



REGULAR BOARD OF TRUSTEES MEETING
April 24, 2024
27355 Woodfield St., Inkster, MI 48141
6:00 pm

Call to Order

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

Roll Call

President Oden performed the roll call to confirm quorum.

Present:

Delphine Oden - President
Eric Brown - Vice President
Tanya Jenkins – Treasurer
Ernestine Williams – Secretary

Absent:

Quorum was confirmed.

The following individuals attended the meeting:

Pamela Farris, Regional Vice President, Accel Schools
Tiffany Dudley, School Leader, Inkster Preparatory Academy
Jonathan Trout, Authorizer Liaison, Central Michigan University
LaShone Bedford, Board Executive Support, LB Consulting and Management, LLC
Kalyani Bhatt, Compliance Officer, Accel Schools
Xiaofei Pei, Finance Director, Accel Schools
Norma McDaniel, Board Nominee
Jessica Zarecki, Finance, Accel Schools
Vanessa Gulley, Provisions Governance Consultant

Public Comment

There was no public comment.

Approval of Agenda

Secretary Williams moved to approve the Regular Board Meeting Agenda for April 24, 2024.

Supported by: Treasurer Jenkins

Votes For: 4 **Votes Against:** 0

The vote was unanimous in favor of the motion.

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





Approval of Consent Agenda Items

- a. Approval of the March 27, 2024, Regular Board Meeting Minutes.
- b. Approval to pay \$3,500.00 to Provision Business Solutions LLC – Invoice IPA 4 24
- c. Approval to pay \$400.00 to LB Management and Consulting _ Invoice- #INV0706
- d. Approval of School Calendar for 2024-2025 School Year
- e. Approval of Board Meeting Dates for 2024-2025 School Year

Secretary Williams moved to approve items A – D of the Consent Agenda and to move item E to New Business.

Supported by: Treasurer Jenkins

Votes For: 4 **Votes Against:** 0

The vote was unanimous in favor of the motion.

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

Old Business

There was no old business.

New Business

Fiscal Year 2024 Spring-Board Policy

Ms. Farris presented the Fiscal Year 2024 Board Policy for review. No questions were raised by the board.

Beyond Basics Tutoring Program

Ms. Farris and Ms. Dudley shared a tutoring program offered by Beyond Basics. They presented the program and how it can help students of IPA. The summer proposal is \$18,500. ACCEL will be reviewing services from other companies (i.e., Exam Experts) to compare pricing and services.

Approval to pay \$3,500.00 to Provision Business Solutions LLC

Secretary Williams moved to approve to pay invoice #IPA 4 24 to Provision Business Solutions, LLC for \$3,500.00.

Supported by: Treasurer Jenkins

Votes For: 4 **Votes Against:** 0

The vote was unanimous in favor of the motion.

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





Approve the nomination resolution to appoint a new board member, Norma. D. McDaniel

Secretary Williams moved to approve the resolution to appoint Norma McDaniel as a board member of Inkster Preparatory Academy.

Supported by: Treasurer Jenkins

Votes For: 4 **Votes Against:** 0

The vote was unanimous in favor of the motion.

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

Approval of Board Meeting Dates for 2024-2025 School Year

Inkster Preparatory Board of Directors will meet on the 3rd Wednesday of each month.

Secretary Williams moved to adopt the Inkster Preparatory Academy Board Meeting Dates for 2024-2025 School Year.

Supported by: Treasurer Jenkins

Votes For: 4 **Votes Against:** 0

The vote was unanimous in favor of the motion.

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

Accel Schools ESP Report

ESP Report

Ms. Farris communicated the following:

- Wayne RESA Spring Pupil Accounting
 - No findings
- Re-enrollment / New Applications Update
 - Will begin campaign which will includes flyers and posting on social media.
- Inkster Prep Social Media Stats (March – April)
 - 95 total leads
- Transportation Update
 - Will need 2 buses next year
- Great Start Readiness Program
- Legislative Policy Updates
- Charter School Week – May 13th – 17th in Lansing, MI
 - Gives school opportunity to show school pride

Compliance Report

Ms. Bhatt presented the compliance report which outlined the school is 100% compliant. However, they're only 91% on time due to certain documents being returned for re-submission.





