

400 W. Crosstown Parkway  
Kalamazoo, MI 49001  
(269) 888-2700  
www.kcovenantacademy.org

**Date:** January 16<sup>th</sup>, 2025

**Time:** 2pm – 3pm

**Location:** Kalamazoo Covenant Academy  
- Conference Room -

MEETING TYPE:     Regular     Special     Proposed     Approved

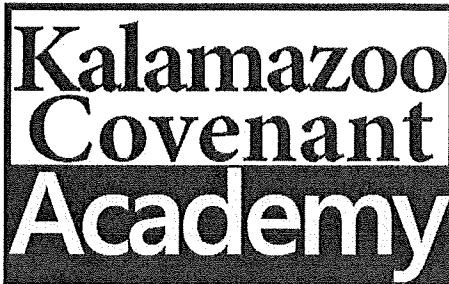
**A: Call to Order** – the meeting was called at 2:05pm.

**B: Roll Call**

Casey Alger, President	*Present	oAbsent
Marc Schupan, Vice President	*Present	oAbsent
Dr. Luchara Wallace, Secretary	*Present	oAbsent
Dr. Sandy Standish, Treasurer	*Present	oAbsent
Jason Luke, Member	*Present	oAbsent
Sara Amy, Member	*Present	oAbsent
Marcus Kole, Member	*Present	oAbsent

Other Attendees Present:

- Ross Keilen, KCA Legal Counsel
- Kares Johnson, KCA School Leader
- Dr. Matt Cawood, GVSU
- Tim Ostrom, CAF Sr. Dir. of Mission & Administration
- Steven Killey, CAF Dir. of Operational Services
- Jeff Ichesco, Sr. Advisor to CAF Board
- Rajeshri Bhatia, School Smarts, LLC



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**C. Mission Statement** – Casey Alger, Board President, read the mission statement.

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

**E. Approval of Agenda (1.16.25)**

Motion: Sandy      Second: Sara

Ayes: 7      Opposed: 0

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

a) Approval of Board Meeting Minutes on December 11, 2024

Motion: Luchara      Second: Marcus

Ayes: 7      Opposed: 0

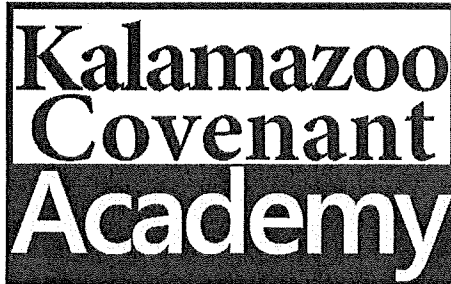
~ Luchara asked for a correction as her name was misspelled in the minutes.

**G. Financial Update**

Jeff Ichesco, Sr. Advisor to CAF Board, provided the update:

~ The CAF central office staff was “relieved of their duties” on December 20<sup>th</sup>. Starting on December 20<sup>th</sup>, the finances and bills were not paid until after the second week of January, when school and classes were back in session. After relieving the finance director of her duties, CAF had no signatories on the PNC accounts, so bills and invoices could not get paid. CAF executive leadership and staff made a mistake, they did not put procedures in place, and were not prepared after letting central office staff go on December 20<sup>th</sup>.

- *Current Update:* CAF are still getting things sorted out with CS Partners and the finances. However, they have made progress as staff payroll was paid yesterday and



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some bills are getting paid. However, Kares mentioned some vendors have not yet received payment.

~ Luchara inquired if CAF can pay our bills while this gets sorted out. CAF is covering expenses until account authorization and signatories have been designated. Jeff shared that it was the hope that schools would reimburse CAF for their individual bills.

~ Luchara asked about the recent invoice from CAF, to KCA, for \$38,324.28. Should this amount be forgiven, considering CAF did not contractually fulfill all of their obligations under the operating agreement. Jeff indicated that he would check with CAF.

~ Marc asked for clarification as to what KCA received for the 15% paid to CAF.

~ Jeff Ichesco shared that the new partnership with CS Partners was going well. Luchara asked whether or not KCA staff members were satisfied with the new relationship with CS Partners, and Kares responded that the transition went smoothly. Staff contracts were corrected, and the staff received their pay on January 15, 2025. Casey mentioned that KCA requested to see the contract between CS Partners and CAF, but that document has not been provided.

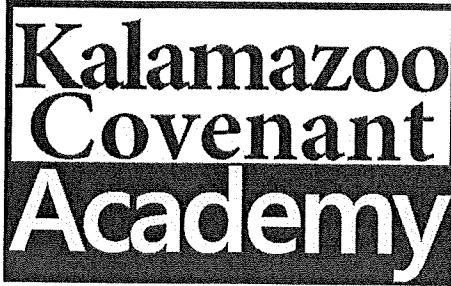
## **H. Board Resolutions**

### **a) Signatories on KCA Depository Institution Accounts**

Sandy asked, following advice from legal counsel, the board recommend removing Steven Killey and Timothy Ostrom as signatories on the accounts and replacing them with Kares Johnson, KCA School Leader/CAF Employee.

Motion: Marc                      Second: Jason

Ayes: 7                                Opposed: 0



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b) Board Facsimile Authorization

Sandy asked, following advice from legal counsel, the Board recommend the following positions to be authorized as facsimile signatures: Casey Alger, Board President; Sandy Standish, Board Treasurer; and named Kares Johnson, Covenant Academies Foundation employee.

Motion: Jason                      Second: Marcus

Ayes: 7                              Opposed: 0

c) ACH Authorization

Sandy asked, following advice from legal counsel, the Board recommend the following change: Under b, last sentence, the "or" should be replaced with "and."

Motion: Luchara                  Second: Marcus

Ayes: 7                              Opposed: 0

d) CAF Temporary Expenditure Coverage and Reimbursement

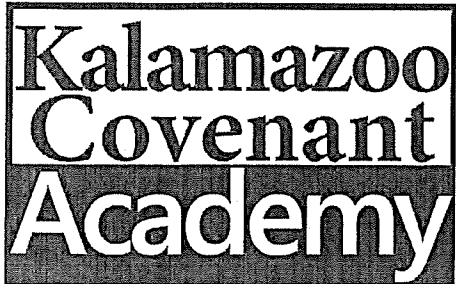
The Board asked to table this resolution until the February board meeting, this will allow CAF to produce invoices and give them time to present a more detailed account of bills paid and payroll information.

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

**M. Reminder for Next Board Meeting:** Wednesday, February 19<sup>th</sup> @ 12pm

**N. Adjournment – the meeting was adjourned at 2:52pm.**

Motion: Sara                      Second: Luchara  
Ayes: 7                              Opposed: 0



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\*Approved by the Kalamazoo Covenant Academy Board of Directors on February 19, 2025

A handwritten signature in black ink, reading "Luchana R. Wallace", is written over a horizontal line.

Board Secretary

Recorder

Date

2-19-25

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RETENTION | PROGRESS | GRADUATION