



**REGULAR BOARD OF TRUSTEES MEETING**  
**December 18, 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 6:19 pm

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**Roll Call**

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**Absent:**

The roll call was performed to confirm quorum.

**Present:**

Delphine Oden - President  
Eric Brown - Vice President  
Ernestine Williams – Secretary  
Tanya Jenkins – Treasurer (arrived at 6:30 pm) Norma  
McDaniel - Trustee

**Quorum was confirmed.**

**The following individuals attended the meeting:**

Pamela Farris, Regional Vice President, Accel Schools  
Tiffany Dudley, School Leader, Inkster Preparatory Academy  
Vanessa Gulley, Provisions Governance Consultant  
Jeanette Girty, Provisions 4 Solutions  
Jonathan Trout, Authorizer Liaison, Central Michigan University  
Xiaofei Pei, Finance Director, Accel Schools  
Ida Darwiche, Representative, 21<sup>st</sup> Century  
LaShone Bedford, Board Executive Support, LB Consulting and Management

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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 December 18, 2024.

**Supported by: Trustee McDaniel**

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

The vote was unanimous in favor of the motion.

Oden – Aye

Brown – Aye



Williams – Aye

McDaniel - Aye



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### Approval of Consent Agenda Items

a) Approval of Meeting Minutes for Wednesday November 20, 2024 b) Approval of Provision invoice 11.2024 in the amount of \$3500.00 for November 2024 c) Clairmount Group PLC Invoice 1672 in the amount of \$3415.00 for November 2024 d) Approval of LB Management invoice 0711 in the amount of \$400.00 for November 2024

Secretary Williams moved to approve the Consent Agenda Items a – d. **Supported**

**by:** Trustee McDaniel

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

The vote was unanimous in favor of the motion.

Oden – Aye

Brown – Aye

Williams – Aye

McDaniel - Aye

### Old Business

No Old Business to report.

### New Business

#### CMU Staff Auditing

Ms. Farris shared the outcomes from the audit conducted with CMU University. All concerns highlighted in the audit correspondence have been corrected.

### Accel Schools ESP Report

#### ESP Report

Ms. Farris shared the following:

- December Enrollment / Pupil Accounting Update
  - Total new enrollment - 97
  - Total enrollment – 227
  - OM Returns – 130
- Human Resources Updates
  - Math Coach & Paraprofessional (2) – Open positions





- Offer extended to 1 paraprofessional

- CMU Staffing Audit – Completed ○  
Background/Fingerprints completed ○ Staff  
Start Date Changes
- Financial Transparency Reporting Website

### Compliance Report

Ms. Farris communicated that the compliance report is 95% compliant due to certain reports being submitted late.

### Inkster Preparatory Academy School Leader's Report

#### Leadership Report

Ms. Dudley shared the following in her report:

- NWEA Completion is **97%**
- NWEA Fall iReady Testing
- NWEA Fall Math Results ○ Math Fall 23 vs. Fall 24 comparison ○ Class Interventions
- NWEA Fall Reading ○ Reading Fall 23 vs. Fall 24 comparison ○ New and Returning Students Comparison ○ Focus Area by Grade ○ Reading Support
  - 10 Academic vocabulary words assessed every week (schoolwide)
  - Vocabulary station during class or intervention
  - Data shared during staff meeting every two weeks for monitoring and MiCIP ○ Writing to Improve Reading
    - Reading response writing to improve comprehension and print awareness
    - Will introduce Writing on Demand
- Enrollment and Attendance
- Referrals and Suspensions

### Accel Schools Financial Report

#### Monthly Unaudited Financial Report – November FY24

Mr. Pei provided an update for November 30, 2024, Actuals vs. Budget, Unaudited Financials and an overview of the budget and funding sources.

Vice President Brown moved to accept the Monthly Unaudited Financial Report for November FY24.

**Supported by:** Treasurer Jenkins

**Votes For:** 5 **Votes Against:** 0

The vote was unanimous in favor of the motion.

Oden – Aye

Brown – Aye

Jenkins - Aye





Williams – Aye  
McDaniel - Aye

**Amended Budget FY25**

Mr. Pei provided an update on the FY 25 Amended Operating Budget. He also shared the edits made for approval of the resolution.

- i. Budget Presentation*
- ii. Amended Budget Resolution*
- iii. Amended Budget Details*
- iv. Inkster Prep 24-25 Grant Funding*

- Currently, there is a decrease in revenue
- Operating Surplus targets restricted Board Fund increase of \$1K
- Proposed revenue is expected to decline due to ESSER, however partially offset by FY21 Carry-over from primarily 31 a
- General Fund to absorb many ESSER expenditures, overall cost slightly down • Risks and opportunities

Treasurer Jenkins moved to approve the FY25 General Fund Amended Budget.

**Supported by:** Secretary Williams

**Votes For:** 5 **Votes Against:** 0

The vote was unanimous in favor of the motion.

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

Secretary Williams moved to approve the FY25 School Service Fund Budget.

**Supported by:** Treasurer Jenkins

**Votes For:** 5 **Votes Against:** 0

The vote was unanimous in favor of the motion.

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

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**Committee Reports**

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Education Committee





Nothing was reported.

**Finance Committee**

President Oden communicated the concerns regarding how payments are made to the vendors after being approved at the board meeting. Future-forward, the board will be working with Provision to assist Accel with payments to vendors.

**Transfer Funds in the amount of \$2,993.06 from the Inkster Preparatory Board Account to the Inkster Preparatory Academy General Fund for November 2024.**

Treasurer Jenkins moved to transfer funds in the amount of \$2,993.06 from the Inkster Preparatory Board Account to the Inkster Preparatory Academy General Fund for November 2024. **Supported by: Vice President Brown**

**Votes For: 5 Votes Against: 0**

The vote was unanimous in favor of the motion.

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

**Transfer Funds in the amount of \$360,964.66 from Inkster Preparatory Academy General Fund Account to Accel Schools for November 2024.**

Treasurer Jenkins moved to transfer funds in the amount of \$360,964.66 from Inkster Preparatory Academy General Fund Account to Accel Schools for November 2024. **Supported by: Vice President Brown**

**Votes For: 5 Votes Against: 0**

The vote was unanimous in favor of the motion.

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

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**Other Business**

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No other business was reported.

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**CMU Report**

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12/18/24

*Ernestine Williams*

Secretary

Date

Approved by Inkster Preparatory Academy Board of Directors

*Ernestine Williams*

Secretary

01/30/2025

Date

