



*GRAND RIVER PREPARATORY HIGH SCHOOL  
Board Meeting Minutes  
Thursday, November 19th, 2015 at 4:00 p.m.*

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4. MANAGEMENT REPORT

a. School Leadership Report

Mr. Breden was introduced to the Board. Ms. Breden shared her background and duties as Academic Specialist working with students and staff to promote the learning growth of students in the bottom quartile academically.

Ms. Woodward and Mr. Romoslowski provided a college acceptance update for the Class of 2016, and reviewed recent and upcoming enrollment and school life events.

Ms. Woodward responded to a question from the Board about the status and trajectory of the school culture that feedback has been positive and that it is heading in the right direction.

*i. 2015-16 Fall Enrollment & Demographics Report*

The Board reviewed a report showing fall 2015 enrollment demographics. Mr. Harvey suggested the leadership team consider trends over time (between and among cohorts) to identify trends for school improvement efforts.

*ii. Fall 2015 NWEA Report*

The Board reviewed reports showing fall 2015 NWEA baseline proficiency and fall-to-fall growth results. The School Leadership Team provided additional details and responded to questions from the Board.

*iii. College Attainment and Persistence Report*

The Board reviewed a report showing college attainment and persistence for Grand River Prep alumni.

*iv. 2015-16 Board Fund Report*

The Board reviewed the Board Fund Report showing activity through October.

b. Criminal History Record Information (CHRI) Fingerprint Processing Update

Mr. McAnally provided an updated to the Board that the recent change in state regulation has been resolved for the time being through a service agreement with the Kent Intermediate School District for Kent ISD to perform fingerprint background check processing for individuals applying to work at Grand River Prep. The agreement executed by Mr. DeVries in October pursuant to prior Board action authorizing him to do so, was presented and reviewed by the Board.

5. COMMENTS BY AUTHORIZER

Mr. Remenap distributed the GVSU Charter Schools Office Annual Report to Board members.

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He also shared the 2014-15 Academic Grant Award. The Board requested clarification on Board member attendance at an event that did not seem to be recorded on the award form.

### 6. DISCUSSION ITEMS

#### a. 1<sup>st</sup> Quarter Financials

The Board reviewed the 1<sup>st</sup> Quarter Financial Statements. In response to a question from the Board, Ms. Woodward provided additional details on pupil services. At this time an update was provided on the incident involving a student injury on campus.

In response to a question from the Board, Mr. McAnally stated more information would be provided on the components of the Pupil Activities Revenue line item.

#### b. 2015-16 Michigan General Appropriations Act (Amended Budget)

The Board reviewed the 2015-16 Amended Budget. Mr. McAnally explained that the amended budget factors in known enrollment, per-pupil funding, and other costs that can only be estimated at the time of the preliminary budget in the spring. In response to a question from the Board, it was explained that the amended budget factors in historical attrition over the course of the year.

#### c. 2016-17 Offered Seats Schedule

The Board reviewed a revised Offered Seats Schedule for 2016-17 enrollment that was distributed by PrepNet. The revised schedule lowered the ninth grade enrollment from 225 to 200, and twelfth grade from 165 to 140. The Board discussed the revised schedule.

#### d. Freedom of Information Act Policy

The Board reviewed the proposed Freedom of Information Act Policy.

#### e. Fiscal Management Policy

The Board reviewed the proposed revisions to the Fiscal Management Policy.

#### f. Discipline Reporting Policy

The Board reviewed the proposed Discipline Reporting Policy.

#### g. 2015-16 Audit Firm Selection

The Board discussed the appointment of the 2015-16 audit firm.

### 7. ACTION ITEMS

#### a. Approval of the September 17, 2015 Board Meeting Minutes

A motion was made by Ms. Zehr and supported by Ms. Cuthbertson to approve the September 17, 2015 Board Meeting Minutes as presented. The motion was approved unanimously.

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- b. Approval of the CHRI Fingerprint Processing Agreement with Kent ISD  
A motion was made by Ms. Zehr and supported by Mr. Harvey to approve the CHRI Fingerprint Processing Agreement with Kent ISD as presented. The motion was approved unanimously.
- c. Approval of the 2015-16 Michigan General Appropriations Act (Amended Budget)  
A motion was made by Ms. Zehr and supported by Ms. Cuthbertson to approve the 2015-16 Michigan General Appropriations Act (Amended Budget) as presented. The motion was approved unanimously.
- d. Approval of the 2016-17 Offered Seats Schedule  
A motion was made by Mr. Harvey and supported by Ms. Zehr to approve the 2016-17 Offered Seats Schedule as presented. The motion was approved three to one.
- e. Approval of the Freedom of Information Act Policy  
A motion was made by Ms. Cuthbertson and supported by Ms. Zehr to approve the Freedom of Information Act Policy as presented. The motion was approved unanimously.
- f. Approval of the Fiscal Management Policy  
A motion was made by Mr. Harvey and supported by Ms. Zehr to approve the Fiscal Management Policy as presented. The motion was approved unanimously.
- g. Approval of the Discipline Reporting Policy  
A motion was made by Ms. Zehr and supported by Mr. Harvey to approve the Discipline Reporting Policy as presented. The motion was approved unanimously.
- h. Approval of the 2015-16 Audit Firm  
A motion was made by Ms. Cuthbertson and supported by Mr. Harvey to appoint BDO as the 2015-16 audit firm. The motion was approved three to zero with one abstention.

8. BOARD COMMENTS

Mr. Harvey expressed commendation and appreciation for the School Leadership Team, which was echoed by other Board members.

9. PUBLIC COMMENT ON NON-AGENDA ITEMS

Mr. Bokma expressed appreciation for the School Leadership Team. He also exhorted the Board and PrepNet to be prepared to staff according to the approved Offered Seats Schedule. He stated his regret for the loss of Physics class.

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10. ADJOURNMENT

A motion was made by Mr. Harvey and supported by Ms. Zehr to adjourn the meeting. The motion was approved unanimously. The meeting was adjourned at 5:16 p.m.

OFFICER OF THE BOARD  
SIGNATURE  \_\_\_\_\_

**Next Meeting:**  
Thursday, January 21, 2016 at 4:00 p.m.