

Hillsdale Preparatory School
160 W. Mechanic Rd., Hillsdale, MI 49242
Board of Directors Meeting
Hillsdale Prep Teachers' Lounge
August 25, 2020 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 July 28 Meeting
6. **Approve the 2020-2021 Student Handbook**
7. **Approve the 2020-21 Updated School Calendar**
8. **Appoint the School Safety Liaison**
9. **Approve the Hillsdale Prep Core Curriculum for online learning**
10. **New Business and Administrative Reports/Updates**
11. **GVSU Update**
12. **Other Matters**
13. **Adjournment**

Hillsdale Preparatory School
160 W. Mechanic Rd., Hillsdale, MI 49242
Board of Directors Meeting
Hillsdale Prep Art Room
July 28, 2020 5:00 PM
Meeting Minutes

1. **Call to Order:** 5:02pm
2. **Roll Call:** Blood, Conduct, Vear
 - a. Also Present: Melody Henthorne, Annie Fowler, Bill Barker (virtually)
3. **Approval of Agenda:** Motion to approve Vear, 2nd Blood – Carried
4. **Public Comment :** None
5. **Consent Agenda:** Motion to approve Vear, 2nd Blood – Carried
6. **Reorganizational Matters:**
 - a. **Elect Officers:**
 - i. Vear nominated Blood for Board President, 2nd Conduct - Carried
 - ii. Vear nominated Conduct for Vice President, 2nd Blood – Carried
 - iii. Conduct nominated Maurer for Secretary and Treasurer, 2nd Blood – Carried
 - b. **Designate Regular Meeting Dates:** Conduct made a motion to hold the meetings on the 4th Tuesday of every month at 5:30pm, 2nd Blood - Carried
 - c. **Appoint Repository of Funds:** Vear made a motion to appoint County National Bank as the repository of funds, 2nd Conduct Carried
 - d. **Appoint School Attorney:** Vear made a motion to appoint Miller, Canfield as the schools attorney, 2nd Conduct-Carried
 - e. **Reaffirm Non-Discrimination Policy:** Blood made a motion reaffirming the non-discrimination policy, 2nd Conduct-Carried
 - f. **Authorize Administration to Handle Records:** Conduct made a motion to allow the administration of Hillsdale Prep to handle all records, 2nd Blood-Carried
 - g. **Appoint the Chief Administrative Officer:** Conduct made a motion to appoint Melody Henthorne as the CAO, 2nd Vear – Carried
 - h. **Appoint the Freedom of Information Officer:** Conduct made a motion to appoint Melody Henthorne as the Freedom of Information Officer, 2nd Vear – Carried
7. **Approve the COVID-19 Preparedness and Response Plan**
 - a. Mrs. Fowler presented the COVID-19 response plan.
 - b. Vear made a motion to approve the COVID-19 Preparedness Response Plan, 2nd Conduct – Carried
8. **Approve the 2020-21 School Handbook:** The administration did not have the final Handbook ready for approval. They will present the completed Handbook at the August meeting.
9. **New Business and Administrative Reports/Updates:** Mrs. Fowler gave an update on staffing changes for the 20-21 school year. We did have lay off 2 staff members and reduce another staff member to part time. We have created a new position for an online coordinator and that was filled by a previous para-professional. Mrs. Medrano will be Title teacher instead of having her own classroom this year. We have eliminated before and after school care.
 - a. Mrs. Fowler also informed the Board a conversation amongst Superintendents has started about pushing the start date of school back. The Board gave their full support of that happening. If that happens a new calendar will be provided at the August meeting.

10. **GVSU Update:** Bill gave Condict her oath of office. Mrs. Fowler asked for clarification about budget updates. Bill said that in the August state aid payment each school will receive a loss of \$175 a student, but they will receive \$350 a student for CARES Act. That turns out to be \$175 a student increase for the 19-20 budget. However, because the increase is CARES Act funding there will be stipulations on how the money is spent.
11. **Other Matters:** The Board discussed filling the vacant seat. Condict said she would invite Julie Bud to the next meeting. The goal is to nominate a new member by September.
12. **Adjournment:** Motion to adjourn Vear, 2nd Condict- Meeting adjourned at 6:15pm.

A handwritten signature in black ink, appearing to read "Julie Bud", is written below the list of items.