



HIGHPOINT
VIRTUAL ACADEMY
OF MICHIGAN

Highpoint Virtual Academy

NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS

August 23, 2017 @ 4:00 pm

Board meeting to be held at: 210 E. Mesick Ave. Mesick, MI 49668

Via conference call # 888.824.5783 Passcode: 17700635 #

Via Blackboard Collaborate @ <http://bit.ly/29PZpA6>

Please contact 855-337-8243 for additional assistance

Community notification posted at the following locations: Mesick Consolidated Schools; HVAM website

AGENDA:

- 1) Call to Order by Director Codden at 4:03 pm
- 2) Roll Call: Chris Codden, Mary Howell, Rhonda Jakubik-Workman, Seth Mackenzie, Mary Moorman, Nancy Tuckey, Beth Perry, Lindsay Hallead, Lori Andersen.
Via conference call: John Robinson K12, Mary Markert, Kate Harkless, Erin Robertson, Christina Brasil
Doug McNeil
Absent: Paul Osborne
- 3) Public Comment (limited to agenda items; not to exceed 5 minutes limit per individual): None
- 4) Routine Business:
 - a) Approval of Minutes from the June 28, 2017 Board Meeting
Motion by Director Workman
Seconded by Director Howell
Approval Unanimous
 - b) Approval of Agenda for the August 23, 2017
Motion by Director Workman
Seconded by Director Howell
Approval Unanimous
- 5) Discussion:
 - a) John Robinson (Senior Director, Government Affairs) Legislative Updates – Reported that they prevented a 20% cut back in funding and instead saw an increase in per pupil funding. IDEA funding update that includes funding funneling to PSA's with no more agreements. Host ISD's will make sure we are compliant. The team is working hard to make sure we are treated fairly and earnestly. Question: What happens if ISD doesn't flow money through to individual district? Unknown but the understanding is that there is no choice but to send to the PSA. Board Counsel agreed. 16% of our students are special education. 3% above state average.
 - b) Head of School Report:
 - i. Enrollment/Marketing: 430 enrolled students. HOS reaching out to families who are in the enrollment process. October goal is 656 for budgeting purposes.
 - ii. FAST – 21 students in fast from the beginning of the school year after being identified end of last school year. Discussed Orientation process. Sept 8th outing at Detroit Zoo in the works.
 - iii. Special Education – Shared draft letter to districts regarding updated legislation.
 - iv. Hiring Update- Resignation of Melissa Lynch, Title 1 Interventionist. Karen Young hired as the K5 Principal.
 - v. Organizational Chart shared.
 - vi. Compliancy Updates

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c/o Douglas J. McNeil

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250 Washington Avenue

Grand Haven, Michigan 49417



- 6) Submission, Discussion, Approval Requested Items:
- a) Presentation for Approval for Financial Reports
 - i. Presentation of July 2017 Financials – Presented by Beth Berry. Budget reviewed. No scheduled income for September. Deficit credit will be applied to the management and tech fees for SY 16-17. Reserve of 2 months of non k12 charges in the bank so that we can cover any expenses that may come up. Invoices reviewed.
Total for approval to pay K12, Inc. \$328,429.32
Motion to approve payment by Director Workman
Seconded Director Howell
Approval Unanimous
Motion to access financials as reported by Director Workman
Seconded by Director Howell
Approval Unanimous
 - b) Laptop Proposal for Grades 6-8/Family Laptop Request
Motion to approve proposal for transition to laptop in 6th grade with the caveat to revisit at a later date by Director Workman.
Seconded by Director Howell.
Approval Unanimous
*Additional laptop request policy tabled for more information as to how other k12 schools do it.
 - c) Reimbursement Policy: Updates based on situations that arose through SY 16-17.
Motion to approve by Director Howell
Seconded by Director Workman
Approval Unanimous
 - d) NCJA and CHRI Background Check Policy/Procedure: Updated based on new CHRIS system.
Question to Board Counsel: Can we destroy paper files? Counsel recommended it is best option with proper back up. Minor changes to policy. Counsel approved modifications.
Motion to approve by Director Howell
Seconded by Director Workman
Approval Unanimous
 - e) Volunteer Policy/Form – Putting policy in place in the event of volunteers in classes or face to face. Using IChat.
Motion to adopt policy by Director Workman
Seconded by Howell
Approval Unanimous
 - f) Pregnant Student Policy – Expanding on Handbook Policy. Discussion around length of time and form for student physician. Supt. Akom recommended looking into 504 or seat time waivers.
Tabled for more insight with Board Counsel.
 - g) Website Update: Board agreed to have names and positions posted on HVAM's Website.
No vote necessary.
 - h) Seclusion/Restraint Policy and Training – Written to mirror MDE's policy. All staff trained.

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Motion to approve plan by Director Workman

Seconded by Director Howell

Approval Unanimous

- i) Cardiac Response Policy and Training – Mirrors Mesick Consolidated Plan. All staff will have awareness and/or on-site training.
Motion to approve plan by Director Workman
Seconded by Director Howell
Approval Unanimous
- 7) Acknowledgement Items – Seth Mackenzie shared update on Early Middle College planning with Baker College. Need to identify grade level expansion/timeline to start preparing.
- 8) Authorizer Comments - None
- 9) New Business – Announcement that Cindy Wright, Deputy VP is taking another position within K12 and will not be a direct support to HVAM.
- 10) Motion to adjourn at 5:44 pm by Director Workman
Seconded by Director Howell
Approval Unanimous

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