

Jackson Preparatory & Early College



Jackson Preparatory & Early College Board of Governors Meeting Regular Board Meeting – Monday, December 17, 2018

Date: December 17, 2018
Time: 5:30 p.m.
Location: Jackson College
2111 Emmons Road
Potter Center - Board Room

1. Call to Order

R. Rando called the meeting to order at 5:31pm.

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	Absent
Secretary	Dr. David Halsey	Present
Governor	Mr. Don Cooper	Present
Governor	Mr. Steven Hogwood	Absent
Governor	Mrs. Cheryl Schantz	Present

Authorizing Body:

President	Dr. Phelan	Present
	Jeremy Frew	Present
	Darrell Norris	Absent
	Mark Weinberg	Present

4. Review and Approval of Agenda

The December 17, 2018 agenda was reviewed and approved.

Motion made by J. Williams and seconded by D. Halsey

Vote: Yes (5), No (0)

Move action item

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5. Public Comment Related to Agenda Items

Jo. Warfield - Math update – update detailed plan on how students that are still in Algebra I through 3 years at JPEC. Have board approve curriculum to be put in place. ABO update to address faculty turn over and plan to address math department.
Ju. Warfield – responsibilities of students, parents, teaching staff, administration, and board overview.
H. Ahmad – Congrats to Dr. Rando for being a great board member and investing so much time and resources into JPEC.

6. Informational Items

A. ABO Update

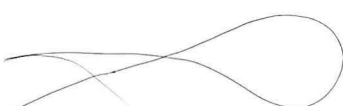
M. Tharpe – Client Manager for Public Schools at America's Back Office. Board contracts with third party to employ staff – ABO. Board is to govern school. ABO helps with HR and resumes to find best fit for open positions. All staff members at JPEC are employed through ABO. Administration communicates with ABO on all HR items. Employer (ABO) makes decisions on HR related situations.

B. Community Forum Report

Provided by D. Cooper.
Nov. 28, 2018 was JPEC first Community Forum.
Mark W., D. Cooper, Z. Wilcox, J. Williams, D. Norris were in attendance.
Great passion around JPEC.
Two areas for improvement –
1. Communication from academy to stakeholders and communication back to board from parents.
2. Recognition of math program, rapid/radical changes necessary.
(improvement of math program in data, but also owning and enjoying learning)
Revised parent organization was another idea brought from the forum. Alex U. has been working on this new organization.
Next will be February 13, 2019 5:30-7:30pm Bert Walker Community Room.
D. Cooper had asked administration/staff to not respond to get information and feedback from parents to then create a report on what was discussed. The next forum will be more conversation driven.

C. Application & Open Enrollment Window – First Reading

Intent to return – who is returning
Open enrollment – how many spaces we have
Intent to return proposed date – Feb 1 – March 8 (last day before break, also gives admin time to reach out to those that have not responded)
Email confirmation or phone call that form has been received.



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Adding "does not intend to return" to receive distinct confirmation from each family. Allows JPEC to investigate reasons and potentially prevent attrition.

Process will be communicated to families at the next Community Forum.

New enrollments for 2018-2019 school year would end March 1, 2019. No new students will be starting after spring break.

Open enrollment window to open March 18, 2019 through April 30, 2019.

All applications will receive a confirmation response from admissions.

Applications will not be declared complete without transcript and discipline log.

Open House – March 27, 2019. Student ambassador and tour structure was very effective in aiding discernment. Presence of Board was also effective.

Application night is April 17, 2019 – an opportunity to allow community to submit applications and ask questions.

Lottery is May 7, 2019 if needed.

Change 2019 Application and enrollment period document to include application process rather than just application to be accepted. Check with authorizer and NCSI to check on process/wording.

7. Action Items

A. Approval of November 19, 2018 Board Minutes

Motion made by D. Halsey and seconded by J. Williams

Vote: Yes (5), No (0)

B. Approval of Board Calendar

Motion made by D. Cooper and seconded by C. Schantz

Vote: Yes (5), No (0)

C. Board Member Reappointment

a. R. Rando

Stepping down, encouraged the nomination of J. Williams as Board Chairman at the January meeting.

Asked a Jackson Chamber of Commerce employee if interested.

b. S. Hogwood

Be nominated for reappointment.

c. D. Halsey

Would like to be reappointed.

d. C. Schantz

Would like to be reappointed.

