



# Martin Luther King Jr. Charter School of Excellence

# **Minutes**

# Monthly Board of Trustees Meeting

### **Date and Time**

Tuesday June 17, 2025 at 5:30 PM

#### Location

Board Of Trustees is inviting you to a scheduled Zoom meeting.

Topic: Board Of Trustees' Monthly Meeting

Time: Jan 21, 2025 05:30 PM Eastern Time (US and Canada)

Every month on the Third Tue, until Jul 15, 2025, 7 occurrence(s)

Please download and import the following iCalendar (.ics) files to your calendar system.

Monthly: https://mlkcs-org.zoom.us/meeting/tZUtceuspj4rE9EDOb1Jb9cCQnlV6cB4xnsU/ics?icsToken=DJg3TlA-IP3MTwL-icsToken=D

RAAALAAAALtkhqUJuldSD2TC0FFQDNrxO54voBrhE0rGost3OL O-

FTjFMSLn9mjXej4pWBwWPmEgr1A5b8VBI76-

zAwMDAwMQ&meetingMasterEventId=eppMBExJSECSI11CdolQ9Q

Join Zoom Meeting

https://mlkcs-org.zoom.us/j/81062485195?pwd=DKrpa7OhazdCK8mmnDJ1C0fLlgoVVy.1

Meeting ID: 810 6248 5195

Passcode: 422412

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### One tap mobile

- +19292056099,,81062485195#,,,,\*422412# US (New York)
- +13017158592,,81062485195#,,,,\*422412# US (Washington DC)

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### Dial by your location

- +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)

- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 646 931 3860 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
- +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

Meeting ID: 810 6248 5195

Passcode: 422412

Find your local number: https://mlkcs-org.zoom.us/u/kezWTFztIm

### **Trustees Present**

Alton Jones (remote), Darren James (remote), Denise Pagan-Vega (remote), Diana Foskett (remote), Donna Carroll (remote), James Lightfoot (remote), Kiyota Garcia (remote), Nealon Jayne-Lewis (remote), Sherard Johnson (remote), Teremar Rodriguez-Vazquez (remote)

### **Trustees Absent**

Bertha Wecher

### **Guests Present**

Kendra Salvador (remote)

### I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

Teremar Rodriguez-Vazquez called a meeting of the board of trustees of Martin Luther King Jr. Charter School of Excellence to order on Tuesday Jun 17, 2025 at 5:32 PM.

### C. Approve Minutes

June 17, 2025 Board Meeting Minutes

- Not ready due to transition to Donna Carroll as new Clerk
- · Will present for approval at next board meeting

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

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

**Presenter:** Kendra Salvador **Discussion Summary:** 

Academics:

- End-of-year data shows continued growth in achievement.
- Notable gains in literacy and proficiency across grades.
- Attendance averaged 94%, up from 93.2% last year.

### **Discipline & Culture:**

- First cohort trained in Responsive Classroom strategies.
- Code of Conduct under revision to align with restorative practices.
- Ongoing review of discipline data helped inform interventions.
- Year-end suspensions total 350, with analysis showing improvement from prior years.

### **Enrollment & Staffing:**

- Enrollment at full capacity (350), with waitlists in all grades.
- New principal hired; will begin July 1.
- Only two teaching positions remain open.
- OT position filled with strong AIC candidate.

### **Community & Operations:**

- Engagement with Somali Bantu community initiated.
- Participated in community events (e.g., pancake breakfast).
- · Summer cleaning and tech upgrades underway.

### Reporting & Compliance:

- Charter renewal application and annual report in progress.
- Undergoing tiered monitoring reviews for SPED, ESL, and grants.
- Audit engagement letter prepared and ready for board approval.

### **B.** Engagement Letter for Auditors

Denise Pagan-Vega made a motion to Approve Engagement Letter for Auditors. Nealon Jayne-Lewis seconded the motion.

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Presenter: Kendra Salvador

 Discussion Summary: Audit engagement letter presented (identical to prior year; single audit)

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

#### **Roll Call**

Nealon Jayne-Lewis Aye Diana Foskett Aye Denise Pagan-Vega Aye James Lightfoot Aye Teremar Rodriguez-Vazquez Aye Kiyota Garcia Aye Sherard Johnson Aye Darren James Aye Alton Jones Aye Bertha Wecher Absent Donna Carroll Aye

### **III. Committee Updates**

### A. Academic Excellence

**Presenter:** Kendra Salvador **Discussion Summary:** 

- Academic Excellence Committee did not meet due to technical difficulties with Zoom
- By the time the issue was identified, most participants had dropped off the call
- A slide deck with academic data was updated and included in the meeting materials
- Compliance Alert: Diana reminded committees that agendas and minutes must be posted publicly via BoardOnTrack, especially with charter renewal on the horizon

### **B.** Finance Committee

### **Discussion Summary:**

- Strong Financial Standing: Continued surplus and conservative budgeting
- Banking Issues: Concern raised about low-interest returns from Berkshire Bank
- Action Items:
  - Kendra to retrieve loan documents
  - · Reach out to Berkshire for better investment options
  - · Compare offers from Monson Savings and Peoples Bank
- **Commentary**: Darren James highlighted the stronger community presence and partnership interest shown by Peoples and Monson over Berkshire

### C. HR Committee

Presenter: Kendra Salvador

- Summary: The HR Committee will meet on June 26
- Over the summer, the committee is focused on reviewing and updating the employee handbook in collaboration with Kendra and staff
- Any proposed policy or handbook changes will be presented at the next board meeting for a vote

#### IV. Other Business

### A. Discussion of Remote Board Issues

**Speakers:** Teremar Rodriguez-Vazquez and Diana Day Foskett **Summary:** 

- The board confirmed there are no outstanding issues related to remote participation
- This agenda item is now considered resolved and will be removed from future agendas until 2027

### **B.** Discuss Summer Retreat

Presenter: Teremar Rodriguez-Vazquez

**Summary:** 

- The annual Board Retreat is scheduled for Saturday, July 26, 2025 at 10:00 AM, to be held in person at the school
- The retreat will focus on:
  - Committee work
  - Planning goals for the upcoming school year
  - Establishing the meeting cadence
  - Reviewing and approving reports due by August 1
- The retreat will also include a **formal board meeting** to vote on any necessary items before the start of the school year
- No separate board meeting is planned for August unless urgent approval is needed
- Attendance is expected from all board members, and an email will be sent out to confirm availability
- · Food and light entertainment will be provided
- Board On Track will be invited to participate—either in person or remotely—for training and onboarding support, especially for new board members
- Attendees are encouraged to bring their laptops/devices to access Board On Track and come prepared with questions

# V. 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 5:58 PM.

Respectfully Submitted, Donna Carroll