

# 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:** August 23, 2022

**Time:** 12:00 p.m.

**Place:** Lighthouse Academy – South Campus  
3330 36<sup>th</sup> St SE  
Grand Rapids, MI 49512

- I. **Call to Order and Roll Call.** *Robert VanWieren called the meeting to order at 12:01 p.m.*
  - A. **Board Members Present.** Robert VanWieren, Todd Penning, Steven Bossenbroek II, Angela Bunn, Aaron Toffoli and Peter VanGeldereren.
  - B. **Board Members Absent (with prior notice).** Dr. Brenda King.
  - C. **Others Present.** Dr. Heidi Cate, Superintendent; Leslie Cummings, Executive Director Business Office; Dr. Michele Sideman, FSU Representative; Stacey Martinez, Assistant Superintendent of Community Youth School Programs; Stephanie Agard, School Principal (attending virtually); and Amanda Shyne, Recording Secretary.
- II. **Public Comment\* (limited to agenda items only).** *None.*
- III. **Approval of Agenda.** *A motion to approve the agenda was made by Angela Bunn and supported by Peter VanGeldereren. The motion passed unanimously.*
- IV. **Consent Calendar**
  - A. Approval of July 26, 2022 Proposed Regular and Organizational Meeting Minutes. *A motion to approve the July 26, 2022 Proposed Regular Minutes was made by Angela Bunn and supported by Steven Bossenbroek II. The motion passed unanimously.*

*A motion to approve the July 26, 2022 Proposed Organizational Minutes was made by Todd Penning and supported by Aaron Toffoli. The motion passed unanimously. Peter VanGeldereren accepted his appointment as Vice President. Aaron Toffoli accepted his appointment as Secretary.*
- V. **Old Business.** *None.*
- VI. **New Business**
  - A. Student Achievement – MCJTC Startup Overview (Stephanie/Lucas). *Leslie Cummings provided an update on the recruiting efforts at MCJTC and Stephanie Agard provided current student counts.*
  - B. DAN Updates. *Dr. Heidi Cate provided the Board with updates on the DAN team including current efforts to review and update support staff job descriptions.*

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- C. Board Policy Handbook Review. *The Board reviewed the Board Policy handbook. A motion to approve the Board Policy Handbook was made by Angela Bunn and supported by Peter VanGelderren. The motion passed unanimously.*
- D. Michigan Charter School Symposium Dec 7 & 8 – Board Attendance. *Dr. Heidi Cate invited Board Members to attend the Charter School Symposium being held on December 7<sup>th</sup> and 8<sup>th</sup> of 2022 in Detroit, MI. Dr. Heidi Cate will send out additional information on the symposium to the Board.*
- E. Integrity Educational Services Reports.
1. Financial Reports.
    - a. Monthly Financial Reports. *Leslie Cummings reviewed the July financial reports with the Board. A motion to approve the check register was made by Angela Bunn and supported by Steven Bossenbroek II. The motion passed unanimously. Leslie Cummings presented the Board with an Audit Questionnaire from Vredeveld Haefner LLC in anticipation for the upcoming financial audit. The Board completed the questionnaire together.*
  2. Human Resources Reports. *Leslie Cummings reported on current recruiting efforts.*
- F. FSU-CSO Updates &/or Report–Dr. Michele Siderman. *Dr. Michele Siderman reviewed the August and September/October Board Communications with the Board and shared the new FSU CSO Board Meeting Checklist which she completes at each Board Meeting.*
- VII. Correspondence.** *The Board received a letter from Vredeveld Haefner LLC confirming contracted services for the upcoming financial audit.*
- VIII. Extended Public Comment\* (limited to non-agenda items only).** *None.*
- IX. Reconfirmation of Next Regular Meeting Date**  
September 27, 2022 at 12:00 p.m.  
Lighthouse Academy – South Campus  
3330 36<sup>th</sup> St SE  
Grand Rapids, MI 49512
- X. Adjournment.** *A motion to adjourn the meeting was made by Todd Penning and supported by Angela Bunn. The motion passed unanimously and the meeting was adjourned at 12:50 p.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 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.*

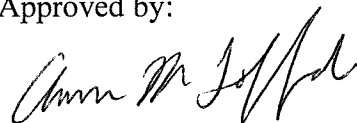
Submitted by:



Amanda Shyne  
Recording Secretary

Date: 08/23/2022

Approved by:



Aaron Toffoli  
Board Secretary

Date: 9-27-22

