

Hillsdale Preparatory School
160 W. Mechanic Rd., Hillsdale, MI 49242
Board of Directors Meeting
Hillsdale Prep Teachers' Lounge
August 22, 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 Financials
 - b. Approval of Bills
 - c. Approval of Minutes from the July 25 Meeting
6. Discussion of Teacher Powered School with Julie Cook
7. Discussion of the 23-24 School Year
8. New Business and Administrative Reports/Updates
9. GVSU Update
10. Other Matters
11. Adjournment

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

1. Call to Order: 5:31pm

2. Roll Call:

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, Bill Barker

3. Approval of Agenda: Motion to approve, Condict, 2nd Smith – Carried

4. Public Comment: None

5. Approval of the June 27 Meeting Minutes: Motion to approve, Smith, 2nd Condict - Carried

6. Reorganizational Matters:

a. **Elect Officers:**

- i. Smith made a motion to reappoint the same officers, 2nd Condict – Carried
 - 1. President – Christopher Heckel
 - 2. Vice President – Ellen Condict
 - 3. Treasurer/Secretary – Julie Budd

b. **Appoint Repository of Funds:**

- i. Smith made a motion to appoint County National Bank as the Repository of Funds, 2nd Condict - Carried

c. **Appoint School Attorney:**

- i. Smith made a motion to appoint Miller, Canfield as the Attorney, 2nd Condict - Carried

d. **Reaffirm Non-Discrimination Policy:**

- i. Smith made a motion to reaffirm the non-discrimination policy, 2nd Condict - Carried

e. **Authorize Administration to Handle Records:**

- i. Smith made a motion to authorize administration to handle records, 2nd Condict –Carried

f. **Appoint the Chief Administrative Officer:**

- i. Smith made a motion to appoint Melody Henthorne as the CAO, 2nd Condict - Carried

g. **Appoint the Freedom of Information Officer:**

- i. Smith made a motion to appoint Melody Henthorne as the FOIAO, 2nd Condict – Carried

h. **Appoint the School Safety Liaison:**

- i. Smith made a motion to appoint Annie Fowler as the School Safety Liaison, 2nd Conduct – Carried

7. Approve the 2023-24 School Handbook:

- a. Smith made a motion to approve the 2023-24 School Handbook

8. New Business and Administrative Reports/Updates:

- a. Mrs. Fowler gave the following updates:
 - i. Julie Cook has been assigned out Teacher Powered School Liaison and she is virtually attending the August board meeting.
 - ii. There will be some shifting of staff for the upcoming school year. Melissa Comstock has previously been a classroom teacher, but she is going to be the special education teacher for the 23-24 school year. We will be applying for a permit from the State that will allow her be the special education teacher. We have also hired a full time paraprofessional and another full time employee that will be part paraprofessional part specials teacher. AnnaGrace Weaver has officially resigned as the 4th grade teacher. The rest of the staff will be assigned as follows: Mrs Medrano K/1, Miss Taylor 2/3, Ms. Coolman 4, Miss Tulloch, 5/6 and have we have posted for a 7/8 teacher.
 - iii. Hillsdale Prep is one of the schools in the county that has opted to be a leader in me school. All staff will be attending a training during professional development this year. All cost associated with this is being paid for by the ISD.
 - iv. The Board discussed Mrs. Fowler's self-evaluation. They thought it had good notes, was helpful and a fair self-assessment.

9. GVSU Update:

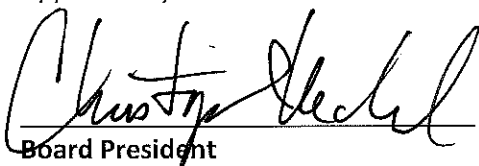
- a. Mr. Barker informed the Board that there is some staff transitioning at the Grand Valley Charter Office. He will keep them in the loop as new staff is hired. He also let them know the per-pupil funding is up 5% to \$9,608. Hillsdale Prep's charter contract with Grand Valley will be up for renewal in 2 years during the 24-25 school year.

10. Other Matters:

- a. Mrs. Fowler reminded the Board this is the last year of her contract and the contract with Henway Consulting. She also invited them to attend the back to school open house on July 21 at 6:00pm

11. Adjournment: Motion to adjourn, Smith, 2nd Conduct – meeting adjourned at 6:08pm

Approved by the Board of Directors on 8/22/2023


Board President

8/22/2023
Date