



**Tuesday, October 21, 2025**

**Board of Directors Meeting Minutes - 5:30 p.m.**

**In-Person**

**Item I: Meeting Opening**

1.01 Call to Order at 5:30 p.m.

1.02 Roll Call

Present: Regina M. Walker, President  
Robynn Diamond-Gamble, Vice President  
Harriet Rice, Treasurer  
Ridgeley Hudson, Jr., Member

Absent:

Attendees: Jeffery Hill, Michelle Kyles, Valentina Pettway, and Harvey Wilson, II

1.03 Approval of Agenda

Motion to approve the Agenda by Harriet Rice  
Seconded by Ridgeley Hudson, Jr.

Aye: 4

Nay: 0

Motion Approved

1.04 Approval of Minutes

Motion to approve the September Board Minutes by Robynn Diamond-Gamble  
Seconded by Harriet Rice

Aye: 4

Nay: 0

Motion Approved

1.05 Public Comments (3-minute limit/person)

- Bessie Harris expressed her heartfelt thanks for the time that she served as a member of the PACE Academy Board. She gave her resignation, and shared that she had been elected to serve on the Detroit Public Community School Board.

**Item II: Old Business**

- None

**Item III: New Business**

3.01 Plante Moran - Corey Rhinehart

- Presenting the results from the June 30, 2025 audit. There are three deliverables: the financial statements, the federal awards report, and the report to the Board of Directors.
- The financial statement, we are happy to report that we are issuing an unmodified opinion. This is the highest form of assurance that we can deliver, that states that the Academy's finances are clearly presented.
- The federal awards report. A single audit is required when an academy has expenditures over \$750,000. We tested one program, Title I and within that report there were no findings. We issued an unmodified opinion, there were no findings, questions, or costs.
- The report to the Board of Directors is being submitted through a letter that summarizes that we performed the audit with generally accepted and government auditing standards. The informational items are listed in the letter.
- The General Fund's total assets are \$3.3 million. The liabilities total \$606,000 with the main liability being payroll, which is about \$370,000. The General Fund balance is 2.7 million. The statement of revenue for the year is about \$8 million. The majority of that amount is made up of about \$7 million in state revenue and additionally \$813,000 in Federal revenue. The total expenditures for the year were \$7.2 million. The fund balance expenditures in 2025 were about 32%.
- Special thanks to Jeff and Tejal for all of their help during the audit process. It is a lot of work in excess of your daily work and responsibilities.

Motion to approve Plante Moran's report as presented by Harriet Rice

Seconded by Ridgeley Hudson, Jr.

Aye: 4

Nay: 0

Motion Approved

### 3.02 Finance Office - Mr. Jeffery Hill

- The cash flow shows positive monthly cash flow throughout the 16-month period ending October 31, 2025. The cash balance on September 30, 2025, was \$1.5 million. Total cash received in September 2025 was \$15K. Total cash outflows for the month before debt payments were \$648K. Debt payments were \$0.
- PACE is currently in compliance with all bond covenants; however, based on preliminary count day numbers, PACE may violate the bond covenant requiring that it lose no more than 5% of the prior year's enrollment. Currently, without counting the GSRP student population, PACE is 17 students short in order to comply with the enrollment covenant. The State of Michigan typically provides a certified count in November or December; therefore, at that time, PACE will know whether it complies or not.
- National Charter School Institute to review the Board changes in detail. Once they are reviewed, we will vote on the changes.
- We had a school emergency a couple of weeks ago that caused a power outage. We are currently working on restoring electricity to the gym and a few areas in the building. The boiler/water heater needs to be replaced.
- VP Diamond-Gamble asked what impact not having the hot water tank would have on the building. Mr. Hill responded that the staff lounge and staff bathrooms on the first and second floors do not have hot water.

Motion to approve the Finance Report as presented by Robynn Diamond-Gamble

Seconded by Ridgeley Hudson, Jr.

Aye: 4  
Nay: 0  
Motion Approved

### 3.02 Teachers First - Mrs. Michelle Kyles

- Human Resources: Recruiting for a GSRP Associate teacher and 3rd-grade teachers; Principal Pettway had interviews scheduled for October 16, 2025, so she will be able to provide an update for next steps.
- Teachers First Updates:
  - The September School Leader PLC was held on Tuesday, September 16, 2025, at 9:30 am.
  - The topic for September was leveraging staff strengths. The October PLC was held on Tuesday, October 21st at 9:30 am, with the topic of leveraging student strengths.
  - The team is collaborating with the board to provide the necessary documents needed from the ESP for the reauthorization process.
- Administrative Evaluations: Principal Pettway and Michelle continue their bi-weekly 1:1 meetings to discuss administrative evaluation progress, MICIP, and reauthorization.

