

**Plymouth Educational Center
Board of Directors School Board Meeting
Board Meeting Minutes
April 27, 2021**

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

Date: April 27, 2021

Time: 6:00 PM EST

Location: Via Zoom:

<https://distinctiveschools-org.zoom.us/j/91504412482?pwd=U3BjRmFLKzg1MGxEUGlOektiV3lNUT09>

Call to order at: 6:04 PM ET

Roll Call:

- **Present Board Members:** Rev. Nick Hood III (Detroit), Deierdre Weir (West Bloomfield), Celia Thomas (Harper Woods)
- **Absent Board Members:** Redic Grant, Dr. Deidre Shelton-Young
- **Others Present:**
 - **Distinctive Schools:** Erin Lanoue, Jeff Donoghue, Cassie Williams, Schranda Battle, Monique Langston, Marcus Hardaway, Scott Frauenheim, Karey Henderson
 - **CMU:** Jennifer Joubert
 - **Other members:** Dr. 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 April 27, 2021 agenda made by Deierdre Weir and seconded by Rev. Nick Hood III ● Motion passed 3-0 	Celia Thomas
<i>Approval of March 23, 2021 Proposed Meeting Minutes</i>	Vote <ul style="list-style-type: none"> ● Motion to approve the March 23, 2021 proposed meeting minutes made by Rev. Nick Hood III and seconded by Deierdre Weir ● Motion passed 3-0 	Celia Thomas
<i>Public Comment (Agenda Items Only)</i>	NONE	Celia Thomas
<i>Principal's Report</i>	Attached in separate doc	Schranda Battle

<p>Management Updates</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 Rev. Nick Hood III and seconded by Deierdre Weir. ● Motion passed 3-0 <hr style="border-top: 1px dashed black;"/> <p><u>Network Updates</u></p> <ul style="list-style-type: none"> ● We have pushed our reopening date to May 3, 2021 as of now. More updates will be forthcoming as we learn more. We are using our multiple measures approach to monitor health data for our decision making. ● We have been notified that we are officially ACCREDITED by Cognia across our Distinctive Schools network. PEC has been officially renewed and accredited as part of this systems level approval- Congrats to all and thanks for the support throughout this process! ● We continue to share vaccine updates and information with our staff to ensure they have ongoing access without any requirements. ● We are planning for next year with budgets, staffing and so much more! We will keep you updated as decisions are made with your collaboration and support. ● Board meetings can continue virtually through 5/31/2021! <p><u>MI Regional</u> Since we last met:</p> <ul style="list-style-type: none"> ● The Regional Team concluded our Concurrent Learning Professional Development Series with a session on Social Emotional Learning. ● We have launched our April Attendance campaign which includes an opportunity for students to win weekly incentives for attendance. ● Principals and Assistant Principals participate in weekly Observation and Feedback Meetings we we discuss best practices as outlined by our Teaching Framework ● Weekly Regional Attendance and Engagement Sessions ● We hosted a cross region safety mitigation strategies session where campuses were able to work closely with members of the operations team to ensure that all of our mitigation strategies are in place, and that all staff have had the appropriate training. ● Orders were placed for additional concurrent learning materials. ● Quarter 3 report cards were published <p>Upcoming Priorities:</p> <ul style="list-style-type: none"> ● Quarter 4 Attendance and student engagement ● Family re-enrollment for 2021-2022 school year ● New Student Recruitment ● Summer Programming Planning 	<p>Distinctive Schools</p>
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Academic & Schools

Extended COVID-19 Learning Plan:

- The Academy Board is reconfirming that instruction shall be delivered as follows during the 2020-2021 school year:

Learning Plan: Kindergarten - 8th grades will continue to provide a remote learning and an in-person learning option for all students on Monday, Tuesday, Thursday, and Friday. All students will learn remotely on Wednesdays. Teachers will be responsible for simultaneously teaching students who are at home and at school. Families were able to choose the learning mode for their child for the remainder of the school year.

Modification: Plymouth Educational Center (PEC) delayed the start of in-person learning in response to local health experts and in collaboration with Central Michigan University. The PEC team is monitoring health data trends to determine a date in which it is safe to return to school. Decisions are reviewed on a weekly basis and the team is anticipating a May return date.

