

**Plymouth Educational Center
Board of Directors School Board Meeting
Board Meeting Minutes
October 20, 2020**

MISSION STATEMENT: We, the Plymouth Educational Center Community, will educate, motivate, elevate and nurture all students by promoting academic excellence and responsible citizenship.

Date: October 20, 2020

Time: 6:00 PM EST

Location: Via Zoom:

<https://distinctiveschools-org.zoom.us/j/92128071600?pwd=SHFnZU1kYIR5WGsrZ09lZkVycG43dz09>

Call to order at: 6:04PM ET

Roll Call:

- **Present Board Members:** Celia Thomas, Rev. Nick Hood, Deierdre Weir, Redic Grant, Dr. Deidre Shelton-Young
- **Absent Board Members:**
- Others Present:
 - **Distinctive Schools:** Scott Frauenheim, Erin Lanoue, Jeff Donoghue, Cassie Williams, Schranda Battle, Mike Rohde, Monique Langston, Katie O'Connor
 - **CMU:** N/A
 - **Other members:** Jessie Kilgore

Consent Agenda Items	Purpose	Individual Responsible
<i>Mission Statement</i>	All present read the mission statement: <i>We, the Plymouth Educational Center Community, will educate, motivate, elevate and nurture all students by promoting academic excellence and responsible citizenship.</i>	Celia Thomas
<i>Approval of Agenda</i>	Vote <ul style="list-style-type: none"> ● Motion to approve the October 20, 2020 agenda made by Rev. Nick Hood III and seconded by Dr. Deidre Young. ● Motion passed 5-0 	Celia Thomas
<i>Approval of September 15, 2020 Proposed Meeting Minutes</i>	Vote <ul style="list-style-type: none"> ● Motion to approve the September 15, 2020 proposed meeting minutes made by Deierdre Weir and seconded by Redic Grant ● Motion passed 5-0 	Celia Thomas
<i>Public Comment (Agenda Items Only)</i>	NONE	Celia Thomas
<i>Principal's Report</i>	Academics: <ul style="list-style-type: none"> ● We are starting to get great data from Summit Learning Platform ● Scholars are learning to take their Power Focus Area, Cool Downs and CheckPoint assessments. 	Schranda Battle

	<ul style="list-style-type: none"> ● K-5 team is generating solid data on the BenchMark platform for language arts and social studies. Affirm which is our ENY assessment site has had some complications. ● NWEA testing has begun. We are working to ensure that all students have completed the assessment. ● Data meetings are underway to track student engagement on Lexia, STMath, and IReady. ● Teachers are preparing for the end of the quarter and compiling our first Standards Based Grading reports <p><u>School Culture/Family Connections:</u></p> <ul style="list-style-type: none"> ● Our Annual curriculum night and Title 1 meeting was a huge success. We had a great turn out with many eager parents ● Family listening conferences were well attended. Parents were receptive and informative in our effort to build better community relationships. ● Q2 surveys are being completed by parents to gauge their interest and needs. ● Upbeat surveys have been completed to gather staff perception data ● Youth Truth surveys have been completed by students to gather their perceptions of the schooling experience ● Parent engagement meetings are taking place with Ms. White to launch PEC PTO ● Students and teachers will have conferences November 3rd and 4th <p><u>Student Enrollment:</u></p> <ul style="list-style-type: none"> ● Current student enrollment is 500 students. One student away from target goal <p><u>Staffing:</u></p> <ul style="list-style-type: none"> ● (1) Speech and Language Pathologist vacancy 	
<p><i>Management Updates</i></p>	<p><u>Finance Report</u></p> <ul style="list-style-type: none"> ● Update on school finances ● Motion to approve the Finance Report made by Redic Grant and seconded by Rev. Nick Hood ● Motion passed 5-0 <hr style="border-top: 1px dashed black;"/> <p><u>General Updates</u></p> <ul style="list-style-type: none"> ● Welcome Dr. Shelton Young! ● Q2 Updates: <ul style="list-style-type: none"> ○ Q2 Planning <ul style="list-style-type: none"> ■ Launched Q2 Community Care Family Selection at all campuses, with monitoring tool for campus review <ul style="list-style-type: none"> ● Chi closes on 10/15 ● MI closes on 10/21 ○ Change Management/Balance is tough ○ Instructional Support Coming ○ Schedules Shifting based on feedback ○ Enrollment challenges across metro-Detroit (reforecasts in November) ○ Confidence, Calm & Support ○ Finance and Audit support 	<p>Distinctive Schools</p>

- PEC Bondholder work continues

Regional Updates

- Updates and Upcoming Priorities:
 - a. Student Recruitment Efforts in September
 - Weekly Regional Engagement Meeting to plan for student enrollment and retention.
 - Follow-up calls to families who have started but not completed enrollment
 - A community outreach via: Food Banks, Social Media, and flyering high traffic neighborhood locations
 - b. Attendance and Engagement
 - Daily Calls to families of students who have not logged in online or attended community care groups in person.
 - Home visits to support families with device needs and log on support
 - Community Care Family Engagement Team Member to support family tech support and make home visits to students who have not joined classes virtually.
 - c. Regional Staff Collaboration Day Took place on September 23rd during the collaboration staff were able to collaborate across like jobs and participate in sessions on Student Engagement, Lesson Planning, Family Communication, and Blending learning platforms. Staff also attended NWEA proctor training during this session.
 - d. Extended COVID-19 Learning Plan- Katie will share updates in her report.
 - e. Technology

