

**Plymouth Educational Center  
Board of Directors School Board Meeting  
Board Meeting Minutes  
September 15, 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:** September 15, 2020

**Time:** 12:00 PM EST

**Location:** Via Zoom:

<https://distinctiveschools-org.zoom.us/j/95440913005?pwd=SG5DMY9uYINTellBVVUwd2Q2KzBzUT09>

**Call to order at:** 12:10 PM

**Roll Call:**

- **Present Board Members:** Celia Thomas, Rev. Nick Hood, Deirdre Weir, Redic Grant (joined at 12:13pmET)
- **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:** Jennifer Joubert
  - **Other members:** Dr. Deirdre Shelton-Young, 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"> <li>● Motion to approve the September 15, 2020 agenda made by Rev. Nick Hood III seconded by Deirdre Weir.</li> <li>● Motion passed 3-0</li> </ul>	Celia Thomas
<i>Approval of August 18, 2020 Proposed Meeting Minutes</i>	Vote <ul style="list-style-type: none"> <li>● Motion to approve the August 18, 2020 proposed meeting minutes with the following amendments:               <ul style="list-style-type: none"> <li>○ Correct the motion votes under Nomination of New Board Officers</li> </ul>               made by Deirdre Weir and seconded by Rev. Nick Hood III             </li> <li>● Motion passed 3-0</li> </ul>	Celia Thomas
<i>Public Comment (Agenda Items Only)</i>	NONE	Celia Thomas

<p><i>Principal's Report</i></p>	<p><b><u>Academics:</u></b></p> <ul style="list-style-type: none"> <li>● The re-opening of SY 20-21 has been a success</li> <li>● The addition of World Language (Spanish) has been well received by scholars</li> <li>● Teacher are running test sessions and diagnostics on our blended learning platforms</li> <li>● Planning some engaging activities for Curriculum Nights - continuing to expose parents to components of the curriculum in bite size pieces</li> <li>● Scholars and instructors are launching their first projects (habits of success and identity affirming)</li> <li>● Working to refurbish additional computers as our current order is still enroute to ensure all families have access to technology and curriculum</li> </ul> <p><b><u>School Culture/Family Connections:</u></b></p> <ul style="list-style-type: none"> <li>● Hosting family support sessions, supporting troubleshooting technology challenges</li> <li>● Teachers on the Track was a social distanced success. The line was wrapped around the building and all material was here in time for distribution</li> <li>● Preparing for Listening Conferences- establish greater rapport and determine any needed pivots</li> <li>● Our team has been ALL IN! They have been doing an excellent job giving and receiving grace through the technology challenges</li> <li>● Launching our annual beginning of the year attendance challenge to usher scholars back “into” school.</li> </ul> <p><b><u>Student Enrollment:</u></b></p> <ul style="list-style-type: none"> <li>● Social Media campaign for attracting new families continues</li> <li>● Recruitment efforts continue with teachers and team selecting locations to pass out information and share Panther Pride</li> <li>● Enrollment was 455 as of 9/10</li> <li>● As of 9/15, PowerSchool is showing 494 enrolled</li> <li>● Enrollment fluctuates during the first few weeks of school</li> </ul> <p><b><u>Staffing:</u></b></p> <ul style="list-style-type: none"> <li>● (2) Special education teacher vacancies are working to be filled now</li> </ul>	<p>Schranda Battle</p>
<p><i>Management Updates</i></p>	<p><b><u>Finance Report</u></b></p> <ul style="list-style-type: none"> <li>● Update on school finances</li> <li>● Motion to approve the Finance Report made by Redic Grant seconded by Rev. Nick Hood III</li> <li>● Motion passed 4-0</li> </ul> <p><b><u>Regional Updates</u></b></p> <p>Since we last met!</p> <ul style="list-style-type: none"> <li>● Last week: Virtual Learning Programming kicked off across the Michigan Region.</li> </ul>	<p>Distinctive Schools</p>

- Communities of care have been well received and current # of students enrolled: PEC- 115

**Upcoming Priorities:**

- a. Additional Student Recruitment Efforts
  - 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
  - Upcoming: Home visits for families who have started applications but who have not completed the applications
- 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
  - Upcoming:
    - Community Care Family Engagement Team to support with family tech support and make home visits to students who have not joined classes virtually.
    - Staff class attendance incentive weekly \$50 gift card raffle to teachers with 80% attendance or higher.
- c. Extended COVID-19 Learning Plan- Our plan has been submitted, Katie will share more details in her academic report!

