

**Plymouth Educational Center  
Board of Directors School Board Meeting  
Annual Organizational Meeting  
Board Meeting Minutes  
August 18, 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:** August 18, 2020

**Time:** 12:00 PM EST

**Location:** Via Zoom:

<https://distinctiveschools-org.zoom.us/j/94370674443?pwd=Rk0wSTVpMWR3cnlwWFIsZi9xYzJ2UT09>

**Call to order at:** 12:01 PM EST

**Roll Call:**

- **Present Board Members:** Darwyn Fair, Celia Thomas, Redic Grant, Rev. Nick Hood, Deierdre Weir (joined at 12:08)
- **Absent Board Members:**
- **Others Present:**
  - **Distinctive Schools:** Scott Frauenheim, Erin Lanoue, Jeff Donoghue, Mike Rohde, Cassie Williams, Schranda Battle
  - **CMU:** Jennifer Joubert
  - **Other members:** Jesse Kilgore, Camille Bailey, Jamila Collins, Paulette Holloway, LaShanda Thomas, Volante Fair

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"> <li>● Motion to approve the August 18, 2020 agenda made by Nick Hood seconded by Redic Grant.</li> <li>● Motion passed 4-0</li> </ul>	Darwyn Fair
<i>Approval of July 21, 2020 Proposed Meeting Minutes</i>	Vote <ul style="list-style-type: none"> <li>● Motion to approve the July 21, 2020 proposed meeting minutes made by Redic Grant seconded by Celia Thomas.</li> <li>● Motion passed 4-0</li> </ul>	Darwyn Fair
<i>Public Comment (Agenda Items Only)</i>		Darwyn Fair

<p><i>Principal's Report</i></p>	<p><b>Academics:</b></p> <ul style="list-style-type: none"> <li>● Summer School Report</li> <li>● New staff are hired and ready</li> </ul> <p><b>School Culture/Family Connections:</b></p> <ul style="list-style-type: none"> <li>● Back to school night planned</li> </ul> <p><b>Student Enrollment:</b></p> <ul style="list-style-type: none"> <li>● 405 enrolled</li> </ul>	<p>Schranda Battle</p>
<p><i>Management Updates</i></p>	<p><b>Distinctive Schools &amp; Committee Reports</b></p> <p><b>Regional Report</b></p> <ul style="list-style-type: none"> <li>● Upcoming Priorities: <ul style="list-style-type: none"> <li>○ Biggest Priorities: <ul style="list-style-type: none"> <li>■ Staff Training <ul style="list-style-type: none"> <li>● Cross Region and Cross Network planning on a 2 week series of Professional Development sessions for all teachers who are new to DS which include a focus on Curriculum, Instruction and Engagement.</li> </ul> </li> <li>■ Student Enrollment <ul style="list-style-type: none"> <li>● Lauren Hollier- Has been supporting the very hardworking Summit Team in continued student enrollment efforts. Last week Lauren was responsible for planning and helping to execute our Live in the D feature and the Regional open house which garnered our largest online audience yet.</li> </ul> </li> <li>■ Safe + Clean Spaces <ul style="list-style-type: none"> <li>● Melissa Brown and Jessica have been working collaboratively with various members of the regional team to ensure that all spaces are cleaned and ready to safely receive students.</li> <li>● Daily Self Screener- is now being used across all campuses in the Networks</li> <li>● Preparing for Community Care Rooms</li> <li>● A Regional Nurse is in the final steps of being confirmed</li> </ul> </li> </ul> </li> </ul> </li> </ul> <p><b>Operations</b></p> <ul style="list-style-type: none"> <li>● <b>Facility:</b> <ul style="list-style-type: none"> <li>○ Field rentals being investigate</li> <li>○ Planning for community care continues <ul style="list-style-type: none"> <li>■ Identifying classrooms</li> <li>■ 4 CCLs needed; projecting 56 students - looking at staff that would otherwise be furloughed</li> <li>■ Signage ordered</li> <li>■ Cleaning schedule</li> <li>■ Breakfast/lunch in the classroom</li> </ul> </li> </ul> </li> <li>● <b>Open positions:</b> <ul style="list-style-type: none"> <li>○ Special Education Lead</li> </ul> </li> </ul>	<p>Distinctive Schools</p>

