

Jackson Preparatory & Early College



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2111 Emmons Road
Jackson, MI
49201

Jackson Preparatory & Early College Board of Governors Meeting Annual Board Meeting – Monday, February 2, 2021

Date: February 2, 2021
Time: 5:30 p.m.
Location: Virtual Meeting

-
1. Call to Order
J. Williams called meeting to order at 5:31pm

Pledge of Allegiance

Roll Call – Declaration of a Quorum

Board:

<i>Chairman</i>	Jonathan Williams	Present
<i>Vice-Chair</i>	Don Cooper	Present
<i>Treasurer</i>	Mrs. Zoe Wilcox	Present
<i>Secretary</i>	Dr. David Halsey	Present
<i>Governor</i>	Steven Hogwood	Present
<i>Governor</i>	Josnelly Aponte	Present

Authorizing Representative: Mark Weinberg (NCSI) Present

2. **Election of Officers**
Consent approval for reappointment
Motion made by: J. Aponte
Seconded by: S. Hogwood
Yes (6) No (0)

Officer Roles

Chairman
Vice-Chairman
Treasurer
Secretary

Reappointments

J. Williams
D. Cooper
Z. Wilcox
D. Halsey

3. **Review and Approval of Agenda**
The February 2, 2021 agenda was reviewed and approved.
Motion made by: S. Hogwood
Seconded by: D. Halsey

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Yes (6) No (0)

4. **Public Comment Related to Agenda and Non-Agenda Items**

None

5. **Adoption of Meeting Minutes:**

Minutes: December 15, 2020

Motion made by: Z. Wilcox

Seconded by: S. Hogwood

Yes (6) No (0)

Minutes: January 12, 2021

Motion made by: Z. Wilcox

Seconded by: S. Hogwood

Yes (6) No (0)

6. **Board Briefing Questions & Discussion**

6.1. Student Government Update

Presented by J. Marowelli. School spirit focus. Having Falcon mascot popping up around Jackson to have a social media blast/interaction.

6.2. Authorizer Items

Presented by M. Weinberg. Will give updates at the below agenda items.

7. **Decision Items**

7.1. Consent Agenda Items – Annual Approvals

Motion made by: Z. Wilcox

Seconded by: S. Hogwood

Yes (6) No (0)

7.1.1. Election of CAO

7.1.2. Reappointments

i. FOIA Coordinator

ii. Civil Rights Coordinator

iii. Legal Counsel

iv. McKinney-Vento Officer (Homeless Liaison)

v. Foster Care Liaison

vi. Assistant Treasurer

vii. Assistant Secretary

viii. Contract Negotiations

ix. Deposit Designations

x. Principal Media

xi. Electronic Transfer Officer (ETO)

xii. Title IX Coordinators

xiii. Bank Account Signatories

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7.2. Conflict of Interest

Presented by A. Elfe. Will send to governors separately and will arrange pick up/submission.

7.3. 2021-2022 Open Enrollment Window

Presented by A. Elfe.

Motion for 21/22 Open Enrollment Period, 21/22 Intent to Return Period, 20/21 Application Window

Closure

Motion made by: D. Cooper

Seconded by: S. Hogwood

Yes (6) No (0)

7.4. Reconfirmation of Learning

Presented by S. Malmquist. Update on daily positive percentages and the transition to Level 2 Learning.

Motion made by: Z. Wilcox

Seconded by: D. Cooper.

Yes (6) No (0)

7.5. Budget Amendment

Presented by Z. Wilcox/G. Pilaczynski. Blended student count was adjusted due to the state's COVID

change. EIC renovation and update in classroom furniture. COVID supplies/necessities put into building expenses.

Motion made by: J. Aponte

Seconded by: S. Hogwood

Yes (6) No (0)

7.6. Board Terms – Revised

Presented by M. Weinberg

Goal is to have 5-member board by January 2022 with 4-year terms, as years go by the terms would change

with what vacancies are occurring. Also having a term limit of 2 terms (8 years).

