

**Plymouth Educational Center
Board of Directors School Board Meeting
Board Meeting Minutes
June 29, 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: June 29, 2021

Time: 12:00 PM EST

Location: Via Zoom:

<https://distinctiveschools-org.zoom.us/j/97318404841?pwd=MzFwaTNwYllHOXUzMlZDcms4cUJhRQT09>

Call to order at: 12:02 PM ET

Roll Call:

- **Present Board Members:** Rev. Nicholas Hood III (Detroit), Deierdre Weir (West Bloomfield), Celia Thomas (Harper Woods), Redic Grant (Royal Oak), Dr. Deidre Shelton-Young (Troy)
- **Absent Board Members:** N/A
- 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 June 29, 2021 agenda made by Deierdre Weir and seconded by Rev. Nicholas Hood III ● Motion passed 5-0 	Celia Thomas
<i>Approval of May 25, 2021 Proposed Meeting Minutes</i>	Vote <ul style="list-style-type: none"> ● Motion to approve the May 25, 2021 proposed meeting minutes made by Rev. Nicholas Hood III and seconded by Redic Grant ● Motion passed 5-0 	Celia Thomas
<i>Public Comment (Agenda Items Only)</i>	NONE	Celia Thomas
<i>Principal's Report</i>	Attached in separate doc	Schranda Battle

Management Updates

Network Updates

- We did it! We have completed the 2020-2021 school year. This year has been like no other and we are extremely proud of our leaders, staff, students, families and partners for everything we have accomplished. Thank you to our entire board for everything you have done to support us this past year.
- We are ending the year with celebrations! Last week we hosted our EOY leader celebration event and EOY staff and student celebrations. We also closed out our school year on the 24th with our leadership retreat-- celebrating all of the hard work of our team and closing things out.
- We will have a common break at DS and our offices and schools will be closed from July 5th-9th.
- We are focused on planning for next year! We have 3 big priorities that are aligned to our strategic plan but in direct response to reopening and recovery from COVID. These 3 priorities will also be baked in our Campus Growth Plans that you as a board hold us accountable to each year. Stay tuned as we plan this summer!
 - 1. Diversity, Equity and Inclusion
 - 2. Learning Acceleration
 - 3. Mental Health
- We will kick off our August return to school with a 2 day DEI leadership retreat as we continue to invest in our leaders and provide them with the professional development and learning to lead our DEI work across our schools and network.
- We have completed our work with the bondholders and we seem to be working to finalize the signature pages for our forbearance agreement. CMU has sent us the amendment to extend our charter for 3 years! This is a huge celebration and we are so proud of all of the work. Thank you to Celia, Deirdre, Jessie, Jeff and Erin as well as our partners Janene and Winta for everything they have done to support this amendment!
- We are searching for our next PEC Assistant Principal-- if you know of anyone who might be a great fit for us---focused on instruction, data, curriculum, coaching and culture-- let us know!

MI Regional

Since we last met:

- We wrapped up the 2020-2021 School Year!
- We hosted a region wide Diversity, Equity, and Inclusion professional development session
- Summer Programming kicked off/ More updates in the Principal Report.
- The Michigan Region has hosted 2 New Teacher Open House Sessions.

Distinctive
Schools

Upcoming Priorities:

- Family re-enrollment for 2021-2022 school year
- New Student Recruitment
- Summer Programming Planning

Academic & Schools

- **Extended COVID-19 Learning Plan:**
 - **Modification:** N/A
 - **Two-way interaction rates:**

Week Ending: Thursday, June 18th, 2021	49.50%
Week Ending: Friday, June 11th, 2021	63.25%
Week Ending: Friday, June 4th, 2021	61.92%
Week Ending: Friday, May 28th, 2021	75.10%
Week Ending: Friday, May 21st, 2021	70.68%
Week Ending: Friday, May 14th, 2021	76.51%

- **Summer Programming:** Three pathways for students and families launched for the summer: Crush Your Content, Anytime, Anywhere Learning, and DS Summer Camp.
- **Data:** Instructional leadership teams, with the DS network team, analyzed end-of-year academic, school culture, and social-emotional competency data. Spring NWEA data will be finalized and analyzed on July 20th.
- **Professional Development:** DS leaders engaged TNTP to facilitate a three-day retreat with a focus on equity as the premise of Learning Acceleration. Collaborative work included the ‘why’ of Acceleration, prioritizing standards, and change management. Further engagements are planned quarterly in the upcoming year.

Operations

- **Facilities:**
 - It is expected that MI will move to Phase 5 reopening July 1 and all pandemic orders will be lifted. We are planning for a full return in the fall and a lifting of most pandemic restrictions, such as saliva testing, temperatures and 6 feet of social distance
 - Such restrictions will remain in place, such as masks for all individuals, self-screeners and enhanced clearing protocols
 - DS will continue to monitor updates from MDE and Wayne County of Public Health around safety measures and quarantine rules, which are constantly being updated.
- **Food Service:**
 - Three bids were received and are being reviewed.
 - The current lunch staff is aware of the changes and have been incorporated into the bid and may stay at PEC if they wish
- **Staffing:**
 - Non-renewal conversations were held on Friday, June 4.

