

**Hope Academy of West Michigan Board of Directors  
Approved Regular Meeting Minutes**

**Mission:** *Hope Academy of West Michigan is a safe place for students to grow and achieve academic success.*

**Date:** September 27, 2021

**Time:** 7:00 AM

**Place:** Hope Academy of West Michigan  
240 Brown St SE  
Grand Rapids, MI 49507

- I. Call to Order and Roll Call.** *Barth Roberts called the meeting to order at 7:02 a.m.*
- A. Board Members Present.** Barth Roberts, Dennis Cuson, Todd Medendorp and Bernard Ayoola.
- B. Board Members Absent (with prior notice).** Barbara Foster and Peter Kladder.
- C. Others Present.** Dr. Heidi Cate, Superintendent; Leslie Cummings, Executive Director of School Business; Dr. Michele Sideman, FSU Representative; Teriena Schwartz, Principal; Cindy Hillary, Assistant Principal; Kaylee Mesbergen, HR Generalist; Amanda Shyne, Recording Secretary (joined at 8:03 a.m.); Deborah Schuitema, Director of Curriculum and Instruction; Kim Lyndsey, Rehmann Representative; and Scott West, Teacher at Hope Academy of West Michigan.
- II. Public Comment\* (limited to agenda items only).** *None.*
- III. Approval of Agenda.** *A motion to approve the agenda was made by Todd Medendorp and supported by Dennis Cuson. The motion passed unanimously.*
- IV. Consent Calendar**
- A.** Approval of August 23, 2021 Proposed Regular Minutes. *A motion to approve the August 23, 2021 Proposed Regular Meeting Minutes was made by Bernard Ayoola and supported by Dennis Cuson. The motion passed unanimously.*
- V. Old Business**
- A.** New Member Needed. *Dr. Heidi Cate presented an update on possible Board Members for Hope Academy of West Michigan.*
- VI. New Business**
- A.** Student Achievement. *Teriena Schwartz reviewed the M-Step results. A motion to approve the proposed Practical Writing Skills course was made by Todd Medendorp and supported by Barth Roberts. The motion passed unanimously.*
- B.** School Monthly Summary. *Cindy Hillary presented the School Monthly Summary which included student celebration events, enrollment openings and community engagement events.*

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- C. Board Review and Approval of Reauthorization Documents. *Teriena Schwartz lead the Board through the Reauthorization Review. A motion to approve the completed review was made by Dennis Cuson and supported by Bernard Ayoola. The motion passed unanimously.*
- D. Integrity Educational Services Reports
1. Financial Reports
    - a. Monthly Financial Reports. *Leslie Cummings reviewed the August financial reports with the Board. A motion to approve the check register was made by Todd Medendorp and supported by Dennis Cuson. The motion passed unanimously.*
    - b. Preliminary Audit Results. *Kim Lyndsey reviewed Hope's audited financial statements for 2020-2021. The academy received an unqualified opinion with no adjustments received and no internal control issues were identified. A motion to approve the 2020-2021 audit statements was made by Todd Medendorp and supported by Bernard Ayoola. The motion passed unanimously.*
  2. Human Resources Reports. *Leslie Cummings reported on the status of the teacher salaries increases which will start on October 1<sup>st</sup>, 2021 and will be paid retroactively to the beginning of the school year.*
- E. Plan to Win. *Barth led a discussion of the first two chapters in the book on Mission, Vision and Values.*
- F. Strategic Planning. ESSER Funding – Discuss timeline and working committee(s) with a focus on items which build capacity and/or are sustainable beyond the grant years.
1. Building Renovation and/or Rent-to-Own/Purchase. *The Board discussed enrollment and current space constraints.*
  2. Curriculum Materials and Teacher/Leader Training. *Dr. Cate reported on the status of current curriculum and materials, as well as tools used to evaluate potential new curriculums which would include teacher/leader training.*
  3. Increase Certified Teacher Pool. *The Board considered the potential of offering scholarships to individuals who have an associate's or uncompleted bachelor's degree in exchange for completing a traditional Educator's program while serving as an employee for a specified length of time.*
  4. Refresh Student/Staff IT Resources in 2024. *Dr. Cate reported the future need of IT resource replenishment by 2024 to the Board.*
  5. Succession Planning and Funds for Job Shadowing. *Dr. Cate notified the Board of the current Succession Planning progress and will bring another update to the Board in December.*
  6. After-School Activities, Intercession and Added Time Opportunities. *The Board discussed added time opportunities.*

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7. Daycare for Staff and Students. *The Board reviewed providing daycare to Staff as a retention strategy.*

8. Musical Instruments. *Teriena Schwartz reported that the funding of the Soccer Program offered in previous years was shifted to Music materials this year, which has been successful and popular among students and staff.*

*A motion to create the Building Space Committee, the Academic Planning Committee and the Visionary Planning Committee was made by Todd Medendorp and supported by Barth Roberts. The motion passed unanimously.*

G. FSU-CSO Updates &/or Report–Dr. Michele Sideman. *Dr. Sideman presented the Board and Leadership with a plaque for 100% EpiCenter compliance, as well as new FSU banners and pendants.*

**VII. Correspondence.** *None.*

**VIII. Extended Public Comment\* (limited to non-agenda items only).** *None.*

**IX. Reconfirmation of Next Regular Meeting Date**

October 25, 2021 at 7:00 a.m.

Hope Academy of West Michigan

240 Brown Street SE

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**X. Adjournment.** *A motion to adjourn the meeting was made by Bernard Ayoola and supported by Todd Medendorp. The motion passed unanimously and the meeting was adjourned at 9:03 a.m.*

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*Individuals wishing to address the Board of Directors under Items II and IX above are requested to sign in with the Board Secretary prior to the start of the meeting. Individual comments are limited to no more than three (3) minutes each and a total time allowance not to exceed thirty (30) minutes, unless extended by a vote of the Board. The Board will not verbally respond to public comments but may follow up in the most appropriate and time-effective 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 at least five (5) days prior to the Board meeting or such complaints or concerns shall not be heard by the Board. The Board will not verbally respond to public comments but may follow up in the most appropriate and time-effective manner. (Source: Board Policy 0167.3)*

*Proposed minutes of this meeting will be available for public inspection at the Hope Academy of West Michigan/Integrity Educational Services Central office at 3300 36th Street, SE Grand Rapids, MI 49512, eight (8) business days after the meeting. Approved minutes are available within five (5) business days after the meeting at which they are approved (in accordance with Open Meetings Act, Public Act 267.)*

Submitted by:



Amanda Shyne  
Recording Secretary

Date: 9/29/2021

Approved by:

Peter Kladder  
Board Secretary

Date: 