8. Board Monitoring

8.1. December Financial Reports

Presented by G. Pilaczynski.

Everything tracking as normal.

8.2. Mid-Year Progress Monitoring

Presented by S. Malmquist/D. Holton/J.

Marowelli

8.3. Mid-Year Completion Monitoring

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Presented by S. Malmquist/D. Holton/J. Marowelli

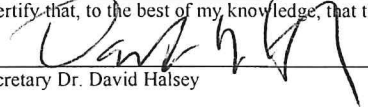
9. **Board Comment**

J. Williams – Great meeting.
D. Halsey – Feel valued, always looking to be creative and efficient.
D. Cooper – Turn up the volume of JPECs story
S. Hogwood - Great meeting
Z. Wilcox – Good meeting and discussion. Proud of JPEC Team
J. Aponte – Appreciate opportunity to serve.
Participation from students/parents


10. **Adjourn**

J. Williams adjourned meeting at 7.26pm

I certify that, to the best of my knowledge, that the foregoing minutes of the January 22, 2018 meeting of the Board of Governors is accurate and correct.


Secretary Dr. David Halsey

3/26/21
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.
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Jackson Preparatory & Early College Board of Governors Meeting Board Retreat – Friday, February 26, 2021

Date: February 26, 2021
Time: 5:30 p.m.
Location: Virtual Webex Meeting

I. Call to Order
J. Williams called meeting to order at 5:35pm

Pledge of Allegiance

Roll Call – Declaration of a Quorum

Board:

<i>Chairman</i>	Jonathan Williams	Present	Jackson, MI
<i>Vice-Chair</i>	Don Cooper	Present	East Lansing, MI
<i>Treasurer</i>	Mrs. Zoe Wilcox	Present	Jackson, MI
<i>Secretary</i>	Dr. David Halsey	Present	Jackson, MI
<i>Governor</i>	Steven Hogwood	Present	Jackson, MI
<i>Governor</i>	Josnelly Aponte	Present	Jackson, MI

Authorizing Representative:	Mark Weinberg	Present
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II. **Adoption of Agenda**
Motion made by: S. Hogwood
Seconded by: Z. Wilcox
Yes (6) No (0)

III. **Public Comment Related to Agenda and Non-Agenda Items**
None

IV. **Board Member Development**
4.1 Key Onboarding of New Members
Presented by S. Malmquist
4.2 Board Terms and Recruitment

Jackson Preparatory & Early College



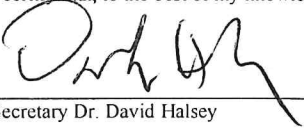
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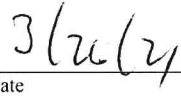
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Presented by S. Malmquist and M. Weinberg
4.3 Key Board Issues for 2021-2022

V. Adjourn
Meeting was adjourned at 7:35pm

I certify that, to the best of my knowledge, that the foregoing minutes of the February 26, 2021 Board Retreat 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



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Jackson Preparatory & Early College (“JPEC”)

A regular meeting of the JPEC Board of Governors was held on the 22 day of March, 2021, at 5:30 p.m.

The meeting was called to order at 5:34 p.m. by Board Member J. Williams:

Present: J. Williams / Z. Wilcox / D. Halsey / J. Aponte

Absent: D. Cooper / S. Hogwood

Prior to review and board action, the JPEC Board, as required, solicited public comment from parents or legal guardians of the pupils enrolled at the JPEC with regard to its ECLP. The following preamble and resolution were offered by Board Member J. Aponte and supported by Board Member D. Halsey:

BACKGROUND

Pursuant to extended COVID-19 learning plan (“ECLP”) legislation, “[t]hirty days after the approval of the plan ... , and every 30 days thereafter, ... at a meeting of the board or board of directors, ...” the JPEC Board is required to take specific actions with regard to how instruction is going to be delivered during the 2020-2021 school year, solicit public comment, and publicly announce weekly interaction rates.

