

**Board of Education  
July 15, 2025 - 5:30 PM  
Conference Room A, B& C  
1819 East Milham Avenue  
Portage, Michigan 49002  
REGULAR MEETING MINUTES**

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**MEMBERS PRESENT:** Mr. Virgil “Skip” Knowles, Mr. David Webster, Mr. James Devers, Ms. Lynne Cowart, Mr. Randy Van Antwerp

**MEMBERS ABSENT:** None

**ADMINISTRATION/STAFF:** Dedrick Martin, Scott Thomas, Brian Schupbach, Eric Stewart, Sarah Mansberger, Angela Telfer, Meredith Lewis, Sandy Barry-Loken, Diane Owen-Rogers, Brad Storms, Phillip Heasley, Jill Latham, and Jackie Martell

**OTHERS PRESENT:**

**CALL TO ORDER**

I. Mr. Knowles called the meeting to order at 5:30 p.m.

**II. ELECTION OF OFFICERS**

Mr. Webster nominated officers for 2025-2026 to remain the same as they were in 2024-2025 except for nominating Randy VanAntwerp as Treasurer, supported by Ms. Cowart.

**Motion carried unanimously.**

**III. DESIGNATE TIME AND PLACE FOR REGULAR MEETINGS**

Superintendent recommends that all Board of Education Meetings begin at 5:30 p.m., at the Service Center, unless otherwise stated and approved by the Board of Education. All unscheduled special meetings would be pre-approved by the Board and posted in compliance with the Michigan Open Meetings Act.

Mr. VanAntwerp moved, Mr. Webster supported to approve the time and place for regular board meeting, as presented.

**Motion carried unanimously.**

**IV. DESIGNATE SIGNATORY, SAFETY DEPOSIT BOX AUTHORIZER AND ELECTRONIC TRANSFER OFFICER**

Superintendent recommends that the Board of Education appoint the Superintendent, Assistant Superintendent for Business Services and Business Manager as bank signatories, and the Assistant Superintendent for Business Services and Business Manager as electronic transfer officers and safety deposit box authorizers for 2025-2026.

Mr. VanAntwerp moved, Mr. Webster supported to approve the designated signatory, safety deposit box authorizer and electronic transfer officer, as presented.

**Motion carried unanimously.**

**V. DESIGNATE ACTING BOARD SECRETARY IN THE ABSENCE OF ELECTED BOARD SECRETARY**

Superintendent recommends that the Board of Education appoint the KRESA Board Recording Secretary to act on behalf of the Board Secretary on any occasion when the Board Secretary may not be in attendance for 2025-2026.

Ms. Cowart moved, Mr. Webster supported the appointment of the acting board secretary in the absence of the elected board secretary, as presented.

**Motion carried unanimously.**

**VI. DESIGNATE PERSONS AUTHORIZED TO SIGN CONTRACTS AND PURCHASE ORDERS**

Superintendent recommends that the Board of Education appoint the Superintendent, Deputy Superintendent and Assistant Superintendents to sign contracts, and the Assistant Superintendent for Business Services to sign purchase orders for 2025-2026.

Mr. VanAntwerp moved, Mr. Webster supported to approve the person authorized to sign contracts and purchase order, as presented.

**Motion carried unanimously.**

**VII. DESIGNATE BOARD OF EDUCATION REPRESENTATIVE TO THE HEAD START POLICY COUNCIL**

Superintendent recommends that the Board of Education appoint Ms. Lynne Cowart as Board of Education representative to the Head Start Policy Council for 2025-2026.

Mr. VanAntwerp moved, Mr. Webster supported to approve Lynne Cowart as the Board of Education Representative to the Head Start Policy Council as presented.

**Motion carried unanimously.**

**VIII. DESIGNATE DEPOSITORIES FOR SCHOOL FUNDS**

- A. General Education Fund - Michigan Liquid Asset Fund
- B. Special Education Fund - Michigan Liquid Asset Fund
- C. Career Connect Fund - Michigan Liquid Asset Fund
- D. Payroll Funds - Michigan Liquid Asset Fund
- E. Treasury Funds - Michigan Liquid Asset Fund
- F. Capital Projects Funds - Michigan Liquid Asset Fund
- G. Internal Service Funds - Michigan Liquid Asset Fund

Mr. Webster moved, Ms. Cowart supported to approve the designated depositories for school funds, as presented.

