

**Plymouth Educational Center
Board of Directors School Board Meeting
Board Meeting Minutes
October 15, 2019**

MISSION STATEMENT: We, the Plymouth Educational Center Community, will educate, motivate, elevate and nurture all students by promoting academic excellence and responsible citizenship.

Date: October 15, 2019

Time: 11:00 AM EST

Location: Plymouth Educational Center, 1460 East Forest Ave, Detroit, MI 48207

Call to order at: 11:05 AM EST

Roll Call:

- Present Board Members: Darwyn Fair, Nick Hood, Celia Thomas and Redic Grant
- Absent Board Members:
- Others Present:
 - Distinctive Schools: Scott Frauenheim, Erin Lanoue, Monique Langston, Cassie Williams, Schranda Battle, Melisa Brown, and via phone Brandon Harper
 - CMU: Meagan Brown
 - Sandra Ramiken & Candice Woods from Alternative for Girls

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 agenda made by Nick seconded by REdic ● Motion passed 4-0 ● Agenda approved 	Darwyn Fair
<i>Approval of Minutes</i>	<ul style="list-style-type: none"> ● Motion to approve the September 17, 2019 board meeting minutes made by seconded by Redic and seconded by Nick ● Motion passed r-0 ● Minutes approved 	Darwyn Fair
<i>Public Comment</i>	<ul style="list-style-type: none"> ● None 	Darwyn Fair
<i>Old Business</i>	<ul style="list-style-type: none"> ● None 	Darwyn Fair

<p>New Business <i>(Informational) Alternative for Girls</i></p>	<ul style="list-style-type: none"> ● Proposal to partner with PEC on a teen outreach program ● Candice Woods shared curricular info ● Looking to begin program in January 2020 and lead 16 session on sex education ● Grant funded program, no cost to the school ● Program is open to boys and girls, they learn together as a group ● Alternative for Girls needs a letter from the Board of Director's 	<p>Darwyn Fair</p>
<p>New Business <i>(Motion) Approval of 2019-20 Excused/Unexcused Policy</i></p>	<ul style="list-style-type: none"> ● Summary of policy ● Motion to approve Approval of Excused/Unexcused Policy made by Redic Grant and seconded by Nick Hood ● Motion passed 4-0 ● Approval of Excused/Unexcused policy passed 	<p>Darwyn Fair</p>
<p>New Business <i>(Informational) Matrix Lease</i></p>	<ul style="list-style-type: none"> ● DS staff has been negotiating the Matrix lease renewal ● Board asked for legal review of lease before it signed 	<p>Darwyn Fair</p>
<p><i>Finance update</i></p>	<ul style="list-style-type: none"> ● FY20 revenue expected October 21, 2019 ● Expenses for FY20, but no revenue yet ● Audit began on September 30, 2019; balance sheet is not available until the audit is complete ● Straight line budget, but currently tracking to budget ● P&L detail, aging report, check detail ● Motion to accept finance report by Celia and seconded by Redic Grant ● Motion passed 4-0 	<p>Brandon Harper</p>
<p>Other Business <i>Distinctive Schools' Report</i></p>	<p>Informational</p> <ul style="list-style-type: none"> ● 	<p>Scott Frauenheim</p>
<p><i>Distinctive Schools & Regional update</i></p>	<p>Regional Update</p> <ul style="list-style-type: none"> ● Student retention and attendance; staffing and curricular assessment ● Reading in Motion professional development week of October 7 ● Network leadership retreat October 24-25 ● October 28 is data dashboard - reviewing NWEA, discipline and attendance and updating Campus Growth Plan <p>Distinctive Schools Update:</p> <ul style="list-style-type: none"> ● Committee meetings are going well ● Confirmed count day enrollment of 493 ● ACT18 applications for students with additional needs ● PEC food service van sold ● Mapping out facility projects ● Window project complete and doors next ● Ongoing professional development ● Implemented Lexia Core 5 - PL programs; giving teachers real time data ● Engage NY and expeditionary learning ● NWEA window closes this week (10/18) ● Excited about philanthropy and fundraising ● Board is working with Meagan Brown on finalizing board seats 	<p>Cassie Williams/ Scott Frauenheim</p>
<p><i>Committee Reports</i></p>	<ul style="list-style-type: none"> ● Monique Langston and Redic Grant have met as a committee ● Looking at board committee goals to participate in giving and act as ambassadors of the board ● Discussed potential fundraiser/gala and partnering with DCP campuses at first 	<p>Monique Langston</p>
<p><i>Principal's Report</i></p>	<ul style="list-style-type: none"> ● Teachers have started professional development on curricular programs <ul style="list-style-type: none"> ○ Trainings occurred for ST Math, Lexia and Reading in Motion ○ Individualized learning platforms for students 	<p>Schranda Battle</p>

	<ul style="list-style-type: none"> ● Close to wrapping up BOY NWEA - 1st grade celebrated completing NWEA ● Mystery Science has started ● Instructional Coaching Cycle has started for teachers ● Breast Cancer Friday - for \$1 students dress in all pink; all funds collected donated to Breast Cancer Awareness Research in PECs name ● Annual open house at the end of September; provided information to parents on how they can support the school and their supports. Also launched info on PTO ● Mentoring Programs have launched <ul style="list-style-type: none"> ○ Rhonda Walker Foundation ○ Alternative for Girls Partnerships ○ Matrix offers anger management program ● Athletics have started <ul style="list-style-type: none"> ○ Girls basketball ○ Cheer ○ Dance ● Staffing: <ul style="list-style-type: none"> ○ (1) 4th grade ○ (1) 5th grade - working with LT sub to have her stay ● Celia Thomas asked about conflict management curriculum; SEL team is reviewing. DS has an SEL playbook that is shared with each building 	
<i>Comments from the board</i>	<ul style="list-style-type: none"> ● Re-launch went extremely well 	Darwyn Fair
<i>Authorizer Comment</i>	<ul style="list-style-type: none"> ● Board expressed info on Board on Track - if interested, please follow up with Meagan ● Meagan has a new role in The Center; PEC will have a new board governance rep. Jennifer Joubert will be new school lead and will take over full-time in December 	Darwyn Fair

Meeting adjourned at: 11:57 pm EST

Meeting Certification:

Proposed Minutes Respectfully Submitted,

Erin Lanoue
Recording Secretary

October 15,, 2019
Date

Approved by Plymouth Educational Center Board of Directors:

Rose P. Jan
Board Secretary *Chair*

November 19, 2019
~~October 15, 2019~~
Date