

**Distinctive College Prep  
Board of Directors School Board Meeting  
Board Meeting Minutes  
September 15, 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:** September 15, 2020

**Time:** 4:00 pm ET

**Location:** Zoom

<https://distinctiveschools-org.zoom.us/j/92904263312?pwd=ZjdGb0JYTnpMYUI5NHQxaFcyQU8zZz09>

**Call to order at:** 4:03pmET

**Roll Call:**

- Present Board Members: Nicole Gaines, Alari Adams, John Halo, Mike Brown (joined at 4:04pm)
- Absent Board Members: Nikki Mariner
- Others Present:
  - **Distinctive Schools:** Scott Frauenheim, Erin Lanoue, Katie O’Connor, Cassie Williams, Mike Rohde, Monique Langston, Jeff Donoghue, Meredith McKelvey, Teneia Ross-Terry and Camille Hibbler
  - **CMU:** Jennifer Joubert

Consent Agenda Items	Purpose	Individual Responsible
<i>Approval of Agenda</i>	Vote <ul style="list-style-type: none"> <li>● Motion to approve September 15, 2020 board meeting agenda made by Nicole Gaines and seconded by Alari Adams</li> <li>● Motion passed 4-0</li> <li>● Agenda approved</li> </ul>	Mike Brown
<i>Approval of August 18, 2020 Board Meeting Minutes</i>	Vote <ul style="list-style-type: none"> <li>● Motion to approve August 18, 2020 board meeting meeting minutes made by Alari Adams and seconded by Nicole Gaines</li> <li>● Motion passed 4-0</li> <li>● Minutes approved</li> </ul>	Mike Brown
<i>Public Comment (agenda items only)</i>	NONE	Mike Brown
<i>DCP-R Principal’s Report</i>	<b>Academics</b> <ul style="list-style-type: none"> <li>● The first day of school was September 8th. We had a great day at Community of Care and were able to welcome 23 on the 1st day and it has grown to 42 across four classes.</li> <li>● Teachers have been focused on Relationship Building, Social Emotional Learning and informal screeners. September 21st all curriculum begins based on the scope and sequence communicated.</li> <li>● We are preparing for Curriculum Night where we will share additional details on our remote learning program and all of our curricular resources.</li> </ul>	Camille Hibbler

	<p><b>Culture</b></p> <ul style="list-style-type: none"> <li>September 16th and 23rd we will hold listening conferences where we will have an opportunity to better understand the needs of our families and the goals they have for their children.</li> <li>PRIDE assemblies kick off this Wednesday! We will celebrate birthdays, new to DCP students, and review our PRIDE mascots and chants.</li> </ul> <p><b>Student Enrollment</b></p> <ul style="list-style-type: none"> <li>DCP Redford Currently has 226 students fully enrolled.</li> </ul>	
<p><i>DCP-HW Principal's Report</i></p>	<p><b>Academics</b></p> <ul style="list-style-type: none"> <li>Last week we welcomed students back to school. All students are remotely learning with their classroom teachers. We also have our community care option, which was designed as an alternative for families in need of care for their students throughout the school day. We have 5 classrooms with 10-15 students in each. Teachers and students are getting acclimated to one another. They are also working through getting familiar with the zoom platform and establishing daily routines, policies and procedures needed to teach and learn in a virtual setting.</li> </ul> <p><b>School Culture/ Family Connection</b></p> <ul style="list-style-type: none"> <li>We continue hosting events in preparation for the new school year as well as to keep parents generally informed. See list below : <ul style="list-style-type: none"> <li>Frequent virtual open houses</li> <li>Town hall(s)</li> <li>Teacher meet &amp; Greet</li> <li>Orientation-Technology &amp; Curriculum distribution</li> <li>Clap-in (Welcome Back)</li> <li>Listening Conferences (this Week)</li> <li>Summit learning Parent Meeting (Platform Launch)</li> </ul> </li> </ul> <p><b>Student Enrollment</b></p> <ul style="list-style-type: none"> <li>We currently have 472 students enrolled at Distinctive College Prep Harper Woods</li> </ul>	<p>Teneia Ross-Terry</p>
<p><i>Management Update</i></p>	<p><b>Finance Report</b></p> <ul style="list-style-type: none"> <li>Update on campus finances</li> </ul> <p><b>General Updates</b></p> <p>Board Search for DCP - interested candidates Alari Adams will work with Jennifer Joubert on potential candidates Covid Reopening success on week 1- thanks to the entire team!</p> <ul style="list-style-type: none"> <li>Got to visit and see so much</li> <li>Teamwork</li> <li>Parent/student support</li> <li>Teacher support, culture and morale is of top importance (emotional and physical safety is needed)</li> <li>Doing the best we can in all the ways we can. Being futuristic with messy details and actions...</li> </ul>	<p>Distinctive Schools</p>

- Priorities: Tech for staff/students/families, joy, confidence and fun, looking up while problem solving by the day,
- 10/16 decision timeline for Q2
  - Expansion of CC
  - Begin expanding offerings (hybrid)
  - Go back to fully remote (depending on health data)
  - Some combination of above
- Enrollment Fluctuation
- Funding Advocacy
- Fundraising!! Monique to share

**Regional Updates**

Since we last met!

