



**REGULAR BOARD OF TRUSTEES MEETING**  
**March 27, 2024**  
**27355 Woodsfield St., Inkster, MI 48141**  
**6:00 pm**

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**Call to Order**

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President Oden called the meeting to order at 6:14 pm

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**Roll Call**

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**President Oden performed the roll call to confirm quorum.**

**Present:**

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

**Absent:**

Tanya Jenkins – Treasurer

**Quorum was confirmed.**

**The following individuals attended the meeting:**

Pamela Farris, Regional Vice President, Accel Schools  
Jonathan Trout, Authorizer Liaison, Central Michigan University  
LaShone Bedford, Board Executive Support, LB Consulting and Management, LLC  
Charles Moore, C.L Moore and Associates  
Kalyani Bhatt, Compliance Officer, Accel Schools  
Xiaofei Pei, Finance Director, Accel Schools

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**Public Comment**

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There was no public comment.

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**Approval of Agenda**

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**Vice President Brown moved to approve the Regular Board Meeting Agenda for March 27, 2024.**

**Supported by: Secretary Williams**

**Votes For: 3    Votes Against: 0**

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

Oden – Aye  
Brown – Aye  
Williams – Aye





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## Approval of Consent Agenda Items

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Approval of the February 28, 2024 Regular Board Meeting Minutes  
LB Management & Consulting LLC February Invoice #0705 in the amount of \$400.00

Vice President Brown moved to approve the Consent Agenda Items.

**Supported by:** Secretary Williams

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

The vote was unanimous in favor of the motion.

Oden – Aye

Brown – Aye

Williams – Aye

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## Old Business

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### Restroom Stall Installation

Ms. Farris communicated that they had a contractor who failed to complete the installation in a timely manner. In March, they contacted the contractor, who stated they were unable to move forward due to limited staff. IPS would like to move forward with another contractor to complete the work.

### Contract Amendment Request

Ms. Farris shared that the resolution to increase the number of students to 255 was presented and approved by the board in February.

- This information was forwarded to Central Michigan and the request was only approved for 253 students.
- It will be a compliance concern if the school exceeds 253 students.

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## New Business

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### Restroom Stall Installation Proposals

*New Day Construction Company Proposal*

*Momentum Interiors Construction Company*

Ms. Farris presented the proposals from New Day Construction Company and Momentum Interiors Construction Company. Both performed a walkthrough. New Day Construction Company submitted proposals for Powder Coated Steel (\$14,813.00) and Solid Plastic stalls (\$19,163.00). Momentum Interiors Construction submitted a proposal for Power Coated stalls (\$16,500.00).

Vice President Brown moved to approve the proposal from New Day Construction in the amount of \$14,813.00.

**Supported by:** Secretary Williams

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

The vote was unanimous in favor of the motion.

Oden – Aye

Brown – Aye

Williams – Aye





**Transportation for FY 2024-2025**

Ms. Farris asked whether we should continue to provide transportation for our students since we are limited in the number of students we can enroll. The cost is 90K per bus, which is a total of \$270K for three buses to pick up students in various zip codes. Currently, approximately 140 students are using transportation. It was noted that a decision needs to be made soon so that we can go out for bids.

The board requested additional data related to transportation needs and companies to review/discuss during the next scheduled meeting.

**Provision Business Solutions Contract Extension April-June**

President Oden requested that Provision Business Solutions’ contract be extended from April to June so that they can continue to assist the board.

Secretary Williams moved to approve the extension of Provision Business Solutions contract from April 2024 to June 2024.

**Supported by:** Vice President Brown

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

The vote was unanimous in favor of the motion.

- Oden – Aye
- Brown – Aye
- Williams – Aye

**Clairmount Group Audit Engagement Letter FY23/24 School Year**

Secretary Williams moved to approve the Clairmount Group Audit Engagement Letter for FY 23/24 school year audit.

**Supported by:** Vice President Brown

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

The vote was unanimous in favor of the motion.

- Oden – Aye
- Brown – Aye
- Williams – Aye

The Allen Law Group PC, Invoice# 5110 (\$607.50), Invoice # 5393 (\$165.90) and Invoice # 5479 (\$337.50).

Secretary Williams moved to approve Allen Law Group PC invoices# 5110 in the amount of \$607.50, invoice # 5393 in the amount of \$165.90 and invoice # 5479 in the amount of (\$337.50).

**Supported by:** Vice President Brown

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

The vote was unanimous in favor of the motion.