**General Updates (Scott)**

- Welcome to Dr. Shelton-Young and congrats to Deirdre Weir, Celia Thomas and Redic Grant on their board leadership roles
- Covid Reopening success on week 1- thanks to the entire team!
  - a. Got to visit and see so much
  - b. Teamwork
  - c. Parent/student support
  - d. Teacher support, culture and morale is of top importance (emotional and physical safety is needed)
  - e. Doing the best we can in all the ways we can. Being futuristic with messy details and actions
  - f. **Priorities:** Tech for staff/students/families, joy, confidence and fun, looking up while problem solving by the day,
  - g. 10/16 decision timeline for Q2
    - Expansion of CC
    - Begin expanding offerings (hybrid)
    - Go back to fully remote (depending on health data)
    - Some combination of above
- Funding Advocacy
- PEC BOND Next Steps (CMU Updates)

	<ul style="list-style-type: none"> <li>● Fundraising!! Monique to share</li> </ul> <p><b>Operations (Erin)</b></p> <p><b>Facility:</b></p> <ul style="list-style-type: none"> <li>● Continue to ensure safety in the building and warm and welcoming environment</li> </ul> <p><b>Technology:</b></p> <ul style="list-style-type: none"> <li>● Access to Tech and connectivity</li> </ul> <p><b>Bonds:</b></p> <ul style="list-style-type: none"> <li>● Continuing strong relationships. Build and foster our relationship with Skillman.</li> </ul> <p><b>Academic: (Katie)</b></p> <p><b>Extended COVID-19 Learning Plan:</b> High-expectations and a combination of strong academic and social-emotional learning experiences will continue to be key this fall. Students will return to school with a variety of learning needs, strengths, and opportunities for growth. School leaders have designed structures that foster teacher collaboration, data analysis, and designing learning experiences to meet student needs</p> <p>The plan outlines curriculum, assessment, grading and reporting and remote learning structures</p> <p><b>CIA:</b> Teams have launched MTW for SEL instruction during class gatherings with intentional opportunities for community building</p> <p>The last five days have been a focus on relationships, routines, &amp; rituals  DSMS kicked off a Habits of Success Unit as a way to become familiar with the Summit Learning Program and engage in conversations about skills and mindsets that are important in learning.</p> <p>K-5 Digital programs and and core curriculum launching on Monday  Principals and the regional academic leaders are planning regional collaboration for 9/30/20</p> <p><b>Philanthropy &amp; Fundraising</b></p> <p><b>Recruitment and Enrollment:</b> We are continuing our efforts to recruit families to PEC while retaining and engaging with our current families.</p> <p><b>Grants:</b> PEC was not awarded the \$1,000 Dollar General Grant. We continue to source and submit grants that align with our model and supports needed for our students and staff.</p> <p><b>Partnerships:</b> Karin Breo is working with Alternatives for Girls on a virtual after school program. Additionally, looking at Dolly Parton’s Imagination library, Kiwanis Detroit No. 1 (book club) and RX for Reading Detroit (literacy initiative).</p> <p><b>Fundraising:</b> Our Community Care Fundraising splash will be launching this week! We will share all of the details with the PEC board to share out with your networks.</p>	
<b>Old Business</b>	NONE	Celia Thomas

<b>New Business</b> <i>(Motion) Approval of Contract Amendment No. 6</i>	<ul style="list-style-type: none"> <li>● Motion to approve Contact Amendment No. 6 was made by Rev. Nick Hood III and seconded by Redic Grant.</li> <li>● Motion passed 4-0</li> </ul>	Celia Thomas
<i>(Motion) Approval of Resolution and Extended Covid-19 Learning Plan</i>	<ul style="list-style-type: none"> <li>● Motion to approve the resolution and Extended COVID-19 Learning Plan made by Redic Grant and seconded by Deierdre Weir.</li> <li>● Motion passed 4-0</li> </ul>	Celia Thomas
<i>(Motion) Approval of Fall 2020 Board Policies</i>	<ul style="list-style-type: none"> <li>● Motion to approve the Fall 2020 Board Policies made by Redic Grant and seconded by Rev. Nick Hood III.</li> <li>● Motion passed 4-0</li> </ul>	Celia Thomas
<i>Other Business</i>	<ul style="list-style-type: none"> <li>● NONE</li> </ul>	Celia Thomas
<i>Comments from the Board</i>	<ul style="list-style-type: none"> <li>● Rev. Hood - I'd like to commend Celia on her first meeting as Board President</li> <li>● Celia Thomas - It's great to see everyone</li> </ul>	Celia Thomas
<i>Public Comment</i>	<ul style="list-style-type: none"> <li>● Scott - Dr. Young was named as one of Crain's 40 under 40! Congrats!</li> </ul>	Celia Thomas
<i>Authorizer Comment</i>	<ul style="list-style-type: none"> <li>● Board is going to be required every month to re-certify the Extended COVID-19 Learning Plan</li> <li>● Provide the opportunity for Public Comment</li> <li>● Publish engagement and 2-way student communication</li> <li>● Having webinars for NWEA coming up this week and next week. We are encouraging management to participate</li> <li>● Please submit the resolution for the ECLP as soon as possible</li> </ul>	Jennifer Joubert
<i>Adjournment</i>	<ul style="list-style-type: none"> <li>● Motion to adjourn the September 15, 2020 Board Meeting made by Deierdre Weir and seconded by Redic Grant.</li> <li>● Motion Passed 4-0</li> </ul>	Celia Thomas

**Meeting adjourned at:** 1:10pmEST

**Meeting Certification:**

Proposed Minutes Respectfully Submitted,

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Monique Langston  
**Recording Secretary**

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Sept 15, 2020  
**Date**

Approved by Plymouth Educational Center Board of Directors:

\_\_\_\_\_  
**Board Secretary**

\_\_\_\_\_  
October 21, 2020  
**Date**