

# GERALD DAWKINS ACADEMY

Gerald Dawkins Academy  
1050 Fisk Road SE  
Grand Rapids, Michigan 49507

September 12, 2023 – 10:00 am

## Board Meeting Minutes

I. **CALL TO ORDER** – The meeting was called to order at 10:01 am.

II. **ROLL CALL**

Board Members Present: Mr. Jerry McComb, Reverend Jerry Bishop, Dr. Andrea Smith, and Mr. Brian Cloyd

Board Members Absent: None

Board Legal Counsel: Mr. Doug McNeil

Center for Sound Literacy: Mr. John Kennedy, Mrs. Teresa Weatherall Neal (virtual), and Ms. Angela O'Brien (virtual)

GVSU Charter Schools Office: Mrs. Cheryl Edwards-Cannon

Gerald Dawkins Academy: Mr. Mark Frost

III. **PUBLIC COMMENT ON AGENDA ITEMS ONLY** – There was no public comment.

IV. **APPROVAL OF THE AGENDA** – Andrea Smith made a motion to approve the September 12 agenda and Jerry Bishop seconded the motion. The motion passed unanimously.

V. **PRINCIPAL UPDATE** – Mark Frost presented the Principal's Report.

VI. **DISCUSSION ITEMS**

- a. Financial Update – Veritas would like the board to approve an updated budget at the October board meeting. The updated budget will include an updated student count, as the board meeting will take place after count day.
- b. Student/Parent Handbook Update – After the board members met on August 10 to discuss the student/parent handbook, Doug McNeil reviewed the handbook and provided suggestions, which were included in the revision.
- c. Remaining Board Policies – The remaining board policies will be created with Mark Weinberg, Jerry McComb, and Kate Alles on September 26. Once completed, these board policies will be presented to the board members.

- d. Wrap Around Services – A conversation was held about the need for wrap around services. The board members suggested potential vendors around vision needs, dental needs, mental health supports, and take-home food options. Mark Frost will reach out to the vendors to potentially engage them.
- e. Volunteer Needs – Angela O’Brien provided a volunteer schedule of needs for the school. Volunteers will go through a process, including a background check, prior to becoming an official volunteer in the building.

**VII. AUTHORIZERS COMMENTS**

- a. Gerald Dawkins Academy must display the PAA Board Meeting Citation from the State of Michigan near the principal’s office and in the board meeting space.
- b. The GVSU Charter Schools Office will provide opportunities for board members to learn from other successful educational entities.
- c. Cheryl Edwards-Cannon reminded the board about the fifth seat that is vacant on the Gerald Dawkins Academy Board and encouraged the board members to have qualified individuals apply.
- d. Mark Frost has been invited to attend the principals’ meeting hosted by the GVSU Charter Schools Office. Many principals within GVSU’s portfolio will attend.
- e. Cheryl Edwards-Cannon reported the board training calendar is now open and encouraged all board members to participate.

**VIII. ACTION ITEMS**

- a. Approval of the August Meeting Minutes – Brian Cloyd made a motion to approve the August minutes and Jerry Bishop seconded the motion. The motion passed unanimously.

**IX. PUBLIC COMMENT** – There was no public comment.

**X. CLOSED SESSION** – A motion was made by Brian Cloyd and seconded by Jerry Bishop to go into a Closed Session to discuss a Personnel Issue. Motion was passed unanimously.


All outside attendees left the meeting room, including public guests. The board members, principal, management company, and legal counsel remained. The discussion was facilitated by the board legal counsel.

Once the discussion ended, a motion was made by Andrea Smith and seconded by Jerry McComb to return to the open meeting. The motion passed unanimously.

**XI. ADJOURNMENT** – The meeting adjourned at 12:09 pm.

**Next Board Meeting:** Tuesday, October 17, 2023 @ 10:00 am  
Gerald Dawkins Academy

**Board Meeting Minutes Approved**

  
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Signature

10-17-23  
Date