



**REGULAR BOARD OF TRUSTEES MEETING**  
**January 24, 2024**  
**27355 Woodsfield St., Inkster, MI 48141**  
**6:00 pm**

---

**Call to Order**

---

President Oden called the meeting to order at 6:16 pm

---

**Roll Call**

---

President Oden performed the roll call to confirm quorum.

**Present:**

Delphine Oden - President  
Ernestine Williams – Vice President & Secretary  
Eric Brown - Trustee

**Absent:**

Tonya Jenkins – Treasurer

Quorum was confirmed.

**The following individuals attended the meeting:**

Tiffany Dudley, School Leader, Inkster Preparatory Academy  
Pamela Farris, Regional Vice President, Accel Schools  
Patti Ashley, Finance Manager, Accel Schools  
Jonathan Trout, Authorizer Liaison, Central Michigan University  
LaShone Bedford, Board Executive Support, LB Consulting and Management, LLC  
Althanie Gardner, Michigan Department of Education  
LaShanda Thomas, Managing Director, The Clairmount Group, Inc.  
Nekeya Irby, Accel Schools  
Kalyani Bhatt, Accel Schools, Compliance Officer  
Xaiofei Pei, Accel Schools  
Vanessa Gulley, Provision Governance Consultant  
Anisha Barnwell, Inkster Preparatory Academy  
Ronald Norfleet, Inkster Preparatory Academy

---

**Public Comment**

---

There was no public comment.





---

### Approval of Agenda

---

Vice President Williams moved to accept the Regular Board Meeting Agenda for January 24, 2024.

**Supported by:** Trustee Brown

**Votes For:** 3 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden – Aye

Williams – Aye

Brown – Aye

---

### Approval of Consent Agenda Items

---

Vice President Williams moved to approve the November 15, 2023 Regular Board Meeting Minutes, ratify transfer of funds in the amount of \$324,007.53 from Inkster Preparatory to Accel Schools, ratify transfer of funds in the amount of \$21,812.23 to the Charter School Expansion Grant.

**Supported by:** Trustee Brown

**Votes For:** 3 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden – Aye

Williams – Aye

Brown – Aye

---

### Audit Presentation

---

Ms. LaShanda Thomas provided an audit overview, clarified the auditor's responsibilities, and shared information relative to conformance of the requirements and regulations as required.

---

### Old Business

---

No Old Business reported.

---

### New Business

---

CMU Education Program Review Summary Presentation

No presentation was provided.

**Accept Resignation of Ernestine Williams as Vice President**

Vice President Williams moved to accept the resignation of Ernestine Williams as Vice President.

**Supported by:** Trustee Brown

**Votes For:** 3 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden – Aye

Williams – Aye

Brown – Aye





**Appoint Eric Brown as Vice President of the Board**

**Vice President Williams moved to appoint Eric Brown as Vice President of Inkster Preparatory Academy Board.**

**Supported by: Trustee Brown**

**Votes For: 3 Votes Against: 0**

**The vote was unanimous in favor of the motion.**

**Oden – Aye**

**Williams – Aye**

**Brown – Aye**

**Progress Report of ISD Partnership Agreement**

Ms. Irby communicated that goals had been identified for IPA within the partnership and the school is working on completing these goals. The benchmark review is forthcoming and will cover improvements focused on the following:

- Literacy and mathematics
- Addressing needs of the students

Ms. Farris communicated the following information related to the partnership:

- Annual Implementation Audit Partnership Agreement which includes:
  - The I & E Worksheet (Outlines Grant Implementation Process) which is due March 2024
  - Hiring Team members
  - Review of the programs implemented thus far
- Overview of I & E Worksheet
- 21H Fund award of \$66,923.00 and how it’s required to be disseminated.
- Intermediate School District Service Plan - Partnership Agreement Support Regional Assistance Grant (RAG) and the services that will be offered under the plan

Ms. Gardner provided an overview of the benchmark review, what to expect, and how to prepare. The review will occur in the fall and will include the district and the school’s review of identified goals’ progress. She also communicated the following:

- The district will do a presentation on the progress of the goals they’ve identified. This will take place in September.
- Networking event (to include MDE updates) will be scheduled for January 31, 2024.