	<ul style="list-style-type: none"> <li>○ Special Education Teacher</li> <li>○ Speech Pathologist</li> <li>● <b>Bonds:</b> <ul style="list-style-type: none"> <li>○ Email to Chris's - posting to EMMA by 8/20</li> <li>○ Looking to begin conversation around refinancing or restructuring debt, what does that look like</li> </ul> </li> </ul> <p><b>Academics</b></p> <ul style="list-style-type: none"> <li>● Campus Growth Plan is in a great spot as we begin Remote Learning &amp; Community Care</li> <li>● New Teacher Institute begins tomorrow! Excited to officially welcome the new staff into DS</li> <li>● Remote Learning Playbook launched with school leaders - all staff will overview during New Teacher Institute</li> <li>● Community Care planning is underway with Schranda, Melissa and team</li> <li>● Instructional coaches and mentors are working with Cassie, Schranda to prepare for Remote Learning &amp; Community Care for families</li> </ul> <p><b>Finance Report</b></p> <ul style="list-style-type: none"> <li>● Continue audit services with Alan C. Young</li> <li>● July financials came in right on budget</li> <li>● Access to capital remains a challenge for PEC since bonds are in forbearance - shout out to Melissa Brown who continues to engage with Oxford</li> <li>● At this time, there is no need for Fall borrowing; cash position is strong for September 1</li> <li>● Motion to approve the Finance Report made by Celia Thomas seconded by Nick Hood.</li> <li>● Motion passed 5-0</li> </ul>	
<b>Old Business</b> <i>(Motion) Approval of Settlement Agreement</i>	<ul style="list-style-type: none"> <li>● Motion to approve the settlement agreement was made by Nick Hood and seconded by Redic Grant.</li> <li>● Motion passed 5-0</li> </ul>	Darwyn Fair
<i>(Motion) Approval of Audit Engagement Letter</i>	<ul style="list-style-type: none"> <li>● Motion to approve the audit engagement letter made by Redic Grant and seconded by Celia Thomas.</li> <li>● Motion passed 5-0</li> </ul>	Darwyn Fair
<b>New Business</b> <i>(Motion) Ratify Approval of (Motion) Ratification of Contract Amendment No. 4</i>	<ul style="list-style-type: none"> <li>● Motion to ratify approval of Contract Amendment No. 4 made by Celia Thomas and seconded by Redic Grant.</li> <li>● Motion passed 5-0</li> </ul>	Darwyn Fair
<i>(Motion) Approval of Title IX Board Policies</i>	<ul style="list-style-type: none"> <li>● Motion to approve the Title IX board policies made by Redic Grant and seconded by Nick Hood.</li> <li>● Motion passed 5-0</li> </ul>	Darwyn Fair
<i>(Motion) Annual Organizational Nominees</i>	<ul style="list-style-type: none"> <li>● Motion to approve Annual Organizational Updates made by Redic Grant and seconded by Deidre Weir</li> <li>● Motion passed 5-0</li> </ul>	Darwyn Fair
<b>Other Business</b> <i>(Motion) Nomination of New Board Officers</i>	<ul style="list-style-type: none"> <li>● Motion to nominate Celia Thomas as Board President made by Redic Grant and seconded by Nick Hood</li> <li>● Motion passed 3-0</li> <li>● Motion to nominate Deidre Weir as Treasurer made by Nick Hood and seconded by Celia Thomas</li> </ul>	Darwyn Fair

	<ul style="list-style-type: none"> <li>● Motion passed 3-0</li> <li>● Motion to nominate Reic Grant as Secretary made by Celia Thomas and seconded by Nick Hood</li> <li>● Motion passed 3-0</li> </ul> <p>Each nominated board member abstained from the vote. Darwyn Fair abstained from the vote.</p>	
<i>CMU Transparency Reporting Forms</i>	CMU document that needs to be signed by a Board Member - no motion necessary	Scott Frauenheim
<i>Comments from the Board</i>	<ul style="list-style-type: none"> <li>● Nick Hood - thank you to Darwyn for your leadership to the school, thank you for volunteering so much for our school</li> <li>● Darwyn - thank you to all for the support. PEC is a family and DS is now part of the family; every voice is important</li> </ul>	Darwyn Fair
<i>Public Comment</i>	<ul style="list-style-type: none"> <li>● Paulette Holloway - Thank you to Mr. Fair for his service to the PEC board of directors and school. Your decades of service has not gone unnoticed; wishing you the best and thank you for everything</li> <li>● Jamila Collins - Darwyn's daughter, super proud of you and have known PEC all my life</li> <li>● Volante Fair - Darwyn's wife, PEC board has become a family</li> <li>● LaShanda Thomas - thanks to Darwyn, you will be missed and thank you for all the support</li> <li>● Jessie Kilgore - Darwyn has guided us through good times and bad ties and has done an amazing job guiding this ship. We will continue to have conversations for many years to come</li> <li>● Scott Frauenheim - Darwyn thank you for all you've done, honored the past, celebrated the current and plan for the future. On behalf of the DS Team, thank you!</li> </ul>	Darwyn Fair
<i>Authorizer Comment</i>	<ul style="list-style-type: none"> <li>● Thank you, Darwyn and officially express gratitude from CMU and The Center for Charter Schools</li> </ul>	Jennifer Joubert
<i>Adjournment</i>	<ul style="list-style-type: none"> <li>● Motion to adjourn the August 18, 2020 Board Meeting made by Deierdre Weir and seconded by Celia Thomas.</li> <li>● Motion Passed 5-0</li> </ul>	Darwyn Fair

**Meeting adjourned at:** 12:17 pmEST

**Meeting Certification:**

Proposed Minutes Respectfully Submitted,

\_\_\_\_\_  
Erin Lanoue  
**Recording Secretary**

\_\_\_\_\_  
August 18, 2020  
**Date**

Approved by Plymouth Educational Center Board of Directors:  
\_\_\_\_\_  
**Board Secretary**

\_\_\_\_\_  
9/15/20 20  
**Date**