



Martin Luther King Jr. Charter School of Excellence

Committee Chair Planning Meeting

Date and Time

Thursday July 8, 2021 at 5:15 PM EDT

Location

Zoom - Location:

<https://stcc-edu.zoom.us/j/94215768892>

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:15 PM
A. Record Attendance		Emma Ford	1 m
B. Call the Meeting to Order		Wilma Tynes	1 m
II. Committee Chair How-Tos in Board on Track			5:17 PM
A. Creating a Meeting	FYI	Dominic Basile-Vaughan	5 m
B. Timeline	FYI	Wilma Tynes	5 m
Open Meeting Law Compliance			
- Meetings Posted, Agenda Finalized - 48 Hours Before			

	Purpose	Presenter	Time
Monthly Meeting Reports (Minutes Attached to by 5:00 PM Friday prior to Board Meeting)			
III. Board Retreat Preparation			5:27 PM
A. Review DRAFT Agenda and Assign Session Ownership Discuss Session Owners Create Materials List	Discuss	Wilma Tynes	20 m
IV. Closing Items			5:47 PM
A. Adjourn Meeting	Vote	Wilma Tynes	