



**Highpoint Virtual Academy of Michigan**  
REGULAR MEETING OF THE BOARD OF DIRECTORS MINUTES  
**Thursday, May 18, 2023 @ 9:00 AM**

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

**AGENDA:**

- 1) Call to Order 9:00 a.m.
- 2) Roll Call
  - Dir. Osborne – Present, In-Person
  - Dir. Codden - Present, In-Person
  - Dir. Workman - Present, In-Person
  - Dir. Simmons - Present, In-Person
  - Dir. McMann - Present, In-Person
  - Present: Mary Moorman, Laurie Koontz, Supt. Hollenbeck,
  - Zoom: Tim Jalkanen, Bethany McLean, Jennifer Charles, Jeremy DeVee, Beth Simon, Stacy Little, Alec Grollman, Laura Wiechertjes, Brandon Cole, Christina Brasil, Doug McNeil, Todd McIntire, Margaret Taylor, Julia Zoutendyk
- 3) Public Comment (limited to agenda items; not to exceed 5 minutes limit per individual): None
- 4) Routine Business:
  - a) Approval of Agenda for the May 18, 2023 Board Meeting
    - i. Additional or Adjusted Agenda Items: NoneMotion to approve the agenda as presented by Director Workman  
Second by Director Simmons  
Approval Unanimous
  - b) Approval of Minutes for the April 20, 2023 Board Meeting  
Motion to approve the minutes as presented by Director Codden  
Second by Director Workman  
Approval Unanimous
- 5) Submission, Discussion, Approval Requested Items:
  - a) FY24 Insurance – Presentation by Brandon Cole  
Review of exposure changes and the major changes to the expiring program  
Motion to approve payment of \$49, 637.55 for the Gallagher FY24 Insurance Premium  
by Director Codden  
Second by Director Workman  
Approval Unanimous
  - b) HOS Update to Include:
    - i. K5 Highflyer Program – Presented by Beth Simon and Jeremy DeVee
    - ii. Enrollment and Re-Registration  
Advised 200 new kids joined in May. About 70% have re-registered for SY23-24.
    - iii. Graduation and Summer School  
Valedictorian and Salutatorian announced. 144 projected graduates, 83 to be walking in the ceremony. About 10% will graduate after summer classes.  
Advised there will be security at prom.  
Explanation of the summer programs for all grades.
  - c) Transitional Kindergarten Program – Explanation by Tim Jalkanen

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



Director Workman asked if additional teachers would be needed, and Ms. Moorman said it would be enrollment dependent. Mr. McIntire responded if there is an influx, funding would be available for an additional teacher.

Motion to approve the Transitional Kindergarten Program by Director Workman  
Second by Director Codden

Approval Unanimous

d) Teacher Evaluation Guidelines

Ms. Moorman advised that currently there are no changes. Advised she suspects there may be a change at the state level in the future.

e) FY24 Board Meeting Dates

June 22, 2023 will begin at 8:30 a.m.

July Board Meeting, Ms. Moorman advised she would like to discuss the National Charter Institute

Motion to approve the FY24 Board Meeting Dates as present with the time adjustment to the June meeting by Director Codden

Second by Director Simmons

Approval Unanimous

f) Finance

i. Preliminary FY24 Budget Assumptions

Mr. McIntire advised this is a worst case scenario based on possible cuts in per-pupil funding.

ii. Presentation of April, 2023 Financials

Motion to approve payment of the K12 April 2023 invoices in the amount of \$1,906,177.91 by Director Simmons

Second by Director McMann

Approval Unanimous

Motion to approve payment of the non-K12 April 2023 invoices in the amount of \$219,704.44 by Director McMann

Second by Director Simmons

Approval Unanimous

6) Acknowledgement Items: None

7) Authorizer Comments: Superintendent Hollenbeck advised meeting with HOS and will be here for June meeting.

8) K12 Partner Comments: Advised board members will be receiving survey via email. Update to budget/legislation.

9) New Business: None

10) Adjournment: 10:07 a.m.

Motion to approve Adjournment by Director McMann

Second by Director Simmons

Approval Unanimous

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