

**Plymouth Educational Center
Board of Directors School Board Meeting
Board Meeting Minutes
June 16, 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: June 16, 2020

Time: 12:00 PM EST

Location: Via Zoom:

<https://distinctiveschools-org.zoom.us/j/85104904749?pwd=bk5qQ0JNY0JRN0lvSXVUazlGSTJ4dz09>

Call to order at: 12:01 PM EST

Roll Call:

- **Present Board Members:** Darwyn Fair, Celia Thomas, Rev. Nick Hood, Redic Grant
- **Absent Board Members:** Deierdre Wier
- **Others Present:**
 - **Distinctive Schools:** Scott Frauenheim, Erin Lanoue, Cassie Williams, Schranda Battle, Monique Langston, Jeff Donoghue, Mike Rohde
 - **CMU:** Jennifer Joubert
 - **Other members:** Jessie Kilgore, LaShanda Thomas, Paulette Holloway

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"> ● Motion to approve the June 16, 2020 agenda made by Nicholas Hood III approved by Celia Thomas. ● Motion passed 4-0 ● Agenda approved 	Darwyn Fair
<i>Approval of Minutes</i>	<ul style="list-style-type: none"> ● Motion to approve the May 19, 2020 board meeting minutes made by Nicholas Hood III and approved by Celia Thomas. ● Motion passed 4-0 ● Minutes approved 	Darwyn Fair
<i>Public Comment (agenda Items only)</i>	<ul style="list-style-type: none"> ● None 	Darwyn Fair

<p style="text-align: center;">Principal's Report</p>	<p>Academics:</p> <ul style="list-style-type: none"> ● We are having a STRONG finish ● Families and teachers are putting together plans for summer learning ● Teachers are getting deeper ingrained with Summit Learning and Benchmark curriculum for the 20/21 school year ● Parent conferences were a huge success- great relationship builder ● Report cards are complete for quarter 4 ● Invitations are going out for summer learning session (100 students being invited) ● Promotional ceremony for 8th grade June 10th at 11 am ● Promotional ceremony for Kindergarten June 11th at 11 am <p>School Culture/Family Connections:</p> <ul style="list-style-type: none"> ● The middle school team is reviewing the 5 stages of team development to norm our practices and cohesiveness ● K-7th drive up and clap out parade June 12th at 3 pm ● Supporting families and staff through loss (COVID and non-COVID related) ● Supporting families and staff through current Racial Injustice/BLM incidents and protests ● "Paper Plate Awards" for staff June 12th <p>Student Enrollment:</p> <ul style="list-style-type: none"> ● To date, we have 321 students committed to re-enrollment ● 31 maybes ● 7 new kindergarten students (siblings) ● Developing student recruitment plans for the end of this year, anticipating attracting solid families for the fall. ● Social Media campaign for attracting new families is under way. ● Really looking to attract more Kindergarten and 3rd grade families for the 20-21 school year 	<p style="text-align: center;">Schranda Battle</p>
<p style="text-align: center;">New Business <i>(Motion) Nomination of Dr. Deirdre Young to Plymouth Educational Center Board of Directors</i></p>	<ul style="list-style-type: none"> ● Motion to nominate Dr. Deirdre Young to the PEC Board of Directors made by Nicholas Hood III and seconded by Redic Grant. ● Motion passed 4-0 	<p style="text-align: center;">Darwyn Fair</p>
<p style="text-align: center;">New Business <i>(Motion) Contract Approval for Jessie Kilgore, EdConsult, LLC PSC for 2020-2021</i></p>	<ul style="list-style-type: none"> ● Motion to approve the contract for Jessie Kilgore, EdConsult, LLC PSC for 2020-2021 made by Celia Thomas and seconded by Redric Grant. ● Motion passed 4-0 	<p style="text-align: center;">Darwyn Fair</p>

<p>New Business <i>(Motion) Approval of Board Policy Updates</i></p>	<ul style="list-style-type: none"> ● Motion to adopt the Board Policy updates from Fall/Spring 2018-19 and Spring 2020 made by Celia Thomas and seconded by Nicholas Hood III . ● Motion passed 4-0 	<p>Erin Lanoue/ Mike Rohde</p>
<p>New Business <i>(Motion) Approval of SAN Board Resolution</i></p>	<ul style="list-style-type: none"> ● Motion to approve SAN Board Resolution up to \$1MM for borrowing made by Nicholas Hood III and seconded by Celia Thomas. ● Motion passed 4-0 	<p>Darwyn Fair/ Scott Frauenheim/ Jeff Donoghue</p>
<p>Closed Session</p>	<ul style="list-style-type: none"> ● Motion to move to closed session made by Nicholas Hood III and seconded by Celia Thomas. ● Motion passed 4-0 ● Board moved to closed session at 12:31pmET to discuss a legal matter from the board counsel <p>Closed Session</p> <ul style="list-style-type: none"> ● Motion to move to move to open session made by Celia Thomas and seconded by Nicholas Hood III. ● Motion passed 4-0 ● Board resumes meeting at 12:54pmET 	<p>Darwyn Fair</p>
<p>New Business <i>(Resolution) Approval of FY21 Budget</i></p>	<ul style="list-style-type: none"> ● Motion to approve FY21 Budget made by Celia Thomas and seconded by Redic Grant. ● Motion Passed 4-0 ● FY21 Budget approved 	<p>Jeff Donoghue</p>
<p>Old Business <i>(Informational) COVID Relief Funds</i></p>	<ul style="list-style-type: none"> ● Getting the CARES funding from Michigan. We have not heard any updates on how much will be provided for the schools. CMU is advocating for the stimulus funds to help support next year's budget. ● Board is negotiating a waiver with DS - will support schools cash flow. ● Board will apply for SAN note to help support funding if necessary 	<p>Scott Frauenheim</p>
<p>Other Business <i>Finance Update</i></p>	<ul style="list-style-type: none"> ● Motion to accept Finance Update made by Redic Grant and seconded by Celia Thomas. ● Motion Passed 4-0 ● Financial Update approved 	<p>Jeff Donoghue</p>
<p>Other Business <i>Distinctive Schools Report Committee Report</i></p>	<p>Thanks to everyone for their support. We wrapped up a successful year. Honoring Juneteenth by closing our virtual doors across the regions and Network.</p> <p>Upcoming Priorities:</p> <ol style="list-style-type: none"> Participation across the region Summit Learning Platform Summer Training Collaborating and contributing the Network contingency planning for Fall 2020 Staff Recruitment Student Recruitment Planning for our Fall New Teachers Institute <ul style="list-style-type: none"> ● Since we last met: <ol style="list-style-type: none"> Our Regional Social Work Team has delivered 3 Self- Care workshops for families and teachers. 	<p>Cassie Williams/ Scott Frauenheim</p>

