

CORNERSTONE JEFFERSON-DOUGLASS ACADEMY

Meeting of the Board of Directors

Location: 6861 Nevada Ave, Detroit, MI 48234

Meeting Minutes

February 4, 2025

8:00 a.m.

1) BUSINESS ROUTINE

a) Call to Order (President)

The meeting called to order at 8:01 a.m.

b) Board of Directors Roll Call

Present: Patrick Nelson, Yvette Bing, David Felton, Robert Zawideh (arrived at 8:02a)

Absent: Marla Thrower

Attendees: Andy Anuzis, President; Maggie Durant, Chief Strategy Officer; Clint McDaniel, GVSU Representative; John Kava, Legal Counsel; Dustin Quarrella, Director of Enrollment; Mary Ann Johnson, Finance Director; Grant Heugel, Director of Operations; Elizabeth Noa Carrion, Compliance Director; Joe Valentic, Chief Financial Officer; Alia Sloan, HR Coordinator; Marlene Beach, UHY Auditors, Steven Katzman, UHY Auditor, Leah Breen, GVSU Associate Vice President for Charter Schools (virtual)

c) Adoption of Agenda

Felton moved to adopt the agenda. Bing seconded. All approved.

d) Approval of Previous Board Meeting Minutes

Felton moved to adopt the agenda. Bing seconded. All approved.

e) Pledge of Allegiance

Board and attendees said the pledge of allegiance.

f) Sharing of Gratitude

Board and attendees expressed their gratitude's.

2) PUBLIC COMMENT (Limited to agenda items)

There was no public comment.

3) PRESENTATIONS

a) UHY Audit Presentation

1) Presentation of Fiscal 2024 Audit – Steven Katzman

We were able to issue an unmodified audit. Unfortunately, we did not receive the cooperation of the previous auditor. As a result, we had to re-audit the 2023-2024 year. There were some errors found in 2023, which were a result of a lack of internal controls. Everything has been corrected and filed. Our finances are up to date.

2) Presentation of Fiscal 2025 Audit Plan – Marlene Beach

Our plan for the 2025 year to have our audit done in a timely manner includes beginning earlier in the year. The team will begin auditing in May, field work will begin in August. We should have a draft by the beginning of October and a final draft by late October in order to make the November 1st deadline.

b) Organizational Update - Andy Anuzis

CEG district staff responded to the incident immediately. During the June meeting we didn't know exactly what was going on. DPD is continuing their investigation and we are working with them with Kava's guidance.

c) Academic Update – Monica Thompson

Principal Thompson discussed the difficulties of having non-certified teachers in the classrooms due to the teacher shortage. Instructional coaches whom assist the teachers have a theme for this school year - "You are the Captain of your Ship". You are accountable of what's happening the classroom. Student's are at different levels. JDA offers afterschool tutoring, 79 students attend twice per week where they focus on Reading.

d) Human Resources - Alia Sloan

Employee Handbook

Sloan reviewed new law in Michigan that requires employers to provide paid sick time to their employees. This law takes effect February 21, 2025.

e) Enrollment - Dustin Quarrella

There is a potential for Pre-K at JDA, WPA, and MCA. We are looking at possible transportation options to assist with barriers. Our Fall 2025 goal is 590, which would be an additional 51 students. If we added Pre-K there could be an additional 101 students potentially. New enrollment opened 2/3/25.

f) Finance - MaryAnn Johnson

The adopted budgets will be amended, we are currently doing a deep dive with the Grants team. We will adjust budgets based on student counts.

g) Grand Valley State University

1) Authorizer report on contract renewal and academic performance

The Charter contract for JDA expires in 2027, GVSU will begin the renewal process in 2026. In our charter contract goals there is a focus on academic proficiency and growth. JDA is meeting the student growth percentile in Math, but is not meeting the student growth percentile in ELA. We are not meeting the standard in our Compliance reporting or our Finances. We have time to work in these areas before the renewal process begins.

4) BOARD POLICY WORK

a) Board Meeting Dates for 2024-2025: All on Mondays at 8:00 a.m.

1. March 31, 2025
2. May 19, 2025
3. June 23, 2025

5) ACTION ITEMS

a) Board Approval for Service Dogs

Nelson motioned to table Action Item 5a until our next Board meeting. Zawideh seconded. All approved.

b) Board Approval for Employee Handbook

Nelson moved. Zawideh seconded. All approved.

c) Approval of Audit Engagement Letter for 2025

Nelson moved. Zawideh seconded. All approved.

d) Approval of Fiscal 2025 Audit Plan

Nelson moved. Zawideh seconded. All approved.

e) Nelson motioned to approve Legal Counsel and the CEG management team to provide a policy regarding communication protocol for information that may need to be subject to attorney – client privilege. Zawideh seconded. All approved.

f) Nelson motioned to approve March's Board meeting date changed to March 31, 2025. Zawideh seconded. All approved.

g) Nelson motioned to approve adding Action Items 5g and 5h, the reappointment of Marla Thrower and David Felton to serve an additional Board term. Felton seconded. All approved.

h) Nelson motioned to approve the reappointment of Marla Thrower and David Felton to serve an additional Board term. Felton seconded. All Approved.

6) CONSENT ITEMS

There were no consent items.

7) AUTHORIZER COMMENTS

Academic grants are finalizing for 2023-2024 through the Charter School office, those funds will be distributed by the end of February 2025.

You should have received the invitation to complete the GVSU stakeholder survey. Will be available January 21, 2025 – February 14, 2025.

Upcoming Board trainings will take place on February 13 and March 4th.

Legislative updates: 943-947 died on the floor. New signage will need to be updated to include the necessary information.

Spots are still available for campus visits GVSU for 8th graders.

8) ANNOUNCEMENTS

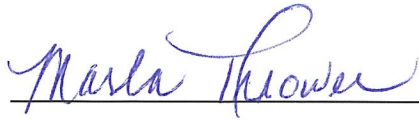
a) Next Meeting: March 31, 2025 at 8:00 a.m.

9) PUBLIC COMMENT (related to non-agenda items)

There was no public comment.

10) MOTION TO ADJOURN MEETING

Motion to adjourn meeting at 9:46 a.m. by Nelson. Felton seconded. The above minutes were duly adopted on 04/21/25 by the Cornerstone Jefferson-Douglass Academy Board of Directors at a properly noticed meeting held at which a quorum was present.

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Submitted by Marla Thrower, Secretary