



MICHIGAN INTERNATIONAL PREP SCHOOL

Michigan International Prep School

Board of Directors Meeting

48 South St. Ortonville, MI 48462

6/3/2019 – 6:00 pm

Official Call to Order 6:14 PM

Pledge of Allegiance

1. Attendance -

Superintendent	Andrew Hulbert
President	Carol Mitchell
Vice President	TBD
Secretary	Paul Tarnavsky
Treasurer	Jeff Capobianco
Trustee	Sheryl Morris
Trustee	Sarah Opperman
Board Advisor	James McCann

2. Board Agenda

Changes to the Consent Agenda? No / Yes

- ✓ Move to approve the Consent Agenda as presented.

Motion Jeff Support Sheryl Discussion – vote 4/0.

- ✓ Move to Approve the Board minutes from April 9, 2019.

Motion Jeff Support Sheryl Discussion – Vote 4/0.

3. Prearranged request to address the board

4. Board of Education and Policy Matters

- ✓ Swearing in of new board member – Sarah Opperman.

- ✓ Move to Approve the updated **Employee Handbook** based on the addition of Retirement/401k matching language.

Motion Jeff Support Sheryl Discussion – Vote 4/0.

YJM



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5. Finance and Operations – \$7,861/ pupil

- ✓ Move to Approve the Budget Amendment a presented on April 7, 2019.

Motion Jeff Support Sarah Discussion – Vote 4/0.

- ✓ Move to Approve the expenditures from February 2019.

Motion Sarah Support Jeff Discussion – Vote 4/0.

- ✓ Move to Approve the expenditures from March 2019.

Motion Jeff Support Sarah Discussion – Vote 4/0.

- ✓ Move to Approve the expenditures from April 2019.

Motion Sarah Support Jeff Discussion – Vote 4/0.

- ✓ Budget Presentation for Fiscal Year 2019-2020. Adoption of budget will be voted on at the **June 25, 2019** board meeting.

6. Human Resources

- ✓ Professional Development plan – Every Wednesday through the summer.

7. Curriculum and Instruction

- ✓ Minnesota Trip to Edmentum – Update
- ✓ Move to Approve the Student Course Catalog as presented for courses and curriculum options for Grades 6-12, school year 2019-2020.

Motion Sarah Support Jeff Discussion – Vote 4/0.

- ✓ Move to Approve the Student Course Catalog as presented for courses and curriculum options for Elementary (K-5), school year 2019-2020.

Motion Sarah Support Jeff Discussion – Vote 4/0.

8. Marketing Updates

EdM



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9. Technology

10. Unscheduled Audience Participation

11. Superintendent Notes

- ✓ AdvancED Accreditation May 1, 2, (Thank you, Board Representation)
- ✓ New Employee handbook will be coming in August with Maternity/Paternity leave language.
- ✓ End of Year Reporting – All Documents in shared folder.
- ✓ **Program Evaluation Tool** - A report required for schools receiving Title I funds from the federal government. We need to go in to depth and analyze one of the programs we funded with those monies this year and explain applicable strategies and overall effectiveness. We did our PET on the use of mentors providing additional supports and instruction to students identified as at-risk.
- ✓ **Title I School Selection** - More of a box check, than a compliance report. That being said, this is where we declared we will be a schoolwide Title I program beginning in 2019-2020.
- ✓ **Title I Schoolwide Diagnostic/Plan** - This lays out our plans to support all students in 2019-2020 as a Title I Schoolwide program. This document goes through our school improvement planning goals and initiatives via our comprehensive needs assessment.
- ✓ **Abbreviated Goals (Single Building District Improvement Plan) & Stakeholder Involvement Plan** - This document lays out of school improvement goals for 2019-2020, associated strategies, and initiatives to increase achievement, retention, and communication next school year. This plan also lays the groundwork for our professional development plan for 2019-2020 by showing items we intend to pursue to help address these goals. The Stakeholder Involvement Plan is an associated document which discusses how the Abbreviated Goals were developed and shared throughout our school community and our plans to revisit them to gauge success during the 2019-2020 school year.

12. Final Comments from the Board of Directors

13. Adjournment – Time 7:49 pm

Next Meeting is on June, 25, 2019 @ 6:00pm

Carol J. Miller