

**Hillsdale Preparatory School**  
160 W. Mechanic Rd., Hillsdale, MI 49242  
Board of Directors Meeting  
Hillsdale Prep Teachers' Lounge  
**May 23, 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 April 25th Meeting
6. **Offered Seat Schedule Per Grade**
7. **Approve the 23-24 School Year Calendar**
8. **Discuss Mortgage Interest Rate**
9. **New Business and Administrative Reports/Updates**
10. **GVSU Update**
11. **Other Matters**
12. **Adjournment**

**Hillsdale Preparatory School**  
160 W. Mechanic Rd., Hillsdale, MI 49242  
Board of Directors Meeting  
Hillsdale Prep Teachers' Lounge  
**April 25, 2023 5:30 PM**  
**Meeting Minutes**

1. **Call to Order:** 5:38pm

2. **Roll Call:**

Christopher Heckel	President	X
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, Matt Cawood, Ashley Higginson

3. **Approval of Agenda:** Condict made a motion to add closed session to discuss legal memo after the GVSU update, 2<sup>nd</sup> Budd – Carried

4. **Public Comment:** None

5. **Consent Agenda:** Motion to approve, Smith, 2<sup>nd</sup> Condict- Carried

- a. Approval of Financial Statements
- b. Approval of Bills
- c. Approval of Minutes from the March 28th Meeting

6. **Discuss Loan with County National Bank:**

- a. Melody informed the Board that there was a cost increase to complete the front parking lot. The original ending spot for the new asphalt needed to be extended which added an additional 90 square feet of asphalt. The cost increase is \$4,454 which makes Hillsdale Prep's total cost \$63,230.
  - i. Smith made a motion to accept the cost of the loan increase and authorize Melody Henthorne and Julie Budd to sign the loan documents, 2<sup>nd</sup> Condict – Carried
- b. Melody also informed the Board that after 5 years we no longer have a fixed rate mortgage. Our interest rate has gone from 5.25% to 9.25%. That has changed the payment from \$3,996.88 to \$5,123.15. The Board discussed the option of getting a fixed rate mortgage. They had some questions that Melody will ask County National Bank and bring answers back to the May meeting.

7. **Discuss New Board Policies/ Title IX Policy:**

- a. Smith made a motion to accept the updated Emergency Removal, Suspension, and Expulsion of Students policy and the updated Sexual Harassment and Title IX policy, 2<sup>nd</sup> Condict – Carried

8. **New Business and Administrative Reports/Updates:**

- a. Mrs. Fowler gave the following updates:
  - i. Hillsdale Prep had Kindergarten Roundup last week. We had about 8 students signed up to attend. A few students cancelled, but overall the turnout was good.
  - ii. M-STEP testing is in process and everything is going well.
  - iii. Teacher appreciation week is May 8-12. The teachers have had a tough year and we want to make sure they feel appreciated for all of the hard work they have done.
  - iv. Mrs. Fowler is gathering information about teacher powered schools. She visited a school over spring break in Pennsylvania. Courtney from GVSU attended a staff meeting last week and she put together a virtual meeting between our staff and another teacher powered school. At this point she is just in the information gathering stage and will once she has additional information she will bring it to the Board.
- b. Conduct made a motion for the administration to use up to \$500 on teacher appreciation week, 2<sup>nd</sup> Budd – Carried

**9. GVSU Update:**

- a. Matt reminded the Board there is a training coming up on school finance. He also reminded the Board about the GVSU Board Receptions coming up in May.

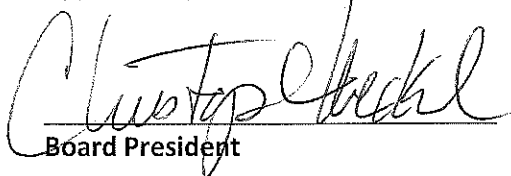
**10. Closed Session to Discuss Private Memorandum with Legal Counsel:**

- a. The Board did not feel the need to go into closed session to discuss the provided memo

**11. Other Matters:** None

**12. Adjournment:** Motion to adjourn Smith, 2<sup>nd</sup> Conduct – Meeting adjourned at 6:14pm

Approved by the Board of Directors on 5/23/2023

  
Board President

5/23/2023  
Date