THE JPEC BOARD THEREFORE RESOLVES THAT:

1. The JPEC Board is reconfirming that instruction shall be delivered as follows during the 2020-2021 school year:
 - ✓ No changes to the JPEC’s delivery of instruction.
2. The JPEC Board, during this meeting, solicited public comment from the parents or legal guardians of the pupils enrolled in the JPEC.
3. The JPEC Board has publicly announced its weekly two-way interaction rates¹ as follows, during this monthly reconfirmation meeting and shall make these rates accessible through the transparency reporting link located on the JPEC’s website.
4. The following tables display the 2-way interaction rates at each school in the district

¹ Defined as the percentage of students enrolled in the JPEC that have two (2) two-way interactions with the student’s teacher or one of the student’s teacher. JPEC shall ensure that 2 two-way interactions occur between a student enrolled in JPEC and the student’s teacher or at least one of the student’s teachers during each week of the school year for at least 75% of pupils enrolled in the district.



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Review Weekly 2-Way Interaction Rates College Prep

February / March	All Students	100% Remote*	Not 100% Remote*
2/01/21 - 2/05/21	100%	100%	100%
2/08/21 - 2/12/21	100%	100%	100%
2/15/21 - 2/19/21	100%	100%	100%
2/22/21 - 2/26/21	100%	100%	100%
3/01/21 - 3/05/21	100%	100%	100%
3/15/21 - 3/19/21	100%	100%	100%

Review Weekly 2-Way Interaction Rates Early College

February / March	All Students	100% Remote*	Not 100% Remote*
2/01/21 - 2/05/21	95.78%	93.57%	98.97%
2/08/21 - 2/12/21	99.58%	99.29%	100%
2/15/21 - 2/19/21	95.38%	94.29%	96.94%
2/22/21 - 2/26/21	95.38%	92.14%	100%
3/01/21 - 3/05/21	98.33%	97.86%	98.99%
3/15/21 - 3/19/21	92.05%	87.86%	97.98%

Ayes: _____ 4

Nays: _____ 0

Resolution declared adopted.

Print Name: _____

David L. Harley

Secretary, JPEC Board

¹ Defined as the percentage of students enrolled in the JPEC that have two (2) two-way interactions with the student's teacher or one of the student's teacher. JPEC shall ensure that 2 two-way interactions occur between a student enrolled in JPEC and the student's teacher or at least one of the student's teachers during each week of the school year for at least 75% of pupils enrolled in the district.

PowerSchool SIS

Jackson Preparatory & Early College

20-21 Term 2

Communication 75% Membership

Options

Enter desired report parameters and click 'Add' button to move them to the list. Communication Logs with a type of 'NC' are excluded

Threshold: Depending on Attendance Type selected, this will either look at the number of communication logs or attendance codes entered for the selected date range. Students BELOW the threshold will be considered absent. Students ABOVE or EQUAL to the threshold will be considered present.

Students to Include: Students that meet all specified conditions will be returned. Track will only look at the student's active track and the Learning Preference will be the most recent assigned based on the date range.

Attendance Type

2-Way Communication

Date Range	Building	Threshold	Students to Include
3/15/2021	Jackson Preparatory & Early College	1	Current Selection (80)
3/19/2021			D All Learning Prefs
			All Grades

Jackson Preparatory & Early College

Communication 75% Report

Dates	Method	Building	Enrolled	Absent	Present	Percent Present	Track/Cohort/Pref	Grade
2/1/2021 - 3/5/2021	Communication Log	Jackson Preparatory & Early College	79	0	79	100%	-/-	-
2/1/2021 - 3/5/2021	Communication Log	Jackson Preparatory & Early College	27	0	27	100%	C/-	-
2/1/2021 - 3/5/2021	Communication Log	Jackson Preparatory & Early College	51	0	51	100%	D/-	-
2/8/2021 - 2/12/2021	Communication Log	Jackson Preparatory & Early College	78	0	78	100%	-/-	-
2/8/2021 - 2/12/2021	Communication Log	Jackson Preparatory & Early College	27	0	27	100%	C/-	-
2/8/2021 - 2/12/2021	Communication Log	Jackson Preparatory & Early College	50	0	50	100%	D/-	-
2/15/2021 - 2/19/2021	Communication Log	Jackson Preparatory & Early College	78	0	78	100%	-/-	-
2/15/2021 - 2/19/2021	Communication Log	Jackson Preparatory & Early College	27	0	27	100%	C/-	-

