Lighthouse Academy Board of Directors
Approved Regular Meeting Minutes

Mission: *A safe harbor that provides innovative whole-child education and ensures success despite life's storms.*

Date: April 29, 2025
Time: 12:00 p.m. immediately following the Strategic Planning Meeting
Place: Kent ISD KCTC – West Multi-Purpose Room
1655 East Beltline Ave., NE
Grand Rapids, MI 49525

I. **Call to Order and Roll Call.** *Peter VanGelderen called the meeting to order at 12:09 p.m.*

A. **Board Members Present.** Peter VanGelderen, Todd Penning, Aaron Toffoli, Angela Bunn, Dr. Brenda King, and Erica Galat.

B. **Board Members Absent (with prior notice).** None

C. **Others Present.** Dr. Heidi Cate, Superintendent; Leslie Cummings, Executive Director Business Office; Dr. Michele Siderman, FSU Representative; Lucas Yax, Assistant Superintendent; Stacey Martinez, School Leader; Shea Williams (virtual), School Leader; Sherri Nash (virtual), School Leader; Ronda Dyer, School Leader; Matt Milanowski, School Leader and Tracy Clawson, Recording Secretary.

II. **Public Comment* (limited to agenda items only):** *None.*

III. **Approval of Agenda:** *A motion to approve the agenda was made by Todd Penning and supported by Dr. Brenda King. The motion passed unanimously.*

IV. **Consent Calendar.**

A. Approval of March 25, 2025 Proposed Regular Meeting Minutes: *A motion to approve was made by Todd Penning and supported by Angela Bunn. The motion passed unanimously.*

V. **Old Business.** *None*

VI. **New Business.**

A. Oath of office for Dr. Brenda King: *Peter VanGelderen read the Oath of Office statement aloud and Dr. Brenda King took the oath of office.*

B. FSU-CSO Updates &/or Report - Dr. Michele Siderman: *Dr. Michele Siderman informed the Board of upcoming dates for students to have an opportunity to visit and tour FSU.*

C. DAN Update: *The DAN Update was provided to the Board in the meeting handouts. No further discussion took place.*

D. Update Barry County – review draft lease and construction bids for submission to FSU CSO: *Leslie Cummings updated the Board on the status of the construction bid that was received. Currently in negotiations with the general contractor regarding the project and will update the Board as necessary. Leslie also provided the Board with an update regarding the extended lease agreement with Kellogg Community College for the upcoming* *school year. A motion was made by Angela Bunn to submit the lease agreement to FSU for non-disapproval and the motion was supported by Dr. Brenda King. The motion passed unanimously. The student transportation agreement was presented to the Board for approval. Aaron Toffoli made a motion to approve the agreement as presented. The motion was supported by Todd Penning. The motion passed unanimously.*

E. Kent ISD millage: *Dr. Heidi Cate informed the Board of the potential upcoming Kent ISD school millage campaign.*

F. 2025-2026 Annual Board meeting calendar: *Aaron Toffoli made a motion to approve the 2025-2026 Board meeting calendar as presented. The motion was supported by Todd Penning. The motion passed unanimously.*

G. Integrity Educational Services Reports.

1. Financial Reports.

   a. Monthly Financial Reports. *Leslie Cummings reviewed the monthly financial report and discussed the March financial activity. A motion was made by Angela Bunn to approve the monthly check register and the motion was supported by Todd Penning. The motion passed unanimously.*

   b. Review of the Draft 2025-2026 Budget. *Leslie Cummings reviewed the budget assumptions for the draft 2025-26 budget with the Board. The Board agreed to add a 3-4% increase to salaries in the draft budget.*

   c. Review ESP Agreement 2025-26 for submission to FSU CSO: *Leslie Cummings discussed the 2025-26 ESP agreement, which had been reviewed by Thrun Law firm and was non-disapproved by FSU. A motion was made by Aaron Toffoli to approve the agreement and the motion was supported by Angela Bunn. The motion passed unanimously.*

   d. Food Program update: *Leslie Cummings updated the Board on the status of the RFP process and timeline for posting a bid for a new food service provider.*

2. Human Resources Reports. *Leslie Cummings discussed the upcoming educator appreciation week. Leslie also informed the Board that IES HR is currently recruiting for the upcoming school year.*

H. Board Development Credits/Reports – *None.*

VII. Correspondence: *Dr. Heidi Cate reviewed the correspondence that was received from Thrun Law regarding the current status of Title VI Certification.*

VIII. Extended Public Comment: *None.*

IX. Reconfirmation of Next Regular Meeting and Annual Budget Hearing
May 20, 2025 at 12:00 p.m.
Lighthouse Academy – South Campus
3330 36th St SE
Grand Rapids, MI 49512

X. Adjournment. *A motion was made by Angela Bunn to adjourn the meeting and was supported by Erica Galat. The meeting adjourned at 12:54 p.m.*

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 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:	Approved by:
Tracy Clawson	Aaron Toffoli
Tracy Clawson	Aaron Toffoli
Recording Secretary	Board Secretary
Date: 5/20/25	Date: 5/20/25