**Extension of Provision’s contract through February 2024**

**Secretary Williams moved to extend the Provisions contract through February 29, 2024.**

**Supported by: Vice President Brown**

**Votes For: 3 Votes Against: 0**

**The vote was unanimous in favor of the motion.**

**Oden – Aye**

**Williams – Aye**

**Brown – Aye**





### Strategic Plan Discussion

President Oden shared that a strategic plan was supposed to be implemented; however, the board is not in receipt of the plan. She would like to get a plan implemented; for Accel to identify the funding source, provide input, and/or find an entity that can implement it.

### Fall 2023 Board Policy Updates

Ms. Farris communicated that they've had the opportunity to review the updates with the National Charter Institute on the following board policies that will require adopting:

- 2370.01 - Online/Blended Learning Program
- 7217 - Weapons
- 7540.03 - Student Technology Acceptable Use and Safety
- 8531 - Free and Reduced-Price Meals

Vice President Brown moved to adopt policies 2370.01, 7217, 7540.03, and 8531.

**Supported by:** Secretary Williams

**Votes For:** 3 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden – Aye

Williams – Aye

Brown – Aye

### Approve Contract Amendment Schedule

Secretary Williams moved to approve the resolution requesting contract amendment to reflect maximum enrollment from 250 to 255.

**Supported by:** Vice President Brown

**Votes For:** 3 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden – Aye

Williams – Aye

Brown – Aye

### Management's Monthly Report to the Board

Secretary Williams communicated her concerns with how the reporting information is currently presented to the board. She requested a more detailed management report of events occurring within the school i.e., test scores, attendance, staffing, etc.

---

## Accel Schools ESP Report

---

### ESP Report

Ms. Farris communicated the following:

- Re-enrollment date is Feb. 5<sup>th</sup> for returning students.
  - March 4<sup>th</sup> re-enrollment collection and update to student information.
- Open Enrollment is March 4<sup>th</sup> – March 29<sup>th</sup>.
  - Random selection will be held on April 8<sup>th</sup> if enrollment exceeds designated student number.





- CMU Staffing Review Findings
- School Facilities and Operations Site Visit
- Facilities and Operations Updates
  - Restroom stalls will be installed January 2024
  - Holiday Break Cleaning
- Bus Transportation Update

### Accel Schools Compliance Report

Ms. Bhatt presented the compliance report and currently the school is 100% compliant.

---

## Inkster Preparatory Academy School Leader's Report- Tiffany Dudley

---

### Leadership Report

Ms. Dudley provided the following updates and information:

- MI School data – School Index Overview
- iReady Testing results for reading and math.
  - Testing ends 1/19/24.
- NWEA Testing was scheduled to begin 1/16/24.
  - Testing Preparation will be provided:
    - Literacy Coach
    - MTSS Coach
    - Mathematics Coach – Wayne Resa
- Attendance and Enrollment
  - Current enrollment is 246
- Referrals and suspensions
- Tutoring Efforts and outcomes
  - Currently 43 students have enrolled; 36 have attended.
- MICIP (Michigan Continuous Improvement Plan)
  - Professional Development Series
    - 2<sup>nd</sup> series – 1/31/24 - Planning to infuse writing across the subjects and strategies
    - 3<sup>rd</sup> series – 2/17/24 – Planning for small groups
- Grants (Pending and Awarded)
  - **Pending:** 21H, RAG, and CSP
  - **Awarded:** SEL Advocate and Parent Workshop Funds
- PBIS Team is working on:
  - Merging Leader in Me with PBIS
  - Completing PBIS Plan
  - 21H Grant
- PAWS (Personal Best, Act Responsibly, Work and Play safely) Behavior Matrix





**Accel Schools Financial Report**

**Monthly Unaudited Financial Report – December FY23**

Mr. Pei provided an update on December 31, 2023, Unaudited Financials, an overview of the budget and funding sources.

Secretary Williams motioned to accept the Monthly Unaudited Financial Report for December FY23.

