Call to order: The meeting was called to order at 4:08 by Christian Overland.

Public Communication: None Submitted

**ACTION ITEMS**

1. Approval of Meeting Agenda: A motion to approve the meeting agenda with an amendment was made by Brent Ott; seconded by Spence Medford. All were in favor and the motion passed unanimously.
2. Approval of Minutes: A resolution to approve the October 18, 2017 minutes was made by Dwayne Price; seconded by Spence Medford. All were in favor and the motion passed unanimously.
3. Approval of Adoption of State Policy: A motion to approve the State Policy for Seclusion and Restraint was made by Todd Nissen; seconded by Dwayne Price. All were in favor and the motion passed unanimously.

**NON-ACTION ITEMS**

1. College Pathways: Mike Flannery provided the Board of Directors with a snapshot of the trends regarding how many students were enrolled in a post-secondary school. The information provided does not take into account students who elected the military or out of state enrollment.
2. AdvancEd Accreditation Update: Henry Ford Academy is the first school in the state to be evaluated under the new process using the ELEOT. A committee will be on the premises conducting their evaluation on November 27th and 28th, 2017.
3. ELEOT: The ELEOT is the core tool used to evaluate student behavior and classroom engagement. Academy teachers participated in peer observations to get familiar with this tool prior to the upcoming AdvancED accreditation visit.
4. Finance Committee Update: The finance committee met to review the audit report from Plante Moran for the 2016-2017 school year. The auditors had concerns about the HFA employee contracts. The committee will need to further investigate and modify the following moving forward:
   - Days and hours worked are not specified for HFA staff
   - Formal Sick time/vacation policy is needed (including payouts for retirement and termination)
   - Differentiate administrators and teacher contracts
   - Review written policies and procedures required for federal grants

   Additional questions/concerns unrelated to contracts were:
   - Timing of $3000.00 Plante Moran audit payment on ledger
   - Allegra Ford Thomas grant booking for Academy (book as restricted contribution)
   - Provide actual and allocated cost of benefits in the budget submitted to the board

**NEW BUSINESS**

1. THF Board Meeting: On December 12th, 2017 at The Henry Ford's board meeting an Academy representative will present a 15 minute condensed version of the 2016 - 2017 Annual Report highlights.
ADJOURNMENT

1. A motion to adjourn the meeting was made by Spence Medford and seconded by Dwayne Price. All were in favor and the motion passed unanimously. The meeting was adjourned by Christian Overland at 5:29 pm.

Respectfully submitted,

Cynthia Carr-Tatum