



# Martin Luther King Jr. Charter School of Excellence

## Minutes

### Monthly Board Meeting

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#### Date and Time

Tuesday December 19, 2023 at 5:30 PM

#### Location

Remote

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#### Trustees Present

Alton Jones (remote), James Lightfoot (remote), Jennifer Wallace-Johnson (remote), Jessica Putnam (remote), Kiyota Garcia (remote), Teremar Rodriguez-Vazquez (remote)

#### Trustees Absent

Darren James, Dean Morneau, Denise Pagan-Vega, Kailey Boyd, Patricia Rapinchuk

#### Guests Present

Diana Day Foscett (remote), Kendra Salvador (remote)

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

Jessica Putnam called a meeting of the board of trustees of Martin Luther King Jr. Charter School of Excellence to order on Tuesday Dec 19, 2023 at 5:35 PM.

#### C. Meditation

Jessica Putnam reads meditation - "It is every man's obligation to put back into the world at least the equivalent of what he takes out of it" - Albert Einstein

**D. Public Comments**

None.

**E. Vote on Board of Trustees November Meeting Minutes**

to be voted at the next meeting.

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

**A. Executive Director's Report to the Board**

James L. asked about whether Grade 5 - The Phantom Tollbooth is watching the media. Vacancies are two total. Interview this week for the 2nd grade teaching role this past week. Teachers lounge was finished earlier this month. Good place for Holiday vacation - plans to do reset, and recommitting to priorities when everyone gets back from break. Holiday Party and a half day PD when they come back for. Also, discussion about whether we can afford to grant \$200 gift cards per staff members. Students will be done with middle of year diagnostic testing this Friday. We got a grant for Math tutoring from DESE, meetings with tutoring - only applicable for 24 - 4th graders. Discussion about new staff, and how are they are acclimating to the new jobs. Discussion about coaching and how it's going well.

**III. Academic Excellence Committee Report**

**A. Review Monthly Academic Data**

Kiyota re-scheduling meeting due to illness in the team. We reviewed the data - attendance looks good; and reviewed risk in students with word reading difficulties.

**IV. Treasurer's Report**

**A. November Financials**

As a follow-up, financials were checked about possibly giving gift cards to staff members, and there is money for it. Question about the savings \$\$ - due to teachers and temps. have not heard anything else from Money Market account .

**V. Board Chair Report**

**A. Vote on new Trustee**

Jessica Putnam made a motion to vote Diana Day Foskett as member.  
Teremar Rodriguez-Vazquez seconded the motion.  
The board **VOTED** to approve the motion.

## **VI. Other Business**

### **A. New Business**

Reminder to please reach out about potential new members for the board.

## **VII. 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 6:19 PM.

Respectfully Submitted,  
Jessica Putnam

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## **Documents used during the meeting**

*None*