**Motion carried unanimously.**

**IX. TREASURER'S BOND**

Treasurer's Bond for the Superintendent and Treasurer is included as part of the Crime Coverage - Employee Dishonesty Blanket Bond in the amount of \$500,000.

Mr. VanAntwerp moved, Ms. Cowart supported to approve the treasurer's bond for the Superintendent and Treasurer as part of the Crime Coverage – Employment Dishonesty Blanket Bond in the amount of \$500,000 as presented.

**Motion carried unanimously.**

**X. DESIGNATE LEGAL ADVISORS TO KALAMAZOO RESA**

Superintendent recommends that the following be designated legal advisors to Kalamazoo RESA:

- A. Miller, Johnson, Snell & Cummiskey, P.L.C.
- B. Thrun Law Firm, P.C.
- C. Clark Hill PLC
- D. Warner, Norcross & Judd, LLP
- E. Varnum, Riddering, Schmidt & Howlett, LLP
- F. Miller, Canfield, Paddock & Stone, P.L.C.

Mr. VanAntwerp moved, Mr. Webster supported to approve the legal advisors as presented.

**Motion carried unanimously.**

**XI. SELECTION OF AUDITOR FOR 2025-2026**

Superintendent recommends that the Board of Education approve Plante and Moran, as auditors for 2025-2026.

Ms. Cowart moved, Mr. Devers supported to approve the auditors as presented.

**Motion carried unanimously.**

**XII. ADJOURNMENT OF ORGANIZATIONAL MEETING**

There being no further business, Mr. Knowles adjourned to the regular meeting at 5:33 p.m.

**XIII. CALL TO ORDER REGULAR MEETING**

Mr. Knowles called the regular meeting to order at 5:34 p.m.

**XIV. COMMENTS FROM AUDIENCE**

No public comments.

**XV. INTRODUCTION OF STAFF AND GUESTS**

James Devers was welcomed to KRESA as a newly elected Board of Education member.

**XVI. CONSENT AGENDA**

- A. Approval of Board of Education Regular Minutes - June 17, 2025
- B. Approval of New Hire
- C. Approval of Monthly Financial Report
- D. Approval of Head Start Financial Report

Mr. VanAntwerp moved, Ms. Cowart supported to approve the consent agenda.

**Motion carried unanimously.**

**XVII. CENTER OF EXCELLENCE REPORTS**

**A. Early Childhood Update – Rachel Roberts**

The Head Start program will submit their Non-Competitive Continuation Grant Application for the funding period of 11/1/2025 – 10/31/2026. There are no changes to service delivery or program design. The annual funding has remained the same. The total funding of \$7,209,751 supports the program operations (\$7,139,759) and training and technical assistance (\$69,992). The new version of grant application instructions does not require decisions by the Governing Board or Policy Council.

The Governing Body's Monthly Report for ongoing monitoring in accordance with the Head Start Program Performance Standards

**B. Special Education Update – Angela Telfer**

- . The Michigan Department of Education's Office of Special Education (OSE) oversees a system called **General Supervision**, which ensures that schools across the state follow federal and state laws for educating students with disabilities. This system is required under the Individuals with Disabilities Education Act (IDEA) and includes eight key components, such as monitoring school performance, providing training and support, resolving disputes, and making sure funds are used properly. To meet these requirements, schools must provide a Free Appropriate Public Education (FAPE) in the Least Restrictive Environment (LRE), identify and evaluate students who benefit from special education services, and develop Individualized Education Programs (IEPs) tailored to each student's needs. Intermediate School Districts (ISDs) help local schools meet these obligations and are held accountable for following the rules and improving outcomes for students with disabilities.

KRESA's Special Education Program Improvement and Accountability Director, Shelly Hawthorne, in collaboration with Engagement Specialists Kelli Bielang, Carolann Williams and Jen Schmidtendorff from KRESA's Educator Supports Center of Excellence compiled this year-end report on the progress made in educational environments for students eligible as students with autism spectrum disorder in Kalamazoo County over the last four years. We are celebrating a significant increase in participation in general education classrooms by improving the supports that students have access to in all our districts.

