



HIGHPOINT
VIRTUAL ACADEMY
OF MICHIGAN

Highpoint Virtual Academy

NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS

October 25, 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 at 4:03 pm by Director Osborne
- 2) Roll Call
Present: Directors Osborne, Workman, Howell and Codden, with Superintendent Akom, Mary Moorman, Todd McIntire, Beth Perry, Tara Henson, Lindsay Hallead, Nancy Tuckey, Kim Shoup and Lori Andersen.
Representing Maner Costerisan was Kasey Trierweiler and colleague Rebecca, with Doug McNeil, Mary Markert, Karen Young and Kate Harkless attending via conference call.
Absent: None
- 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 September 27, 2017 Board Meeting
Motion by Director Workman
Seconded by Director Howell
Approval Unanimous
 - b) Approval of Agenda for the October 25, 2017 Meeting with Mary Moorman requesting to move item #6 a – Home Language Form Approval - to beginning of meeting.
Motion by Director Workman
Seconded by Director Howell
Approval Unanimous
Mary Moorman informed the Board that the first document is currently in place; the second document is reflective of the changes to determine students' second language needs. The switch in verbiage is minor. We would like to change wording from "native tongue other than English" to what is their first language and also to determine whether the child is born in this country or not (immigration status).
Motion to approve changes Home Language Form by Director Codden
Seconded by Director Workman
Approval Unanimous
 - c) December board meeting date may be of concern for a quorum. Suggestion to either move meeting to Thursday, December 21st, 2017 at 4:00 pm or cancel meeting. Beth informed the Board that any financials can be shifted or moved to reflect change in date.
Motion to set December meeting to Thursday, December 21st at 4:00 pm by Director Workman
Seconded by Director Howell
Approval Unanimous
- 5) Discussion:
 - a) Head of School Report - Mary shared with Board pictures of our last field trips to Yates Cider Mill and the Capitol building. Next field trip is scheduled in November to the Platt River Fish Hatchery,

Minutes of all board meetings are available after approval by the board at:

Highpoint Virtual Academy of Michigan

Attn: Board Secretary

c/o Douglas J. McNeil

Saunders Winter McNeil, PLLC

250 Washington Avenue

Grand Haven, Michigan 49417



with Mary Moorman and Tara Henson planning to attend. We are currently holding a mascot contest with students submitting their design for the eagle mascot. The winning submittal will receive a \$50 Amazon gift card

- b) Enrollment - As of October 24, 2017 we are at 656 students. Today we have 690 enrolled. We do have a waitlist in grades 8 and 3. It was asked what grade levels are from the local ISD and Mary informed the Board that we have more in our middle school range, with the Lake City area being a big draw. As of today, we have no students from Mesick. We do have approximately 200 students in the enrollment process. Our Special Education number is slightly down. 70 students withdrew in September – many due to family reasons, with the biggest reason being that the learning coach is no longer. Mary shared that the Parent Advisory meeting will focus on orientation and onboarding.
 - i. FAST – Julia and our FAST team have been working more closely with our families during the orientation and onboarding processes. This has been a big part for our FAST team to help families succeed. They are working with families in our mentoring program and LC University. The challenge we face is to keep families here before they withdraw.
 - ii. Baker College EMC Update- Mary and Tara will start the application process this spring provided the State will accept it even though the program will not start until the Fall of 2019. Mary provided a brief overview of program. Students will be able to take classes for their 13th year and then move into their 13th year with Baker. This will help get general courses out of the way. Baker will talk to their own board and then hopefully give Highpoint the green light. One stipulation is that students will have to be with us on Count Date to enroll in this program.
 - iii. Compliancy Deadlines – Immunizations will be at 90% compliancy from student count and Section 25 claims as students come in.
 - iv. Academic Update/IRIP’s – Mary shared a snapshot of where our students are falling, with a majority falling below grade level. Math is higher as well. K-3 focus is on individual reading plan process that the State has set in place. We have been busy finalizing all reading improvement plans that started at beginning of school year. Parents of qualified students have been notified, meetings set up and we are walking them through the plan to support their child. Assessments are made through DIBELS so that we can hear students read out loud; NWEA is used as well. Students in the program are monitored bi-weekly. There were no questions from the Board.
 - v. Restraint/Seclusion Forms, PBIS – We must use the state reporting forms. Mary informed the Board it is highly unlikely we will have to use, but all teachers have been trained. No comments or questions from the Board.

6) Submission, Discussion, Approval Requested Items:

- a) Maner Costerisan Audit Report presented by Kasey Trierweiler. Kasey presented their findings to the Board and reviewed the booklet provided to the Board. Documents will be available on the website.

Motion to approve Maner Costerisan Audit Report by Director Codden

Seconded by Director Howell

Approval Unanimous

- b) Presentation for Approval for Financial Reports

Minutes of all board meetings are available after approval by the board at:

Highpoint Virtual Academy of Michigan

Attn: Board Secretary

c/o Douglas J. McNeil

Saunders Winter McNeil, PLLC

250 Washington Avenue

Grand Haven, Michigan 49417



- i. Beth Perry addressed the Board. The year-to-date revenue number is down as compared to budget, mainly due to September's accrual calculated on lower enrollment numbers. No income in September and only cash movement was non-k12 payments. We did receive state funding. Main goal is to keep bank balance at \$81,000.
 - ii. Motion to approve financials by Director Workman
Seconded by Director Codden
Approval Unanimous
Motion to pay Non-K12 invoices by Director Codden
Seconded by Director Workman
Approval Unanimous
- 7) Acknowledgement Items - None
 - 8) Authorizer Comments – Superintendent Akom acknowledged that the Michigan Department of Education will be visiting on Monday and Mary is helping with documentation for that.
 - 9) New Business - None
 - 10) Adjournment
Motion to adjourn at 5:08 pm by Director Workman
Seconded by Director Codden
Approval Unanimous