Communication 75% Report

Dates	Method	Building	Enrolled	Absent	Present	Percent Present	Track/Cohort/Pref	Grade
2/15/2021 - 2/19/2021	Communication Log	Jackson Preparatory & Early College	50	0	50	100%	D/-	-
2/22/2021 - 2/26/2021	Communication Log	Jackson Preparatory & Early College	78	0	78	100%	-/-	-
2/22/2021 - 2/26/2021	Communication Log	Jackson Preparatory & Early College	27	0	27	100%	C/-	-
2/22/2021 - 2/26/2021	Communication Log	Jackson Preparatory & Early College	50	0	50	100%	D/-	-
3/1/2021 - 3/5/2021	Communication Log	Jackson Preparatory & Early College	79	0	79	100%	-/-	-
3/1/2021 - 3/5/2021	Communication Log	Jackson Preparatory & Early College	27	0	27	100%	C/-	-
3/1/2021 - 3/5/2021	Communication Log	Jackson Preparatory & Early College	51	0	51	100%	D/-	-
3/15/2021 - 3/19/2021	Communication Log	Jackson Preparatory & Early College	80	0	80	100%	-/-	-
3/15/2021 - 3/19/2021	Communication Log	Jackson Preparatory & Early College	27	0	27	100%	C/-	-
3/15/2021 - 3/19/2021	Communication Log	Jackson Preparatory & Early College	52	0	52	100%	D/-	-

Signature: _____

Date: _____

Updated 03/19/2021

Communication Attendance Report v2.5

LegendIcons  - Date Entry

PowerSchool SIS

Jackson Preparatory & Early College

20-21 Term 2

Communication 75% Membership

Options

Enter desired report parameters and click 'Add' button to move them to the list. Communication Logs with a type of 'NC' are excluded

Threshold: Depending on Attendance Type selected, this will either look at the number of communication logs or attendance codes entered for the selected date range. Students BELOW the threshold will be considered absent. Students ABOVE or EQUAL to the threshold will be considered present.

Students to Include: Students that meet all specified conditions will be returned. Track will only look at the student's active track and the Learning Preference will be the most recent assigned based on the date range.

Attendance Type

2-Way Communication

Date Range	Building	Threshold	Students to Include
3/15/2021	Jackson Preparatory & Early College	1	Current Selection (239)
3/19/2021			D All Learning Prefs
			All Grades

Jackson Preparatory & Early College

Communication 75% Report

Dates	Method	Building	Enrolled	Absent	Present	Percent Present	Track/Cohort/Pref	Grade
2/1/2021 - 2/5/2021	Communication Log	Jackson Preparatory & Early College	237	10	227	95.78%	-/-	-
2/1/2021 - 2/5/2021	Communication Log	Jackson Preparatory & Early College	140	9	131	93.57%	C/-	-
2/1/2021 - 2/5/2021	Communication Log	Jackson Preparatory & Early College	97	1	96	98.97%	D/-	-
2/8/2021 - 2/12/2021	Communication Log	Jackson Preparatory & Early College	238	1	237	99.58%	-/-	-
2/8/2021 - 2/12/2021	Communication Log	Jackson Preparatory & Early College	140	1	139	99.29%	C/-	-
2/8/2021 - 2/12/2021	Communication Log	Jackson Preparatory & Early College	98	0	98	100%	D/-	-
2/15/2021 - 2/19/2021	Communication Log	Jackson Preparatory & Early College	238	11	227	95.38%	-/-	-
2/15/2021 - 2/19/2021	Communication Log	Jackson Preparatory & Early College	140	8	132	94.29%	C/-	-

