



*GRAND RIVER PREPARATORY HIGH SCHOOL  
Founding Group Board of Directors Meeting Minutes  
Friday, February 13<sup>th</sup>, 2015 at 1:45 p.m.*

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He shared about the recent competition of the GRP Model United Nations team at the University of Michigan, and that both girls' and boys' varsity basketball teams are entering district tournament play in early March. He also provided an update on the Class of 2015, with 70 seniors accepted to the college of their choice to-date and over \$600,000 in scholarships earned so far. Finally, he invited the Board to the upcoming drama club presentation of *Any Number Can Die* on February 27 and 28.

Mr. Bannister discussed ongoing efforts to understand and address teacher engagement issues, and answered questions from the Board about class sizes and course schedule balancing.

5. COMMENTS BY AUTHORIZER

Ms. Murphy introduced herself to the Board. She congratulated the Board on the approval of a new, separate charter contract for Grand River Prep by the GVSU Board of Trustees. She expressed her gratitude to the Board for meeting to initiate the contract execution process in a timely manner.

6. DISCUSSION ITEMS

a. Charter Authorization

Ms. Sorensen facilitated a review and discussion of the GVSU Charter Contract terms and conditions. The Board discussed the appointment of a Board designee to finalize and execute the contract schedules.

b. Organizational Matters

Ms. Sorensen guided a discussion of the draft Organizational Matters Resolution, including:

- Articles of Incorporation
- Bylaws
- Board officers
- Board terms of office
- Meeting agenda format
- Format for minutes and resolutions
- School depository institution and account signatories
- Newspaper of record
- Principal office and public notice posting locations
- Schedule of regular meetings
- Indemnification resolution
- FOIA officer
- Legal counsel
- Office of Civil Rights officer
- Compliance officer
- AHERA contact

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- Title VI, Title IX, and Section 504 coordinator
  - Individual to finalize other organizational matters
- c. Offered Seats Schedule  
The Board reviewed the proposed Offered Seats Schedule for the 2015-16 school year. The School Leadership Team answered questions from the Board about grade structure, class sizes, and the impact of Board-designated maximum class sizes on course scheduling.
- d. Services Agreement  
Ms. Sorensen presented the Board with a draft Services Agreement with PrepNet, stating there were no significant changes compared to the existing contract with PrepNet. The Board reviewed and discussed a redline version of the agreement and asked questions of Board legal counsel.
- e. Lease Agreement  
Ms. Sorensen presented the Board with a draft Lease Agreement with PrepNet, stating there were no significant changes compared to the existing contract with PrepNet. The Board reviewed and discussed a redline version of the agreement and asked questions of Board legal counsel.
- f. Board Policies  
Ms. Sorensen reviewed the proposed changes to Board policies. The Board reviewed and discussed the redline Board policies.

The Board discussed the designation of the Board Secretary to receive and report correspondence received by the Board outside of public meetings.

The Board also discussed changes to the Admissions and Enrollment Policy and Procedure.

- g. Board Member Nominations  
Ms. Sorensen reviewed proposed changes to the Board Member Qualification Policy to include a procedure for Board nominations. The Board discussed the formation of a Board Member Nomination committee and process.

The Board designated the Board Vice President to receive and recommend Board candidates for nomination to the full Board. The Board directed PrepNet to develop and make available in print and online a form substantially similar to the GVSU Board Member Application for submission to the Board Member Nomination Committee.

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7. ACTION ITEMS

- a. Approval of the Charter Contract and Authorization to Execute  
A motion was made by Ms. Cuthbertson and supported by Mr. Booy to authorize the Board President or Board Vice President to execute the Charter Contract once all conditions, schedules, and terms are met as determined by GVSU and carried out by PrepNet. The motion was approved unanimously.
- b. Resolution Regarding Organizational Matters  
A motion was made by Ms. Cuthbertson and supported by Mr. Booy to approve the Resolution Regarding Organizational Matters, as amended. The motion was approved unanimously.
- c. Approval of the Offered Seats Schedule  
A motion was made by Mr. Booy and supported by Ms. Cuthbertson to approve the Offered Seats Schedule as presented. The motion was approved unanimously.
- d. Approval of the Lease Agreement  
A motion was made by Mr. Booy and supported by Ms. Cuthbertson to approve the Lease Agreement with PrepNet as presented, effective July 1, 2015. The motion was approved unanimously.
- e. Approval of the Services Agreement  
A motion was made by Mr. Booy and supported by Ms. Cuthbertson to approve the Services Agreement with PrepNet as presented, effective July 1, 2015. The motion was approved unanimously.
- f. Approval of Board Policies  
A motion was made by Mr. Booy and supported by Ms. Cuthbertson to approve the Board Policies as amended, to reflect changes to the Admissions and Enrollment Policy and Practice (enrollment preference), Public Comment Policy, and Board Member Qualification Policy. The motion was approved unanimously.

8. PUBLIC COMMENT ON NON-AGENDA ITEMS

The Board again acknowledged the members of the public and provided an opportunity for open-ended comments.

- Mr. Jon Lawrence congratulated the Board on the recent approval of a new, separate charter for Grand River Prep. He requested the Board provide a means of electronically contacting the Board between meetings. He requested the Board consider recruiting or considering two Board member applicants per vacancy.
- Mr. Roland Bokma stated the Board had yet to publically review the human resources documentation he has requested. He urged the Board to make the human resources topic a discussion item in the future, and asked that the Board

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require a full report to the Board on the findings of the human resources consultant.

9. ADJOURNMENT

A motion was made by Ms. Cuthbertson and supported by Mr. Booy to adjourn the meeting. The motion was approved unanimously. The Board meeting adjourned at 2:50 p.m.

OFFICER OF THE BOARD  
SIGNATURE 

**Next Meeting:**  
Thursday, April 16, 2015 at 4:00 p.m.