

Kalamazoo Covenant Academy

Board of Directors

Date: October 15, 2025
Time: 10:00 AM - 2:00 PM
Location: Radisson In Downtown Kalamazoo
 100 W Michigan Ave, Kalamazoo, MI 49007
 ~ Gilmore Conference Room; 2nd Floor

BOARD MEETING AGENDA

Call to Order ~ Meeting called at 10:05am

Roll Call

Casey Alger, President	xPresent	oAbsent
Marc Schupan, Vice President	oPresent	xAbsent
Dr. Luchara Wallace, Secretary	oPresent	xAbsent
Dr. Sandy Standish, Treasurer	xPresent	oAbsent
Sara Amy, Member	xPresent	oAbsent
Marcus Kole, Member	xPresent	oAbsent

Other Attendees:

Kares Johnson, KCA School Leader	Ross Keilen, KCA Legal Counsel
Dr. Matt Cawood, GVSU	Laurel Capobianco, Relmagine
Andrew Hulbert, Relmagine	Ben Hoppe, Relmagine
Sherrie Schanzenbaker, KCA	
Eric Adams, KCA	

Mission Statement: The Kalamazoo Covenant Academy (KCA) provides disengaged, dropout youth, ages 15-22 years, hope and the opportunity to earn their high school diploma. KCA believes that all students are valuable members of our community. KCA students will be guided by a caring, compassionate staff that will provide students with an academic foundation guiding them to post-secondary careers, training and college. KCA believes providing this foundation for our youth will prevent youth homelessness and incarceration. This will be done with absolute respect and unconditional love while offering hope and encouragement to all students.

Public Comment on Agenda (agenda items only, reserved for three minutes per person)

Approval of Agenda (Oct 15, 2025)

Motion: Sandy	Second: Sara
Ayes: 4	Opposed: 0

Approval/Acceptance of Standard Business

a. **Approval of Sept 17, 2025, Board Meeting [minutes](#)**

Motion: Marcus	Second: Sara
Ayes: 4	Opposed: 0

b. School Report (Kares Johnson)

i. Introduction of New Staff

- Introduced Eric, new Dean of Students
- Gabi Hormon - Spanish teacher
- Health/PE teacher has been hired
- Contracted with a new security company
- Posting for an additional third special education teacher due to growing needs; otherwise fully staffed

ii. Enrollment, Retention & Mission Accomplishments

- Total enrollment: 217 students.
 - a. 175 identified as recovered students
 - b. 2 graduates so far this year
- Count Day Results:
 - a. 135 students counted on the official day; 117 attended in person
 - b. Crafts, raffle, and small prize giveaways to encourage attendance
 - c. The event was a success, with a goal of 200 students; current enrollment stands at 195
- Increased building presence and participation.
- Retention challenges: When students leave, it's primarily due to (1) work, (2) pursuit of GED, or (3) relocation.
- FTE comparisons:
 - a. Fall 2024: 184.75 FTE
 - b. Spring 2025: 188.5 FTE
 - c. Current: 195 FTE and counting
- Two Count Procedures: Students may be counted (1) by assignment completion on the day or (2) through 1 two-way interaction (TWI) per week through duration of count window

iii. Academic Progress Update

- Influx of Special Education students
- English Learner (EL) population growing, primarily through referrals
- Staff and students are “really engaged” and demonstrating strong participation.
- Planning Fall Party on October 27 featuring pumpkins, tie-dye, and games to continue building engagement.
- Val will collaborate with RE staff to prepare for upcoming audits.
- Kares' last working day before medical leave is October 24.

c. Financial Update (Andrew Hulbert)

i. August [Financials](#)

- The state budget includes a \$500 per-student increase in foundation allowance
- 31a funding is also increasing
- With a strong student count, overall revenue will rise significantly

- Much of the additional funding is being directed toward building out staff
- An amended budget will be presented in January to reflect updated enrollment and revenue numbers
- The current budget includes \$200,000 allocated for HVAC, though actual costs are expected to be less than budgeted
- Additional funds are being added for grounds improvements
- State aid is approximately \$20,000 higher than anticipated
- Operations expenditures have increased from \$80,000 to \$208,000, primarily due to the HVAC project
- Transportation:
 - a. The school is considering the purchase of a new van
 - b. The previous van was stolen over the summer break
 - c. A temporary “bus” route is currently in operation

d. Relmage Update (Laurel Capobianco)

i. Strategic Enrollment Management Plan

- Implementing a year-round enrollment strategy, emphasizing a full-funnel, all-staff approach
- Focus areas summarized as the “Five R’s”:
 - a. Reaching out
 - b. Relationships
 - c. Recruitment
 - d. Retention
 - e. Research
- The Enrollment Team, led by Eric, will coordinate these efforts.
- Emphasis on a comprehensive communication plan to align marketing, branding, retention, and feedback loops
- Ongoing staff training to ensure all team members can confidently speak about and promote the school’s program

ii. Academic and Mission Alignment

- Launching a School Structure Audit Task Force (the “Mission Team”) to evaluate instruction, curriculum, and engagement strategies
- The initiative aims to elevate academic performance to match the school’s strong social-emotional support systems

iii. Reauthorization and Leadership Update

- The reauthorization application will focus on the school’s strategic direction and growth initiatives
- Sherrie will serve as Interim Principal during Kares’ medical leave

e. GVSU Update (Dr. Matthew Cawood)

i.

