

**Plymouth Educational Center Board of Directors  
Special Board Meeting Minutes  
1460 E. Forest Avenue  
Detroit, Michigan 4807**

**September 23, 2016 – 1:30 p.m.  
APPROVED MINUTES**

**A. Call to Order** – The meeting was called to order at 1:54 p.m. with Mr. Fair presiding.

**Members Present:** Darwyn P. Fair, Nicholas Hood III, Loretta Gary Smith, Celia Thomas, Jonathan Sudduth

**Members Absent:** None

**B. Mission Statement** – The PEC mission statement was recited by all in attendance.

**C. Approval of Agenda** – A motion to approve the agenda was offered by Mr. Sudduth, supported by Rev. Hood. The motion passed unanimously.

**D. Approval of Minutes – August 3, 2016 Special Meeting** – A motion to approve the minutes was offered by Mrs. Smith, supported by Mrs. Thomas. The motion passed unanimously.

**E. Public Comment – Agenda Items Only** – Roger Simmons, Dean of Students, asked if changes had been made to the ESP contract since approval at the August 3, 2016 special meeting. Mr. Fair responded yes.

**F. Board Affairs**

1. *ESP Contract – Clairmount Solutions* – Mr. Fair opened the discussion to those present to make comments re: the ESP contract prior to a final vote by the board. Roger Simmons, Dean of Students, read a prepared statement challenging the validity of the contract. Mr. Fair asked that the statement be forwarded to all board members and thanked Mr. Simmons for his concerns.

A motion to approve the ESP contract, with CMU's recommended changes, was offered by Rev. Hood, supported by Mrs. Thomas. The motion passed unanimously.

2. *Account Designation Resolution (Restated)* – The resolution was originally adopted at the annual organizational meeting in August however, the bank listed was incorrect. The correct bank for state aid deposits is U.S. Bank & Trust.

A motion to adopt the restated resolution was offered by Mr. Sudduth, supported by Rev. Hood. The motion passed unanimously.

3. *Restated Mission Statement* – The proposed revised mission statement is as follows:

*“We, the Plymouth Educational Center community, will educate, motivate, elevate and nurture all students by promoting academic excellence and responsible citizenship.”*

A motion to adopt the new mission statement was offered by Rev. Hood and supported by Mrs. Thomas. The motion passed unanimously.

**G. Correspondence** – COO Thomas shared a letter from AdvancEd confirming the Academy’s accreditation. She also shared a complaint from Cool-Tech (HVAC contractor) written to CMU. The final payment to Cool-Tech was made, on the advice of legal counsel.

#### **H. Principal Report**

Principal Pritchett presented a PowerPoint highlighting the Academy’s focus for the next school year: 1) effective educators; 2) instruction; and, 3) aligned curriculum. Previous and upcoming activities were highlighted.

Academic consultant Mr. Newton also spoke about the work being done throughout the building related to academics. Student progress will be discussed at the October meeting, after NWEA testing. Professional development activities are being targeted based on classroom and teacher needs. He expressed a concern regarding preliminary test scores for math.

#### **I. Human Resources Report**

Ms. Kemp told members that the Academy is fully staffed with certified teachers; 17 of the teachers are new to the Academy. She spoke of the offsite team building event and that future team building events will be held quarterly. Position changes were also discussed.

#### **J. Chief Administrative Officer Report**

1. *Enrollment and Operations* - CAO Thomas spoke about enrollment to date, which is lower this year, at 497 students. There are only two buses servicing students. Only 70

students are being served. After the lease expires in two years, the Academy may look into outsourcing transportation services.

CAO Thomas is in the process of hiring someone to handle marketing and retention.

Operations/Facility was discussed. The new company, REI, has examined all of the HVAC system and repaired, cleaned, etc., as needed.

2. *Treasurer's Report* – CAO Thomas reviewed the written report provided to board members. A pie chart listing actual expenditures per scholar was shared with the board. The biggest area is the debt service, which is long term. Discussion ensued regarding ratios as compared to other CMU schools. That information will be provided at the October board meeting.  
Rev. Hood asked about the revenue from summer building rentals by camps. The amount is \$13,000 however, only two students have ever enrolled who participated over the three years of the program. There is also concern regarding the wear and tear on the building from the program.

A motion to approve the treasurer's report was offered by Rev. Hood and supported by Mrs. Smith. The motion passed unanimously.

#### **K. New Business**

1. *Contract Update – IC Datacomm* – CAO Thomas told members that additional services are needed, particularly during testing periods. The original contract will increase by \$18,000 to cover the additional time of five days per week during testing and three days per week during non-testing periods.

A motion to approve the revised contract was offered by Mrs. Smith and supported by Mr. Sudduth. The motion passed unanimously.

#### **L. Extended Public Comment – On Any Matter**

Mario Apruzzese, CEO of Employees Only (former HR company for the Academy) spoke to board members expressing his dismay at not being approved to provide services for the 2016-17 school year. Mr. Fair thanked Mr. Apruzzese for his company's service to the academy and his comments.

Mr. Hasmukh Patel of HP & Associates, PC, representing Cool-Tech, distributed a document listing alleged outstanding balances owed by the Academy to Cool-Tech. The owner of Cool-Tech also spoke of his history of service to the Academy over the years

and his commitment to provide service when the Academy was unable to pay invoices when they were due.

Mr. Fair responded and thanked both speakers and said the Board will investigate and, if appropriate, will respond. The alleged outstanding invoices will be reviewed by the board's finance committee.

**M. Any Other Business** – There was no other business.

**N. Adjournment** – The meeting adjourned at 2:45 p.m.

#### MINUTES CERTIFICATION

Proposed minutes respectfully submitted,

Pauletta C. Holloway  
Recording Secretary

September 27, 2016  
Date

Approved by the Plymouth Educational Center Board of Directors

[Signature]  
Board Secretary

10-24-2016  
Date