APPROVED

Martin Luther King Jr. Charter School of Excellence

Minutes

Governance Committee Meeting

Date and Time
Tuesday February 28, 2023 at 12:00 PM

Location
Board Of Trustees is inviting you to a scheduled Zoom meeting.
Topic: My Meeting
Time: Feb 28, 2023 12:00 PM Eastern Time (US and Canada)
Join Zoom Meeting
https://us02web.zoom.us/j/87968080942?pwd=ZUJpSDN5c1JVRlV3S1pHV2JtMlBsQT09
Meeting ID: 879 6808 0942
Passcode: 287420
One tap mobile
+13092053325,,87968080942#,,,,*287420# US
+13126266799,,87968080942#,,,,*287420# US (Chicago)
Dial by your location
+1 309 205 3325 US
+1 312 626 6799 US (Chicago)
+1 646 931 3860 US
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Washington DC)
+1 305 224 1968 US
+1 564 217 2000 US
+1 669 444 9171 US
+1 669 900 6833 US (San Jose)
+1 689 278 1000 US
+1 719 359 4580 US

+1 253 205 0468 US
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 360 209 5623 US
+1 386 347 5053 US
+1 507 473 4847 US
Meeting ID: 879 6808 0942
Passcode: 287420
Find your local number: https://us02web.zoom.us/u/kA9ULk2yz

Committee Members Present
Jessica Putnam (remote), Teremar Rodriguez-Vazquez (remote)

Committee Members Absent
None

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Jessica Putnam called a meeting of the Governance Committee Committee of Martin Luther King Jr. Charter School of Excellence to order on Tuesday Feb 28, 2023 at 12:16 PM.

II. Governance

A. Review Progress to Governance Committee Goals

- Jessica being the new Chair of the committee reviewed the goals with the committee and assessed progress
    - One goal complete - two men of color added to the Board
- Added additional goals for this year - see Goals section

B. Draft new Trustee Interview Questions

- Discussion held on lack of formal and consistent interview questions for interviews for new Trustees

- Action steps: Committee members to come back to the next committee meeting with 5-7 questions each to put towards a standard question database to be referred to/used when interviewing potential Trustees

C. Review Recruitment Plan

- No recruitment process in writing, plan to draft one so the followed set of procedures can be followed
- Areas trustees are needed:
    - HR
    - finance
    - Lawyer (labor law practice?)
    - Marketing
    - Facilities/contractor/construction/architecture
    - Fundraising
    - Berkshire Bank
    - Academic
    - Capital Campaign
    - Mayor's office (ex – aide)
    - Berkshire Bank
    - Mass Mutual
    - Colleges – Springfield/Smith/Baypath/Westfield State
- Reviewed Trustees in progress/potential Trustees:
    - Darren James, waiting on Approval from DESE
    - Alton Jones, vote at next board meeting
    - Anthony Cole - waiting on resume
    - Rebecca XXX ANET Coach- waiting for an answer, Kendra reached out
    - Cynthia Normand, CFO HeadStart - Jess reached out, waiting for an answer
    - Teremar to meet with potential trustee next week
    - Stephanie XXX – Coach for ANET (moved ti RI from TN, will be moving to area in next couple of months, worked for a charter school network. Dom to contact)

D. Review Potential Trustee Brochure

- Needs to be revised - determined to be too wordy.
- Add pictures?
- Action steps: Jess reach out to Kendra to get an editable copy

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 12:45 PM.

Respectfully Submitted,
Jessica Putnam

Documents used during the meeting

- MLKCSE Board of Trustees brochure, 02-04-2022.pdf