

**Kalamazoo Covenant Academy**  
400 W. Crosstown Parkway  
Kalamazoo, MI 49001  
(269) 888-2700

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**Board Meeting**  
**KALAMAZOO COVENANT ACADEMY**  
**BOARD OF DIRECTORS**

Date: December 8, 2021  
Time: 12:00 P.M.  
Location: 400 Crosstown Pkwy  
Kalamazoo, MI 49001

**MINUTES**

MEETING TYPE:     Regular     Special     Proposed     Approved

**A. Call to Order:** The meeting was called to order at 12:02 PM with confirmation of quorum

**B. Oath of Office** -None

<b>C. Roll Call</b>	Casey Alger, Acting President	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
	John Lewis, Vice President/Secretary	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
	Albert Little, Treasurer	<input checked="" type="checkbox"/> Present*	<input type="checkbox"/> Absent *via ZOOM
	Barb Miller, Member	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
	Sandy Standish, Member	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
	Marc Schupan, Member	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent

**Other Attendees:** Sam Joseph, CAF; Mandy Acker, CAF; Gretchen LaHaie, CAF; Scott Millin, KCA; Kares Johnson, KCA; Matt Cawood, GVSU; Dan Matthews, CAF; Ross Keilen, Legal Counsel (remote); Dr. Luchara Wallace; Jim Heath, CAF

D. Casey read the mission statement

**E. Public Comment on Agenda** - None

**F. Approval of Agenda**

**Motion:** Sandy motioned to approve the agenda    **Second:** Barb    **Ayes:** 5    **Opposed:** 0

**G. Approval/Acceptance of Standard Business**

**a. The following board meeting minutes were approved:**

**i. Board Meeting Minutes – October 20, 2021**

**Motion:** Sandy motioned to approve    **Second:** Albert    **Ayes:** 5    **Opposed:** 0

**b. School Report**

**i. Mission Points of Pride (Scott Millin):** New van is wonderful, thanks to Jim Heath. Parking lot blocks to stop traffic from driving through. Cleaning up grounds. Staffing update includes 3 new hires, one role expansion. Shared credits earned, attendance, enrollment at 107 actively engaged students. 5 graduates since July 1st. Using staff to their strengths. Shared 3 keys to learning, created by students. Mission team meeting with students weekly, reviewing grad plans. Started Responsible Thinking Plans with students. School Pass will create codes for staff/students/board members to punch-in and out of the building-this is a life skill that is important for students to learn. Increasing the academic expectation at KCA. Scheduled reading and math interventions. Moving to scheduled academic 10 week terms.

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A copy of the meeting minutes is available for public inspection at 400 W. Crosstown PKWY, 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 § 12101 et seq or any successor law. Should you require specific accommodation(s) please contact Ms. Lluvi Diaz-Lanier (269.888.2706) prior to the meeting.

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- ii. **Barriers Report (Dan Matthews):** Motivation, communication, and students working are the three top barriers. Others include child care, transportation, housing, health. Common denominator is students struggling to make school a priority among all their barriers.
  - c. **Budget/Personnel Update (Gretchen LaHaie)**
    - i. **Update-Budget** amendment planned for February, adjusting salary scales as of 1/1/22, staff transiting to the new Axios entity with MCA/SCA/CAF on 1/1.
    - ii. **Audit Report (Brian McFarren)**-no findings, clean audit. revenues higher-overall added to fund balance
      - 1. **Approval of the KCA 2020-2021 Audited Financial Statements**  
**Motion:** Barb motioned to approve  
**Second:** Albert seconded **Ayes: 5 Opposed: 0**
  - d. **GVSU Update (Matt Cawood):** School Performance Reports are being finalized and will be out in January. The GVSU academic grant will be distributed in January. GVSU will be conducting a school operations survey of all school staff.
  - e. **Legal Update (Ross Keilen):** Reviewed amended KCA/CAF management agreement. Reviewed obligations of the board. No issues with the contract.
- H. **Correspondence:** Conflict of Interest Forms
- I. **Old Business**-None
- J. **New Business**
  - a. **Approval to amend the KCA/CAF ESP Contract**  
**Motion:** Sandy motioned to approve **Second:** Barb **Ayes: 5 Opposed: 0**
  - b. **Approval to recommend Dr. Luchara Wallace to the KCA Board of Directors**  
**Motion:** John motioned to approve **Second:** Barb **Ayes: 5 Opposed: 0**
- K. **Discussion-**CAF contracting with a marketing firm to support all academies.
- L. **Public Comment on Non-Agenda Items**-Jim Heath: grounds appearance has improved greatly. Discussions regarding utilization of outside space.
- M. **Reminder for next board meeting:** Regular Meeting-February 16, 2022 @ 12:00 PM
- N. **Adjournment - The meeting was adjourned at 1:13 pm**  
**Motion:** Barb motioned to adjourn the meeting **Second:** John **Ayes: 5 Opposed: 0**

**MINUTES CERTIFICATION**



\_\_\_\_\_  
Board Secretary/Recording Secretary

\_\_\_\_December 8, 2022\_\_\_\_\_  
Date

Approved by the Kalamazoo Covenant Academy Board of Directors on February 16, 2022

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

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