Motion to approve Teachers First's report as presented by Harriet Rice  
Seconded by Robynn Diamond-Gamble  
Aye: 4  
Nay: 0  
Motion Approved

### 3.03 Principal's Office Report - Principal Valentina Pettway

- School Highlights:
  - Future Ready Fridays are in full swing in support of our ISTE training. Created a Broadcast Club, Count Day, Lessons in a lunchbox, and a family outing to Three Cedars Farm.
- The 2nd Grade team earned the Excellence in Action Trophy for their strong collaboration.
- Data in Action
  - Math Data: 462 students tested, we are in the 37th median percentile with 39% above average performance
  - Reading Data: 465 students tested, 41st median percentile, with 27% above average performance
  - Next Steps: Data meetings with staff, school day intervention, and before and after school tutoring
- Support in Action
  - Professional Development: Data Analysis, ISTE support with Principal Pettway, and ISTE training with ISTE staff
  - Instruction: Observations/feedback, roundtable meetings, and coach and peer-to-peer support

- Climate and Culture: Wellness Wednesday, wellness room, and Excellence in Action recognition
- School Updates
  - Reauthorization: Five requirements in Epicenter are due by November 1st.
  - Operations: Construction is scheduled for completion by November 15th, all drills are up to date and in compliance, and Firearm Safe Storage Notice has been communicated to all families.
  - GSRP: Recognized for launching the Great Start to Quality initiative. Currently interviewing for an Associate Teacher position. Established a Kindergarten Bridge program to help families and students become familiar with the kindergarten experience.
  - Staffing: Special Education department is fully staffed. Hiring for a 3rd grade teacher.
- Leader Highlights
  - Ms. Robbs
    - Broadcast Club with 8th grade students that produce the daily morning announcements
    - 4th - 5th Grade activities
    - 8th Grade Activities
    - Teacher Support
- Beat the Streets program
  - Male mentoring program that works with 4th - 5th grade boys that includes a field trip to the Beat the Streets play.

Motion to approve the Principal's Report by Ridgeley Hudson, Jr.  
 Seconded by Harriet Rice

Aye: 4

Nay: 0

Motion Approved

### 3.03 Eastern Michigan University Report - Harvey Wilson, II

- School Leaders meetings:
  - December 11, 2025 - Special Education Compliance
  - March 19, 2026 - Discipline, Suspensions, Expulsions, Code of Conduct, and Restorative Practices
- We will be hosting several board member virtual trainings this year
- The Annual Math Facts Challenge will be held in May
- The first Spelling Bee will be held on November 18, 2025
- EMU offers Tuition Reimbursement to one staff member at PACE
- Re-Authorization site visit is scheduled for November 13th

### 3.05 Board of Directors

- 3.05.01 Request a Renewal of Robynn Diamond-Gamble's Board Membership

Motion for renewal of Robynn Diamond-Gamble's Board Membership by Ridgeley Hudson, Jr.  
 Seconded by Harriet Rice

Aye: 4  
Nay: 0  
Motion Approved

- 3.05.02 Appointment of Ridgeley Hudson, Jr. as Board Secretary

Motion to appoint Ridgeley Hudson, Jr. as Board Secretary by Robynn Diamond-Gamble  
Seconded by Harriet Rice  
Aye: 4  
Nay: 0  
Motion Approved

**Item IV: Board Comments**

- President Walker reminded Principal Pettway, in regards to the letterhead, that she needed permission from the Board before she made changes. Principal Pettway asked respectfully for a list of items that require Board permission to avoid future errors in protocol.
- President Walker asked about the status of the Junior Achievement program. Principal Pettway offered to offer Junior Achievement after-school if a staff member or community member volunteered to lead it.

**Item VI: Reconfirmation of the Next Meeting**

- Tuesday, November 18, 2025, at 5:30 p.m.

**Item VII: Adjournment**

6.01 Motion to adjourn the meeting at 6:31 p.m. by Harriet Rice  
Seconded by Robynn Diamond-Gamble  
Aye: 4  
Nay: 0  
Meeting Adjourned

Approved by:



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Regina M. Walker, Board President

