

**Hillsdale Preparatory School**  
160 W. Mechanic Rd., Hillsdale, MI 49242  
Board of Directors Meeting  
Hillsdale Prep Staff Lounge  
**June 27, 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 the Board Minutes from the May 23 Meeting
6. Approve the Amended 2022-23 Fiscal Year Budget
7. Budget Hearing for the 2023-24 Fiscal Year Budget
8. Adoption of the 2023-24 Fiscal Year Budget
9. Adopt the Board Calendar for the 23-24 School Year
10. Approve the Supplemental Academic Grant Award from Grand Valley
11. End of year Goal Reporting
12. New Business and Administrative Reports/Updates
13. GVSU Update
14. Other Matters
15. Adjournment

**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 Minutes**

1. **Call to Order:** 5:03pm

2. <b>Roll Call</b>	Christopher Heckel	President	X
	Ellen Condict	Vice President	X
	Julie Budd	Secretary/Treasurer	Absent
	Michael Smith	Board Member	X
	John Waldvogel	Board Member	Absent

a. Also Present: Annie Fowler, Melody Henthorne, Jeanine Medrano, Brooke Franklin

3. **Approval of Agenda:** Motion to approve, Condict, 2<sup>nd</sup> Smith – Carried

4. **Public Comment:** Jeanine Medrano shared information about the upcoming Family Fun Night with the Board on behalf of the engagement committee.

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

- a. Approval of Financial Statements
- b. Approval of Bills
- c. Approval of Minutes from the April 25th Meeting

6. **Offered Seat Schedule Per Grade:**

- a. Smith made a motion to set the limit per classroom at 22 students for the 23-24 school year, 2<sup>nd</sup> Condict - Carried

7. **Approve the 23-24 School Year Calendar:**

- a. Smith made a motion to adopt the 23-24 school year calendar, 2<sup>nd</sup> Condict - Carried

8. **Discuss Mortgage Interest Rate:**

- a. Melody informed the Board she has spoken to County National Bank and they offered a 5 year fixed rate mortgage at 8.75% and the cost to complete the paperwork was \$2,500.
- b. Smith made a motion to accept the offer from County National Bank of having a fixed rate mortgage at 8.75% for 5 years and approve the cost of \$2,500 to have the paperwork completed, 2<sup>nd</sup> Condict – Carried

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

- a. Mrs. Fowler gave the following updates:
  - i. Kindergarten and 8<sup>th</sup> Grade Graduation is June 6 at 6:30
  - ii. The last day of school is June 7. There will be an awards ceremony that begins at 11 and then school will be dismissed at 12.

- iii. Mrs. Fowler is hosting a town hall meeting May 24 at 6. This will give her an opportunity to touch base with families before the end of the school year.
- iv. She shared the results of the parent satisfaction survey that was sent out to families.
- v. The Front parking lot is officially done and students have been getting dropped off at the front office again.
- vi. Mrs. Fowler and Melody also discussed preparing the 23-24 school year budget. They explained numbers are currently low. If we budget for less enrollment we will be using money out of fund balance next school year. They agreed they would rather budget student enrollment conservatively. We will continue to work on enrollment and hope for higher numbers than we budget for.
- vii. The last thing she shared was that the staff is still exploring the option of becoming a Teacher Powered School. Courtney from Grand Valley has connected the staff with other schools and is working on getting funds for coaching next year. Mrs. Fowler said she would be willing to setup a workshop with the Board to share all of the details about Teacher Powered Schools.

**10. GVSU Update:**

- a. Brooke shared that as of the right now the House has proposed a per pupil amount of \$9,516 and the Senate has proposed \$9,700. Either way this would be an increase. She also shared that charter schools will have to do a few things like make sure they are getting an audit on a timely basis, be prepared to answer FOIA questions and have their board of education meet monthly. She also shared a few other legislative updates like the State is removing school letter grades and teachers moving into Michigan will no longer have to get recertified. She also shared the last board training is June 29.

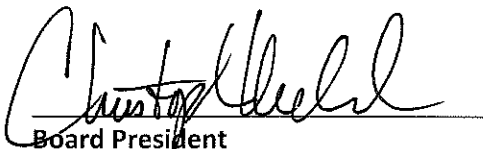
**11. Other Matters**

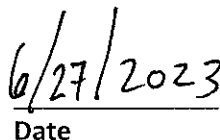
- a. Melody let the Board know that teacher appreciation week went well.

**12. Adjournment**

- a. Motion to adjourn, Smith, 2<sup>nd</sup> Conduct – Meeting adjourned at 6:37pm

Approved by the Board of Directors on 6/27/2023

  
Board President

  
Date