

**Distinctive College Prep
Board of Directors School Board Meeting
Board Meeting Minutes
August 20, 2019**

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 18, 2019 corrected to August 20, 2019

Time: 4:13 pm ET

Location: Distinctive College Prep Harper Woods, 19360 Harper Ave, Harper Woods, MI

Call to order at: 4:20 pm ET

Roll Call:

- Present Board Members: Nicole Gaines, John Halo, Alari Adams, Nikki Mariner arrived late
- Absent Board Members: Mike Brown, Others Present:
 - Distinctive Schools: Scott Frauenheim, Erin Lanoue, Katie O'Connor, Monique Langston, Camille Hibbler, Cassie Williams, Teneia Ross-Terry and via phone Brandon Harper, Mike Rohde and Steve Schneider

Consent Agenda Items	Purpose	Individual Responsible
<i>Approval of Agenda</i>	Vote <ul style="list-style-type: none"> ● Motion to approve agenda made by John Halo and seconded by Nicole Gaines ● Motion passed 3-0 ● Agenda approved 	Alari Adams
<i>Approval of June 18, 2019 Meeting Minutes</i>	Vote <ul style="list-style-type: none"> ● Motion to approve the June 18, 2019 minutes made by Nicole Gaines and seconded by John Halo ● Motion passed 4-0 	Alari Adams
<i>Public Comment (agenda items only)</i>	Informational <ul style="list-style-type: none"> ● None 	Alari Adams
Old Business	<ul style="list-style-type: none"> ● None 	Alari Adams
New Business <i>(Resolution) Nikki Mariner</i>	<ul style="list-style-type: none"> ● Resolution was signed to reappoint Nikki Mariner to DCP board of directors. Correct to include the Motion was made by John Halo and seconded by Nicole Gaines. 	Alari Adams
New Business <i>(Resolution) SAN Financing</i>	<ul style="list-style-type: none"> ● DCP needs to receive Summer Assistance Note (SAN) to meet September obligations ● Erin Lanoue has approached multiple banks, but funding has been denied ● CMU informed Scott Frauenheim that many banks are not funding charter schools this year and Charter School Capital has moved into the Michigan market ● DS has two options remaining, IFF and Charter School Capital. Both 	Scott Frauenheim

	<p>loans are an 11 month term however, interest rates vary.</p> <ul style="list-style-type: none"> ● IFF interest rate is 6% and Charter School Capital interest rate is 12.5% ● Motion to approve SAN financing pending review of legal counsel and John Halo speaking with Erin Lanoue first. Motion to approve IFF funding first, if IFF funding is not available, Charter School Capital is approved. Motion was made by John Halo and seconded by Alari Adams ● Motion passed 4-0 	
<p>New Business <i>(Motion) Amendment No. 6</i></p>	<ul style="list-style-type: none"> ● Motion to amend correct to ratify Amendment No. 6 made by Nicole and seconded by John Halo Motion passed 4-0 ● Motion to amend corrected to request an increase in Amendment No. 6 from 625 students to 635 students. Motion to approve John Halo Nicole Gaines Passed 4-0 	Alari Adams
<p>Informational <i>Academic Data</i></p>	<p>Informational</p> <ul style="list-style-type: none"> ● Campus growth plans ● Focus on all students ● Restorative Justice ● Interventions began at the beginning of the year ● Previewed MAP skills ● Network dashboard meetings quarterly ● Deep learning around coaching ● Action plans based on mid year and end of year data ● Saturday Extension Teaching (SET) occurred last spring ● Building connections with other schools, communities of practice ● 5Es data informed culture work for the upcoming year ● Employee/parent communication is an area of improvement ● Implementation of Dean's List ● Marginal reduction in suspension rate; focus for the upcoming year ● HW 30% met college ready reading goal; 39% met math college ready goal. Goals are rigorous by design ● Redford 61% met math college ready goal; must be intentional about intervention times and mindful of the school doubling in size ● DCP performing comparatively to other CMU school in Detroit with like populations ● Enrollment is increasing significantly at both schools and that impacts data ● CMU contract is around lowering percentage of students in the lowest quintile; enrollment poses a challenge since so many students come in in the lowest quintile ● Identified need for phonics instruction ● Strategic Plan, entering 2nd year ● Campus growth plan is broken up into 5 growth areas: culture, identify affirmed goal, literacy goal, math goal and enrollment goal ● How will goals be adjusted since DCP is in the better 5%. CMU is holding DCP accountable to M-Step 	Katie O'Connor
<p>Informational <i>Board Committees</i></p>	<p>Informational</p> <ul style="list-style-type: none"> ● Formalizing board committees; becoming more deliberate around committees ● Three committees: finance/operations (John); academics (Nikki/Alari); and community/philanthropy (Nicole/Mike) ● Meagan Brown can show the presentation again and run committees through phone conference ● Motion to amend to 3 board committees for finance/operations; 	Scott Fraenheim

	academics; and community/philanthropy made by John, seconded by John	
<i>Other Business Finance Update</i>	<p>Informational</p> <ul style="list-style-type: none"> ● Brief audit update - call last week with Alan C. Young - timing of audit (begins on Sept. 16); audit schedules and support documents <ul style="list-style-type: none"> ○ Audit will mostly be remote ● July financials - no state aid payments until Oct; no revenue, all expenses ● HW P&L - ESP management services were booked after books closed ● Audit - do you need to break down due to/from for the audit firm 	Brandon Harper
<i>Other Business Distinctive Schools</i>	<p>Informational</p> <ul style="list-style-type: none"> ● Regional team <ul style="list-style-type: none"> ○ Cassie William - managing regional director and mentor principal at DCPHW ○ Teneia Ross-Terry resident principal at DCPHW ○ Monique Langston ● OnWard training at DCP Redford, August 26 ● Budget is straightlined ● HW roof costs ● Role clarity & point people ● Fundraising and philanthropy ● Launching giving campaign ● Enrollment, enrollment, enrollment ● Regional update <ul style="list-style-type: none"> ○ Regional team of 7 ○ Priorities: facilities; operations; academics ○ Back to school events: block parties Aug 24 (11-2 at HW and 2-6 at R) 	Scott Frauenheim
<i>Other Business DCP-HW Director's Report</i>	<p>Informational</p> <ul style="list-style-type: none"> ● Great things are happening at DCP Harper Woods ● Teneia Ross-Terry off to a great start as resident principal ● Student interventions start on Sept 9 ● Working with new dean ● SPL is working with students all summer ● School wide book club ● 452 enrolled 	Cassie Williams
<i>Other Business DCP-Director's Report</i>	<p>Informational</p> <ul style="list-style-type: none"> ● Great things are happening at DCP Redford ● Weekly hangouts with staff around 19-20 growth plans and establishing norms ● Leadership teams established norms; classroom removal process ● Welcoming new staff ● Community connections - face painting events ● Current enrollment is 182 	Cassie Williams
<i>Comments from the Board</i>	<p>Informational</p> <ul style="list-style-type: none"> ● None 	Alari Adams
<i>Public Comment</i>	<ul style="list-style-type: none"> ● None 	Alari Adams

Meeting adjourned at: 6:02 pm ET

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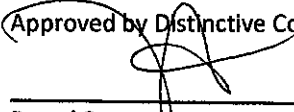
Meeting Certification:

Proposed Minutes Respectfully Submitted,

Erin Lanoue
Recording Secretary

September 17, 2018
Date

Approved by Distinctive College Prep Board of Directors:



Board Secretary

September 17, 2019
Date