

**Distinctive College Prep
Board of Directors School Board Meeting
Board Meeting Minutes
July 21, 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: July 21, 2020

Time: 4:00 pm ET

Location: Zoom

(<https://distinctiveschools-org.zoom.us/j/91116454254?pwd=TG1ya05hTmhzMW9nN2V3VUdhV1BUUT09>)

Call to order at: 4:09pmET

Roll Call:

- Present Board Members: Nicole Gaines, Alari Adams, Mike Brown and Nikki Mariner (joined at 4:12pmET)
- Absent Board Members: John Halo
- Others Present:
 - **Distinctive Schools:** Scott Frauenheim, Erin Lanoue, Monique Langston, Cassie Williams, Mike Rohde, Jeff Donoghue, Meredith McKelvey, Camille Hibbler, Teneia Ross-Terry
 - **CMU:** N/A

Consent Agenda Items	Purpose	Individual Responsible
<i>Approval of Agenda</i>	Vote <ul style="list-style-type: none"> ● Motion to approve July 21, 2020 board meeting agenda made by Nicole Gaines and seconded by Alari Adams ● Motion passed 3-0 ● Agenda approved 	Mike Brown
<i>Approval of July 7, 2020 Special Board Meeting Minutes</i>	Vote <ul style="list-style-type: none"> ● Motion to approve July 7, 2020 special board meeting meeting minutes made by Alari Adams and seconded by Nicole Gaines. ● Motion passed 3-0 ● Minutes approved 	Mike Brown
<i>Public Comment (agenda items only)</i>	NONE	Mike Brown
<i>DCP-R Principal's Report</i>	Academics <ul style="list-style-type: none"> ● Extremely excited to have Meredith McKelvey moving into the Resident Principal role. She is a highly motivated and very experienced academic leader. She will be working through her 30-60-90 plan, which is heavily focused on supporting staff and students continue to engage in virtual blended learning, recruitment and professional learning. Culture <ul style="list-style-type: none"> ● We are planning 2 more open houses, a kindergartner round up, and a virtual play date. We miss our students and want the greater community to see how special our school is. Student Enrollment <ul style="list-style-type: none"> ● DCP Redford currently has 175 students. 	Camille Hibbler/ Meredith McKelvey

<p><i>DCP-HW Principal's Report</i></p>	<p>Academics</p> <ul style="list-style-type: none"> ● Summer learning is happening with a small group of students from grades 2-5th and will be wrapping up next week ● Our admin. Team and teachers who will be moving to middle school are engaging in the Summit Learning training in preparation for our fall launch in which we are so excited about. <p>School Culture/ Family Connection</p> <ul style="list-style-type: none"> ● We continue having virtual open houses and other family communication <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>Management Update</i></p>	<p>Finance Update on the upcoming audit Formalizing the Amended Budget with the Resolution SAN Borrowing Update</p> <p><u>Distinctive Schools Report</u> Regional Updates</p> <ul style="list-style-type: none"> ● Upcoming Priorities: <ol style="list-style-type: none"> a. Biggest Priorities: <ul style="list-style-type: none"> ■ Student Recruitment ■ Planning for our Fall New Teachers Institute ■ Collaborating with the Network Team and the Regional team to ensure that we have the strongest plans possible for fall. ■ Providing our campus leaders with the support necessary so that they can confidently and effectively lead. ● Since we last met: <ol style="list-style-type: none"> a. All campus leaders and Middle School Teams have participated in Summit Learning Curriculum Training. b. Collaboration with the Network Team to draft the Return to School Preparedness Plan for Board Review and Submission to CMU. c. DEI EDT Session 1 Highlights <ul style="list-style-type: none"> ■ 18 Members of this Network Team have signed up to participate. ■ Design Thinking overview (Empathize and Define) <ul style="list-style-type: none"> ● Review of our DEI work, as a network ● Discussion on making the shift from learning to action ● Explored how white supremacy culture looks in schools d. Session 2 & Session 3 Dates <ul style="list-style-type: none"> ■ Session 2- Thursday July 23, 2020 - Define and Ideate 	<p>Distinctive Schools</p>

- Session 3- Thursday August 6, 2020 - Define and Ideate

- Idea Share during August Network Leadership Meeting S

e. Regional Team Launching

- Focus on supporting our local school regions with on demand talent, resources and supports as a continued value add.

