

**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: June 25, 2020  
Time: 12:10 P.M.  
Location: Zoom link

**MINUTES**

MEETING TYPE:     Regular     Special     Proposed     Approved

- A.    **Call to Order:** The meeting was called to order at 12:16 PM with confirmation of quorum
- B.    **Oath of Office:** Matt Cawood administered the oath of office to Barb Miller, John Lewis & Sandy Standish prior to the start of the meeting.

C.    **Roll Call**

Luke Kujacznski, President	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Casey Alger, Vice President	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
John Lewis, Secretary	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Barb Miller, Treasurer	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Albert Little, Member	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Sandy Standish, Board Member	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

**Other Attendees:**

Sam Joseph, CAF; Joe Tenbusch, CAF; Mandy Acker, CAF; Gretchen LaHaie, CAF; Matt Cawood, GVSU; Jamie San Miguel, School Leader; Marc Schupan, pending board member; Lluvi Diaz-Lanier, Board Secretary; Ross Keilen, Attorney; Dan Matthews

- D.    **Public Comment on Agenda** - None
- E.    **Approval of Agenda** with change of moving item 6 from new business to discussion  
Motion: Sandy    Second: Albert    Ayes:6    Opposed: 0

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

**i. Board Meeting Minutes-Regular Meeting – April 23, 2020**

Motion: Casey Alger    Second: Albert Little    Ayes: 6    Opposed: 0

**ii. School Report**

**Retention Report (Joe Tenbusch):** Last board meeting spoke about the Continuity of Learning Plan. Created two virtual teams, a Care Team and Learning team. Lluvi and Jen are doing a great job leading these teams. Care Team providing food and care packages for students. Care packages include laundry detergent, toiletries, adult coloring books and crossword puzzles, kid care packages, bubbles, coloring books and crayons. Lluvi created a care tracker to track students.

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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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Creating a tracker for social, emotional needs is very challenging. It's important to have this tracker to work with students to get them from a 0 to a 1, how to get 1 to a 2. The tracker also helps us coach the advocates as we see their notes. If we see a student that was a 4 but went to a 2, we need to look into this and have the conversation with the student. The graduation celebration will be a parade. It reflects KCA well as we will be going to our students' homes. They will receive their gift basket with alumni sweatshirts and restaurant gift cards so they can celebrate with their families. Board members are welcome to record a 20-second video so we can include it in the graduation parade video to be posted on Facebook.

**Progress Report (Mandy Acker):** Learning Team has a tracker similar to the Care Team tracker and is being used to monitor student progress. Update on chromebooks. Ordered chromebooks for each student and hot spots. Took some time to set up filters, blockers and getting them ready for student use. Created special forces and put together a plan for the distribution. Monday of this week we have started distributing chromebooks. 23 students have the new chromebooks. Luke: I was really impressed by how well KCA staff is taking care of their students. You can tell that this is not just a job, but a mission.

**iii. Financial Report (Gretchen LaHaie):** Approval of the following Kalamazoo Covenant Academy 2019-2020 Final Budget Amendment and 2020-2021 Projected Budget

Motion: John Lewis      Second: Casey Alger      Ayes: 6      Opposed: 0

**iv. GVSU Update (Matt Cawood):** A few updates-the Governor's Executive Order for Open Meetings Act will expire, expect to meet in person in August. Expect information to be coming out soon on how to open buildings.

**v. Legal Update (Ross Keilen):** Documents were reviewed and consistent with what the expectations should be. The amended language is highlighted.

**G. Correspondence - none**

**H. Old Business - none**

**I. New Business**

**a. Approval of the KCA 2020-2021 School Year and Board Meeting Calendar**

Motion: John Lewis      Second: Barb Miller      Ayes:6      Opposed: 0

**b. Approval of the Axios/KCA Employment Leasing contract addendum and the 2020-2021 Axios Employee Handbook**

Motion: Casey Alger      Second: Albert Little      Ayes:6      Opposed: 0

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**c. Approval of the Budget Timeline/Designation of the Chief Administrative Officer and the Auditor Engagement Letter**

Motion: Casey Alger                      Second: Albert Little      Ayes:6    Opposed: 0

**d. Approval of the KCA Operational Resolutions**

Motion: Barb Miller                      Second: Casey Alger      Ayes:6    Opposed: 0

**e. Approval of the KCA Organizational Resolutions**

President-Luke; Vice President-Casey Alger; Treasurer-Albert Little; Secretary-John Lewis      Motion: Casey Alger                      Second: Albert Little      Ayes:6    Opposed: 0

**J. Discussion-Luke:** Educational goals concerns, our understanding that there are conversations continuing. **Matt:** Productive meeting with CAF Leadership and board leadership, will be working collaboratively to modify the resolution with the plan to approve at the August board meeting. The KCA board should select a board member or two to participate in the conversations. Luke and Sandy will participate in the discussion.

**K. Public Comment on Non-Agenda Items-None**

**L. Reminder for next board meeting: Regular Meeting-August 20, 2020 @ 12:00 PM**

**M. Adjournment - The meeting was adjourned at 12:50 pm**

Motion: Casey Alger                      Second: Sandy Standish                      Ayes:6    Opposed: 0

**MINUTES CERTIFICATION**

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

\_\_\_\_\_  
Date

Approved by the Kalamazoo Covenant Academy Board of Directors on August 20, 2020

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

\_\_\_\_\_  
Date

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