**C. Career Connect Update – Eric Stewart, Paige Daniels & Sarah Mansberger**  
**Career Connect Campus:**

We continue to prepare the Career Connect Campus for opening to students on August 25, 2025. The CTE team is finishing up the hiring process for the remaining handful of roles to round out the team at the CCC.

Public tour dates have been established for summer and published on the website for interested community members to sign up and see the space. We plan to continue these kinds of guided tours for the public as the school year begins.

**Career Connect Campus Equipment Purchase:**

The [linked memo](#) details equipment and hand tools recommended for purchase for the HVAC program within the Manufacturing Pathway.

**D. Educator Supports Update – Mindy Miller & Stephanie Brown**

At our core, we believe that in order to effectively support educators, our consultants must also have intentional opportunities to deepen their own learning. During the school year their time is dedicated to providing training, coaching, and consulting across the county and beyond. However, we are also able to prioritize some time outside of the school year to allow our people to attend training themselves. These learning experiences ensure our consultants are consistently informed by the latest research and instructional practices—allowing them to offer the highest quality support to teachers, administrators, and educational leaders.

Below are some examples of how our consultants are utilizing training between June and August to grow their skill sets and advance their impact:

- Mathematics Consultants: Attending the *Early Math Leadership Institute* to align on a shared vision for early math instruction, explore research-based resources, and strengthen community partnerships. This experience supports our county-wide efforts to transform instruction in PreK–5th grade classrooms.

- Literacy Consultants: Participating in the *Early Literacy Coaching Institute*, engaging in cutting-edge, research-aligned learning to strengthen coaching practices and improve student literacy outcomes.
- Educational Improvement Consultant: Attended the *Michigan Continuous Improvement Facilitators Network Summer Conference*, focusing on sustainable school improvement strategies and state-level initiatives.
- Multilingual Consultant: Engaging in professional learning focused on *Classroom Instruction that Works for English Learners*, aimed at enhancing culturally responsive, high-impact instructional practices.
- Culture and Climate Specialists: Training in *TRAILS (Transforming Research into Action to Improve the Lives of Students)* to gain new tools for addressing student mental health needs. This “train-the-trainer” model will allow specialists to implement and scale Trails-informed programming across districts.
- Engagement Specialists: Our newest specialist is joining early childhood team members at the *TEACCH Training* in North Carolina, building expertise in strategies for creating more inclusive, least restrictive environments in classrooms across the county.
- Coordinators/Data and Assessment: Our Coordinator will be attending the *FAME (Formative Assessment for Michigan Educators) Retreat* as well as *Building a Better Assessment Future* to gain new insights on assessment practices to support districts. These experiences reflect our strong belief in leading by example—demonstrating to the communities we serve that continuous professional learning is not just valued but essential. By investing in our consultants' growth, we expand their capacity to lead, inspire, and transform education for all.

#### **E. Operational Supports Update**

##### **1. Human Resources Update – Meredith Lewis**

###### **Humanex Survey Results/Culture & Belonging Roadmap**

The Director of Culture and Belonging (C&B) has completed 18 meetings with individual and/or small groups of administrators to review HumanEx culture survey results and discuss continuous improvement plans related to C&B for the 2025-26 school year. The information gathered in these meetings will inform Admin meeting content, professional development sessions, and systems work. Administrators participated in a whole group session in June to review the full organization's HumanEx data. Additionally, the July Admin Team retreat will provide time to dig more deeply into C&B strategies to support continuous improvement for the 2025-26 school year.

###### **Union Negotiations**

Negotiations with the MEA continued following the results of the union decertification vote for the CTE Instructors who elected to maintain their union representation. Our team met with their negotiation team on June 30th during which the MEA presented a counter proposal. KRESA's bargaining team is preparing a counterproposal for our next meeting scheduled for July 15th.

###### **Leadership Coaching & Development Update**

As part of our ongoing commitment to effective and aligned leadership development, we are streamlining our coaching model for the 2025–26 school year and focusing on consistent, organization-wide support that strengthens leadership practices across our administrative team. We are concluding contracts with individual leadership coaches once existing agreements are fulfilled. Beginning in July at the ELT and Administrative retreats, we are pleased to welcome Dr. Debbie McFalone as our primary leadership

coach and facilitator. Dr. McFalone brings deep experience in educational leadership and will support both group and individual learning aligned to our strategic priorities.

