

**Plymouth Educational Center
Board of Directors School Board Meeting
Board Meeting Minutes
May 25, 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: May 25, 2021

Time: 12:00 PM EST

Location: Via Zoom:

<https://distinctiveschools-org.zoom.us/j/91865836604?pwd=YINFU1hqL2dRNGRSL25LcINFakZTUT09>

Call to order at: 12:02 PM ET

Roll Call:

- **Present Board Members:** Rev. Nichloas Hood III (Detroit), Deierdre Weir (West Bloomfield) *left meeting at 1pmET*, Celia Thomas (Harper Woods), Redic Grant (Royal Oak), Dr. Deidre Shelton-Young (Troy) *left meeting at 1:25pmET*
- **Absent Board Members:**
- Others Present:
 - **Distinctive Schools:** Erin Lanoue, Jeff Donoghue, Cassie Williams, Schranda Battle, Monique Langston, Marcus Hardaway, Scott Frauenheim, Karey Henderson, Eric Dailey
 - **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 May 25, 2021 agenda made by Dr. Deierdre Shelton-Young and seconded by Rev. Nicholas Hood III with the following amendment: <ul style="list-style-type: none"> ○ <i>Move the Treasurer's (Informational) Fundraising assessment activity after the Principal's Report</i> ● Motion passed 5-0 	Celia Thomas
<i>Approval of April 27, 2021 Proposed Meeting Minutes</i>	Vote <ul style="list-style-type: none"> ● Motion to approve the April 27, 2021 proposed meeting minutes made by Deierdre Weir and seconded by Rev. Nicholas Hood III ● Motion passed 5-0 	Celia Thomas
<i>Public Comment (Agenda Items Only)</i>	NONE	Celia Thomas

<p><i>Principal's Report</i></p>	<p>Attached in separate doc</p>	<p>Schranda Battle</p>
<p><i>Management Updates</i></p>	<p><u>Finance Report</u></p> <ul style="list-style-type: none"> ● Update on school finances and preview of SY22 budget ● Motion to approve the Finance Report made by Rev. Nicholas Hood III and seconded by Dr. Deirdre Shelton-Young. ● Motion passed 4-0 <hr style="border-top: 1px dashed black;"/> <p><u>Network Updates</u></p> <ul style="list-style-type: none"> ● Our team has been working hard on our reopening plans. I want to thank our entire leadership team, our teachers and our staff for their unwavering commitment to our students and families across our schools. Our reopening plans are some of the best in the country and our balance of academic/instructional support with our whole child SEL and culture support, we are focused on providing structure and joy at every turn. Thank you to this entire board for your ongoing trust, support and encouragement over the past few months and throughout this entire pandemic. ● We are continuing to monitor accountability from CMU and MDE. As you have likely heard, the absence of viable data is requiring authorizers and districts to eliminate accountability for schools for 1-2 years into the future, until we can have viable baseline data for measurement of growth and achievement. Our DS team will spend this summer ensuring that we continue to find an equity balance of ensuring our students are safe, cared for and supported while also making sure our students are getting learning recovery and acceleration support. We are also working to ensure that we have a strong sense of student performance from our internal interim and benchmark assessments as well as our digital programs that provide actionable data for instructional planning every day and week. We are using our data dashboard to plan rigorous goals for our campuses using the multiple measures of data that we have available to us to continue to measure our impact and our student, teacher and school success. ● Our Wednesday schedule will remain throughout the remainder of this school year with teachers, staff and students remaining remote. This allows us to do deep cleaning, provides an equitable approach for our schools and students and allows teachers to engage deeply with our remote students with mentoring, office hours and individual/small group student supports and interventions. Our Wednesday schedule also allows for deep planning and team time for our teachers and cross content/team/leader collaboration. ● We are continuing to engage with bondholders. PEC bond/board legal counsel is engaging in the review/negotiation of our 3 year 	<p>Distinctive Schools</p>

forbearance agreement. We have been keeping CMU updated on timeline and hope to be able to execute an agreement very soon leading up to our contract expiration of 6/30/21.

MI Regional

Since we last met:

- Our campus has reopened!
- We have been able to successfully administer our scheduled saliva tests.
- Every family in the Michigan Region has received access to our re-enrollment portal and office teams have made additional contacts to families for re-enrollment purposes.
- Formal Teacher Evaluations have continued
- The Principals of the Michigan region have partnered with our talent team to finalize a creative and robust plan for teacher recruitment.
- Quarter 4 report cards have been shared with families.
- Summer Programming Options have been finalized and registration information has been shared with families.

Upcoming Priorities:

- Quarter 4 Attendance and student engagement
- Regional PD scheduled this week with a focus of Diversity, Equity, and Inclusion
- Family re-enrollment for 2021-2022 school year
- New Student Recruitment
- Summer Programming

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: Plymouth Educational Center will provide an in-person and and remote learning option for Kindergarten - 8th grade.

