

**Hillsdale Preparatory School**  
160 W. Mechanic Rd., Hillsdale, MI 49242  
Board of Directors Meeting  
Hillsdale Prep Teachers' Lounge  
**March 26, 2024 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 February 27th Meeting
- 6. Teacher Powered Schools Presentation from Hillsdale Prep Staff**
- 7. Date Presentation from Mrs. Fowler**
- 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 Teachers' Lounge  
**February 27, 2024 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	X
Michael Smith	Board Member	X
John Waldvogel	Board Member	X

- a. Also Present: Annie Fowler, Melody Henthorne, Bill Barker, Courtney Stahl, Kelly Tulloch, Kristi Hoffer, Moriah Livingston, Makayla Taylor, Jeanine Medrano, Dave Patterson, Melissa Comstock, Erick Medrano
- b. Attended Virtually: Melissa Day, Ashely Higginson, Abbie Beaudrie, Clare Tanner

**3. Approval of Agenda:** Smith made a motion to add a 9a to the agenda to reappoint Waldvogel and Heckel, 2<sup>nd</sup> Waldvogel – Carried

**4. 23-24 Budget Amendment:**

- a. Melissa Day presented the budget amendment
- b. Smith made a motion to adopt the budget amendment, 2<sup>nd</sup> Condict – Carried

**5. Public Comment:**

- a. Kelly Tulloch asked if the staff was able to ask questions after Midwest Management Group gave their presentation
  - i. Smith made a motion to amend the agenda and move public comment to number eight, 2<sup>nd</sup> Condict – Carried

**6. Consent Agenda:** Condict made a motion to accept the consent agenda, 2<sup>nd</sup> Smith – Carried

- a. Approval of Financials
- b. Approval of Bills
- c. Approval of Minutes from the January 23rd Meeting

**7. Presentation from Midwest Management Group:**

- a. Dave Patterson the CEO of Midwest Management Group introduced himself, provided a couple of handouts and gave an overview of his company.
  - i. The board asked Dave questions about his presentation and the contract they had previously received.

**8. Public Comment:**

- a. Kelly Tulloch noted that Midwest Management Group has their own sub finder, but Hillsdale Prep currently uses EDUStaff. She asked what Midwest does to bring in substitute teachers because Hillsdale Prep struggles to fill teacher absences.

- b. Kelly Tulloch also announced that Literacy Night was scheduled for February 29 at the Hillsdale Community Library and McTeacher Night is Monday March 11 at Hillsdale McDonald's. She also invited them to read during opening ceremony for March is Reading Month.

**9. Erate Recommendation:** Smith made a motion to adopt the Erate Recommendation, 2<sup>nd</sup> Budd – Carried

- a. **Reappoint Heckel and Waldvogel** – Smith made a motion to reappoint both Christopher Heckel and John Waldvogel, 2<sup>nd</sup> Conduct – Carried

**10. Acceptance of the Grand Valley Academic Grant:** Smith made a motion to accept the grant from Grand Valley, 2<sup>nd</sup> Conduct – Carried

**11. New Business and Administrative Reports/Updates:**

- a. Mrs. Fowler gave the following updates:
  - i. Hillsdale Prep received the benchmark assessment funding that is a reimbursement from the State for NWEA testing.
  - ii. Hillsdale Prep's contract with SEC has expired. Mrs. Fowler has applied for 31aa funding which she is expecting the school to receive in March. This Money will allow the school to enter in another contract with SEC and they will come in and help with safety protocols and procedures.
  - iii. Literacy Night is Thursday February 29 at the Hillsdale Community Library
  - iv. Hillsdale Prep received a donation from Zion Lutheran church for \$6,000. The students are working on making them thank you cards
  - v. Onsite review is scheduled for March 20 & 21. Mrs. Fowler has invited Mr. Smith to attend one of the days.
  - vi. Next month she will be doing a data presentation and the staff will give a Teacher Powered Schools update.

**12. GVSU Update:**

- a. Courtney presented the School Performance Report
- b. Bill gave reminders about board trainings, the principal retreat, the upcoming board reception and regular attendance at meetings.
  - i. Bill also asked if the board had any questions about Midwest. They took over another Grand Valley School last year and Grand Valley is very supportive of the switch. Grand Valley feels like it is in the best interest of Hillsdale Prep for the switch to happen sooner rather than later. Once the Board approves the contract with Midwest they will be a part of the final review process.

**13. Other Matters:**

- a. The board spoke about entering into a contract with Midwest. Dr. Heckel spoke with Veritas Accounting and made them aware they may be giving them a 30 day notice to end their contract soon.
  - i. Smith made a motion to in principal agree to negotiate with Midwest to drive final contract from which is proposed so language is finalized by April 1 2024, 2<sup>nd</sup> Conduct – Carried
  - ii. Smith made a motion to give Veritas Accounting a 30 day notice terminating their contract no later than April 15 2024, 2<sup>nd</sup> Budd –Carried

- iii. Smith made a motion to notify Henway Consulting pending successful legal review of the Midwest Management Group contract their services will no longer be needed after April 1 2024, 2<sup>nd</sup> Conduct – Carried

**14. Student Discipline Hearing:**

**a. Closed Session (at parents request):**

- i. Conduct made a motion to enter closed session, 2<sup>nd</sup> Smith – Closed Session began at 7:25pm

**b. The Board returned to open session at 9:12pm**


- i. Smith made a motion to adopt the findings of Mrs. Fowler made based on the 7 factors, 2<sup>nd</sup> Conduct – Carried
- ii. Smith made a motion to suspend the student for 59 days and requests that Mrs. Fowler begin the process of determining if the student is eligible for an IEP. They also request that the student continues to see the School Mental Health Worker and their outside counselor and that the parents sign a waiver so progress can be shared with the school, 2<sup>nd</sup> Conduct- Heckel Aye, Conduct Aye, Budd Aye, Smith Aye, Waldvogel Aye – Carried

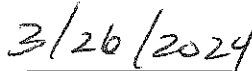
**c. Follow-up discussion:**

- i. Mrs. Fowler will seek clarification from the School Mental Health worker about the student seeing her while suspended.
- ii. Mrs. Fowler has been providing assignments to the student and will continue to do so.
- iii. Should all testing be complete and a behavior plan be implemented the parents can petition the board for the student to return to school earlier than 59 days.

**15. Adjournment:** Motion to adjourn, Smith, 2<sup>nd</sup> Conduct – Meeting adjourned at 9:28pm

Approved by the Board of Directors on 3/26/2024

  
Board President

  
Date