f. Legal Update (Ross Keilen)

- i. HVAC - Will look into LaPine proposal to make sure school is protected
- ii. Policies Review (from Sept 17 Board Meeting)
 - Reviewed proposed policies - many are mandated

- iii. Amended Bylaws for renaming to Kalamazoo Prep Academy.
 - Reviewed Bylaws - no issues found

New Business

- g. Approval of HVAC Quote for repair from R.W. LaPine.
 - Motion: Marcus
 - Second: Sandy
 - Ayes: 4
 - Opposed: 0
- Three Competitive Quotes:
 - i. [R.W. LaPine](#)
 - ii. [Allied Mechanical Services \(AMS\)](#)
 - iii. [Pro Services](#)
- h. Approval of Sandy Standish as Chief Administrative Officer (CAO)
 - Motion: Marcus
 - Second: Sandy
 - Ayes: 4
 - Opposed: 0
- i. Approval of Jenny Lawson as FOIA Officer
 - Motion: Sandy
 - Second: Sara
 - Ayes: 4
 - Opposed: 0
- j. Approval of Ross Keilen as KCA School Board legal counsel
 - Motion: Sandy
 - Second: Sara
 - Ayes: 4
 - Opposed: 0
- k. Approval of Kares Johnson as School Safety Liaison
 - Motion: Marcus
 - Second: Sara
 - Ayes: 4
 - Opposed: 0
- l. Approval of the charter contract amendment to replace all references to Kalamazoo Covenant Academy with Kalamazoo Prep Academy and amend Schedule 1, University Board Resolutions, Method of Selection Resolution, Authorization Resolution, and Schedule 2, Articles of Incorporation, subject to GVSU Board of Trustees approval.
 - Motion: Marcus
 - Second: Sandy
 - Ayes: 4
 - Opposed: 0
- m. Approval of the KCA Board and Reimagine Education Leadership to engage with Tower Pinkster and CSM Group for school facility assessment.
 - Motion: Sandy
 - Second: Marcus
 - Ayes: 4
 - Opposed: 0

Public Comment on Non-Agenda Items

- Jennifer Lim
 - KCA's Google Workspace for Education application has been approved
 - Significant cost savings
 - Better integration with Canvas
 - New staff devices are in
 - New student devices are being tagged

Discussion

- n. Campus Exterior Grounds Update (Casey/Drew)
 - i. [Tower Pinkster & CSM Group quote](#)

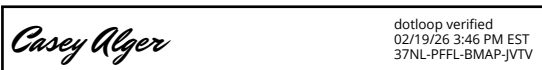
- ii. Tower Pinkster performing a 6-week assessment to plot a path forward for both interior and exterior campus improvements

Reminder for Next Board Meeting: December 17, 2025 @ 12:00pm

Adjournment ~ Meeting Ended at 11:08am

Motion: Sandi
Ayes: 4

Second: Sara
Opposed: 0



SPECIAL BOARD MEETING AGENDA

A. Call to Order

B. Roll Call

Casey Alger, President	xPresent	oAbsent
Marc Schupan, Vice President	oPresent	xAbsent
Dr. Luchara Wallace, Secretary	xPresent	oAbsent
Dr. Sandy Standish, Treasurer	xPresent	oAbsent
Sara Amy, Member	xPresent	oAbsent
Marcus Kole, Member	xPresent	oAbsent

Other Attendees:

Dr. Matt Cawood, GVSU	Laurel Capobianco, ReImagine
Andrew Hulbert, ReImagine	Ben Hoppe, ReImagine

11:00 AM - 12 Noon

C. Discussion (Part II)

- a. GVSU Board Training (Dr. Matt Cawood)

12noon - 12:30 PM

~ Lunch is served - informal socializing

12:30 - 1:45 PM

D. Discussion (Part III)

- b. Rebranding Workshop (Laurel & Ben)
 - i. Brand Identity and Positioning
 - Laurel and Ben presented the results of the staff feedback questionnaire regarding the school's rebrand initiative.

- The presentation included several logo concepts, color palette options, mascot ideas, and potential mission statements.
 - The board and staff collaboratively crafted a draft mission statement, which will undergo further staff review and refinement.
- ii. Visual Rebrand Components
- It was recommended that the student body be polled for mascot ideas.
 - a. The selected mascot will influence the final logo design.
 - b. Following mascot selection, students will have the opportunity to submit their own mascot artwork or design concepts.
 - The group agreed to retain the current school color scheme.
 - It was proposed that the logo be redesigned with a more collegiate and official aesthetic.
- iii. Rebrand Implementation Timeline
- It was decided that the new school name and full rebrand rollout will take place at the beginning of the spring semester.

Adjournment ~ Meeting ended at 2:03pm

Motion: Casey

Second: Sara

Ayes: 5

Opposed: 0

Casey Alger

dotloop verified
02/19/26 3:46 PM EST
2K7Q-QEEC-WAHP-HPEE