

MICHIGAN INTERNATIONAL PREP SCHOOL

Meeting of the Board of Directors

August 29, 2017

In Attendance

Board Members Present: Carol Mitchell, Pam Sovis, Paul Tarnavsky, Jim McCann

REMS Representative Present: Andrew Hulbert

1. Call to Order: 6:53pm
2. Roll Call – All present
3. Approve Agenda – Motion by Jim McCann, Supported by Pam Sovis
4. Public Comment
 - a. None
5. Board of Education Matters
 - a. Board Bios and Photos – Drew Hulbert requested that all Board members submit
 - b. Entity Code – Approval Letter – Drew Hulbert credits Jim McCann with obtaining approval – only entity to receive approval; approx. 30 students enrolled since Aug 22nd – Drew anticipates reaching 100 by Oct 5th count day
 - c. Additional Member – in light of unfortunate passing of Thomas Suter, investor Singh has recommended a replacement member from Wayne State School of Medicine as Treasurer – Ashok Dalal
 - d. Board Policy – Charter Policy Organization – National Charter Schools Institute – second week of September for approval
6. Curriculum and Instruction
 - a. Baker College Update – partnership forming with Baker; actively pursuing agreement but Drew Hulbert believes it will take approx. 1 year to form official partnership
 - i. Baker has given permission to use its facilities
7. Finance and Operations – Facilities – 2 learning labs – Sandusky, MI and Oak Park, MI; Pak Park location will be ready within 1 week; Sandusky location is waiting for certificate of occupancy
 - a. Finance software training – in process of being tweaked – software that links to State of Michigan; Rachel Wang, CPA training on software usage
 - b. Promissory Note – Singh Taxak – note for \$100k will be ready by next meeting
 - c. Expenditures- once finance software ready, will send expenditures
8. Human Resources
 - a. New Teacher hires – Mindy Nathan – new hire from Berkeley; Drew Hulbert and Jamie Abrego to have meeting with Sanilac Juvenile Court to establish relationship
 - b. Reimagine Employee Handbook – will be sent electronically to BOD
 - c. Healthcare – October 1, 2017 – looking to create group plan through BCBS
 - d. Needs – Elementary mentor teacher – need to fill position
9. Board Policy Matters

- a. Policy Handbook being completed – see 5(d) above
- 10. Marketing Updates
 - a. Enrollment Updates – 30 enrolled
 - b. Hockey Updates – Drew Hulbert met with chief of hockey organization
 - c. Flyer in buyer's guide Sanilac County – 18k flyers cost \$400; 14k flyers in Oak Park resulted in 9 enrollees
 - d. Michigan Works Partner School – Dre Hulbert met with MI Works – received verbal agreement
 - e. Like Us on FB – share as often as possible
- 11. Technology
 - a. Working with Computers Pro Tech in Utica, MI – established lease agreement for ordering lap tops at \$400/each
- 12. Unscheduled Audience Participation – None
- 13. Clarification of Agenda Items - None
- 14. Final Comments - None
- 15. Adjournment
 - a. Meeting adjourned at 7:35pm