

Jackson Preparatory & Early College



Jackson Preparatory & Early College Board of Governors Meeting Regular Board Meeting – Monday, February 27, 2017

Date: February 27, 2017
Time: 5:30 p.m.
Location: Jackson College
2111 Emmons Road
Potter Center - Board Room

1. Call to Order

The board meeting was called to order by Dr. Rando at 5:34 pm

2. Pledge of Allegiance

3. Roll Call – Declaration of Quorum

Board:

Chairman	Dr. Rob Rando	Present
Vice-Chair	Mr. Jon Williams	Present
Treasurer	Mrs. Zoe Wilcox	Present
Secretary	Dr. David Halsey	Present
Trustee	Mrs. Rebekah Woods	Present
Trustee	Mr. Steven Hogwood	Present
Trustee	Mrs. Cheryl Schantz	Present

Authorizing Body:

President	Dr. Phelan	Present
NCSI	Don Cooper	Present
Finance	Daryl Norris	Absent

4. Review and Approval of Agenda

The February 27, 2017 agenda was reviewed and approved.
Motion made by S. Hogwood and seconded by D. Halsey.
Vote: Yes (7), No (0)

5. Public Comment Related to Agenda Items – No comments were made.

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6. Action Items

A. Approve January 23, 2017 Board Meeting Minutes

Motion made by D. Halsey and seconded by Cheryl Schantz

Vote: Yes (7), No (0)

B. Approval of Offered Seat Schedule

Motion made by C. Schantz and seconded by S. Hogwood.

Vote: Yes (7), No (0)

Re-enrollment period – March 10th (before open enrollment)

Caps were put in place to maintain positive reputation in instruction, manage finances and hiring, and to use the space provided efficiently.

C. Approval of Open Enrollment Window

Motion made by C. Schantz and seconded by S. Hogwood.

Vote: Yes (7), No (0)

March 13-April 14th as open enrollment window. April 19th Lottery.

President states there may be a strong chance of a lottery.

D. Approval of Construction Manager of Record

Motion made by S. Hogwood and seconded by J. Williams.

Vote: Yes (7), No (0)

Agreement naming R.W. Mercer Co. to be Construction Manager of Record for Jackson Preparatory & Early College.

Choosing R.W. Mercer Co. let's JPEC not put things to bid, but use R.W. Mercer Co. in future instances.

Project architect is Covalle Group Architects.

7. Informational Items

A. Adoption of Board Policy - Construction

Structure – Governance & Process (Board); ENDS & Executive Limitations (CEO)

Policy Statement – What the statement is about

Executive Limitations – what JPEC President is limited on

Change Log – keep documentation on changes made and when.

Starting a cycle where Board Policies are as first readings, those 2 policies will then go to action items in the next board meeting while 2 new policies are put into first reading status.

B. Adoption of Board Policy – Asset Protection

C. Board Governance ENDS

Better understand the outcomes of the President's position. Creating an annual cycle to report on the 12 ENDS. Determine when the first 2 reports be created to be provided to the board. When new data comes into JPEC, certain reports will be released.



D. Monitoring Report

E. Sample Intercept Agreement

For board to review about financing and requiring a financial institution to sign an Intercept Agreement where the loan provider is getting paid directly from the state aid that is allocated to the authorizer before being released to the academy. Authorizer would act as interceptor to loan provider.

8. Board Reports

A. President's Report

i. Annual Education Report

Areas that the academy wants to focus on.

Detail in the data is difficult because of JPEC size. If population is low enough, they will not collect data.

Because of 40% enrollment growth, the first year student data is taken into account. The state wants to know how to close the gap of those that are below to those that are advancing quickly.

Looking at a multi-tiered system of report. Having students make significant gains every year continually through Early College.

Science – students are below where they need to be. Could be due to the change of science curriculum (NextGen) across the state. JPEC's science instructors are trained in this new curriculum. JPEC Students have shown 200% growth in science.

Math – State-wide students struggle in mathematics. Because JPEC uses competency based learning (a proficiency rate of 80%), students have a better understanding before they move on to the next set of skills.

B. Facilities Report

Scoping building size and budget to fit the JPEC model. Facilities team meets weekly to talk about updates and what to anticipate for new facility.

Technology/IT – the cost of infrastructure and big picture about the new facility. Working very closely with James Jones of Jackson College.

Plans of beltway connector in works for Jackson College and an entrance to JPEC from Hague Ave.

Siting of building is top priority.

C. Finance Report

End of January - \$124,000 in cash.

Accounts payable has decreased \$20,000 since December.

Rent is up to date to Authorizer and is up to date on any payments for the current year.

\$1.1 M has been brought in mostly in state aid (some local and federal dollars) Showing a loss of \$174,000 through January (attributable to late state aid payments)

~\$260,000 in state aid/month.

Finance committee will now be receiving reports and reporting only 1 month behind to board.

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D. Legislative Report

Lansing – formation work.

House committees are holding hearings currently. Tim Kelley has been contacted to schedule a time to meet to change the intent language about state funding.

State Superintendent Visit – Wednesday, February 22 – Super was very excited to be able to visit a school like JPEC. He was very intrigued to have the competency based curriculum throughout the institution. Voiced concerns/barriers that JPEC has and had very positive feedback on how to correct those situations.

Follow-up: thank you has been sent also noting the items that were discussed and what are the next steps.

9. Authorizer Items

No items.

10. Extended Public Comment

No comment.

11. Board of Governors Comment

Top Teacher of the year in Jackson – Clinton Bartholomew

12. Adjourn – The meeting was adjourned by Dr. Rando at 6:51 pm.

Certification by Secretary:

I certify that, to the best of my knowledge, that the foregoing minutes of the January 23, 2017 meeting of the Board of Governors is accurate and correct.

Secretary Dr. David Halsey

Date

Minutes Prepared by Alex Elfe

Proposed minutes are available for public inspection within eight (8) business days.
Approved minutes are available for public inspection within five (5) business days after approval.
Contact Address: 2111 Emmons Road, Jackson, MI 49201 517.768.7093