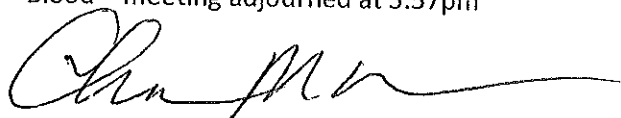


Hillsdale Preparatory School
160 W. Mechanic Rd., Hillsdale, MI 49242
Board of Directors Meeting
Hillsdale Prep Art Room
August 27, 2019 5:00 PM
Meeting Agenda

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 July 23 Meeting
6. **New Business and Administrative Reports/Updates**
7. **GVSU Update**
8. **Other Matters**
9. **Adjournment**

Hillsdale Preparatory School
160 W. Mechanic Rd., Hillsdale, MI 49242
Board of Directors Meeting
Hillsdale Prep Art Room
July 23, 2019 5:00 PM
Meeting Minutes

1. **Call to Order:** 5:04pm
2. **Roll Call :** Willson, Maurer, Gilbert, Blood, Vear, Condict
 - a. Also Present: Melody Henthorne, Anne Fowler
3. **Approval of Agenda:** Motion to approve, Blood, 2nd Gilbert – Carried
4. **Public Comment** - None
5. **Consent Agenda:** Motion to approve, Vear, 2nd Blood - Carried
6. **Reorganizational Matters:**
 - a. **Elect Officers:** Vear made a motion to reelect the same officers for the 19-20 school year, 2nd Blood – Carried
 - i. President: John Willson, Vice President: Arlan Gilbert, Secretary, Charles Maurer, Treasurer: Charles Maurer
 - b. **Designate Regular Meeting Dates:** Maurer made a motion to keep the meetings on the fourth Tuesday of every month at 5:00pm, 2nd Blood - Carried
 - c. **Appoint Repository of Funds:** Vear made a motion to appoint County National Bank and Southern Michigan Bank and Trust the repository of funds, 2nd Gilbert – Carried
 - i. The schools official bank accounts will be held at County National Bank, the Parent Advisory Committee's bank account will be held at Southern Michigan Bank and Trust.
 - d. **Appoint School Attorney:** Vear made a motion to appoint Alan Szuma from Miller Canfield as the school attorney, 2nd Maurer - Carried
 - e. **Reaffirm Non-Discrimination Policy:** Maurer made a motion to reaffirm the non-discrimination policy, 2nd Blood - Carried
 - f. **Authorize Administration to Handle Records:** Maurer made a motion to authorize the administration to handle records, 2nd Gilbert - Carried
 - g. **Appoint the Chief Administrative Officer:** Vear made a motion to appoint Melody Henthorne the CAO, 2nd Blood - Carried
 - h. **Appoint he Freedom of Information Officer:** Maurer made a motion to appoint Melody Henthorne the Freedom of Information Officer, 2nd Vear - Carried
7. **New Business and Administrative Reports/Updates**
 - a. Mrs. Fowler gave updates about changes being made for the 19-20 school year. The staff will return on August 19 and the first day of school is August 21. There will now be a small charge to attend the morning and after school program. This will help cover the cost of staff. Instead of two employees in the morning we are only going to have one employee running the program. A letter was mailed out to families in early July informing them of the change. Enrollment is down, but we have enrolled a few new families. Mrs. Fowler passed out a marketing plan that highlights strategies being used to draw in new families.
8. **Other Matters:** None
9. **Adjournment:** Motion to adjourn Gilbert, 2nd Blood – meeting adjourned at 5:57pm

A handwritten signature in black ink, appearing to be 'John Willson', is written over the bottom right of the page.