General Updates (Scott)

f. Return to School Update

g. DEI Work Continuing

- DEI EDT Launched
- Additional PD for leaders and tactical work beginning on policy and norms

DCP (operations)

h. Harper Woods Open Positions

- Kindergarten teacher
- 2nd grade teacher
- 4th grade teacher
- Special education teacher
- Bus driver

i. Redford Open Positions

- 3rd grader teacher
- Bus driver

j. Device ordering (in addition to what had previously been ordered)

- 100 iPads (Distributed across both campuses)
- 10 MacBook Airs (Distributed across both campuses)
- Developing plans to collect/repair/provision devices for the upcoming year

k. Harper Woods building closing date July 22; Mike Rohde is working on a lease termination agreement with Starr

DCP (Academic)

l. **Summer Learning:** Summer Learning wraps up this week and we are analyzing engagement from the spring and summer to ensure we continue to focus on “just in time” instruction to uphold rigorous instruction for each student.

m. **Middle School:** Middle school teachers and leaders are attending Summit Learning training in the month of July. Modules include training on implementing mentoring, self-directed learning, project-based learning and core content.

n. **Social Emotional Learning:** Move This World training is scheduled and will be implemented in a remote or in-school setting. MTW has a robust family component should we be in remote learning.

	<p>o. DS Instructional Leadership Model: New instructional coaches and mentors will begin onboarding the first week of August with Cassie, the regional academic leaders, and the DS Academic Team.</p> <p>p. Curriculum: All Core materials have been ordered for K-8 for 20/21 - all resources are viable for Remote/Distance learning as well as in-person</p> <p>Philanthropy and Fundraising:</p> <p>q. Recruitment and Enrollment: Recruitment and Enrollment efforts are taking place at all of our campuses. HW will host another Virtual Open House on July 24 and Redford will host one on July 22, 2020.</p> <ul style="list-style-type: none"> ● Grants: We were notified we were not awarded the grant from the Ralph Wilson Foundation for after school programming. 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 \$10,000. 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 for our families 	
<i>Old Business</i> <i>(Motion) DCP Amended Budget Resolution</i>	<ul style="list-style-type: none"> ● Motion to approve DCP Amended 19-20 Budget Resolution made by Nicole Gaines and seconded by Alari Adams. ● Motion passed 4-0 	Mike Brown
<i>(Motion) Amended Summer Assistance Note Resolution</i>	<ul style="list-style-type: none"> ● Motion to approve Amended Summer Assistance Note Resolution made by Alari Adams and seconded by Nikki Mariner. ● Motion passed 4-0 	Mike Brown
New Business <i>(Motion) Approval of Contract Amendment No. 10</i>	<ul style="list-style-type: none"> ● Motion to approve Contract Amendment No. 10 made by Nicole Gaines and seconded by Alari Adams. ● Motion passes 4-0 	Mike Brown
<i>(Motion) Approval of CMU Reopening Preparedness Plan and Resolution</i>	<ul style="list-style-type: none"> ● Motion to approve the CMU Preparedness Plan and Resolution made by Nikki Mariner and seconded by Nicole Gaines. ● Motion passes 4-0 	Mike Brown
<i>(Motion) Approval of Lease Termination Agreement</i>	<ul style="list-style-type: none"> ● Motion to approve the Lease Termination Agreement and authorization for Alari Adams to sign on behalf of the Board made by Nikki Mariner and seconded by Nicole Gaines. ● Motion passes 4-0 	Mike Brown
<i>(Motion) Approval of Nominating Resolution for John Brown</i>	<ul style="list-style-type: none"> ● Motion to approve the nominating resolution for John Brown tabled made by Nicole Gaines and seconded by Nikki Mariner. ● Motion to table passes 4-0 	Mike Brown
<i>Other Business</i>	NONE	Mike Brown

<i>Comments from the Board</i>	<ul style="list-style-type: none"> ● Mike Brown: Thanks for your effort on the Preparedness Plans! 	Mike Brown
<i>Public Comment</i>	<ul style="list-style-type: none"> ● Updated the DCP Board on the extension of the Governor’s Executive Order allowing for the continuation of virtual meetings until 28 days after the end of the pandemic. 	Mike Brown
<i>Authorizer Comment</i>	<ul style="list-style-type: none"> ● N/A 	Jennifer Joubert
<i>Adjournment</i>	<ul style="list-style-type: none"> ● Motion to adjourn the July 21, 2020 board meeting made by Nicole Gaines and seconded by Nikki Mariner. ● Motion passed 4-0 	Alari Adams

Meeting adjourned at: 4:55pm ET

Meeting Certification:

Proposed Minutes Respectfully Submitted,

Monique Langston

Recording Secretary

July 21, 2020

Date

Approved by Distinctive College Prep Board of Directors:



Board Secretary

Aug 18, 2020

Date