



## **Michigan International Prep School**

### **Board of Directors Meeting Minutes**

7034 E. Court St, Davison, MI 48423

This meeting is a meeting of the Board of Directors in public for the purpose of conducting MIPS business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda item #10.

**8/12/2025 – 5:30pm**

Official Call to Order:

### **Pledge of Allegiance**

H. Wills was appointed as Secretary for the meeting.

<b>1. <u>Attendance</u> -</b>	Superintendent	Andrew Hulbert	P
	President	Carol Mitchell	P
	Vice President	Kevin Trobaugh	P
	Secretary	Tom Clancy	A
	Treasurer	Mike Vanderlinden	P
	Trustee	Dr. Heather Wills	P

### **2. Changes to the Agenda**

### **3. Consent Agenda -**

- Board minutes for [July 8, 2025](#)
- Bills payable - [June, 2025](#) - \$716,858.56  
- [July, 2025](#) - \$1,085,861.78

M Vanderlinden moved and K. Trobaugh supported to approve the consent agenda as presented. Vote - 4 ayes.

### **4. Board of Education and Policy Matters**

K. Trobaugh moved and M. Vanderlinden supported to appoint Mike Vanderlinden and Heather Wills to the MIPS policy committee. Vote - 4 ayes.

- First reading of Policy Nos.

H. Wills moved and K. Trobaugh supported to approve a first reading of Policy Nos:

0131.1	Charter Contract Bylaws and Board Operating Policies
2340	Field and Other Academy-Sponsored Trips



5200	Attendance
5330	Use of Medications
5330.1	Epinephrine Auto-Injectors
5460	Graduation Requirements
8510	Wellness

Discussion regarding Policy No 5320. The policy will be presented at a future meeting.  
Vote - 4 ayes.

## **5. Finance and Operations**

## **6. Human Resources**

## **7. Curriculum and Instruction**

K. Trobaugh moved and H. Wills supported to approve the [2025-2026 elementary course catalog](#) as presented. Vote - 4 ayes.

K. Trobaugh moved and H. Wills supported to approve the [2025-2026 secondary course catalog](#) as presented. Vote - 4 ayes.

K. Trobaugh moved and M. Vanderlinden supported to approve the [2025-2026 elementary student handbook](#) as presented. Vote - 4 ayes.

K. Trobaugh moved and M. Vanderlinden supported to approve the [2025-2026 secondary student handbook](#) as presented. Vote - 4 ayes.

## **8. Marketing/Enrollment Updates**

### **➤ Enrollment Update**

Enrollment numbers are ahead of last year's numbers. Students may enroll up until October.

## **9. Technology**

## **10. Unscheduled Audience Participation**

## **11. Superintendent Notes**

- All Staff PD - 8/12 - 8/14/25
- School Picnic - 8/13/25 (Noon to 4pm)



**12. Final Comments from the Board of Directors**

**13. Clarification**

**14. Adjournment – Time 5:49 p.m.**

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Carol Mitchell, President

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Heather Wills, Acting Secretary

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***Your Neighborhood School, Online!***

***Upon request to the Educational Service Provider, Michigan International Prep School shall make reasonable accommodation for a person with disabilities to be able to participate in this mtg.***

***Important Dates:***

***- September 9, 2025 - Board of Ed Meeting - 5:30 p.m. - Davison***  
***- October 7, 2025 - Board of Ed Meeting - 5:30 p.m. - Davison***

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