



# Martin Luther King Jr. Charter School of Excellence

## Minutes

### Strategic Planning Committee Meeting

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#### Date and Time

Tuesday October 13, 2020 at 5:30 PM

#### Location

<https://springfield.zoom.us/j/7248694971>

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#### Committee Members Present

Armando Feliciano (remote), Lisa Watson, Sarita Graveline (remote)

#### Committee Members Absent

Beth Desousa, James Lightfoot

#### Guests Present

Kendra Salvador (remote)

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

Lisa Watson called a meeting of the Strategic Planning Committee of Martin Luther King Jr. Charter School of Excellence to order on Tuesday Oct 13, 2020 at 5:30 PM.

### II. Strategic Planning

#### **A. Goal: Establish Initial Ideas for Strategic Plan**

Reviewed SWOT analysis from Board Retreat – data not current or relevant. Kendra to complete SWOT with teachers, staff, & possibly parents. Committee to review Parent Survey from Spring 2020 – Kendra sent data to committee. Board to consider need for updated SWOT at next Board meeting. Potential Strategic “buckets” listed below were identified by Kendra and discussed as a committee. These buckets could be used to establish both short and long-term strategic goals.

**Enrollment & Retention** – waitlist is solid – could have more depth; understand community perception of MLK to strengthen retention, are MLK students leaving early for Charter schools with middle and high schools?; diversity of student population (reflective of Springfield?) – Somali students not enrolled at MLK

**Expansion to Middle School** – establish 3-year plan once Charter Renewal received  
**Facilities/Building** – roof complete; assess needs to be more proactive in addressing facilities

**Academics** – MCAS (Academic Excellence Committee)

**Finances** – address lack of surplus every June, build financial reserves; Kendra has been assessing budget and contracts that are longstanding

**Mission – Character Development** – revisit to assess; more explicit social justice curriculum

**Charter Renewal** – complete, onsite visit in November

### **III. Closing Items**

#### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:30 PM.

Respectfully Submitted,  
Lisa Watson