

**Hope Academy of West Michigan Board of Directors
Approved Regular Meeting Minutes**

Mission: *HAWM is a safe place for Preschool to 12th grade students and their families where they can succeed academically and grow psychologically, emotionally, and socially.*

Date: August 20, 2015

Time: 7:00 AM

Place: Hope Academy of West Michigan
240 Brown Street, SE
Grand Rapids, MI 49507

- I. Call to Order and Roll Call
The meeting was called to order by Barth Roberts, President, at 6:57am

Board Members Present: Barth Roberts, Todd Medendorp, William Kirby, Dennis Cuson

Board Members Absent: Linda Haveman

Others Present: Heidi Cate, Superintendent; Randy Zylstra, IES CEO; Diane Rabe, IES CFO; Dan Goodemoot, IES COO; John Hackett, FSU Rep.; Kacie Westmaas, Admin Asst.
- II. Public Comment* (limited to agenda items only)
- III. Approval of Agenda – A motion to approve the agenda was made by Todd Medendorp and supported by William Kirby. The motion passed unanimously.
- IV. Consent Calendar
 - A. Approval of July 16, 2015 Organizational and Regular Meeting Minutes. A motion to approve the Meeting Minutes was made by William Kirby and supported by Todd Medendorp. The motion passed unanimously.
- V. Old Business
 - A. Recruiting New Board Members – Dennis Cuson spoke with a local pastor and the pastor may have a couple of possible candidates. Mr. Cuson would like to put an ad in the bulletin at the church. John Hackett will send an example ad to Mr. Cuson and Mrs. Cate.
 - B. EH Legal Matter – Barth Roberts reported that no new information was available. Pending Legal matter was discussed. The board will be updated as new information is available.
- VI. New Business
 - A. Priority Plan Updates – Heidi Cate walked the board through the Rapid Turnaround compilation seminar the school staff attended over this past summer. Mrs. Cate was very happy with the information and training that was provided at the seminar. Mrs. Cate highlighted the critical pieces of the plan – Equitable Allocation of District Resources Based on Student Need – which included framework for District Network, Building Network, Problem-Solving, Communication and performance. The processes focus on urgency and

sustainability. Mrs. Cate informs the board that the Kent ISD Priority Plan team would be available to present and provide training to the board focusing on the board's responsibility and best practices that will help develop the board's strategic plan. The board discusses interest in inviting the ISD team to the strategic planning meeting in September.

- B. Student Achievement Update – Summer School has now completed. The staff is working on gathering student data and will provide the completed data to the board. The data will be used in coordination with the MAP testing results to measure individual student success comparing students whom attended summer school to students whom did not.
Mrs. Cate reported that the staff went to the Assessment Now Conference provided by Solution Tree. This training was paid for through Title 2a. Laura Otten, Kent ISD School Improvement Consultant, informed Mrs. Cate that the Kent IDS will reimburse Hope Academy of West Michigan for the costs of the training (approximately \$18,500) in order for the school to use the Title 2a funds in other areas. Mrs. Cate expressed personal appreciation as well as the school's appreciation. Mrs. Cate reported the great staff energy and commitment to the process and the student's success. Mrs. Cate also shared some of the staff concerns. The need for at least one (1) bilingual para-pro was a mutual concern.
- C. School Improvement Plan – The board was able to review the SIP over the last month and discussed if there were any changes that needed to be made. A motion to approve the SIP was made by Todd Medendorp and supported by Dennis Cuson. The motion passed unanimously.
- D. MHSAA Resolution – A motion to approve the Michigan High School Athletic Association Membership Resolution for the August 1, 2015 to July 31, 2016 time period, as made by Todd Medendorp and supported by William Kirby. The motion passed unanimously.
- E. Parent Handbooks 2015-2016 – the handbook changes were not completed in time to have printed for the board meeting, but the handbook will be forwarded to each board member via email.
- F. Integrity Educational Services Reports
- 1) Monthly Financial Summary – Diane Rabe presented the Financial Report for July which included the statement of activities for the General Fund, School Lunch Fund, Parents of Hope Fund, Balance Sheet, Cash Flows Report and Check Register. The General Fund balance is positive at \$333,782 representing 9.8% of budgeted expenditures. The Food Service Fund balance was updated through May at \$109,931. The Parents of Hope Fund balance is \$4,425.
Unemployment Tax update – the hearing was held July 27th. A decision was projected to be made by the end of September 2015.
 - 2) August Borrowing Note – To cover expenses that accrue before State Aid is distributed. A motion to approve the Resolution Authorizing Issuance of Note in Anticipation of State School Aid was made by Todd Medendorp and supported by William Kirby. The motion passed unanimously.
 - 3) Father Jose' Curbs Request – Tabled to next meeting when more information will be available.

- 4) Food Service Fund Spending Recommendations – The board reviewed and discussed a few different allowable ideas to use the Food service funds. Further discussions need to happen with GRPS.

- G. School Monthly Summary – The board received a written monthly summary to review prior to the meeting. Mrs. Cate highlighted the schedule for staff Professional Development which is currently taking place.

- H. Human Resources Update – Mrs. Cate reviewed employment opportunities and openings.

- I. Planning Full-Contract Review for Hope Academy of West Michigan – Barth Roberts gave a verbal summary of the meeting with FSU. Because of the Priority School status FSU will be unable to re-new the full charter contract. FSU has decided instead to have a contract extension review, which would extend the charter contract for a period of time to provide the school time to prove successful student achievement sustainability.

- J. Strategic Planning Date – The board discussed dates and agreed to combine the September 17th 2015 regular meeting date and the strategic planning meeting. A motion to approve the meeting location changed from Hope Academy of WM location to the Wedgwood Administration Building for the September 17th, 2015 regular meeting was made by William Kirby and supported by Dennis Cuson. The motion passed unanimously.

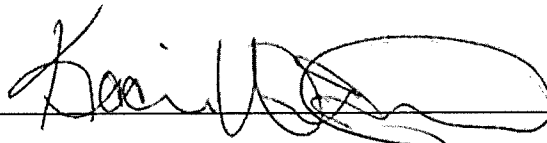
VII. Correspondence

VIII. Extended Public Comment – the board discussed the issue of fingerprint review and the State Police notice. John Hackett shared a few outcomes from a recent FSU meeting including discussions with the new State Superintendent, new changes taking place and being evaluated within the assessment structure of FSU Charter Office and a reminder of the on-line professional development available.

IX. Reconfirmation of Next Meeting Date: September 17, 2015 at 7:00 am, at ~~Hope Academy of West Michigan, 240 Brown St. SE, Grand Rapids, MI 49507.~~ **Wedgwood Christian Services, 3300 36th Street SE, Kentwood, MI 49512 – Regular Meeting followed by the Strategic Planning Meeting.**

X. Adjournment – A motion to adjourn was made by Todd Medendorp and supported by William Kirby. The motion passed unanimously and the meeting adjourned at 9:08am.

Prepared by Kacie Westmaas



William Kirby, Board Secretary