- b. The Michigan Regional Instructional Leadership Team collaborated and delivered a two session Standard Based Grading PD series for all teachers in the region.
- c. Our First Emerging Leaders Cohort concluded. We have had a total of 4 sessions. During the training we discussed mission and equity driven leadership. We had 27 teachers from across the region learning about how to leverage their current positions to help push us all closer to our mission
- d. During the Covid-19 School closure our Regional Team coordinated and executed 9 Regional Planning Days
- e. Our School Leadership team has been partnering with our Regional Partnerships Manager to plan execute a virtual open house at each Michigan DS Campus
- f. Our region has given away a total of \$750 in instacart gift cards to families during the Pandemic as an incentive to engage in at home learning.

- **Operations (Erin)**

- a. **PEC (Operations)**

- **Contracts:** all staff received contract offers for the upcoming year
 - **Open positions:**
 - 5th grade
 - Dean
 - Maintenance
 - SPED teacher
 - MS resident
 - **Food service:** discontinuing June 30
 - Returning students will keep their devices until later in the summer

- **Academic: (Katie)**

- a. **PEC (Academic)**

- **At Home Learning Update:** PEC wrapped-up 13 weeks of remote learning for students, teachers and families. Teachers have shared that they have built a new type of connection with students and a deeper understanding of who they are as learners and as individuals.
 - **Summer Learning:** Prioritized groups of students will have opportunities for Summer Remote Learning for the next five weeks. All PEC students will have access to learning menus for Anytime, Anywhere Learning and access to digital programs through July.
 - **Middle School:** The Middle School team has completed the Summit Learning Program New Teacher Modules. Learning focused on the student and teacher experience, family engagement and curriculum.

	<ul style="list-style-type: none"> ■ Social Emotional Learning: We continued to invest planning time to develop a comprehensive support plan for students and staff in the fall focusing on staff training, SEL explicit instruction, direct student and family counseling, and focus on DEI and trauma-informed practices. PEC: b. Recruitment and Enrollment: Recruitment and Enrollment efforts are taking place at all of our campuses. PEC hosted their first Virtual Open house on June 2nd and was a huge success c. Grants: PEC's application to the Michigan State Police for the 2020 Competitive School Safety Grant Program is on hold due to state funding. We are continuing to source more grant for PEC including the Dollar General grant submitted for \$4000 <ul style="list-style-type: none"> ● DS Relief Fund (MI Region): We've sent \$100 gift cards to 14 PEC families. We continue to raise funds and distribute support to all of our campuses. To date we've raised over \$8000. We relaunched the camping to provide Summer Support to families still experiencing hardships due to the pandemic. 	
<i>Comments from the Board</i>	Nicholas Hood asked about the meal preparation at PEC. Is it still continuing? Yes, we are still continuing - participation has been a little low. Rev. Hood suggested looking at Gleaners to pick up the fresh produce and food to cook on themselves. Currently partnering with Trader Joe's to provide food options for families. Would like an update on the food distribution at the next board meeting.	Darwyn Fair
<i>Public Comment/ Comments from the Authorizer</i>	<p>Jennifer Joubert, CMU: Nomination for Dr. Young - completed the application. Her nomination is reflected in the minutes. The final step is 9/24 her nomination goes in front of the CMU Board of Trustees. She can participate in board meetings as a member of the public. Reminder: one year extension the Center granted PEC expires on June 30, 2020</p> <p>LaShanda Thomas: Express that she is excited about what is happening at the school. Thank you for the opportunity to have served PEC.</p> <p>Paulette Holloway: Can the board agendas be shown on the screen during the meetings?</p>	Darwyn Fair
<i>Adjournment</i>	<ul style="list-style-type: none"> ● Motion to adjourn the board meeting made by Nicholas Hood III and seconded by Redic Grant ● Motion Passed 4-0 ● Meeting adjourned at 1:34pmET 	Darwyn Fair

Meeting adjourned at: 1:34pm EST

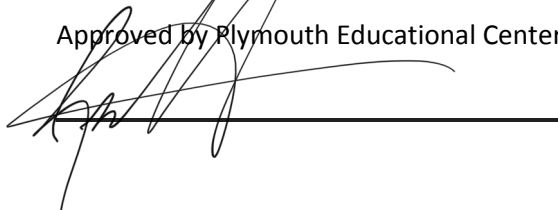
Meeting Certification:

Proposed Minutes Respectfully Submitted,

Monique Langston
Recording Secretary

June 16, 2020
Date

Approved by Plymouth Educational Center Board of Directors:



6/16/2020

Board Secretary

Date