## **2. Technology & Operations Update – Brian Schupbach**

- The Michigan Data won the [1EdTech Global Learning Impact award](#) for Teaching and Learning Innovation. This award recognized projects that harness the power of collaboration and open standards. Specifically, the Bridge Builder: OneRoster API Integration with Ed-Fi ODS, submitted by Michigan DataHub and LearningMate/DoubleLine, streamlined roster synchronization so students and teachers can access learning resources on day one, while also providing real-time insights into student progress.
- Onboarding Allegan Public Schools into our SW MiTech Consortium started this month. By the end of the month, all network, applications and systems will be fully transitioned.
- For the Career Connect Campus, work on operationalizing new technology systems and student-oriented applications such as Meal Magic and Go Guardian are actively underway. Audio-visual systems at the Career Connect Campus are currently at about 50% functionality but should be fully functional by the end of July.
- Starting in July, the project to improve emergency notification and paging will begin at WoodsEdge Learning Center, Commons, Valley Center, and West Campus locations. This system will match the system at the CCC and will create a unified clock/bell/public address that can provide audible and visual alerts in emergency situations.

## **XVIII. Superintendent Report - Dedrick Martin**

### **Letter to Speaker Hall:**

Attached is a copy of a letter that I've sent to the house speaker Rep. Matt Hall a few weeks ago. In short, the house presented a very concerning budget as it relates to possible funding shortages very late in the budgetary process. As you all know by now, we are still without a state level budget and school districts were forced to adopt a budget for the 2025-2026 school year without clarity on the funding levels that we will receive from the state of Michigan. That coupled with the passage of the "Big Beautiful Bill" at the federal level, districts of all types will feel an impact in the coming years (most of the fiscal impact will not begin until the 26-27 year and beyond).

### **Urban Superintendent Conference of America:**

Last week, I was able to attend the Urban Superintendent's conference with both Dr. Slade from KPS and Dr. Thoenes from Comstock. This conference covered items from improving student achievement, staffing, finance, and multiple other topics impacting urban and urban adjacent districts across the country.

## **XIX. Thrun Law Notes**

A. Correspondence/Informational

## **XX. ITEMS FOR DISCUSSION AND/OR ACTION**

### **A. Approval for the purchase of a Ford F-150 truck or use by the maintenance manager as presented,**

Mr. VanAntwerp moved, Mr. Webster supported approving the purchase of a Ford F-150 truck or use by the maintenance manager as presented,  
**Motion carried unanimously.**

B. Approve expanding the YAAs student enrollment guidelines to encompass sixth through twelfth grade beginning with the 2025-2026 academic year.

Ms. Cowart moved, Mr. Webster supported approving expanding the YAAs student enrollment guidelines to encompass sixth through twelfth grade beginning iwth the 2025-2026 academic year.

**Motion carried unanimously**

C. Approve the purchase of Career Connect Campus Equipment and Hand Tools in the amount of \$33,839.00 as presented

Mr. Webster moved, Mr. VanAntwerp supported approving the purchase of Career Connect Campus Equipment and Hand Tools in the amount of \$33,839.00 as presented ,

**Motion carried unanimously.**

D. Reading and Approval of Kalamazoo RESA Board Policy additions, deletions and revisions

1. Policy 0131.1 - Bylaws and Policies
2. Policy 2340 Revised Field and Other District-Sponsored Trips
3. Policy 5320 Revised Immunization
4. Policy 5330 Revised Use of Medications
5. Policy 5330.01 Revised Epinephrine Auto-Injectors
6. Policy 5350 Revised Student Health, Well-being, and Suicide Prevention
7. Policy 8320 Personnel Files
8. Policy 8500 Revised Food Services
9. Policy 8510 Revised Wellness

Mr. VanAntwerp moved, Mr. Webster supported approving policies 1-9 as presented.

**Motion carried unanimously.**

## **XXI. ADJOURNMENT**

The meeting was adjourned at 6:46 pm.

Respectfully submitted,

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Lynne Cowart  
Board Secretary

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Jackie Martell  
Recording Secretary

Minutes  
Approved on \_\_\_\_\_