	<ul style="list-style-type: none"> ○ Positions are posted for the upcoming school year, offers are being extended ○ Final candidate interviews were held on June 8 for the AP position ● Technology: <ul style="list-style-type: none"> ○ The Director of IT & Strategy is working with RTCs to implement a plan to collect and service devices prior to the 21-22 school year. ○ Other than graduating students, families can keep their device for most, possibly all, of the summer <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 was awarded a \$50,000 grant for summer professional development outside of the PD support from the cohort grant. This grant will help set PEC for an incredible reopening and recovery success from a year of COVID learning! ● Fundraising: We shared with our Regional Culture & Retention EDT that we will be giving each campus \$2,000 as part of our on-going Teacher Appreciation Week fundraising efforts! Teachers will submit a proposal for how they plan to use the funds aligned to one of our top three priorities for SY22 and/or something that supports culture and morale. <p>Finance Report</p> <ul style="list-style-type: none"> ● Update on finances and review of FY22 budget ● Motion to approve the Finance Report made by Deierdre Weir and seconded by Rev. Nicholas Hood III ● Motion passed 5-0 <p>Committee Updates</p> <p>Academic Report - Updates from the committee on academic progress Philanthropy - N/A Finance - updates provided in Finance Report</p>	
<p>New Business (Motion & Resolution) Approval of Extended COVID-19 Learning Plan Monthly Report</p>	<ul style="list-style-type: none"> ● Motion to approve the Extended COVID-19 Learning Plan for June 2021 made by Rev. Nicholas Hood III and seconded by Deierdre Weir. ● Motion passed 5-0 	Celia Thomas
<p>(Informational) Temporary Waiver Agreement Update and Letter</p>	<ul style="list-style-type: none"> ● Review of Temporary Waiver agreement ● Thank you to the Board and the DS Team 	Celia Thomas
<p>(Motion) Approval FY22 General Operating Budget</p>	<ul style="list-style-type: none"> ● Motion to approve the FY22 General Operating Budget made by Redic Grant and seconded by Deierdre Weir. ● Motion passed 5-0 	Celia Thomas
<p>(Motion) Approval FY22 Food Service Budget</p>	<ul style="list-style-type: none"> ● Motion to approve the FY22 Food Service Budget made by Rev. Nicholas Hood III and seconded by Redic Grant. ● Motion passed 5-0 	Celia Thomas

(Motion) Approval of 1-Year Bus Lease with Hoekstra (2 buses)	<ul style="list-style-type: none"> ● Motion to approve the one year bus leases with Hoekstra for 2 buses made by Redic Grant and seconded by Dr. Deidre Shelton-Young. ● Motion passed 5-0 	Celia Thomas
(Motion) Approval of Contract with Dr. Jessie Kilgore, PEC Board Liaison	<ul style="list-style-type: none"> ● Motion to approve the contract with Dr. Jessie Kilgore, PEC Board Liaison made by Rev. Nicholas Hood III and seconded by Redic Grant. ● Motion passed 5-0 	Celia Thomas
(Motion) Approval of Contract Amendment No. 8	<ul style="list-style-type: none"> ● Motion to approve Contract Amendment No. 8 made by Deierdre Weir and seconded by Redic Grant. ● Motion passed 5-0 	Celia Thomas
(Motion) Approval of PEC Food Service Contract	<ul style="list-style-type: none"> ● Motion to approve the PEC Food Service Contract made by Redic Grant and seconded by Deierdre Weir. ● Motion passed 5-0 	Celia Thomas
(Motion) Ratify Second Amendment to the Forbearance Agreement	<ul style="list-style-type: none"> ● Motion to approve the ratification of the second amendment to the forbearance agreement made by Deierdre Weir and seconded by Redic Grant. ● Motion passed 5-0 	Celia Thomas
Old Business	NONE	Celia Thomas
Other Business	<p>PEC to do something in honor of past President Darwyn Fair. Possibly look at naming a room in the building (media center). The DS team will work with Celia Thomas</p> <p>Board discussion on cancelling the July 2021 Board of Directors Meeting</p> <ul style="list-style-type: none"> ● Motion to approve the cancellation of the July 2021 PEC Board of Directors Meeting made by Deierdre Weir and seconded by Redic Grant ● Motion passed 5-0 <p>Working with Board member Deierdre Weir on planning a retreat.</p>	Celia Thomas
Comments from the Board	NONE	Celia Thomas
Public Comment	NONE	Celia Thomas
Public Comment (Extended COVID-19 Learning Plan ONLY)	<p>Board President Celia Thomas solicited public comment on the Extended COVID-19 Learning Plan Monthly Report.</p> <p>Public Comment: NONE</p>	Celia Thomas
Authorizer Comment	<ul style="list-style-type: none"> ● Congrats to PEC on the forbearance ● Congrats to Redic Grant on his reappointment ● Virtual meetings extended through September 2021 ● CMU retreat August 17th (Novi) 	Jennifer Joubert
Adjournment	<ul style="list-style-type: none"> ● Motion to adjourn the June 29, 2021 Board Meeting made by Dr. Deidre Shelton-Young and seconded by Deierdre Weir ● Motion Passed 5-0 	Celia Thomas

Meeting adjourned at: 1:09 pmEST

Meeting Certification:

Proposed Minutes Respectfully Submitted,

Monique Langston

Recording Secretary

June 29, 2021

Date

Approved by Plymouth Educational Center Board of Directors:

Board Secretary

Date

7/15/21