



HIGHPOINT
VIRTUAL ACADEMY
OF MICHIGAN

Highpoint Virtual Academy

NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, February 21, 2019 @ 3:00 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 3:00 pm
- 2) Roll Call:
Present: Directors Osborne, Howell, Workman, Codden, with Mary Moorman, Todd McIntire, Beth Perry, Superintendent Akom, Lindsay Hallead, Nancy Tuckey, and Lori Andersen. Attending via conference call included: Karen Young, Julia Zoutendyk, Kate Harkless and Doug McNeil
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 January 17, 2019 Board Meeting
Moted by Director Codden
Seconded by Director Workman
Approval Unanimous
 - b) Approval of Agenda for February 21, 2019 Board Meeting
Moted by Director Workman
Seconded by Director Codden
Approval Unanimous
- 5) Discussion:
 - a) Head of School Report to include:
 - i. Enrollment - Just under cap with a steady waitlist in all grades except third. Special Education at 19%.
 - ii. Withdraws – Semester transition is normally a heavy withdraw time. Only slightly higher (2%) than last year. Director Codden asked if students that move out of state are still eligible for attendance. The answer is no, but we do try to facilitate a transfer to another k12 school. Todd added that the student’s home base needs to be in Michigan. Current families will have two weeks to re-register before approval of new students. Lottery policy language has been updated and will review later in meeting. Director Osborne asked how families will be able to enroll if they have a new 11th or 12th grade student. It was answered that siblings have top priority with regards to waitlist and increase in cap will help as well.
 - iii. Academic Update – Mary presented quick snapshot from Fall NWEA testing. Seeing overall great growth and have plans in place to address deficiencies.
 - iv. EMC and Dual Enrollment Program Update – Mary excited to share our pilot program has just been approved. Application didn’t change as earlier presented; they want to watch our data, help monitor said data and problem solve where warranted. We will be

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preparing students in grades 9 and 10 for these programs even though it is for grades 11 and 12. Wrap around services will be addressed, as 81% of our students qualify as at-risk. Mary will be covering the next steps to make sure we have all facets covered (ie coding, staffing, FTE calculation and pupil accounting). We are not ready to roll out Davenport program as of yet, but we do have MDE's approval for a second partner. Director Codden asked if students need to have certain scores to enroll in program. A 400 PSAT with a 400 on reading and writing and a 2.5 GPA. Todd wanted to note that with running these programs there will be an increase in costs. We may also need to look at staffing adjustments as we look to the budget in March when tentative enrollment numbers are available.

Motion to Approve Early College Pilot Program by Director Codden

Seconded by Director Workman

Approval Unanimous

6) Submission, Discussion, Approval Requested Items:

- a) Baker College Dual Enrollment MOU and EMC Approval - Requirements are more stringent to qualify for this program. Costs will remain the same. Director Osborne asked if counselors are available in this area. Tahani has been working very closely with their counselor. This is more of a letter of intent, not a contract per se added Doug. Baker did prepare an MOU that states we can go over state limit of 10 if necessary.

Motion to Approve Baker College Dual Enrollment MOU and EMC Approval

by Director Howell

Seconded by Director Codden

Approval Unanimous

- b) SY2019-20 Cap – In order to better support our students, Mary and Todd went to k12 with reasonable and cautious staffing requests. It was proposed that we expand grades 6-12 and eliminate those caps. Flexibility will be key. K12 feels it would be reasonable to expand cap to 1,200, expand 6-8 program and re-adjust cap if necessary.

Motion to Adjust Cap to 1,200 for SY2019-2020 by Director Workman

Seconded by Director Codden

Approval Unanimous

- c) SY2019-20 Academic Calendar – This is the same estimate of 7 hours a day with a 1,099 hours total, which includes a cushion. It was asked of Superintendent Akom about changing hours per day. Legislation is out but it would only be a blanket of forgiveness for this year. Akom did note that the ISD did add two days to winter break.

Motion to Approve SY2019-20 Academic Calendar by Director Codden

Seconded by Director Workman

Approval Unanimous

- d) Lottery Policy – Language adjusted and re-written to show an earlier deadline.

Motion to Approve Lottery Policy As Written by Director Workman

Seconded by Director Howell

Approval Unanimous

- e) Computer Policy – As written now for grades K-6, every 3 students receive a computer and grades 7-12 receive one to one laptop. Would like to include our 6th graders in that laptop policy,

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which, based on projected numbers, may be 20 students. This would be an approximate \$3,150 if approved for a full year. This will eliminate approval process for additional computers.

Motion to Approved Updated Computer Policy by Director Codden

Seconded by Director Howell

Approval Unanimous

- f) Expense Policy – Policy has been reviewed with a few adjustments made for more reasonable staff allowances for travel.
Motion to Approve Updated Expense Policy by Director Workman
Seconded by Director Codden
Approval Unanimous
- g) Testing Provider Bids and Approval – Testing costs and computers have crossed original threshold so that bidding was necessary. Ad was posted local newspapers but no other bids outside of k12 were received. Testing tech support is included this year for teachers/staff at testing location. Will put out for bid again next fall.
Motion to Approve Bid Received by K12 by Director Workman
Seconded by Director Howell
Approval Unanimous
- h) Presentation for Approval of Financial Reports – January financials reviewed. Beth will be working on budgeting in March. Beth recommended a payment of \$583,184.26
Motion to Approve Payment of \$583,184.26 by Director Codden
Seconded by Director Workman
Approval Unanimous
Motion to Approve January 2019 Financials as Presented by Director Codden
Seconded by Director Howell
Approval Unanimous
- 7) Acknowledgement Items: None
- 8) Authorizer Comments – Superintendent Akom praised Mary for her hard work and persistence. Doug also commended Mary for work well done on the EMC approval; he also appreciated Todd’s comments regarding proposed school grading system. He also shared how impressed he is with the collaborative and cooperative work between the Board and K12.
- 9) K12 Partner Comments: Todd addressed the Board to thank Mary for her persistence and for going above and beyond to secure the pilot EMC and dual enrollment program. Todd shared with the Board that this approval is significant for Highpoint. He also shared that he and Mary recently attended a HOS summit in Texas. He also shared that there is a proposal for a school grading system, which may be a challenge as we work with a challenging demographic. The increase in our academic growth and resources will make us prepared for the challenge. Will share more details of proposed system as it is rolled out.
- 10) New Business: None
- 11) Motion to Adjourn at 4:32 pm by Director Codden
Seconded by Director Workman
Approval Unanimous

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