



GERALD DAWKINS ACADEMY

June 4, 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 10:21 am, immediately following the budget hearing meeting.
- II. **ROLL CALL**
Board Members Present: Reverend Jerry Bishop, Ms. Melisha Reid Roberts, Dr. Andrea Smith, Mr. Brian Cloyd (Reverend Jerry Bishop led the meeting, as Mr. Jerry McComb was absent.)
Board Members Absent: Mr. Jerry McComb
Center for Sound Literacy: Mrs. Teresa Weatherall Neal, Mr. John Kennedy, Ms. Angela O'Brien
GVSU Charter Schools Office: Mrs. Cheryl Edwards-Cannon, Ms. Courtney Stahl
Gerald Dawkins Academy: Mr. Mark Frost
Veritas Accounting: Ms. Kelley Davis, Ms. Danielle Corbeil
- III. **PUBLIC COMMENT ON AGENDA ITEMS ONLY** – There was no public comment.
- IV. **APPROVAL OF THE AGENDA** – Brian Cloyd made a motion to approve the June 4 board meeting agenda and Andrea Smith seconded the motion. The motion passed unanimously.
- V. **PRINCIPAL UPDATE** – Mark Frost presented the Principal's Report.
- VI. **DISCUSSION ITEMS**
 - a. Financial Update – Veritas Accounting explained the monthly financial update and answered board members' questions.
 - b. Final 2023-2024 Budget Revision – Veritas Accounting reviewed the final 2023-2024 budget revisions and answered the board members' questions.
 - c. Annual Audit Proposals – Angela O'Brien re-introduced the three audit proposals, as Crowe was unable to provide a proposal. The board members had a discussion around which proposal to select.
 - d. 2024-2025 Enrollment Update – Angela O'Brien provided a detailed enrollment update, outlining current registrations per grade level, as well as various marketing efforts.
 - e. 2024-2025 Parent/Student Handbook – Angela O'Brien re-introduced the updated handbook. A discussion occurred around the detailed attendance procedures for next school year.
 - f. Staff Update – Angela O'Brien provided a detailed staff update. All positions are filled for 2024-2025, except for the fourth-grade position.

- g. Summer School Update – Angela O’Brien provided a summer school update. 38 students are enrolled. Students will participate in small group math and reading targeted instruction, while participating in hands-on activities, as well as taking a field trip.
- h. Previous Board Meeting Requests
 - a. Summary of Legal Counsel Invoices from 2023-2024 – These invoices were briefly reviewed and discussed.
 - b. Summary of Utility Costs from 2023-2024 – These costs were briefly reviewed and discussed.

VII. AUTHORIZERS COMMENTS

- a. Cheryl Edwards-Cannon indicated it has been a great first year for Gerald Dawkins Academy.
- b. Cheryl Edwards-Cannon indicated she will provide the board members with a template to complete a board self-evaluation. She will also provide a brief board evaluation from GVSU’s perspective at the July meeting.
- c. Courtney Stahl discussed preparation items the principal and management company should be working on during the summer to ensure a great start to year number two.
- d. The July Board Meeting will be held at the GVSU Charter Schools Office.

VIII. ACTION ITEMS

- a. Approval of the May 7, 2024, Meeting Minutes – Andrea Smith made a motion to approve the May minutes and Brian Cloyd seconded the motion. The motion passed unanimously.
- b. Approval of the 2024-2025 Parent/Student Handbook – Melisha Reid Roberts made a motion to approve the 2024-2025 Parent/Student Handbook and Brian Cloyd seconded the motion. The motion passed unanimously.
- c. Appointment of the Board Legal Counsel – Andrea Smith made a motion to re-appoint Doug McNeil as the Board Legal Counsel and Melisha Reid Roberts seconded the motion. The motion passed unanimously.
- d. Annual Audit Firm Selection – Brian Cloyd made a motion to select Taylor Morgan’s proposal for the annual audit for one year and Andrea Smith seconded the motion. The motion passed unanimously.
- e. Approval of the Final 2023-2024 Budget Revision – Andrea Smith made a motion to approve the Final 2023-2024 Budget Revision and Brian Cloyd seconded the motion. The motion passed unanimously.
- f. Approval of the 2024-2025 School Year Budget – Brian Cloyd made a motion to approve the 2024-2025 School Year Budget 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 11:34 am

Next Board Meeting: Tuesday, July 16, 2024 @ 10:00 am
Gerald Dawkins Academy
1050 Fisk Road, SE
Grand Rapids, MI

Board Meeting Minutes Approved

Andrew Smart

Signature

7 - 16 - 24

Date