Approve recommend reappointments to the JC Board for consideration

Motion made by D. Cooper and seconded by C. Schantz

Vote: Yes (5), No (0)

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8. Board Reports

A. Finance Report

i. November Financials

Net profit of \$243,979. We are currently in the black. No significant financial issues at this time.

ii. Outstanding Invoices

Small list of outstanding invoices.

iii. Cashflow Forecast

B. President's Report

a) Math Update

Per board request – math update will remain consistent item on President's report for board agendas.

Included will be data, changes in program, etc.

*Overview of math changes – given for each year by J. Marowelli
2018/19 – current - Unified scheduling of math progress to 1 skill level per class period. Lecture based instruction. Department chair modified Alg 1 curriculum to reducing amount of duplicate skills, algebra I moved to 3 sections. Many alg II skills were in alg 1. Continue phase out of Math XL.*

CP 2 math instructors, EC 2 math instructors. EC will have math interventions blocks if they are behind pace in algebra I. Application based algebra II offered to help those that are still in algebra I skills get caught up taught by science teacher, Ms. Ciolek.

Working with College on math curriculum alignment from JPEC to JC.

Working with college on math tutoring services available 24 hrs a day available. Future in partner with JC.

Math XL eliminated for CP. CP now has illustrative math learning.

Explanation to parents/students on program and progression necessary. Greater stability in program.

b) Development Coordinator Report

Alex U attended Civil Rights Commission Hearing and Testimony about Education and Civil Rights on 11/19.

The PD highlighted initiatives needing to get started in many areas in schools. Also looked at JPEC initiatives that we would like to start. Also information on school leadership commentary.

c) Board Assessment Questionnaire

Do have responses from board members.

Top portion of survey will be given to leadership team to fill out to give additional feedback for board members.

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d) Finance Schedule

Example schedule given for 2019/2020.

Process currently is and will continue to be first reading at finance committee meeting the Monday prior to board meetings and second reading/approval will be at the board meeting.

C. Legislative Report

Letter grading changes – no top or bottom rankings. More transparent for parents/schools. Pending in the senate.

Teacher evaluation based on student growth data. Percentage of evaluation will continue to be 25%.

1 week left in session.

9. Authorizer Items

Good progress on building/location. Will have a better look in January, once information has been received will bring to JPEC board.

10. Extended Public Comment

G. Speidel – surprised by how quickly things happened. Mention of a complaint/report of past teacher and had no follow up involving the math program. Would like response. Math projects were stressful, had insider look because of cheerleading coaching position. It seemed as if the PAB was 'clique-y' and seemed to be more admin controlled. Has volunteered for community fridge initiative in past, would like to get this back up and running.

A. Bowles – question on teacher that was relinquished of duty. Was student discipline/behavior addressed as well.

Teacher absences seem to be high each week.

J & J Warfield – Reporting on math updates to not only focus on math scores. There was a teacher in common with the problems in the math department. School code was quoted. Thank you to Rob Rando for service. Appreciate Alex Ulicny for the work she is doing. Appreciate reporting style of Gimmie as well.

Welcome to new chair and/or board member, look forward to new initiatives coming to JPEC.

Mention of Client fee schedule from ABO.

P. Mullin – student – have seen changes in math program and can see that JPEC is trying to help. Concern over recent teacher dismissal and incident.

Struggles with math now and in the past had enjoyed math. JPEC has made strides to help but feels like currently it has taken a step back.

11. Board of Governors Comment

Happy Holidays!

Gift (gavel) given on behalf of the board thanking Rando for his service.

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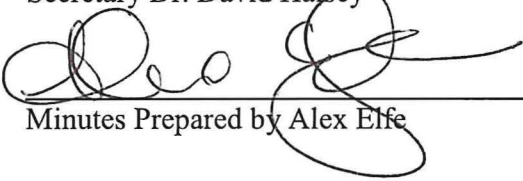
New tradition of R. Rando Leadership award for every graduating class.

12. **Adjourn** – The meeting was adjourned by R. Rando at 7:32 pm.

I certify that, to the best of my knowledge, that the foregoing minutes of the ^{February 16, 2019}~~December 17, 2018~~ meeting of the Board of Governors is accurate and correct.


Secretary Dr. David Halsey

2/6/19
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.