

**Plymouth Educational Center
Board of Directors School Board Meeting
Board Meeting Minutes
November 19, 2019**

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

Date: November 19, 2019

Time: 11:00 AM EST

Location: Plymouth Educational Center, 1460 East Forest Ave, Detroit, MI 48207

Call to order at: 11:05 AM EST

Roll Call:

- Present Board Members: Darwyn Fair, Nick Hood and Redic Grant
- Absent Board Members: Celia Thomas
- Others Present:
 - Distinctive Schools: Erin Lanoue, Monique Langston, Cassie Williams, Schranda Battle and via phone Brandon Harper and Mike Rohde
 - CMU: Meagan Brown, Jennifer Joubert and Shannon French
 - Other members: Jessie Kilgore, Deirdre Weir and Yonko Tsenkov

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>	Darwyn Fair
<i>Approval of Agenda</i>	Vote <ul style="list-style-type: none"> ● Motion to amend the agenda to move action items to the beginning of the meeting. Motion made by Nick Hood and approved Redic Grant ● Motion passed 3-0 ● Agenda approved 	Darwyn Fair
<i>Approval of Minutes</i>	<ul style="list-style-type: none"> ● Motion to approve the October 15, 2019 board meeting minutes made by Redic Grant and seconded by Nick Hood ● Motion passed 3-0 ● Minutes approved 	Darwyn Fair
<i>Public Comment</i>	<ul style="list-style-type: none"> ● None 	Darwyn Fair
<i>Old Business</i> <i>(Motion) Matrix Lease</i>	<ul style="list-style-type: none"> ● At the October Board Meeting, request was made to have lease reviewed by Lewis & Munday ● (Motion) To sign Matrix Lease with changes proposed by Lewis & 	Darwyn Fair

	<p>Munday. Motion to approve the Matrix lease made by Nick Hood and seconded by Redic Grant</p> <ul style="list-style-type: none"> ● Motion passed 3-0 ● Matrix lease approved 	
New Business <i>(Motion) Policy Updates</i>	<ul style="list-style-type: none"> ● Review Fall 2019 Policy Updates ● Motion to table board policy updates to be reviewed by committee ● Motion was made by Redic Grant and seconded by Nick Hood ● Motion passed 3-0 ● Policy updates tabled 	Darwyn Fair
New Business <i>(Motion) FY19 Audit</i>	<ul style="list-style-type: none"> ● Review FY19 Audit by Yonko Tsenkov from Alan C. Young & Associates ● One minor finding - noncompliance related to budget comparison; expenditures exceeded budgeted expenditures ● Issue has been addressed by new management company ● Motion to accept the FY19 audit as prepared by Alan C. Young & Associates made by Redic Grant and seconded by Nick Hood ● Motion passed 3-0 ● FY19 audit accepted 	Darwyn Fair
New Business <i>(Informational) MAPSA</i>	<ul style="list-style-type: none"> ● PEC is a partner with MAPSA and contacting Schranda Battle regarding budget support ● DS is taking lead with Cassie Williams and Monique Langston 	Darwyn Fair
Old Business <i>(Informational) Board on Track</i>	<ul style="list-style-type: none"> ● Presentation by Shannon French from CMU ● Offers committee support, tracking and meeting management ● Darwyn Fair - software solution that could make the board more effective and efficient. How do you interface with the organization and the different stakeholders? ● How much of a lift for DS to support the initiative? ● Jessie Kilgore asked about history of Board on Track ● What is the next step 	Darwyn Fair
Other Business <i>Finance Update</i>	<ul style="list-style-type: none"> ● FY20 funding received in October and audit complete ● Finance committee met and reviewed financials prior to meeting ● Reviewed balance sheet, more comparative details will be available next month ● Reviewed P&L statements - revenue is lagging by 2 months which contributes to loss on statements, as revenue flows, we will trend closer to goal of break even ● Reviewed AP Aging Detail and Check Register 	Brandon Harper
Distinctive Schools & Regional update	<p>Distinctive Schools Update:</p> <ul style="list-style-type: none"> ● Gala - hope to have a similar event for MI in April ● Continuing equity work ● Culture & Retention committee meets tomorrow ● Post-mortem to review startup work at PEC ● Rev. Hood attended arts conference ● CFO search ● 1 staff member resignation <p>Regional Update:</p> <ul style="list-style-type: none"> ● iReady program piloted and training tomorrow at PEC ● Teacher evaluations underway ● Regional principal meeting coming up ● Continue progress on implementing MTSS ● MTTC study session for teachers that need to pass teacher certification ● Review of Academic Data Review - baseline data of Fall NWEA 	Cassie Williams/ Erin Lanoue

<i>Principal's Report</i>	<ul style="list-style-type: none"> • We are beginning the implementation of the use of Prodigy which is the math resource of middle school math • First PRIDE assembly was a huge success! Our first set of grade level students and teachers were awarded teacher and students of the month. • In process of creating Student Leadership Team, affording students a consistent and structured place to have their voices heard • School Improvement Team is under way. We will work diligently throughout the course of the school year to ensure that our community and building commitments continue to be met in high regard. 	Schranda Battle
<i>Comments from the board</i>	<ul style="list-style-type: none"> • Introduction of Jennifer Joubert • Introduction of Deirdre Wear as potential board member 	Darwyn Fair
<i>Public Comment</i>	<ul style="list-style-type: none"> • None 	Darwyn Fair

Meeting adjourned at: 1:36 pm EST

Meeting Certification:

Proposed Minutes Respectfully Submitted,

Erin Lanoue
Recording Secretary

November 19, 2019
Date

Approved by Plymouth Educational Center Board of Directors:

Dorothy
Board Secretary Pres. Lot

1/23/2020
Date