



# Martin Luther King Jr. Charter School of Excellence

## 2021 Annual Board of Trustees Retreat - Special Board Meeting

Amended on August 5, 2021 at 5:42 PM EDT

### Date and Time

Saturday July 31, 2021 at 2:00 PM EDT

### Location

Saturday, July 31st, 2:00 PM - 3:00 PM - MLKCSE, 285 Dorset St., Springfield, MA  
<https://anet.zoom.us/j/97659230846?pwd=YXFwa0lnOWR2ZEozMmY4V01MeW15QT09>

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>2:00 PM</b>
A. Record Attendance		Emma Ford	1 m
B. Call the Meeting to Order		Wilma Tynes	1 m
C. Vote on June Meeting Minutes	Approve Minutes	Wilma Tynes	3 m
D. Public Comment		Wilma Tynes	10 m
<b>II. Executive Director's Report to the Board</b>			<b>2:15 PM</b>
A. Monthly Dashboard and Updates	FYI	Kendra Salvador	15 m
<b>III. Board Chair's Report</b>			<b>2:30 PM</b>
A. Annual Calendar	FYI	Wilma Tynes	5 m
Review annual calendar for 2021-2022			

	Purpose	Presenter	Time
<b>B. Ratify Charter Amendments</b>	Vote	Wilma Tynes	10 m

The Executive Committee voted to authorize Kendra to request the Commissioner to approve three amendments to our charter:

- Mission Statement
- Academic Program Description
- Community Service Rubric

**IV. Treasurer's Report 2:45 PM**

<b>A. Review June Financial Statements</b>	FYI	Jessica Putnam	5 m
<b>B. Review 2020-2021 EoY Financial Statements</b>	Discuss	Jessica Putnam	10 m
<b>C. Audit Update</b>	FYI	Jessica Putnam	2 m

**V. Human Resources Committee 3:02 PM**

<b>A. Ratify Employee Handbook</b>	Vote	Patricia Rapinchuk	5 m
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The Human Resources Committee voted to approve the 2021-2022 Employee Handbook

**VI. Governance Committee 3:07 PM**

<b>A. 2022 Officer Elections</b>	Vote	Beth Desousa	5 m
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Chair - Wilma Tynes  
 Vice Chair -  
 Treasurer - Jessica Putnam  
 Clerk - Emma Ford

<b>B. Potential Trustees Q&amp;A</b>	FYI	Wilma Tynes	5 m
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**VII. Other Business**

**VIII. Closing Items 3:17 PM**

<b>A. Adjourn Meeting</b>	Vote	Wilma Tynes	1 m
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Motion to Adjourn