



# GERALD DAWKINS ACADEMY

October 1, 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 10:00 am.
- II. **ROLL CALL**  
Board Members Present: Mr. Jerry McComb, Reverend Jerry Bishop, Ms. Melisha Reid Roberts, Dr. Andrea Smith, and Mr. Brian Cloyd  
Center for Sound Literacy: Mrs. Teresa Weatherall Neal (via phone), Mr. John Kennedy, Mrs. Kate Alles, and Ms. Angela O'Brien  
GVSU Charter Schools Office: Mrs. Cheryl Edwards-Cannon and Ms. Gretchen LaHaie  
Gerald Dawkins Academy: Mr. Lacey James  
General Public: Mr. Joe Jones
- III. **PUBLIC COMMENT ON AGENDA ITEMS ONLY** – There was no public comment.
- IV. **APPROVAL OF THE AGENDA** – Melisha Reid Roberts made a motion to approve the October 1 board meeting agenda and Jerry Bishop seconded the motion. The motion passed unanimously.
- V. **PRINCIPAL UPDATE** – Lacey James presented the Principal's Update and answered the board members' questions.
- VI. **DISCUSSION ITEMS**
  - a. Financial Update – Angela O'Brien explained the updated financials through the end of August. The CSP Grant was discussed in detail.
  - b. Board Meeting Location – As discussed in the previous meeting, the board meetings need to be held in another room due to space constraints. It was decided to meet in the room off of Alto Road moving forward. The meeting notice will still be posted at the main entrance of the school.
  - c. Gerald Dawkins Academy/Center for Sound Literacy Lease Agreements – Two lease agreements were presented to the board. One agreement for the 2023-2024 school year and a second for the 2024-2025 school year. Both are identical except for the school year dates and expire after one year. Rent is currently \$1 but could be increased over the years to create a sinking fund for building repairs.
- VII. **AUTHORIZERS COMMENTS**
  - a. Cheryl Edwards-Cannon introduced her colleague, Gretchen LaHaie, and explained the need for the charter contract, lease agreement, and management agreement.
  - b. Gretchen explained the need for the Schedule 7-8 Charter Contract Amendment, as the lease agreement will be added to the contract.

- c. Mr. McComb will be attending the Board President Meeting in Ann Arbor, which is hosted by GVSU.
- d. GVSU Board Trainings have started. Cheryl encouraged board members to sign up for the trainings.

**VIII. ACTION ITEMS**

- a. Approval of the September 10, 2024, Meeting Minutes – Melisha Reid Roberts made a motion to approve the September minutes with a slight change – “Mr. McComb will be attending the Board President Meeting.” Jerry Bishop seconded the motion. The motion passed unanimously.
- b. Approval of the Lease Agreements – Jerry Bishop made a motion to approve the 2023-2024 and 2024-2025 lease agreements. Brian Cloyd seconded the motion, and the motion passed unanimously.
- c. Approval of the Schedule 7-8 Charter Contract Amendment – Brian Cloyd made a motion to approve the Schedule 7-8 Charter Contract Amendment and Jerry Bishop seconded the motion. The motion passed unanimously.
- d. Brian Cloyd presented an administrative guideline around communication. The new guideline includes the following details:
  - i. The GDA Board requires all communication between the Board and the Charter Schools Office (CSO) to be conducted with CSO Personnel and the GDA Board Chair, as well as one other GDA Board Member.
  - ii. The CSO is never allowed to speak with the GDA Board Attorney about GDA without being initiated by a GDA Board Member and any such conversation requires the participation of the GDA Board Chair and another GDA Board Member.
  - iii. All conversations between the CSO and CSL (management company contracted by GDA Board) regarding board activities or Board Members must include the GDA Board Chair and another GDA Board Member. CSL can submit board agendas after they have been reviewed by the GDA Board Chair.

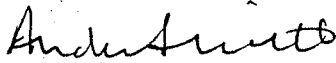
After the above guideline was discussed, Brian Cloyd made a motion to approve the communication administrative guideline effective October 1, 2024 and Jerry Bishop seconded the motion. The motion passed unanimously.

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

**X. ADJOURNMENT** – The meeting was adjourned at 10:53 am.

**Next Board Meeting:** Tuesday, November 12, 2024 @ 10:00 am  
Gerald Dawkins Academy  
1050 Fisk Road, SE  
Grand Rapids, MI

**Board Meeting Minutes Approved**

  
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Signature

11-12-24  
Date