

**Hillsdale Preparatory School**  
160 W. Mechanic Rd., Hillsdale, MI 49242  
Board of Directors Meeting  
Hillsdale Prep Teachers' Lounge  
**September 22, 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 August 25 Meeting
6. **Approve Extended COVID-19 Learning Plan**
7. **New Business and Administrative Reports/Updates**
8. **GVSU Update**
9. **Other Matters**
10. **Adjournment**

**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 Minutes**

1. **Call to Order:** 5:27pm
2. **Roll Call:** Vear, Condict, Blood
  - a. Also Present: Julie Budd, Annie Fowler, Melody Henthorne, Bill Barker (Virtually)
3. **Approval of Agenda:** Motion to approve Vear, 2<sup>nd</sup> Condict-Carried
4. **Public Comment:** None
5. **Consent Agenda:** Motion to approve Vear, 2<sup>nd</sup> Condict-Carried
6. **Approve the 2020-2021 Student Handbook**
  - a. Condict made a motion to approve the 2020-2021 Student Handbook, 2<sup>nd</sup> Vear - Carried
7. **Approve the 2020-21 Updated School Calendar**
  - a. Condict made a motion to approve the 2020-2021 School Calendar, 2<sup>nd</sup> Vear - Carried
8. **Appoint the School Safety Liaison**
  - a. Vear made a motion to appoint Annie Fowler as the School Safety Liaison, 2<sup>nd</sup> Condict-Carried
9. **Approve the Hillsdale Prep Core Curriculum for online learning**
  - a. Vear made a motion to allow all Hillsdale Preparatory School Curriculum to be adapted for delivery in a virtual format, 2<sup>nd</sup> Condict - Carried
10. **New Business and Administrative Reports/Updates**
  - a. Annie gave an update on everything taking place to prepare for school. Hillsdale Hospital and the Community Foundation are donating masks and hand sanitizer to all schools in Hillsdale County. On top of that the Community Foundation has grant money they are giving to the school to help purchase PPE. Hillsdale Prep will receive \$970 from that grant money. We are still unsure if we will receive any budget cuts this school year. At this time things are looking like we will not, but we are waiting for official word. Every school is required to write another plan outlining their educational goals. This plan will need to be reaffirmed at every board meeting. The plan will be presented for approval at the September meeting. We are still hosting a back to school open house on Thursday, September 3. Parents will be able to drop off school supplies and briefly meet their child's teacher.
  - b. There has been a lot of staff turnover for our little school this summer. Ginger Russell, Phil Trumble and Teffany Dickey have all resigned. Makayla Taylor a former paraprofessional has replaced Ginger, Lorie Dickinson our former art teacher has replaced Phil and we hired Harmony Compton to replace Teffany. We are currently

looking for a part time art teacher to replace Lorie. Families were informed quickly when changes were made. A school wide letter was also sent out addressing the changes.

- c. Our enrollment is lower than usual at this time of year. We currently have 70 students enrolled. We are working on creating an exit interview strategy. We would also like to discuss a marketing plan and changes that need to be made for next year. 75% of our state aid is based on the 2019-2020 count and the other 25% is based on this school year. Even though we have lower numbers our funding shouldn't decrease by much. That will give us a good opportunity to spend this year planning and making changes for next year.

**11. GVSU Update**

- a. Bill welcomed Julie to the meeting. He said GVSU has a marketing department and he will put us in contact with them.

**12. Other Matters**

- a. The Board welcome Julie Budd. She stated that she was interested in joining the Board.
- b. Vear made a motion to nominate Julie Budd as a Board Member, 2<sup>nd</sup> Conduct-Carried

**13. Adjournment:** Motion to adjourn, Vear, meeting adjourned at 6:33pm

A handwritten signature in dark ink, appearing to be "Justin Vear", is written below the adjournment text.