

Hillsdale Preparatory School
160 W. Mechanic Rd., Hillsdale, MI 49242
Board of Directors Meeting
Hillsdale Prep Teachers' Lounge
March 28, 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 March 2nd Meeting
6. Meet with Veritas Accounting
7. New Business and Administrative Reports/Updates
8. GVSU Update
9. Closed Session to Discuss Private Memorandum with Legal Counsel
10. Other Matters
11. Adjournment

Hillsdale Preparatory School
160 W. Mechanic Rd., Hillsdale, MI 49242
Board of Directors Meeting
Hillsdale Prep Teachers' Lounge
March 2, 2023 5:30 PM
Meeting Minutes

1. **Call to Order:** 5:30pm
2. **Roll Call:**

Christopher Heckel	President	Absent
Ellen Condict	Vice President	X
Julie Budd	Secretary/Treasurer	X
Michael Smith	Board Member	X
John Waldvogel	Board Member	Absent

- a. Also Present: Annie Fowler, Melody Henthorne, Bill Barker
3. **Approval of Agenda:** Motion to approve, Budd, 2nd Smith – Carried
4. **Public Comment:** None
5. **Consent Agenda:** Motion to approve, Smith, 2nd Budd – Carried
 - a. Approval of Financial Statements
 - b. Approval of Bills
 - c. Approval of Minutes from the January 24 Meeting
6. **Budget Amendment:**
 - a. Smith made a motion to approve the 2022-2023 Budget Amendment, 2nd Budd - Carried
7. **Discuss Accounting Proposals:**
 - a. The Board discussed the two proposals received and asked Melody to invite Veritas accounting to the next meeting.
8. **Mid-year Progress on Section 98b Goals:**
 - a. Mrs. Fowler presented the Section 98b mid-year goals.
9. **New Business and Administrative Reports/Updates:**
 - a. Mrs. Fowler gave the following updates:
 - i. March is Reading Month. One of the staff members on the engagement committee will be sending out an email asking if any Board members would like to volunteer to read. Family Reading Night is March 16 from 6:00-7:00. During the month of March we have set a goal to read 40,000 minutes. The students will receive prizes along the way. Also, during the month of March we are doing D.E.A.R time (drop everything and read) several times a day.
 - ii. MDHHS offered a grant for free portable indoor air ventilation systems. We applied for the grant and will be getting systems for each classroom, the gym and the office. They also come with a 5 year supply of air filters.
 - iii. There are some branches down on the playground after the ice storm. We have some of the playground sectioned off and will reopen it when the branches are removed.
 - iv. All schools received money for school safety. We also received a grant for a school safety audit. We are working with a company called SEC who has

completed the school safety audit. We have signed a 1 year contract with them to help develop and implement provided suggestions. They will also provide a full day of staff training in the fall.

- v. Melody gave an update on the alarm system. She informed the Board she has contacted the attorney in regards to the contract with Safety Systems. Legal Counsel will handle the cancellation of that contract and Melody will keep the Board up to date on the progress.
- vi. We have used 8 snow days so far. We are given 6 forgiven days up front and can apply for a waiver for an additional 3 forgiven days.

10. GVSU Update:

- a. The Board has completed their training for the year. There is a board reception on May 8 in Grand Rapids. GVSU is currently hosting a photo contest. The Board also has the opportunity to nominate Hillsdale Prep for the core value award. The nomination is due by March 31 and schools can receive around \$1,000 for being selected. There is a link on GVSU website to the application.

11. Other Matter: None

12. Adjournment: Motion to adjourn, Smith, 2nd Budd – Motion to adjourn 6:34pm

Approved by the Board of Directors on 03/28/2023


Board President

3/28/2023
Date