

**Distinctive College Prep
Board of Directors School Board Meeting
Board Meeting Minutes
June 16, 2020**

MISSION STATEMENT: The mission of Distinctive College Prep is to serve children and families in urban communities by providing a high quality learning environment that accelerates achievement, performance and college preparedness through careful analysis of student needs and effective use of data to personalize and monitor student learning.

Date: June 16, 2020

Time: 4:00 pm ET

Location: Zoom

(<https://distinctiveschools-org.zoom.us/j/99038052559?pwd=QTk1RzFDNFBGcFFBZ3YxTTZqVjVmdz09>)

Call to order at: 4:01pm ET

Roll Call:

- Present Board Members: Mike Brown, Nicole Gaines (joined at 4:05pmET) , John Halo, Alari Adams and Nikki Mariner
- Absent Board Members:
- Others Present:
 - **Distinctive Schools:** Scott Frauenheim, Erin Lanoue, Monique Langston, Cassie Williams, Camille Hibbler and Teneia Ross-Terry, Jeff Donoghue, Brooke Lynch and Mike Rohde
 - **CMU:** Jennifer Joubert

Consent Agenda Items	Purpose	Individual Responsible
<i>Approval of Agenda</i>	Vote <ul style="list-style-type: none"> ● Motion to approve June 16, 2020 agenda with amendments (e. Approval of FY21 General Operating Budget and f. Approval of FY21 Food Service Budget) made by Mike Brown and seconded by John Halo ● Motion passed 4-0 ● Agenda approved 	Alari Adams
<i>Approval of May 21, 2020 Meeting Minutes</i>	Vote <ul style="list-style-type: none"> ● Motion to approve May 21, 2020 meeting minutes made by Mike Brown and seconded by John Halo. ● Motion passed 4-0 ● Minutes approved 	Alari Adams
<i>Public Comment (agenda items only)</i>	Informational <ul style="list-style-type: none"> ● None 	Alari Adams
<i>DCP - Redford Director's Report</i>	Academics <ul style="list-style-type: none"> ● At Home Learning ends today with the last day of school. Teachers had some wonderful end of year virtual celebrations. ● Final Grades will demonstrate growth from Quarter to grades. It is our hope and expectations that At Home Learning not only reinforced but brought them closer to mastery. ● Summer Learning begins Monday, June 15th. 50 students were invited to attend based on Winter NWEA data and attendance. We are looking forward to continued progress. School Culture/Family Connection	Camille Hibbler

	<ul style="list-style-type: none"> On Thursday, June 11th we hosted a virtual Step Up Program for our students. We had over 120 attend to celebrate our students promotion to the next grade. It was a very emotional and joyous event. Drive by celebration for the students on June 12th! <p>Student Enrollment</p> <ul style="list-style-type: none"> DCP Redford currently has 175 students enrolled. 	
<p><i>DCP - Harper Woods Director's Report</i></p>	<p>Academics</p> <ul style="list-style-type: none"> Teacher wrapped up their At-Home -Learning this week having end of the year class celebrations and giving out lots of virtual awards and love We celebrated our Kindergarten and fifth grade students with wonderful and well put together virtual promotional ceremonies that students, staff and parents will have in their memories and hearts forever. We will celebrate our wonderful school community with an end of the year clap out and it's going to be amazing to see all families. Our summer school school staff is also preparing to jump right back in with students on June 15th for 5 weeks of virtual teaching and learning and fun activities. <p>School Culture/ Family Connection</p> <ul style="list-style-type: none"> We are having virtual summer learning for students I continue to be available to teachers and families by popping into virtual classrooms and virtual open houses! <p>Student Enrollment</p> <ul style="list-style-type: none"> We currently have 410 students enrolled at Distinctive College Prep Harper Woods 	<p>Teneia Ross-Terry</p>
<p><i>Other Business Finance Report</i></p>	<p>May Financials were sent out to the board. They were reviewed by the finance committee with John Halo. There is some activity as we get ready for the audit. Two additional finance team members have joined the team, Melissa Brown and Marcus Hardaway. Both will bring expertise and more consistent reporting for our MI schools.</p> <p>We continue to receive revenue from the state of MI.</p>	<p>Jeff Donoghue</p>
<p><i>Other Business Distinctive Schools' Report</i></p>	<ul style="list-style-type: none"> General Updates (Scott) <ol style="list-style-type: none"> Cassie Williams named Regional Executive Director for the MI region Teneia Ross-Terry named the Principal of Distinctive College Prep-Harper Woods Camille Hibbler named Mentor Principal and Regional Director of Curriculum, Instruction and Assessment Closing the year! Response to current world and continued sustained equity work Juneteenth Planning for COVID and return to school 	<p>Distinctive Schools Team</p>

