

Hillsdale Preparatory School
160 W. Mechanic Rd., Hillsdale, MI 49242
Board of Directors Meeting
Hillsdale Prep Teachers' Lounge
January 24, 2023 5:30 PM
Meeting Agenda

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Public Comment
5. Consent Agenda:
 - a. Approval of Financial Statements
 - b. Approval of Bills
 - c. Approval of Minutes from the December 15 Meeting
 - d. GVSU Grant
6. ISD Rental Contract Discussion
7. New Business and Administrative Reports/Updates
8. GVSU Update
9. Other Matters
10. Adjournment

Hillsdale Preparatory School
160 W. Mechanic Rd., Hillsdale, MI 49242
Board of Directors Meeting
Hillsdale Prep Teachers' Lounge
December 15, 2022 6:00 PM
Meeting Minutes

1. **Call to Order:** 6:00pm
2. **Roll Call:** Heckel, Condict, Budd, Smith
 - a. Also Present: Ashley Higginson, Bill Barker, Melody Henthorne, Annie Fowler, Makayla Taylor, Lisa Coolman, Kelly Tulloch, Jeanine Medrano, Melissa Comstock
3. **Approval of Agenda:** Motion to approve, Smith, 2nd Condict - Carried
4. **Public Comment:** Miss Taylor, Ms. Coolman, Ms. Tulloch, Mrs. Medrano and Mrs. Comstock are all staff members of Hillsdale Prep. They introduced themselves and gave their job title. Mrs. Medrano also shared details of the Christmas Program on behalf of the engagement committee. She also spoke about how great the inclusion program with HCISD has been.
5. **Consent Agenda:** Motion to approve, Condict, 2nd Smith – Carried
 - a. The Board had questions about page 2 of the financial statements and the change in fund equity. Melody will speak with Donna Hecht and bring an answer to the January meeting.
6. **SEL Curriculum Discussion:** Mrs. Fowler explained to the Board that Hillsdale Prep has been using the Trails program for our SEL curriculum. There is one worksheet at the high school level that is concerning so we have stopped using the program and have been asked by HCISD to receive Board approval before we resume using the curriculum. Trails is paid for by HCISD using grant money. Mrs. Fowler explained the concerning worksheet and recommended the continuation of using Trails as the SEL curriculum. She showed the Board an example of a lesson and the Board discussed the curriculum.
 - a. Smith made a motion to adopt the trails curriculum but exclude lessons including sexual orientation and/or gender identity, 2nd Condict – Carried
7. **New Business and Administrative Reports/Updates:**
 - a. Melody provided the Board with a staffing update. Both Ann Gleed the 7/8 grade teacher and Harmony Compton the 5/6 grade teacher have resigned. Jeanine Medrano has been filling in as the 7/8 grade teacher, but we recently hired Kelly Tulloch who is working alongside Mrs. Medrano for the time being. When we return*from Christmas Break on January 3 Ms. Tulloch will take over as the 7/8 grade teacher. Sandra Hitt has been hired to replace Mrs. Compton as the 5/6 grade teacher. We have also hired a part time paraprofessional that will start when we return from Christmas Break.
 - b. Mrs. Fowler shared how successful the Christmas Program was. The engagement committee did a great job planning the event and bringing in volunteers to handle the music. Tomorrow is the last day before Christmas Break. The staff is eating lunch together after the students leave. Mrs. Fowler showed the Board a shirt she bought all staff members for Christmas. She also shared that she applied for grant that would pay for a school safety walkthrough. The walkthrough has been completed and once they complete their report she will share it with the Board. Since the technology outage in November staff can still not wirelessly print. Due to the outage there may be a technology cost increase and we can discuss that when we amend the budget.
8. **GVSU Update:**
 - a. Mr. Barker reminded the Board of upcoming board trainings. He also said school performance reports are being sent to school leaders for review and then will be

presented at the January or February board meeting. He will also be incorporating a new legislative update every month and be providing Mrs. Fowler with a list of legislative contacts.

9. Closed Session to Discuss Private Memorandum with Legal Counsel:

- a. A roll call vote was taken to enter into closed session.
 - i. Smith – aye, Condict – aye, Budd – aye, Heckel – aye
 - ii. Closed session was entered at 6:59pm
- b. Smith made a motion to exit closed session and reopen the regularly scheduled meeting, 2nd Condict.
 - i. The regular meeting resumed at 7:39pm
- c. Condict mad a motion to follow the recommendations of legal counsel for updating necessary board policies, 2nd Budd – Carried

10. Other Matters:

- a. Mr. Barker gave a reminder to the Board about communicating via email. If replying all to the email it can be violation of the open meetings act.
- b. Dr. Heckel announced that he has the joined the GVSU Board Presidents Advisory Board.
- c. Mrs. Fowler asked the Board if there should be continued discussion about her job duties. The Board agreed to table that discussion for another meeting.

11. Adjournment: Motion to adjourn, Condict, 2nd Budd – Meeting adjourned at 7:45pm

Christopher Heckel
1-23-2023