- **Engagement:**

- Two-way interaction rates are:

Week Ending:	Friday, April 9, 2021	61.40%
Week Ending:	Friday, March 26, 2021	54.80%
Week Ending:	Friday, March 19, 2021	74.25%
Week Ending:	Friday, March 12, 2021	80.60%
Week Ending:	Friday, March 5, 2021	87.40%

Schools:

- **Summer Programming:** Our summer programming is rooted in research and has been informed by the experiences of this past year. will offer three pathways for students and families for the summer: Crush Your Content, Anytime, Anywhere Learning, and DS Summer Camp.

Operations

- **Facilities:**

- The building is prepared to welcome students for in-person learning; reopening has been delayed until April 26.
- Planning has begun for summer projects

- **Food Service:**

- Daily food service will begin when in-person learning resumes.

	<ul style="list-style-type: none"> ○ Food service RFP has been released for the upcoming school year. ● Staffing: <ul style="list-style-type: none"> ○ The 2021-22 hiring process has begun! Letters for returning staff will be issued by the last week of May and new requisitions will be submitted by the campus for additional positions needed due to enrollment increases. ○ Crain’s Detroit’s <i>Cooldest Places to Work</i> survey window is open April 9-23 ● Technology: <ul style="list-style-type: none"> ○ Beginning to start the process of assessing student devices and planning for what orders will be needed to ensure technology is ready for September. ○ Support continues for students that have broken or damaged devices. <p>Strategy</p> <ul style="list-style-type: none"> ● Recruitment and Enrollment: We are continuing to work with campus leadership and staff on our initial launch of our 2021-22 recruitment and enrollment initiative! ● Grants: PEC has moved to the finalist round of the Detroit Children’s Fund School Collaboration Collective (SC2) program. Final notification of the award will be made on May 3rd. We are also looking into a potential grant partnership with Deierdre Weir and her job on EPA and student awareness on job opportunities in the drinking water and wastewater utility sector. ● Partnerships: We are continuing to focus on our external partnerships with AFG and other organizations. There are currently 14 students participating. Thank you to Reverend Hood for the connection to Darya Owens of Reeword Books. She and Karin Breo, our Executive Director of Partnerships and Development are connected for potential partnership opportunities. ● Fundraising: We will be launching new fundraising campaigns to highlight Teacher Appreciation Week and celebrating 10 years of Distinctive! Stay tuned! <p>Committee Updates</p> <p>Academic Report - Updates from the committee on academic progress Philanthropy - Overview of upcoming initiatives and fundraisers Finance - updates provided in Finance Report</p>	
<p>New Business <i>(Informational)</i> Fundraising Readiness - Assessment Activity</p>	<ul style="list-style-type: none"> ● Fundraising Readiness - Board Assessment Activity ● The Board will move this activity to the May board meeting 	<p>Deierdre Weir</p>
<p><i>(Motion & Resolution)</i> Approval of the Extended COVID-19 Learning Plan Monthly Report</p>	<ul style="list-style-type: none"> ● Motion to approve the Extended COVID-19 Learning Plan for April 2021 made by Deierdre Weir and seconded by Rev. Nick Hood III. ● Motion passed 5-0 	<p>Celia Thomas</p>

Old Business	NONE	Celia Thomas
Other Business	NONE	Celia Thomas
Comments from the Board	NONE	Celia Thomas
Public Comment	NONE	Celia Thomas
Public Comment (Extended COVID-19 Learning Plan ONLY)	Board President Celia Thomas solicited public comment on the Extended COVID-19 Learning Plan Monthly Report. Public Comment: NONE	Celia Thomas
Authorizer Comment	<ul style="list-style-type: none"> • Board Treasurer Round Table 4/29 and 4/30 • Board Meetings can continue virtually through 5/31/21 	Jennifer Joubert
Adjournment	<ul style="list-style-type: none"> • Motion to adjourn the April 27, 2021 Board Meeting made by Rev. Nick Hood III and seconded by Deierdre Weir • Motion Passed 3-0 	Celia Thomas

Meeting adjourned at: 6:43 pmEST

Meeting Certification:

Proposed Minutes Respectfully Submitted,

Monique Langston
Recording Secretary

April 27, 2021
Date

Approved by Plymouth Educational Center Board of Directors:

Board Secretary

5/25/2021
Date