DRAFT

Martin Luther King Jr. Charter School of Excellence

Minutes

Monthly ED Support Committee Meeting

Date and Time
Thursday December 14, 2023 at 12:00 PM

Location
Zoom

Committee Members Present

Committee Members Absent
None

Non Voting Members Present
Teremar Rodriguez-Vazquez (remote)

Guests Present
Kendra Salvador (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Kendra Salvador called a meeting of the Executive Director Support & Evaluation Committee Committee of Martin Luther King Jr. Charter School of Excellence to order on Thursday Dec 14, 2023 at 12:05 PM.

C. Approve Minutes

II. Executive Director Support And Evaluation

A. Updates

- Finishing ED report
- Finished self-evaluation
- Opened donation account
- Gala - profit was $2,175.60
- Setting up math intervention through DESE grant for 24 4th graders
- Holiday party - 12/22/23
    - Retention - 5, 10 and 15 years of service
    - Bonuses? $200?
- Winter Wonderland - 12/14/23
- New Staff Orientation Check-in - 12/13/24
- EPIMS and SCS are submitted
- ESSER Amendments and Capital Exp. forms complete
- EOY Financial Statement complete
- MPCSA Compensation Survey complete
- DESE Staff Vacancy Survey complete
- Round 1 supervision observation will be complete by end of next week
- Last day for students 12/22 - noon dismissal
- Next monthly assembly: January 5th (8:40-9:10 grades 3-5; 9:15-9:45 grades K-2)
- Parking lot project has lift off - traffic study and site survey in progress

III. Other Business

A. Draft agenda for Dec. Board Meeting

- Reached out to Dean for monthly meditation
- Teremar to post/link minutes from last month's meeting
- Kendra to upload monthly ED report
- Kendra is adding monthly Board meetings and committee meetings to Board on Track

IV. 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,

Teremar Rodriguez-Vazquez