- Oden – Aye
- Brown – Aye
- Williams – Aye





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## Accel Schools ESP Report

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### ESP Report

Ms. Farris communicated the following:

- School is currently in the re-enrollment process.
  - Approximately 180 students have re-enrolled as of 3/20/24
  - Open enrollment began March 4<sup>th</sup> – March 29<sup>th</sup>
    - Will begin open enrollment meetings and tours with parents/students weekly. Will also start marketing efforts to attract new students.
  - Kindergarten Round Up was held March 1<sup>st</sup> – 50 parents/students attended.
- Pupil Accounting Spring Documentation – 236 Students counted
- New restroom stall installations
- CMU Facilities & Operations Update
  - On reinspected, everything has been corrected and passed.
  - Spring Break Cleaning during March 25<sup>th</sup> – 29<sup>th</sup>.

### Compliance Report

Ms. Bhatt presented the compliance report which outlined the school is 100% compliant. However, they're only 90% on time due to certain documents being returned for re-submission.

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## Inkster Preparatory Academy School Leader's Report

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### Leadership Report

#### *Partnership Agreement Progress Report March 27, 2024*

Ms. Farris provided the following updates and information:

- Status update on 18- and 36-month Partnership Agreement
  - Ms. Dudley meets with IPA's School Improvement Team as well as MDE and ISD representatives monthly.
- IPA's Academic Report, which provides an update on all the Partnership's goals for the school year. The goals are to increase math and reading proficiency by 1% by June for the 18th-month goal and a local goal with NWEA to increase a year above where students entered in the Fall to Spring.

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## Accel Schools Finance Report

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### Monthly Unaudited Financial Report – February FY24

Mr. Pei provided an update on February 29, 2024, Unaudited Financials, an overview of the budget and funding sources.

There are some concerns about spending all the grant funds by the end of the year. The board has requested that Jessica attend our next meeting to discuss this issue further.

Secretary Williams moved to accept the Monthly Unaudited Financial Report for February FY24.

**Supported by:** Vice President Brown

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

The vote was unanimous in favor of the motion.





Oden – Aye  
Brown – Aye  
Williams - Aye

**MDE Expansion Grant Monthly Expenditure in the amount of \$24,900.00**

Secretary Williams moved to accept the MDE Expansion Grant Monthly Expenditures in the amount of \$24,900.00.

**Supported by:** Vice President Brown

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

The vote was unanimous in favor of the motion.

Oden – Aye  
Brown – Aye  
Williams – Aye

Secretary Williams moved to approve the payment of \$1,000.00 to C.L. Moore and Associates for Oversight Services.

**Supported by:** Vice President Brown

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

The vote was unanimous in favor of the motion.

Oden – Aye  
Brown – Aye  
Williams – Aye

**MDE Expansion Grant Status Progress Report Update February 2024**

Secretary Williams moved to accept the MDE Expansion Grant Status Progress Report Update for February 2024.

**Supported by:** Vice President Brown

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

The vote was unanimous in favor of the motion.

Oden – Aye  
Brown – Aye  
Williams – Aye

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**Committee Reports**

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**Education Committee**

Secretary Williams communicated that the committee met and discussed testing and the need to have progress reports related to poor-performing areas from onsite visits and best practices to improve testing rates.





### Finance Committee

President Oden stated that a meeting was held with Mr. Pei to discuss the school's budget.

Transfer funds in the amount of \$4,280.02 to Inkster Preparatory Academy for February 2024.

Secretary Williams moved to transfer \$4,280.02 to Inkster Preparatory Academy for February 2024.

**Supported by:** Vice President Brown

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

The vote was unanimous in favor of the motion.

Oden – Aye

Brown – Aye

Williams – Aye

Transfer Funds in the amount of \$416,292.42 from Inkster Preparatory to Accel Schools.

Secretary Williams moved to transfer \$416,292.42 from Inkster Preparatory Academy's 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

Brown – Aye

Williams – Aye

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### CMU Report

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Mr. Trout communicated the following:

- Board vacancy has been pending for 313 days.
- Board reception is August 14<sup>th</sup>
- Annual Conference is August 15<sup>th</sup> at Suburban
  - Registration is currently open
  - Administration and staff members are encouraged to attend for professional development credits.

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### Extended Public Comment

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No extended public comment.

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### Other Business

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Secretary Williams shared that she's working to create an information and fact sheet for the recruitment of a board member.

President Oden inquired about the security services and City Works (custodial/grounds maintenance) contracts expiring in June. The board would like Accel to obtain renewal proposals for the services. She also shared the requirement to perform the annual assessment of the board and management company.

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### Information Only

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

A report was provided to the board for review.

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### Adjournment

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Vice President Brown moved to adjourn the meeting.

**Supported by:** Secretary Williams

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

The vote was unanimous in favor of the motion.

Oden - Aye

Brown - Aye

Williams - Aye

There being no further business, the meeting was adjourned at 7:50 pm.

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### Meeting Minutes Approval

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I certify these minutes for approval for the Regular Board Meeting held on **March 27, 2024**, at which a quorum was present.

Board Secretary Name: Ernestine Williams

Signature: *Ernestine Williams* 4/4/24



