

Hillsdale Preparatory School
160 W. Mechanic Rd., Hillsdale, MI 49242
Board of Directors Meeting
Hillsdale Prep Teachers' Lounge
November 28, 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 October 24 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 Teachers' Lounge
October 24, 2023 5:30 PM
Meeting Minutes

1. Call to Order: 5:34pm

2. Roll Call

Christopher Heckel	President	X
Ellen Condict	Vice President	X
Julie Budd	Secretary/Treasurer	X
Michael Smith	Board Member	X
John Waldvogel	Board Member	X

a. Also Present: Greg Bailey, Annie Fowler, Bill Barker, Melody Henthorne

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

4. Public Comment: None

5. Consent Agenda: Motion to approve, Condict, 2nd Smith - Carried

- a. Smith had several questions about the financial statements. Melody will get clarification about the following items before the next meeting:
- i. What has been charged under other outside services
 - ii. What is yearend contract accrual
 - iii. Clarification on the line item with the retention bonuses

6. Audit Report from Greg Bailey:

- a. Greg Baily presented the 2022-2023 audited financial statements to the Board.

7. Discuss Erate Funding:

- a. Mrs. Fowler provided a handout and explained Erate funding and the funds Hillsdale Prep has available. The handout explained the recommendations made by JCISD and the cost associated with upgrading technology equipment.
- b. Smith made a motion to accept the recommendations, 2nd Condict –Carried

8. New Business and Administrative Reports/Updates:

- a. Mrs. Fowler gave the following updates:
- i. The Engagement Committee is hosting Hillsdale Prep's annual Trunk or Treat October 27 from 6:00-7:00.
 - ii. The first quarter is wrapping up. Report cards will be given to parents at conferences on November 3.
- b. Miss Henthorne gave the following updates:
- i. The gym speakers purchased with the new PA system are not adequate and need to be replaced.

1. Smith made a motion to purchase up to two speakers with installation for no more than \$2500, 2nd Conduct – Carried.
- ii. Hillsdale Prep is going to have a trunk at the Hillsdale College Trunk or Treat on October 29.

9. GVSU Update:

- a. Mr. Barker gave an update on the new staff at GVSU. He reminded the Board the next training is November 29. He also informed the Board that GVSU has the following concerns: Mrs. Fowler being in the classroom, low enrollment and maintaining staffing. He would like to know how these issues are being addressed so he can report back to his superiors.

10. Closed Session: The Board did not enter closed session

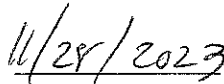
11. Other Matters:

- a. The following items were discussed:
 - i. Teacher certification and compensation
 1. Conduct made a motion to offer a new hire up to a \$38,000 salary with up to a \$4,000 sign on bonus, 2nd Waldvogel
 - ii. The management company and Miss Henthorne's position
 - iii. Recruiting and marketing
 - iv. A parent survey sent out by the Board

12. Adjournment: Motion to adjourn, Budd, 2nd Conduct – Meeting adjourned at 8:12pm

Approved by the Board of Directors on 11/28/2023


Board President


Date