- Last week: Virtual Learning Programming kicked off across the Michigan Region.
- Communities of care have been well received and current # of students enrolled: Redford - 42 | Harper Woods - 63

**Upcoming Priorities:**

- a. Additional Student Recruitment Efforts
  - Follow-up calls to families who have started but not completed enrollment
  - A community outreach via: Food Banks, Social Media, and flyering high traffic neighborhood locations
  - Billboard for DCP Redford
  - Upcoming: Home visits for families who have started applications but who have not completed the applications
- b. Attendance and Engagement
  - Daily Calls to families of students who have not logged in online or attended community care groups in person.
  - Home visits to support families with device needs and log on support
  - Upcoming:
    - Community Care Family Engagement Team to support with family tech support and make home visits to students who have not joined classes virtually.
    - Staff class attendance incentive weekly \$50 gift card raffle to teachers with 80% attendance or higher.
- c. Extended COVID-19 Learning Plan- Our plan has been submitted, Katie will share more details in her academic report!

**DCP (Operations)**

- d. Tech: ensuring access and connectivity for families

	<p>e. Buses!!</p> <p>f. Safety work done to date at each building!</p> <p>g. Food service is running smoothly. Food provided to CC and families can still pick up grab and go meals</p> <p><b>DCP (Academic)</b></p> <p>h. <b>Extended COVID-19 Learning Plan:</b> High-expectations and a combination of strong academic and social-emotional learning experiences will continue to be key this fall. Students will return to school with a variety of learning needs, strengths, and opportunities for growth. School leaders have designed structures that foster teacher collaboration, data analysis, and designing learning experiences to meet student needs</p> <ul style="list-style-type: none"> <li>■ The plan outlines curriculum, assessment, grading and reporting and remote learning structures</li> </ul> <p>i. The last five days have been a focus on relationships, routines, &amp; rituals</p> <p>j. <b>CIA:</b> Teams have launched MTW for SEL instruction during class gatherings with intentional opportunities for community building</p> <p>k. DSMS kicked off a Habits of Success Unit as a way to become familiar with the Summit Learning Program and engage in conversations about skills and mindsets that are important in learning.</p> <p>l. K-5 Digital programs and and core curriculum launching on Monday</p> <p>m. Principals and the regional academic leaders are planning regional collaboration for 9/30/20</p> <p><b>DCP:</b></p> <p>n. <b>Recruitment and Enrollment:</b> We are continuing our efforts to recruit families to DCP while retaining and engaging with our current families.</p> <ul style="list-style-type: none"> <li>● <b>Grants:</b></li> <li>● <b>Partnerships:</b> Dolly Parton’s Imagination library, Kiwanis Detroit No. 1 (book club) and RX for Reading Detroit (literacy initiative)</li> <li>● <b>Fundraising:</b> Our Community Care Fundraising splash will be launching soon. We will share all of the details with the PEC board to share out with your networks!</li> </ul>	
<i>Old Business</i>	<ul style="list-style-type: none"> <li>● Discussion of Board Appointment Planning for October Board Meeting</li> <li>● Alari Adams to work with Jennifer Joubert on next steps</li> <li>● Board will be presented candidate during October Meeting</li> <li>● Deadline for CMU is November 13, 2020</li> </ul>	Scott Frauenheim
<b>New Business</b> <i>(Motion) Approval of Contract Amendment No. 12</i>	<ul style="list-style-type: none"> <li>● Motion to approve Contract Amendment No. 12 made by Alari Adams and seconded by Nicole Gaines</li> <li>● Motion passes 4-0</li> </ul>	Mike Brown

<i>(Motion) Approval of Resolution and Extended COVID-19 Learning Plan</i>	<ul style="list-style-type: none"> <li>● Motion to approve resolution and Extended COVID-19 Learning plan made by Nicole Gaines and seconded by John Halo</li> <li>● Motion passed 4-0</li> </ul>	Mike Brown
<i>(Motion) Approval of Fall 2020 Board Policy Updates</i>	<ul style="list-style-type: none"> <li>● Motion to approve Fall 2020 Board Policy Updates made by John Halo and seconded by Nicole Gaines</li> <li>● Motion passed 4-0</li> </ul>	Mike Brown
<i>Other Business</i>	NONE	Mike Brown
<i>Comments from the Board</i>	<ul style="list-style-type: none"> <li>● NONE</li> </ul>	Mike Brown
<i>Public Comment</i>	<ul style="list-style-type: none"> <li>● NONE</li> </ul>	Mike Brown
<i>Authorizer Comment</i>	<ul style="list-style-type: none"> <li>● Hosted a webinar last week about board governance vs board management</li> <li>● Webinars coming out re: NWEA testing and remote testing</li> <li>● ECLP re-certification each board meeting</li> <li>● Publishing 2-way communications with students</li> <li>● Public Comment on the plan</li> <li>● An additional section for feedback on the ECLPs</li> </ul>	Jennifer Joubert
<i>Adjournment</i>	<ul style="list-style-type: none"> <li>● Motion to adjourn the September 15, 2020 board meeting made by Alari Adams and seconded by Nicole Gaines.</li> <li>● Motion passed 4-0</li> </ul>	Mike Brown

**Meeting adjourned at:** 4:45 pm ET

**Meeting Certification:**

Proposed Minutes Respectfully Submitted,

Monique Langston

**Recording Secretary**

September 15, 2020

**Date**

Approved by Distinctive College Prep Board of Directors:



**Board Secretary**

October 20, 2020

**Date**