

**Distinctive College Prep
Board of Directors School Board Meeting
Board Meeting Minutes
February 26, 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: February 26, 2019

Time: 4:00 pm ET

Location: Distinctive College Prep Redford, 17175 Olympia, Redford, Michigan 48240

Call to order at: 4:06 pm ET

Roll Call:

- Present Board Members: Nikki Mariner, John Halo, Nicole Gaines, Mike Brown (via phone)
- Absent Board Members: Mike Brown, Alari Adams
- Others Present:
 - Distinctive Schools: Erin Lanoue, Brandon Harper, Mike Rohde, Camille Hibbler, Cassie Williams

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 Nikki Mariner ● Motion passed 3-0 ● Agenda approved 	Nicole Gaines
<i>Approval of December 18, 2018 Meeting Minutes</i>	Vote <ul style="list-style-type: none"> ● Motion to approve December 18, 2018 minutes made by Nicole Mariner and seconded by John Halo. ● Motion passed 3-0 ● Board minutes approved 	Nicole Gaines
<i>Public Comment (agenda items only)</i>	Informational <ul style="list-style-type: none"> ● None 	Nicole Gaines
<i>Old Business</i>	Informational <ul style="list-style-type: none"> ● John Halo requested adding technology services agreement to 'old business' monthly 	Nicole Gaines
<i>New Business (Motion) Requesting approval of Deficit Elimination Plan (DEP)</i>	<ul style="list-style-type: none"> ● DCP submitted the REP report late during the 17-18 school year, which resulted in delayed payment, beyond 60 days after close of fiscal year, thereby requiring a Deficit Elimination Plan (DEP). ● DS submitted a waiver to MDE to exempt us from submitting the DEP, the waiver was denied by MDE ● Brandon used board approved budgets for DCP Harper Woods and DCP Redford to complete the DEP, which he confirmed with MDE ● State aid payments have been adjusted within the last several weeks because we have received increased 31A and Title funds ● John Halo raised the question of how are the delayed funds being 	Erin Lanoue & Brandon Harper

	<ul style="list-style-type: none"> accounted for in internal books John Halo raised concern about no management fees for Redford; DS can amend budget to incorporate management fees and forgive if necessary John would like to see a supplemental technology agreement for startup items Motion to approve DEP made by John Halo and seconded by Nicole Mariner Motion passed 3-0 	
<p>New Business <i>(Motion) First Amendment to Management Services Agreement</i> <i>(Resolution) Management Services Agreement</i></p>	<ul style="list-style-type: none"> Amendment to the management services agreement between DS and DCP. A draft was shared with CMU 4 weeks, which is shared in the packet Purpose of amendment is because CMU updated policy updates last summer and DCP's contract with CMU requires when changes are made that Mike has reviewed the changes and they are all items DS is already required to adhere to Motion to approve First Amendment to Management Services Agreement made by Nicole Gaines and seconded by Nikki Mariner Motion passed 3-0 	Mike Rohde
<p>New Business <i>(Motion) Amendment No. 5 to the Charter Contract</i></p>	<ul style="list-style-type: none"> CMU drafted amendment No. 5 to the charter agreement, relates to the lease for DCP Harper Woods. There was a discrepancy in the lease as it relates to the cost of the facility Lease amendment was executed and shared with CMU; amending the lease requires an amendment to the charter agreement Motion to approve Amendment No. 5 to the charter agreement made by John Halo and seconded by Nikki Mariner Motion passed 3-0 	Mike Rohde
<p>New Business <i>MDE Weather Waiver</i></p>	<p>Informational</p> <ul style="list-style-type: none"> There have been 8 snow days this school years; 6 days have been forgiven Applied for a waiver for the 2 additional days; waiver has been granted DCP exceeds the minimum number of instructional minutes, but still extending 3 half days in April to full days to recoup instructional time 	Erin Lanoue
<p>Other Business <i>Finance Update</i></p>	<p>Informational</p> <ul style="list-style-type: none"> Deficits currently showing but when revenue catches up it'll catch up to expenses Consolidated profit and loss Recent donation of \$6,500 Two state aid payments not received in beginning of year are worth \$800,000 Harper Woods has not received the utility bills as of yet, makes bottom line look healthier Redford – expenses invoices of utilities and rent just came through Need title revenue and state aid payments to come through At this point, operating under budget but haven't received utility bills yet, not a concern No property and liability insurance yet for Redford 	Brandon Harper
<p>Other Business <i>DCP-R Director's Report</i></p>	<p>Informational</p> <ul style="list-style-type: none"> Great things are happening at DCP Redford NWEA began February 11, window closes Friday Parent conferences in February, with strong turnout Black History program tomorrow (Wednesday, February 27) 	Camille Hibbler

	<ul style="list-style-type: none"> • First PTO meeting, parents are involved and supportive • 112 students currently enrolled • John Halo asked about attendance; Camille stated it has been a challenge 	
Other Business <i>DCP-HW Director's Report</i>	Informational <ul style="list-style-type: none"> • Great things are happening at DCP Harper Woods • NWEA began February 11, window closes Friday • Family conferences in February with 71% turnout • First dance on February 15 • Added Boy Scouts and Theatre to after school • 339 students enrolled; count day attendance was low, all but 1 student has attended since count day 	Cassie Williams
Other Business <i>Distinctive Schools' Report</i>	Informational <ul style="list-style-type: none"> • Plymouth Education Center Due Diligence Update • Detroit Innovation Academy • March 2019 - need to move date • Winter data update in Academic committee prior to March meeting • April DS National Board Update 	Erin Lanoue
<i>Comments from the Board</i>	Informational <ul style="list-style-type: none"> • John asked Camille and Cassie what their biggest concerns are at the moment? Cassie stated it is getting ready for spring assessment. Camille stated she has similar concerns, specifically around assessment • Nicole Mariner asked Cassie and Camille how are they handling chronic absences. Cassie stated they have an entire script to handle chronic truancy 	Nicole Ganes
<i>Public Comment</i>	<ul style="list-style-type: none"> • None 	Nicole Gaines

Meeting adjourned at: 5:20 pm ET

Meeting Certification:

Proposed Minutes Respectfully Submitted,

Erin Lanoue
Recording Secretary

February 26, 2019
Date

Approved by Distinctive College Prep Board of Directors:


Board Secretary

3/26/2019
Date