Operations

- **Facility:**
 - Boiler issue - working on repair and getting updated quote for replacement
 - Increased cleaning protocols
 - Moving toward app for Q2
 - Building a Capital Improvement Plan Summary & Project Plan aligned to 10 year projections for continued investment in the building- aligned to Celia's email on our bondholder conversations. Being prepared for both of these will be important.
- **Open positions:**
 - Maintenance staff (PT)
 - Regional CDO - JD/posting by EOW
- **Technology:**
 - 240 Chromebooks have been delivered, setting up and distributing is in process
- **Bonds:**
 - EMMA submission posted 10/20/20

Academic:

- **Extended COVID-19 Learning Plan - Update**

- Kindergarten - 8th Grade will continue with Remote Learning for all students. RHA will continue to offer Community Care, a safe place for students to engage in remote learning with supervision, wifi, and meals, for interested families.
- The 1st and 2nd grade reading benchmark assessment is recommending to change the benchmark assessment tool from MAP Reading Fluency and replace it with MAP Growth Reading. The Academy & regional leaders determined that the remote administration was too nuanced for parents and required technical expertise and tools to administer the assessment. The team determined to implement MAP Growth to provide consistency between math and reading assessments. Additionally, this change provides a consistent assessment measure for all 1st - 8th grade students
- The ECLP reports the percent of students who have at least 2 synchronous days (2-ways interactions) of attendance each week

Week Ending:	Friday, October 16, 2020	79.92%
Week Ending:	Friday, October 9, 2020	91.31%
Week Ending:	Friday, October 2, 2020	87.22%
Week Ending:	Friday, September 25, 2020	88.17%
Week Ending:	Friday, September 18, 2020	85.48%
Week Ending:	Friday, September 11, 2020	70.66%

Schools

- **Staying committed to staff and student culture, students and staff surveys are underway even during Remote Learning and work. All surveys close at the end of this week.**
- **YouthTruth** (5th-8th grade) administration measures student climate and culture as it gathers which feedback from students about their overall experiences about school (including during remote learning)
- **SELweb** is an assessment for students designed to understand how our students are developing their Social Emotional competencies. Assessment results will be used to help adults support students; they will not be used to label or diagnose students and will help to drive campus use of our Move This World SEL curriculum.
- **Upbeat** survey measures the adult experience and is a measure of staff engagement and retention, with an added lens of work-life balance during the pandemic.
- We will also be utilizing a **Mental Health Screener** with all of our students to help us identify and diagnose students with emotional or behavioral problems and identifying supports to help reduce their symptoms and improve functioning
 - *Each of these data support the overall profile of each student and are invaluable during this time*

Curriculum & PD:

	<ul style="list-style-type: none"> ○ We have had a great kickoff to Summit Learning. Strong start to mentoring, goal setting & feedback. ○ All DS core curriculum is launched, with pacing and alignment adjustments happening with the support of network and regional leaders ○ Launched NWEA testing for K-8 in math and reading. Over 50% of students have completed assessments. <ul style="list-style-type: none"> ■ Offered a NWEA help desk for families to support logging in. ○ DSMS and DSES IC huddles have been very collaborative, student and solution focused! <p>Philanthropy & Fundraising</p> <p>Recruitment and Enrollment: We are continuing our efforts to recruit families to PEC while retaining and engaging with our current families. Shout out to PEC for crushing their enrollment goals: PEC: 500</p> <ul style="list-style-type: none"> ● Grants: Continuing to source grants for PEC and the MI region! ● Partnerships: Working closet with AFG to provide after school programming Taking Pride in Prevention (TPIP) program for Middle School ● Fundraising: We are still raising funds for our Innovate to Educate fund. We are over \$6000. Please continue to share out with your networks! 	
Old Business	NONE	Celia Thomas
New Business <i>(Motion) Ratification of Curriculum Program Update - Spanish</i>	<ul style="list-style-type: none"> ● Motion to approve ratification of Curriculum Program Update- Spanish made by Rev. Nick Hood III and seconded by Redic Grant. ● Motion passed 5-0 	Celia Thomas
<i>(Motion & Resolution) Ratification of Prior COVID-19 Preparedness Actions resulting from Executive Orders</i>	<ul style="list-style-type: none"> ● Motion to approve the resolution ratifying prior COVID-19 Preparedness Actions resulting from Executive Orders made by Redic Grant and seconded by Rev Nick Hood III. ● Motion passed 5-0 	Celia Thomas
<i>(Motion & Resolution) Approval of Extended COVID-19 Learning Plan Monthly Report</i>	<ul style="list-style-type: none"> ● Motion to approve the Extended COVID-19 Learning Plan for October 2020 made by Deierdre Weir and seconded by Redic Grant. ● Motion passed 5-0 	Celia Thomas
<i>(Informational) Future Planning</i>	<ul style="list-style-type: none"> ● Tabled to discuss in Finance Committee 	Celia Thomas
<i>Other Business</i>	<ul style="list-style-type: none"> ● NONE 	Celia Thomas
<i>Comments from the Board</i>	<ul style="list-style-type: none"> ● NONE 	Celia Thomas

