



# GERALD DAWKINS ACADEMY

February 6, 2024 – 10:00 am  
Gerald Dawkins Academy  
1050 Fisk Road SE  
Grand Rapids, Michigan 49507

## Board Meeting Minutes

- I. **CALL TO ORDER** – The meeting was called to order at 10:07 am.
- II. **ROLL CALL**

Board Members Present: Mr. Jerry McComb, Reverend Jerry Bishop, Dr. Andrea Smith, Mr. Brian Cloyd (virtual)  
Board Members Absent: None  
Center for Sound Literacy: Mrs. Teresa Weatherall Neal (virtual), Mrs. Kate Alles, Ms. Angela O'Brien  
GVSU Charter Schools Office: Mrs. Cheryl Edwards-Cannon  
Gerald Dawkins Academy: Mr. Mark Frost  
Public Guest: Ms. Melisha Roberts
- III. **PUBLIC COMMENT ON AGENDA ITEMS ONLY** – There was no public comment.
- IV. **APPROVAL OF THE AGENDA** – Jerry Bishop made a motion to approve the February 6 agenda and Andrea Smith seconded the motion. The motion passed unanimously.
- V. **PRINCIPAL UPDATE** – Mark Frost presented the Principal's Report and Kate Alles presented the Fall to Winter NWEA data. There was a lengthy discussion around the data and progress students have made thus far. Winter to Spring Academic Goals and Instructional Focus Areas were also presented.
- VI. **DISCUSSION ITEMS**
  - a. Financial Update – Angela O'Brien explained the monthly financial update and answered board members' questions. A discussion around the CSP Grant occurred. The CSP Grant Site Visit is scheduled for February 13, 2024. MDE will be at the school to see how purchased items are being utilized.
  - b. Board Policies – Three policies were presented to the board for approval.
  - c. Additional Newspaper Outlet for Open Enrollment Posting – The current open enrollment announcement was posted in the GR Press. The board discussed the possibility of including the posting of the open enrollment announcement in additional newspapers. However, it was decided to continue with only posting in the GR Press and utilizing the GR times and El Vocero for enrollment marketing opportunities.
  - d. Cardiac Emergency Response Plan – The board members reviewed the Cardiac Emergency Response Plan. The school will need to purchase an AED. It was discussed to inquire about the possibility of having the AED donated by a local Foundation. Angela O'Brien will explore this possibility.

**VII. AUTHORIZERS COMMENTS**

- a. Cheryl Edwards-Cannon indicated the GVSU Charter Schools Office visited Gerald Dawkins Academy the week of January 29. The Team really enjoyed the visit.
- b. The reappointment documents for Jerry McComb and Andrea Smith to serve additional board terms have been prepared and will be presented to the GVSU Board of Trustees in February.
- c. The appointment documents for Melisha Roberts to serve on the board have been prepared and will be presented to the GVSU Board of Trustees in February.
- d. Board Members will receive a board survey from the GVSU CSO to collect annual feedback.

**VIII. ACTION ITEMS**

- a. Approval of the December 5, 2023, Meeting Minutes – Jerry Bishop made a motion to approve the December minutes and Andrea Smith seconded the motion. The motion passed unanimously.
- b. Adoption of Board Policies – Andrea Smith made a motion to adopt the board policies and Jerry Bishop seconded the motion. The motion passed unanimously.
- c. Adoption of Additional Newspaper Outlet for Open Enrollment Posting – This action item was no longer needed, as the board decided to keep the announcement in the GR Press.
- d. Approval of the Reappointment of Jerry McComb to Serve an Additional Board Term – Andrea Smith made a motion to approve the reappointment of Jerry McComb and Jerry Bishop seconded the motion. The motion passed unanimously.
- e. Approval of the Reappointment of Andrea Smith to Serve an Additional Board Term – Jerry Bishop made a motion to approve the reappointment of Andrea Smith and Jerry McComb seconded the motion. The motion passed unanimously.
- f. Approval of the Appointment of Melisha Roberts to Serve a Board Term – Andrea Smith made a motion to approve the appointment of Melisha Roberts and Jerry Bishop seconded the motion. The motion passed unanimously.
- g. Adoption of the Cardiac Emergency Response Plan – Jerry Bishop made a motion to adopt the Cardiac Emergency Response Plan and Andrea Smith seconded the motion. The motion passed unanimously.

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

**X. ADJOURNMENT** – The meeting was adjourned at 11:12 am.

**Next Board Meeting:** Tuesday, March 5, 2024 @ 10:00 am  
Gerald Dawkins Academy  
1050 Fisk Road, SE  
Grand Rapids, MI

**Board Meeting Minutes Approved**

Signature

Date

3/5/24