- In-Person Learning Option: Families who select in-person instruction will learn on-site on Monday, Tuesday, Thursday, and Friday and will participate in remote learning on Wednesday.
- Remote Learning: Families who selected remote will learn at home using Zoom to engage with peers and their teacher Monday through Friday.
- 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.
- Mitigation efforts will be in place and local health data will continue to be monitored to ensure a safe environment for students and staff.

Modification: N/A

Two-way interaction rates:

Week Ending: Friday, May 14th, 2021	76.51%
Week Ending: Friday, May 7th, 2021	77.11%
Week Ending: Friday, April 30, 2021	76.60%
Week Ending: Friday, April 23, 2021	77.16%
Week Ending: Friday, April 16, 2021	69.40%
Week Ending: Friday, April 9, 2021	61.40%

Schools

- **Summer Programming:** Our summer programming will offer three pathways for students and families for the summer: Crush Your Content, Anytime, Anywhere Learning, and DS Summer Camp. A Summer Learning Coordinator will work collaboratively with teachers, parents, students, and administrators to implement all Summer Learning pathways and programming. Final selection will occur this week so that summer program planning can begin.
- **DS Summer Camp:** PEC will host DS Summer Camp to rebuild a sense of community and provide opportunities for enrichment and exploration. Families will have an opportunity to register later this month. Some classes will be open to newly enrolled students for the 21/22 school year.
- **Upbeat Staff Survey:** Staff completed Spring Administration of Upbeat Staff retention survey.
- **Dean's Office:** completed Deanslist audit of students incidents came back glowing with strong tracking, attention to detail, follow up and response time.

Operations

- **Facilities:**
 - Safety mitigations are in place to ensure the safety of staff and students as the buildings have reopened.
 - Saliva testing continues, there are 2 aminstrations left this school year; no decisions have been made for the 21-22 school year
 - Planning is under way for summer projects
 - Plymouth has repaired potholes in the parking lot
- **Food Service:**
 - The RFP bids have been released and the due date is Friday, May 7. Bids will be reviewed the week of May 10, more information will be available in the coming weeks.
 - Plymouth is working to ensure there are food options for the summer programs that will be offered this summer
- **Staffing:**
 - Positions have been posted for the upcoming school year, interviews have started and offers have been extended

	<ul style="list-style-type: none"> ○ Positions are tied to enrollment, as enrollment is confirmed, offers will be extended ● Technology: <ul style="list-style-type: none"> ○ Staff continue to support students with device repairs and replacements as needed <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: Congrats to Principal Battle and PEC as they were accepted into the Detroit Children’s Fund SC2 Co-hort! The PEC Instructional Leadership Team will now be a part of a cohort of instructional leaders that are prepared to take risks, disrupt old patterns and make way for new ways of thinking, doing and leading with an equity lens. We plan to submit our application for the SC2 Foundational Tools Grant in August 2021 (grants up to \$50,000). ● Fundraising: We launched the Teacher Appreciation Week fundraiser and will continue to celebrate our teachers through various ways. Thank you to all who donated! <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>	
New Business <i>(Informational)</i> Fundraising Readiness - Assessment Activity	<ul style="list-style-type: none"> ● Fundraising Readiness - Board Assessment Activity 	Deirdre Weir
<i>(Motion) Approval of the SY21-22 School Calendar</i>	<ul style="list-style-type: none"> ● Motion to approve the SY21-22 school calendar made by Rev. Nicholas Hood III and seconded by Dr. Deirdre Shelton-Young. ● Motion passed 4-0 	Celia Thomas
<i>(Motion) Approval of 21-22 Annual Calendar of Regularly Scheduled Meetings</i>	<ul style="list-style-type: none"> ● Motion to approve the 21-22 annual calendar of regularly scheduled meetings made by Rev. Nicholas Hood III and seconded by Redic Grant. ● Motion passed 4-0 	Celia Thomas
<i>(Motion & Resolution) Approval of PEC Bus Lease Extension Addendum</i>	<ul style="list-style-type: none"> ● Motion to approve the PEC Bus Lease extension addendum made by Redic Grant and seconded by Dr. Deirdre Shelton-Young. ● Motion passed 4-0 	Celia Thomas
<i>(Motion & Resolution) Approval of Reforecasted FY21 Budget</i>	<ul style="list-style-type: none"> ● Motion to approve the reforecasted FY21 budget made by Redic Grant and seconded by Rev. Nicholas Hood III. ● Motion passed 4-0 	Celia Thomas
<i>(Motion & Resolution) Approval of the Extended COVID-19 Learning Plan Monthly Report</i>	<ul style="list-style-type: none"> ● Motion to approve the Extended COVID-19 Learning Plan for May 2021 made by Redic Grant and seconded by Rev. Nicholas Hood III. ● Motion passed 4-0 	Celia Thomas
<i>(Motion) Approval of Second Amendment to the Forbearance Agreement</i>	<ul style="list-style-type: none"> ● Motion to approve the second amendment to the forbearance agreement and allow Celia Thomas to sign off after board counsel review made by Rev. Nicholas Hood III and seconded by Redic Grant 	Celia Thomas

