APPROVED

Martin Luther King Jr. Charter School of Excellence

Minutes

Board of Trustees' Meeting

Date and Time
Tuesday November 18, 2025 at 5:30 PM

Location
Time: Nov 18, 2025 05:30 PM Eastern Time (US and Canada)

Join Zoom Meeting
https://mlkcs-org.zoom.us/j/84398893563?pwd=pWX2jpmZDv4LoRNoFF7L2dN2t7nUGY.1

Meeting ID: 843 9889 3563
Passcode: 851759

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Trustees Present
Alton Jones (remote), Bertha Wecher (remote), Denise Pagan-Vega (remote), Diana Foskett (remote), Donna Carroll (remote), Nealon Jaynes-Lewis (remote), Sherard Johnson (remote), Teremar Rodriguez-Vazquez (remote)

Trustees Absent
Kiyota Garcia

Trustees who arrived after the meeting opened
Diana Foskett

Guests Present
Caleb Pointdujour (remote), 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 Nov 18, 2025 at 5:33 PM.

C. Public Comment

Welcome to our guest, **Caleb Pointdujour**, *Financial Advisor* for Equitable Advisors. Donna invited Caleb to attend our meeting as a guest with some potential interest in becoming a Committee and/or Board Member.

D. Approve Minutes from October 21, 2025

Nealon Jaynes-Lewis made a motion to approve the minutes from Board of Trustees' Meeting on 10-21-25.
Denise Pagan-Vega seconded the motion.
The board **VOTED** to approve the motion.

II. Executive Director's Report to the Board

A. Executive Director's Report to the Board

Diana Foskett arrived at 5:51 PM.
KENDRA SALVADOR PRESENTS:
Kendra provided a comprehensive update on school operations and academic progress.

Details:

- **Kendra**: Reported that the school is completing its first interim benchmark data collection and classroom walkthroughs. Kindergarten students recently completed their beginning-of-year DIBELS literacy assessment.
- **Kendra**: Mentioned the school is using a new database to track all student interventions for academics, attendance, and behavior.
- **Kendra**: Noted they had to part ways with the special education director and she is working with two special education teachers to manage those responsibilities.
- **Kendra**: Reported there have been no reportable discipline issues, with only one internal suspension.
- **Kendra**: Shared information about a Senate hearing regarding a bill that could impact charter school funding.
- **Kendra**: Stated the school is still working to fill the last two enrollment spots to reach capacity of 360 students.
- **Denise**: Commended the team for character building and the decrease in suspensions.
- **Alton**: Noted the correlation between low suspension rates and low nurse visits, indicating students aren't avoiding classrooms.
- **Bertha**: Asked about management of special education compliance with the departure of the special education director.
- **Nealon**: Asked about the number of special education students (85 currently).
- **Teremar**: Asked if they are actively hiring for the special education director position.

Challenges:

- The school is still working to fill the last two enrollment spots to reach capacity.
- The school needs to hire a teacher, bilingual receptionist, substitute, and lunch/recess monitor.
- Special education services are being managed without a director until next school year.

- A bill in the state legislature could potentially impact charter school funding.

Conclusion:

- The school is making good academic progress with promising benchmark results.
- Special education services are being managed by Kendra and two experienced teachers for the remainder of the school year.
- The school has significantly improved its approach to student behavior through responsive classroom techniques and behavior analysis.

III. Committee Updates

A. Academic Excellence

TEREMAR PRESENTS:
A brief update was provided on the Academic Excellence Committee meeting.

Details:

- **Board Of**: Mentioned the committee discussed grade-level team meetings where teachers align instruction.
- **Diana**: Highlighted the improvement in benchmark test results.

Conclusion:

- The school is showing promising academic progress.

B. Finance Committee

DIANA PRESENTS:
Diana presented the Finance Committee's recommendation to transfer funds to a new bank.

Details:

- **Diana**: Explained that approximately $2.7 million would be moved from Berkshire Bank to Monson Savings Bank.
- **Diana**: Proposed allocating $1 million to a 6-month CD, $1 million to a 12-month CD, and the remainder to a savings account.
- **Diana**: Noted poor customer service from Berkshire Bank and better interest rates at Monson Savings Bank.
- **Caleb** (guest): Asked why only CDs were being considered rather than other investment options.
- **Diana**: Explained the committee chose CDs for safety and simplicity given the board's current expertise level.
- **Alton**: Asked about potential penalties for moving the funds.

- **Diana**: Confirmed there would be no penalties.

Conclusion:

- The board unanimously approved the transfer of funds to Monson Savings Bank.
- The board approved the allocation of funds as recommended by the Finance Committee.

Diana Foskett made a motion to Transfer the following funds to Monson Savings Bank: 1) $1.7M from 10003 BERKSHIRE BANK NEW #4186; 2) Balance of 14203 BERKSHIRE BANK BUSINESS MM 8884 (approximately $27,941.04); and 3) Balance of 11030 CD/Short Term Investment (approximately $1,042,298.72).
Donna Carroll seconded the motion.
The board **VOTED** to approve the motion.
Teremar Rodriguez-Vazquez made a motion to allocate the funds to be transferred to Monson Savings Bank: 1) $1M into a 6-month CD, which will be reinvested into 12-month CDs on a continuing basis upon maturity unless otherwise determined by the Finance Committee and/or Board; 2) $1M into a 12-month CD, which will be reinvested into 12-month CDs on a continuing basis upon maturity unless otherwise determined by the Finance Committee and/or Board; 3) Balance to be invested into an interest-bearing savings account (approximately $770,239.76); and 4) Delegating the Executive Director to approve the interest rates and other terms of the accounts with Monson Savings Bank.
Donna Carroll seconded the motion.
The board **VOTED** to approve the motion.
Finance Committee meeting is always on Thursday before Board meeting (almost always the 2nd Thursday of the month) at 9:30-10:15AM.

C. HR Committee

HR Committee did not meet since last Board meeting.

D. Governance Committee

Governance Committee did not meet since last Board meeting.

IV. Board Chair Updates

A. Charter Renewal Process

Kendra provided an update on the charter renewal process, noting they would receive a summary review report in January with a week to review before the commissioner's vote in February.

V. Other Business

A. Open Meeting Law Education and Training

DIANA PRESENTS:
Diana provided information on open meeting law requirements and board training opportunities.

Details:

- **Diana**: Explained quorum requirements for board and committee meetings.
- **Diana**: Shared information about training sessions offered by the Massachusetts Public Charter School Association.
- **Diana**: Noted these are 60-minute lunch and learn sessions covering various board topics.

Conclusion:

- Board members were encouraged to participate in the training sessions.
- Links to sign up were included in the meeting agenda.

VI. Closing Items

A. Adjourn Meeting

Nealon Jaynes-Lewis made a motion to Adjourn meeting.
Denise Pagan-Vega 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 6:27 PM.

Respectfully Submitted,
Donna Carroll

Documents used during the meeting

- Executive Director’s Report to the Board November 2025.pdf
- Academic Committee Report November 2025.pdf
- Budget vs. Actual October Summary.pdf
- MLK Balance Sheet October 2025.pdf