Regional Updates

- Upcoming Priorities:
 - a. Participation across the region Summit Learning Platform Summer Training
 - b. Collaborating and contributing the Network contingency planning for Fall 2020
 - c. Staff Recruitment
 - d. Student Recruitment
 - e. Planning for our Fall New Teachers Institute
- Since we last met:
 - a. Our Regional Social Work Team has delivered 3 Self- Care workshops for families and teachers.
 - 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.
 - g. Building regional teams, planning for what school will look like in the fall through our Taskforce
- **DCP (operations)**
 - a. **Facility update:** closing has been pushed to Mid-July to comply with posting requirements
 - b. **Contracts:** all staff received contract offers for the upcoming year
 - c. **Open positions:**
 - 5th grade
 - d. **Food service:** discontinued on last day of school, June 12
 - e. **Technology:** Returning students will keep their devices until later in the summer
- **DCP (Academic)**
 - a. **At Home Learning Update:** DCP campuses will wrap up week 13 of remote learning. Students, families, teachers, and leaders have been #allin. Stakeholder feedback provided opportunities for iteration and collaboration to create a stronger experience each week. Each classroom will wrap up instructional units, find opportunities to celebrate each other,

	<p>and celebrate student milestones reached during the year and in remote learning. 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.</p> <p>b. Summer Learning: Prioritized groups of students will have opportunities for Summer Remote Learning for the next five weeks. All DCP students will have access to learning menus for Anytime, Anywhere Learning and access to digital programs through July.</p> <p>c. Middle School: The Middle School team has completed Summit Learning Program New Teacher Modules 1 - 5. Learning focused on the student and teacher experience, family engagement and curriculum. The team members are gaining a deeper understanding of the program philosophy, components, and instruction. Each team member will complete the last module by next week in preparation for summer training.</p> <p>d. 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.</p> <p>e. Recruitment and Enrollment: Recruitment and Enrollment efforts are taking place at all of our campuses. HW and Redford held successful virtual open houses in the past 2 weeks!</p> <ul style="list-style-type: none"> ● Grants: We met with MDE/Jason from CMU to see if we could write in Redford in our budget we are amending since we are a single board multi charter. The answer was no., We continue to work on our edits to the narrative and budget ● DS Relief Fund (MI Region): . We continue to raise funds and distribute support to all of our campuses. To date we've raised over \$8,000. We relaunched the camping to provide Summer Support to families still experiencing hardships due to the pandemic. Thanks to Nicole for continuing to share the grocery giveaway for food and veggies. The most recent food drive was this past Saturday. We had a great committee meeting and will continue to share information for our DCP families. We've supported 5 DCP families through the fund! <p>Board comment from John Halo: can we please include enrollment updates in board meetings on a monthly basis?</p>	
<p>Old Business (Motion) Approval of Revised SY20 School Budget</p>	<ul style="list-style-type: none"> ● Motion to approve revised SY20 School Budget made by Mike Brown and seconded by John Halo. ● Motion passed 5-0 	<p>Alari Adams</p>

New Business <i>(Motion) Approval of Spring 2020 Board Policy Updates</i>	<ul style="list-style-type: none"> ● Motion to approve Spring 2020 Board Policy Updates made by Mike Brown seconded Nicole Gaines. ● Motion passed 5-0 	Mike Rohde
New Business <i>(Motion) Execution of ESP Agreement</i>	<ul style="list-style-type: none"> ● Motion to execute ESP Agreement made by John Halo and seconded by Nicole Gaines. ● Motion passed 5-0 	Erin Lanoue
New Business <i>(Motion) Approval of SAN Board Resolution</i>	<ul style="list-style-type: none"> ● Motion to approve the SAN Board Resolution up to \$450K made by John Halo and seconded by Mike Brown. ● Motion passed 5-0 	Jeff Donoghue
New Business <i>(Motion) Facility: Agreement of Lease with Option to Purchase Resolution</i>	<ul style="list-style-type: none"> ● Motion to approve Alari Adams to execute the pre development services agreement on behalf of the board with option to purchase resolution once approved made by Mike Brown and seconded by Nikki Mariner. ● Motion passed 5-0 	Erin Lanoue
New Business <i>(Motion) Approval of FY21 General Operating Budget</i>	<ul style="list-style-type: none"> ● Motion to approve the FY21 General Operating Budget made by Mike Brown and seconded by Alari Adams. ● Motion passed 5-0 	Jeff Donoghue
New Business <i>(Motion) Approval of FY21 Food Service Budget</i>	<ul style="list-style-type: none"> ● Motion to approve the FY21 Food Service Budget made by Nicole Gaines and seconded by Nikki Mariner. ● Motion passed 5-0 	Jeff Donoghue
<i>Comments from the Board</i>	Mike Brown: Congrats on promotions and new roles!	Alari Adams
<i>Public Comment</i>	NONE	Alari Adams
<i>Adjournment</i>	<ul style="list-style-type: none"> ● Motion to adjourn the June 16, 2020 board meeting made by Nicole Gaines and seconded by Nikki Mariner. ● Motion passed 5-0 	Alari Adams

Meeting adjourned at: 5:11pm ET

Meeting Certification:

Proposed Minutes Respectfully Submitted,

Monique Langston

Recording Secretary

June 16, 2020

Date

Approved by Distinctive College Prep Board of Directors:


Board Secretary

July 7, 2020

Date