. the opportunity to use the dashboard to create a standard ratio and do some analysis of ratios and where time is spent
  - b. Rock Replacement
7. Action Items
- ~~a. Make a motion to approve the 2019/20 school calendar as presented~~  
REMOVED
  - b. Mark Veldhoff made a motion to set 2019/20 enrollment numbers as presented. Seconded by Rebekah deVries. Passed unanimously.
8. Dashboard: The board reviewed this month's Dashboard including
- a. Compliance
  - b. Finance: Dave Zimmer reviewed this month's financials
    - i. Monthly Financials: Income is ahead of last year – expenses are trending ahead of last year due to the timing of payments this year

to Pearson. In addition marketing is trending above budget and will have to be addressed in the next budget amendment. Everything else is trending as expected. Overall financials are in a good position.

- c. Enrollment: Tyler shared the current enrollment information.
    - i. Enrollment by Month: Enrollment closed in February
    - ii. Unenrollment by Month: Lost several at semester, but have not lost any students since the semester break in January
  - d. Student achievement
  - e. Public Opinion
    - i. New School Index – Parent Dashboard – going public soon. Making good gains on High School graduation – we did not receive the focus designation for this year as we did last year. Trending in the right direction.
  - f. LSSU Commitments
  - g. Others
9. Discussion Items
- a. Recon Reports – Tyler Huizenga reviewed the Recon report we received after the inspection. One area we were marked down was the Asbestos documentation – we are working on getting the proper documentation to submit in response to this concern area
  - b. Calendar/Trimesters – Tyler Huizenga shared that the team is exploring the benefits of a Trimester structure at the High School level. There are 4 members of the team evaluating this including Janece Ellers and Kris Kennedy. Janece and Kris were in attendance at the board meeting to share their findings.
    - i. The benefits the team found are:
      1. Reduced course load for students and teachers
      2. Enhances opportunities to graduate early
      3. Gives students more opportunities to make up credits missed
      4. Better aligns with mission/vision – allows students to move more at own pace
      5. Helps students own education
    - ii. The potential barriers
      1. Possible learning gap between trimesters
      2. Could run out of classes? (Dual enrollment or virtual CTE)

3. Additional teacher work during Winter term because of A and B sections offered at the same time – maybe no electives during that time?
    4. How to handle transfer students from semesters
    5. Alignment with other IES schools
  - iii. Janece and Kris shared a sample calendar and sample student schedules for the board to review
    1. The team found that Trimesters would offer more flexibility for both students who would want to accelerate learning and those who are behind on credits as well.
    2. The team needs to evaluate how live lessons pair with the Trimester schedule
    3. The team is going to contact other are districts who use trimesters to learn more.
  - iv. The board had a good discussion on the benefits and drawbacks of the trimester structure. The Board gave good feedback to the team and specific areas to do more research. Main areas of focus are
    1. Impact on transferring students (in and out)
    2. Potential for too long of a break between a subject area. (if no math in one trimester, would they retain knowledge to pick it up in the 3<sup>rd</sup> trimester)
    3. Board asked team to report back mid-month on research
    4. The team will be presenting a calendar next month for the board to approve.
10. LSSU Comment – John reminded the board about the summer PD at LSSU on July 26 – 27<sup>th</sup>. John asked for commitments from the board members on attendance. John also asked one clarification on enrollment. John complimented the board on the discussion tonight on Trimesters and Model created by Tyler
11. Public Comment on Non-Agenda Items - NONE
12. Adjournment: Mark Veldhoff adjourned the meeting at 6:05 pm
  - a. Next Regular Meeting: March 18<sup>th</sup>, 2018

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

iCademy Global  
Attn: Tyler Huizenga  
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.

*iCademy Global has provided public notice of this meeting at:*

*8485 Homestead Dr. Zeeland, MI 49464 – (616) 748-5637*