Inkster Preparatory Academy School Leader's Report

Leadership Report

Ms. Dudley provided the following updates and information:

- State Testing
 - MSTEP begins 4/8/24 – 5/17/24
 - MSTEP Completions
 - Make up testing – 4/29 – 5/17
 - PSAT Testing Updates – Completed for all grades
- Tutoring and Intervention Support
 - Tutoring resumed 4/8
 - Virtual Tutoring Focus and Results
- Beyond Basics Program
 - Gain ability to read in 10-12 weeks
 - Onsite staff / 45-minute sessions
- Academic Focus
 - Reading standards (by grade) for 4/1 – 4/15
 - Math standards (by grade) for 4/1 – 4/15
 - Academic Outcomes
- Enrollment / Re-enrollment
 - Current enrollment: 237
 - Re-enrollment: 197
 - 1 for kindergarten
 - New Student Enrollment
 - Working with ACCEL Marketing
- Referral and Suspensions by Grade
- Parent /Teacher Organization
 - Meeting held - 4/10/24
 - Popcorn Fundraiser – Raised \$112
 - Parent/Teacher Conferences – 4/24/24

Accel Schools Finance Report

Monthly Unaudited Financial Report – March FY24

Mr. Pei provided an update on March 30, 2024, Unaudited Financials, Preliminary Budget Calendar and an overview of the budget and funding sources.

Secretary Williams moved to accept the Monthly Unaudited Financial Report for March FY24 pending audit.

Supported by: Treasurer Jenkins

Votes For: 4 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden – Aye

Brown – Aye

Jenkins – Aye





Williams - Aye

Amended 2023-2024 and Proposed 2024-2025 Budget Discussion

Nothing was reported. Will be reported next month.

MDE Expansion Grant Monthly Expenditure in the amount of \$9,313.20

Secretary Williams moved to approve the MDE Expansion Grant Monthly Expenditures in the amount of \$9,313.20.

Supported by: Vice President Brown

Votes For: 4 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden – Aye

Brown – Aye

Jenkins - Aye

Williams – Aye

MDE Expansion Grant Status Progress Report Update March 2024

Nothing was reported

Committee Reports

Education Committee

Secretary Williams communicated that a meeting was held with Ms. Dudley to discuss testing and strategies used to increase student results. Looking to obtain proposals.

Finance Committee

President Oden stated that a meeting was held with Mr. Pei to discuss the school’s budget and this information was communicated during the board meeting.

Transfer funds in the amount of \$4,435.92 to Inkster Preparatory Academy for March 2024.

Secretary Williams moved to transfer \$4,435.92 to Inkster Preparatory Academy’s Board Account for March 2024.

Supported by: Vice President Brown

Votes For: 4 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden – Aye

Brown – Aye

Jenkins - Aye

Williams – Aye





Transfer Funds in the amount of \$289,771.78 from Inkster Preparatory to Accel Schools.

Vice President Brown moved to transfer \$289,771.78 from Inkster Preparatory Academy's General Fund Account to Accel Schools.

Supported by: Treasurer Jenkins

Votes For: 4 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden – Aye

Brown – Aye

Jenkins - Aye

Williams – Aye

CMU Report

Mr. Trout communicated the following:

- Series of virtual webinars
 - Updates to the MWEA Map Report
 - Registration is open for May 8th, May 14th & June 5th
- Administration – One year training titled “Balance in School and Classroom Assessment.”
 - Will need to register
 - 5 staff members – will need to include 2 staff leaders.
 - Geared towards increasing the level of literacy within the school for staff and students
- Annual Conference is August 15th at Suburban
- Comments about the Great Start Readiness Program
- New School Signage requested.

Extended Public Comment

No extended public comment.

Other Business

President Oden inquired about the letter sent regarding the Transparency Form logo. Ms. Farris communicated that it has been corrected.

Information Only

21st Century Monthly Report

No report was provided.





Adjournment

Secretary Williams moved to adjourn the meeting.

Supported by: Vice President Brown

Votes For: 4 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden - Aye

Brown - Aye

Jenkins - Aye

Williams - Aye

There being no further business, the meeting was adjourned at 8:02 pm.

Meeting Minutes Approval

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

Board Secretary Name: Ernestine Williams 6/26/2024

Signature: *Ernestine Williams*