Communication 75% Report

Dates	Method	Building	Enrolled	Absent	Present	Percent Present	Track/Cohort/Pref	Grade
2/15/2021 - 2/19/2021	Communication Log	Jackson Preparatory & Early College	98	3	95	96.94%	D/-	-
2/22/2021 - 2/26/2021	Communication Log	Jackson Preparatory & Early College	238	11	227	95.38%	-/-	-
2/22/2021 - 2/26/2021	Communication Log	Jackson Preparatory & Early College	140	11	129	92.14%	C/-	-
2/22/2021 - 2/26/2021	Communication Log	Jackson Preparatory & Early College	98	0	98	100%	D/-	-
3/1/2021 - 3/5/2021	Communication Log	Jackson Preparatory & Early College	239	4	235	98.33%	-/-	-
3/1/2021 - 3/5/2021	Communication Log	Jackson Preparatory & Early College	140	3	137	97.86%	C/-	-
3/1/2021 - 3/5/2021	Communication Log	Jackson Preparatory & Early College	99	1	98	98.99%	D/-	-
3/15/2021 - 3/19/2021	Communication Log	Jackson Preparatory & Early College	239	19	220	92.05%	-/-	-
3/15/2021 - 3/19/2021	Communication Log	Jackson Preparatory & Early College	140	17	123	87.86%	C/-	-
3/15/2021 - 3/19/2021	Communication Log	Jackson Preparatory & Early College	99	2	97	97.98%	D/-	-

Signature: _____

Date: _____

Updated 03/19/2021

Communication Attendance Report v2.5

LegendIcons  - Date Entry



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APPOINTMENT OF:
SCHOOL SAFETY LIAISON
OF THE JACKSON PREPARATORY & EARLY COLLEGE

BE IT RESOLVED, that the JPEC Board of Governors hereby appoints the following individual to serve in the role of School Safety Liaison.

Nominee	Position
<u>Alex Elfe</u>	School Safety Liaison

BE IT FURTHER RESOLVED, that it shall be the responsibility of the School Safety Liaison, to inform the President of the Board of Governors when complaints, questions, concerns, or other issues related to each relevant matter occurs.

CERTIFICATION: I certify that the foregoing resolution was adopted by the JPEC Board of Governors at a properly noticed open meeting held on the 22nd day of March, 2021, at which a quorum was present.

By:



Date:

3/26/21



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APPOINTMENT OF:
TITLE IX COORDINATOR,
FREEDOM OF INFORMATION (FOIA) COORDINATOR,
AND CIVIL RIGHTS COORDINATOR
OF THE JACKSON PREPARATORY & EARLY COLLEGE

Recitals:

1. The Jackson Preparatory and Early College ("JPEC") Board of Governors has previously determined by a majority vote, to appoint an individual(s) to represent the JPEC Board of Governors as a Title IX Coordinator, a Freedom of Information Coordinator, and a Civil Rights Coordinator, to receive complaints, questions, concerns, and other issues and to perform other appropriate duties related to the relevant manner, including, but not limited to, maintaining a written comprehensive report of occurrences.

BE IT RESOLVED, that the JPEC Board of Governors hereby appoints the following individual(s) to serve in the role of Title IX Coordinator, Freedom of Information Coordinator, and Civil Rights Coordinator:

Nominee	Position
<u>Serafin Llerena</u>	Title IX Coordinator

BE IT FURTHER RESOLVED, that it shall be the responsibility of the Title IX Coordinator, the Freedom of Information Coordinator, and the Civil Rights Coordinator, to inform the President of the Board of Governors when complaints, questions, concerns, or other issues related to each relevant matter occurs.

CERTIFICATION: I certify that the foregoing resolution was adopted by the JPEC Board of Governors at a properly noticed open meeting held on the 22nd day of March, 2021, at which a quorum was present.

By:

Date:

3/26/21