



# Martin Luther King Jr. Charter School of Excellence

## Minutes

### Monthly Board Meeting

---

#### Date and Time

Tuesday October 19, 2021 at 5:30 PM

#### Location

Join Zoom Meeting

<https://us02web.zoom.us/j/86937209419?pwd=U1F0TU9XT2p5NzdiRW9TaJpUzVjUT09>

Meeting ID: 869 3720 9419

Passcode: eA36g9

---

#### Trustees Present

Armando Feliciano (remote), Beth Desousa (remote), Denise Pagan-Vega (remote), Dominic Basile-Vaughan (remote), Emma Ford (remote), James Lightfoot (remote), Jennifer Wallace-Johnson (remote), Jessica Putnam (remote), Kiyota Garcia (remote), Patricia Rapinchuk (remote), Wilma Tynes (remote)

#### Trustees Absent

Mia Chandler

#### Guests Present

Kendra Salvador (remote), Kristoffer Lane (remote), Sean Alexander (remote)

---

### I. Opening Items

#### A. Record Attendance

#### B.

### **Call the Meeting to Order**

Wilma Tynes called a meeting of the board of trustees of Martin Luther King Jr. Charter School of Excellence to order on Tuesday Oct 19, 2021 at 5:42 PM.

#### **C. Meditation**

Kiyota share an inspirational video giving a nod to teachers working through pandemic.

#### **D. Public Comments**

Three parents joined to share concerns. Kendra noted that she would respond.

#### **E. Approve September Meeting Minutes**

Kiyota Garcia made a motion to approve the minutes from Monthly Board Meeting on 09-21-21.

Jennifer Wallace-Johnson seconded the motion.

The board **VOTED** to approve the motion.

### **II. Executive Director's Report to the Board**

#### **A. Monthly Dashboard and Updates**

Discussion regarding attendance concerns, positions that need to be filled.

### **III. Board Chair's Report**

#### **A. Risk Management/Insurance Claims**

Discussion has been tabled for next month's Board Meeting.

#### **B. Accountability Plan**

Executive Committee will review and present at the November Board Meeting.

#### **C. Executive Director Annual Evaluation Timeline**

Trustees were asked to complete Kendra's evaluation on BOT by October 26. Need Trustees' comments by November 10. Will vote on final draft of evaluation.

### **IV. Finance Committee**

#### **A. September Financials**

Jess led a discussion regarding financials.

#### **B. Audit Update**

Kristoffer Lane and Sean Alexander from Daniel Dennis & Co. Certified Public Accountants talked about the audit.

**C. Vote to Authorize Finance Committee to Approve 20-21 Audit**

Jessica Putnam made a motion to Authorize Finance Committee to Approve 20-21 Audit.

Patricia Rapinchuk seconded the motion.

The board **VOTED** to approve the motion.

**D. Potential Refinance with Easthampton Savings Bank**

Jess will have an update regarding the refinance in November.

**V. Academic Excellence Committee**

**A. 2021 MCAS Data**

Dom shared details of the MCAS Data.

**B. 21-22 Baseline Academic Data and Priorities**

Dom shared Baseline Academic Data. See attached report.

**C. October Meeting Summary**

**VI. Governance Committee**

**A. Vote to Elect New Trustees**

Jessica Putnam made a motion to Elect New Trustees.

Dominic Basile-Vaughan seconded the motion.

The board **VOTED** to approve the motion.

**B. Vote to Elect Board of Trustees Officers for 2022**

Dominic Basile-Vaughan made a motion to Elect Board of Trustees Officers for 2022.

James Lightfoot seconded the motion.

The board **VOTED** to approve the motion.

**C. Trustee Recruitment Strategy**

Wilma shared the need to try and add two Trustees per year so that we do not experience four Trustees leaving at a time.

**VII. Strategic Planning Committee**

**A. 2021-2022 Strategic Plan and Goals**

James reported on the plans and goals of the Strategic Planning Committee.

**VIII. New Business**

**A. Proposed Board Meeting Schedule for Winter Months**

Discussion regarding Board Meetings being held remotely during the months of November, December, January and February.

**IX. Closing Items**

**A. Adjourn Meeting**

Armando Feliciano made a motion to Adjourn the Monthly Board Meeting.

Jessica Putnam seconded the motion.

The board **VOTED** to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:22 PM.

Respectfully Submitted,  
Emma Ford