

**Distinctive College Prep
Board of Directors School Board Meeting
Board Meeting Minutes
September 17, 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: September 17, 2019

Time: 4:05 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: Mike Brown, Nicole Gaines, John Halo, Alari Adams, and Nikki Mariner
- Absent Board Members: None
- Others Present:
 - Distinctive Schools: Scott Frauenheim, Erin Lanoue, Katie O'Connor, Monique Langston, Cassie Williams, Camille Hibbler Teneia Ross-Terry, and Brooke Lynchand via phone Brandon Harper and Mike Rohde
 - CMU: Meagan Brown and Jason Sarsfield

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 Alari Adams ● Motion passed 5-0 ● Agenda approved 	Mike Brown
<i>Approval of August 20, 2019 Meeting Minutes</i>	Vote <ul style="list-style-type: none"> ● Motion to approve the August 20, 2019 minutes made by John Halo and seconded by Nicole Gaines ● Motion passed 5-0 ● Minutes approved 	Mike Brown
<i>Public Comment (agenda items only)</i>	Informational <ul style="list-style-type: none"> ● None 	Mike Brown
Old Business <i>(Informational) Board Committee Planning</i>	<ul style="list-style-type: none"> ● Meagan Brown distributed information on board committees ● 3 working committees, must identify who will be on the committees with board members, CMO representatives identified for each committee ● Preference for at least 3 members to each committee; philanthropy tends to be a larger committee and want to ensure local community involvement ● Nikki Mariner would like to Invite parents to join board committees ● Marketing materials and business cards are available ● Go Lively fundraising campaign is ready to be launched 	Mike Brown
New Business <i>(Resolution) School Safety</i>	<ul style="list-style-type: none"> ● Motion to approve Robert Counts (Harper Woods) and Alana Olds 	Mike Brown

<p><i>Officer</i></p>	<p>(Redford) as the school safety officer was made by Alari Adams and seconded by Nikki Mariner</p> <ul style="list-style-type: none"> ● Motion passed 5-0 ● Resolution to approve school safety officer approved 	
<p>New Business <i>(Resolution) IFF Funding</i></p>	<ul style="list-style-type: none"> ● Motion to approve IFF SAN financing was made by John Halo and seconded by Nicole Gaines ● Motion passed 5-0 ● Resolution to approve IFF financing approved 	<p>Mike Brown</p>
<p>New Business <i>(Motion) Amendment to Charter Agreement</i></p>	<ul style="list-style-type: none"> ● Motion to approve Amendment No. 7 was made by Alari Adams and seconded by John Halo ● Motion passed 5-0 ● Amendment No. 7 approved 	<p>Mike Brown</p>
<p>New Business <i>(Motion) Amendment to DCP Management Agreement</i></p>	<ul style="list-style-type: none"> ● In the proposed amendment language, Distinctive Schools will have an obligation to provide in-kind contributions for the first two years of a site’s existence to DCP in order to protect against DCP finishing an academic year with a deficit. ● Motion to approve Amendment to DCP Management Agreement was made by Nicole Gaines and seconded by Nikki Mariner ● Motion passed 5-0 ● DCP Management Agreement approved 	<p>Scott Frauenheim</p>
<p>New Business <i>(Informational) CMU Academic Presentation</i></p>	<ul style="list-style-type: none"> ● Harper Woods is a larger school, which is not surprising, and has a higher number of FRL students than Redford ● Highlight is kindergarten at Harper Woods; 74% (reading) and 83% (math) are at/above national norm ● 2nd grade achievement is high at Redford ● Would expect to see higher growth v. attainment for a new school ● 3rd grade is a concern ● Harper Woods and Redford have transitioned last school year’s 3rd grade teachers and have put strongest staff in 3rd grade ● Nikki Mariner asked about pre-kindergarten, but there is a comprehensive process and many restrictions are in place ● The sample size is small, 3rd grade at both sites and 4th grade at Harper Woods only; NWEA scores for all schools in the state do not exist ● There is no association between poverty and growth ● Annual Reports are provided once a year ● CMUs first experience with multi-site charter and learning with DCP to provide campus level data ● NWEA reports are provided in June and M-STEP reports are in September, both for the previous year’s data 	<p>Jason Sarsfield</p>
<p>Other Business <i>Finance Update</i></p>	<p>Informational</p> <ul style="list-style-type: none"> ● No revenue for the month of September, but there are expenses ● Reporting will be more in-depth when October MDE payment is received 	<p>Brandon Harper</p>
<p>Other Business <i>Distinctive Schools</i></p>	<p>Informational</p> <ul style="list-style-type: none"> ● Great things are happening at Distinctive College Prep <p>Regional Updates:</p> <ul style="list-style-type: none"> ● Today is Constitution Day ● Priorities <ul style="list-style-type: none"> ○ Ongoing Student Recruitment and Retention efforts- Network Community Partnerships Manager Lauren Hollier partnering with Network Team, and the PEC 	<p>Scott Frauenheim</p>

	<p>community to continue to canvass for new students. Efforts over the past month have included 2-3 recruitment events every weekend, and after school recruitment efforts</p> <ul style="list-style-type: none"> ○ Intervention Support -Collaboration with Regional MTSS Lead and members of the campus team to finalize the Intervention Staff Schedule, Student Groupings and to launch our interventions <p>Distinctive Schools Update:</p> <ul style="list-style-type: none"> ● Prioritizing data ● Built out a regional team ● Managing budget around enrollment, contingency plans around enrollment ● Busing has been a challenge at DCP Redford ● IFF update, approved up to \$840K ● Curriculum has launched this week ● Foundations and structures for WIN time in place at both campuses ● Fall NWEA begins September 30 ● Give Lively links will launch by September 30 	
<p>Other Business <i>DCP-HW Director's Report</i></p>	<p>Informational</p> <ul style="list-style-type: none"> ● Great things are happening at Harper Woods! ● Joyful start to the school year ● Curricular programs are being implemented ● Planning Fall Family Night ● Teneia Ross-Terry is the resident principal and is doing a great job, Cassie is releasing ownership of Harper Woods to Teneia Ross-Terry ● 425 students enrolled ● Building is fully staffed 	<p>Cassie Williams</p>
<p>Other Business <i>DCP-Director's Report</i></p>	<p>Informational</p> <ul style="list-style-type: none"> ● Great things are happening at Redford! ● Strong start of the year with a family pancake breakfast ● Instructional Leadership Team has been busy and focusing on master schedule, morning is whole group instruction and afternoon is small group instruction ● New offering this year is art and students are enjoying ● Currently planning FestiFall and building stronger family connection ● Enrollment is 177 ● Building is fully staffed 	<p>Camille Hibbler</p>
<p><i>Comments from the Board</i></p>	<p>Informational</p> <ul style="list-style-type: none"> ● None 	<p>Mike Brown</p>
<p><i>Public Comment</i></p>	<ul style="list-style-type: none"> ● None 	<p>Mike Brown</p>

Meeting adjourned at: 5:40 pm ET

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