**Supported by:** Vice President Brown

**Votes For:** 3 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden – Aye

Williams - Aye

Brown – Aye

**MDE Expansion Grant Monthly Expenditure**

Mr. Pei provided an update on the MDE Expansion Grant.

Secretary Williams motioned to accept the MDE Expansion Grant Monthly Expenditure in the amount of \$1,000.

**Supported by:** Vice President Brown

**Votes For:** 3 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden – Aye

Williams - Aye

Brown – Aye

**MDE Expansion Grant Status Progress Report Update December 2023**

Mr. Pei provided an update on the MDE Grant Report for December 2023.

Secretary Williams motioned to accept the MDE Expansion Grant Status Progress Report Update for December 2023.

**Supported by:** Vice President Brown

**Votes For:** 3 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden – Aye

Williams – Aye

Brown – Aye

**View only access to the bank accounts for Accel’s Financial Department**

Mr. Pei shared other Accel Accounts Payable team members will need read only access to the bank accounts for IPA.





Secretary Williams motioned to approve view only access to the bank accounts for Carmeena Murgu for Accel’s Financial Department.

**Supported by:** Vice President Brown

**Votes For:** 3 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden – Aye

Williams – Aye

Brown – Aye

**Committee Reports**

**Education Committee**

Secretary Williams shared that the committee met with Ms. Dudley on Jan. 16, 2024 to review reports, discuss the 21H grant, receipt and approval for the SEL Person Advocate, and garnering parents involvement in the process.

**Finance Committee**

Nothing was reported

**Transfer funds in the amount of \$4,486.14 to Inkster Preparatory Academy for November 2023.**

Secretary Williams motioned to transfer \$4,486.14 to Inkster Preparatory Academy for November 2023.

**Supported by:** Vice President Brown

**Votes For:** 3 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden – Aye

Williams – Aye

Brown – Aye

**Transfer funds in the amount of \$4,340.63 to Inkster Preparatory Academy for December 2023.**

Secretary Williams motioned to transfer \$4,340.63 to Inkster Preparatory Academy for December 2023.

**Supported by:** Vice President Brown

**Votes For:** 3 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden – Aye

Williams - Aye

Brown – Aye

**Transfer Funds in the amount of \$615,005.90 from Inkster Preparatory to Accel Schools.**

Secretary Williams motioned to transfer \$615,005.90 from Inkster Preparatory to Accel Schools.

**Supported by:** Vice President Brown

**Votes For:** 3 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden – Aye

Williams - Aye

Brown – Aye





**Transfer Funds in the amount of \$1,000.00 to Charter School Expansion Grant.**

**Secretary Williams motioned to transfer \$1,000.00 to the Charter School Expansion Grant account.**

**Supported by: Vice President Brown**

**Votes For: 3 Votes Against: 0**

**The vote was unanimous in favor of the motion.**

**Oden – Aye**

**Williams - Aye**

**Brown – Aye**

---

### **CMU Report**

Mr. Trout communicated the following upcoming events:

- MWEA recording should've been emailed to participants
- 1/25/24 – Virtual Session on Direction of Michigan Educational Policy
- 2/12/24 – President's Roundtable (Southfield)
- 3/14/24 – Partnership Reception (Central Kitchen)
- 3/21/24 – Virtual Session on Finding, Recruiting, and Onboarding new board members

---

### **Extended Public Comment**

No extended public comment.

---

### **Other Business**

#### **21<sup>st</sup> Century Monthly Report**

Nothing was reported.

---

### **Adjournment**

**Secretary Williams moved to adjourn the meeting.**

**Supported by: Vice President Brown**

**Votes For: 3 Votes Against: 0**

**The vote was unanimous in favor of the motion.**

**Oden - Aye**

**Williams - Aye**

**Brown – Aye**

**There being no further business, the meeting was adjourned at 9:09 pm.**







---

### Meeting Minutes Approval

---

I certify these minutes for approval for the Regular Board Meeting held on **January 24, 2024**, at which a quorum was present.

Board Secretary Name: ERNESTINE WILLIAMS

Signature: Melphini G. Oden for E.W. 2/28/24

