



# GERALD DAWKINS ACADEMY

May 7, 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 10:02 am.
- II. **ROLL CALL**

Board Members Present: Mr. Jerry McComb, Reverend Jerry Bishop, Ms. Melisha Reid Roberts, Dr. Andrea Smith, Mr. Brian Cloyd  
Board Members Absent: None  
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
- 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 May 7 agenda and Brian Cloyd seconded the motion. The motion passed unanimously.
- V. **ORGANIZATIONAL MEETING ACTION ITEMS (CONSENT AGENDA):**

Consent agenda was provided for the following organizational meeting action items. Brian Cloyd made a motion to approve the organizational meeting items and Melisha Reid-Roberts seconded the motion. The motion passed unanimously.

  - a. Election of Officers:
    - i. President – Jerry McComb was re-appointed as the President.
    - ii. Vice President – Jerry Bishop was re-appointed as the Vice President.
    - iii. Secretary – Andrea Smith was re-appointed as the Secretary.
    - iv. Treasurer – Melisha Reid-Roberts was appointed as the Treasurer.
  - b. Appointment of Chief Administrative Officer – The Center for Sound Literacy was appointed as the Chief Administrative Officer.
  - c. Appointment of AHERA Contact Person – The principal was appointed as the AHERA Contact Person.
  - d. Appointment of Homeless Liaison/McKinney Vento Act – The principal was appointed as the Homeless Liaison/McKinney Vento Act.
  - e. Appointment of Freedom of Information Act (FOIA) Contact – The Center for Sound Literacy was appointed as the FOIA Contact.
  - f. Appointment of Sexual Harassment Contact – The principal was appointed as the Sexual Harassment Contact.
  - g. Appointment of Title VI, Title IX, and Section 504 Contact – The principal was appointed the Title VI, Title IX, and Section 504 Contact.

- h. Appointment of Legal Counsel – The board decided to table this action item until the June meeting.

**VI. PRINCIPAL UPDATE** – Mark Frost presented the Principal’s Report.

**VII. DISCUSSION ITEMS**

- a. Financial Update – Angela O’Brien explained the monthly financial update and answered board members’ questions. The Consolidated Application was approved, and title funds will be drawn as soon as they are released. Veritas will attend the June meeting to present the 2024-2025 budget to the board members. The budget hearing details were also discussed in preparation for the June meeting.
- b. Annual Audit Proposals – The board decided to table this action item until the June meeting, as a board member would like to obtain a proposal from Crowe.
- c. 2024-2025 Enrollment Update – Angela O’Brien provided an update around enrollment for next school year. Re-enrollment of current students and marketing efforts were also discussed.
- d. 2024-2025 Parent/Student Handbook – The 2024-2025 Parent/Student Handbook was discussed. The updated attendance section was referenced many times. The board would like to see attendance recommendations from GVSU CSO before approving this handbook.
- e. 2024-2025 School Year Calendar – The 2024-2025 School Year Calendar was discussed.

**VIII. AUTHORIZERS COMMENTS**

- a. Cheryl Edwards-Cannon and Courtney Stahl presented attendance trends for their 80 schools. Gerald Dawkins Academy is in the bottom 9% of their schools as it pertains to attendance. There was a large discussion around attendance, as this needs to be a focus at the beginning of next year and upheld throughout the school year.
- b. Our attendance goal for next year should be 90% or above.
- c. The State could be providing a 2.5 – 3.1% increase in per pupil funding for next year. Budgets should be created without this increase since it has not been approved.
- d. When creating future marketing items, GVSU needs to be labeled as the Authorizer and the Center for Sound Literacy needs to be labeled as the Management Company of GDA. This is a law that was recently passed.

**IX. ACTION ITEMS**

- a. Approval of the April 29, 2024, Meeting Minutes – Andrea Smith made a motion to approve the April minutes and Brian Cloyd seconded the motion. The motion passed unanimously.
- b. Approval of the 2024-2025 Parent/Student Handbook – The board decided to table this action item until the June meeting.
- c. Approval of the 2024-2025 School Year Calendar – Andrea Smith made a motion to approve the 2024-2025 School Year Calendar and Melisha Reid Roberts seconded the motion. The motion passed unanimously.
- d. Annual Audit Firm Selection – The board decided to table this action item until the June meeting.

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

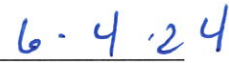
XI. **ADJOURNMENT** – The meeting was adjourned at 11:10 am.

**Next Board Meeting:** Tuesday, June 4, 2024 @ 10:00 am  
Gerald Dawkins Academy  
1050 Fisk Road, SE  
Grand Rapids, MI

**Board Meeting Minutes Approved**



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Signature



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Date