

Kalamazoo Covenant Academy  
400 W Crosstown Parkway  
Kalamazoo, MI

**Board Meeting Minutes  
6-11-2025**

- A. Meeting called to order at 12:15 PM**
- B. Roll Call.** Board members in attendance were Casey Alger, Marc Schupan, Jason Luke, Sara Amy, Marcus Kole. Absent Board members were Luchara Wallace and Sandy Standish. Others attending were Kares Johnson, Tim Ostrom, Chris Gray, Steven Killey (online), Matt Cawood, Andrew Hulbert, and Laurel Capobianca.
- C. Mission Statement was read by Mr. Alger.**
- D. No Public Comment on the Agenda.**
- E. Agenda was approved** with a motion by Mr. Schupan, seconded by Mr. Kole, all board members in favor - 5, opposed - 0.
- F. Approval of the Regular Board Meeting from April 16, 2025 and Special Board Meeting Minutes from June 4, 2025,** tabled until the next meeting in August.
- G.** Kares Johnson presented the **School Report** with highlights being attendance of 25 - 30 students per day, 12 new students since the last board meeting, a new special education teacher was hired, enrollment is at 171, and 23 graduates for 2025.
- H. Financial Update** was presented by Les Sheldon during the Budget Hearing.
- I.** Dr. Cawood of GVSU said the Oath of Office would be administered to absent members before the August 2025 meeting.
- J. No Legal Updates.**
- K. No Old Business.**
- L. New Business included:**
- M. Approval of the following items:**
  - a. Approval of the 2024-2025 KCA Final Budget Amendment
  - b. Approval of the 2025-2026 KCA Projected Budget
  - c. 2025-2026 KCA Auditor Engagement Letter
  - d. Approval of the National Charter Schools Institute Board Policies Update for Fall 2024 and Spring 2025
  - e. Budget Timeline/Designation of Chief Administrative Officer Resolution  
Motion: Mr. Kole      Second: Mr. Luke  
All board members in favor - 5, opposed - 0.
- N. Approval of the Organizational Resolutions (i-vi)**
  - a. Election of officers
    - i. President: Casey Alger
    - ii. Vice President: Marc Schupan
    - iii. Treasurer: Sandy Standish
    - iv. Secretary: Luchara Wallace
  - b. Designation of Legal Counsel - Ross Keilen
  - c. Indemnification of Authorizer

- d. Indemnification of Certain Individuals Associated with the Academy
- e. Compliance with All Laws, Rules, and Regulations
- f. Bank Account Designation and Signatories

Motion: Mr. Luke Second: Mr. Kole

All board members in favor - 5, opposed - 0.

**O. Approval of the Operational Resolutions (i-viii)**

- a. Board Correspondence Agent
- b. Civil Rights Representative
- c. McKinney-Vento Assistance Act
- d. Freedom of Information Act Coordinator
- e. Designation of Title IX Representative
- f. Executive Summary of Title IX
- g. Principal Office and Public Notice Posting Location
- h. Public Notice Postings

Motion: Ms. Amy Second: Mr. Kole

All board members in favor - 5, opposed - 0.

**P. End of the Year Staff Bonus, to be paid in June (\$2,000):**

Motion: Mr. Kole Second: Ms. Amy

All board members in favor - 5, opposed - 0.

**Q. Formation of the Facilities Management Committee:**

Motion: Mr. Kole Second: Mr. Luke

All board members in favor - 5, opposed - 0.

**R. Add Board Meeting Date; Wednesday, September 17th, at Noon:**

Motion: Mr. Luke Second: Mr. Kole

All board members in favor - 5, opposed - 0

**S. Adjournment** – The Meeting ended at 12:45 PM with a motion by Mr. Schupan, seconded by Ms. Amy. All board members in favor - 5, opposed - 0.

## Minutes Certification

Proposed minutes submitted: <i>Steven Killey 6-17-2025</i>	
Approved by the Kalamazoo Covenant Academy Board of Directors	Date:
Board Secretary	<div style="border: 1px solid black; display: inline-block; padding: 5px;"> <i>Dr. Luchara Wallace</i> <div style="font-size: 8px; margin-top: 2px;">           dotloop verified            07/02/25 1:25 PM EDT            R5EG-89GY-DQUP-5GJW         </div> </div>

A copy of the meeting minutes is available for public inspection at KCA - 400 West Crosstown Prky Kalamazoo, MI 49001 within 8 business days for "proposed minutes and within 5 business days of approval for approved minutes. The Academy shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-336, 62 USC 5 12101 et seq or any successor law. Should you require specific accommodation(s) please contact Steven Killey at (989) 596-1100 prior to the meeting.

