APPROVED

Martin Luther King Jr. Charter School of Excellence

Minutes

Board of Trustees Meeting

Date and Time
Tuesday April 14, 2026 at 5:30 PM

Location
Join Zoom Meeting
https://mlkcs-org.zoom.us/j/86054508145?pwd=yDh3QHHNY3Phb6MxMNbt3pRlcWYhFu.1

Meeting ID: 860 5450 8145
Passcode: 085995

One tap mobile
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• +1 253 205 0468 US
• +1 253 215 8782 US (Tacoma)
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• +1 386 347 5053 US
• +1 507 473 4847 US
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• +1 669 900 6833 US (San Jose)
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Find your local number: https://mlkcs-org.zoom.us/u/kdttgMfvYt

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Trustees Present
Alton Jones (remote), Caleb Pointdujour (remote), Denise Pagan-Vega (remote), Diana Foskett (remote), Donna Carroll (remote), Sherard Johnson (remote), Teremar Rodriguez-Vazquez (remote)

Trustees Absent
Nealon Jaynes-Lewis

Trustees who left before the meeting adjourned
Sherard Johnson

Guests Present
Alena Mudry (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 Apr 14, 2026 at 5:33 PM.

C. Public Comment

No Public.

D. Approve Minutes from March 17, 2026

Denise Pagan-Vega made a motion to approve the minutes from Board of Trustees' Meeting on 03-17-26.
Donna Carroll 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

Executive Director Report:
Kendra provided a comprehensive school update covering academics, compliance, enrollment, transportation, and upcoming events.

- Kendra: Students completed MCAS ELA testing; Math is scheduled for the second week of May, and 5th grade Science for the third week of May.
- Kendra: The ESL Tiered Monitoring Review was completed with only one finding — unlicensed teachers — consistent with prior charter renewal findings. An improvement plan is being submitted Friday.
- Kendra: Attendance is at 93%, having recovered after a dip.
- Kendra: There are zero reportable suspensions, a significant improvement from double digits two years ago.
- Kendra: Enrollment is full; 50 students are registered, 2 pending, 4 being scheduled, with a waitlist at every grade level. A subsequent lottery is planned for May 22nd.
- Kendra: The school van is being picked up the following day after a three-year delay.
- Kendra: The second annual Craft Fair and Multicultural Day event is scheduled for Saturday, May 2nd (11 AM–2 PM), combining two previously separate events.
- Donna: Confirmed the event hours as 11 AM–2 PM based on an email received from Diana Yousafi.
- Caleb: Expressed interest in attending the event from New York.
- Teramar: Recommended the event based on last year's positive experience.

Capital Plan Review (FY2026–FY2031):
Kendra presented the proposed capital improvement plan covering the period through 2031, with a total estimated cost of $7.265 million. Key items include the PA system, fire panel, HVAC units, all-purpose room floor, and the parking lot project.

- Kendra: The PA system, fire panel, and HVAC units are aging and will need proactive replacement. The all-purpose room floor retiling and build-out were carried over from prior plans.
- Kendra: The parking lot project, originally estimated at $600,000 (and previously at $90,000), has now been estimated at approximately $1.2–1.5 million by an engineer and estimator, excluding paving. The completion date has been pushed back from summer 2026.
- Diana: Proposed forming a special committee or scheduling a special Finance Committee meeting to conduct due diligence on the parking lot project. Outlined a

three-step process: (1) review all documents and communications from the city; (2) meet with the school's lawyer and possibly an engineer to assess what is legally required vs. optional; (3) make a recommendation to the full board.
- Diana: Noted that all written communications with the city should be compiled into a shareable Google Drive folder, which would serve as a public record if needed.
- Kendra: Confirmed she has already asked John (Director of Operations) to compile all relevant communications and documents into a single folder.
- Donna: Expressed support for Diana's proposed approach via chat.

FY2027 Draft Budget and Spending Plan:
Kendra presented the draft budget for the upcoming fiscal year for board review. No vote was taken; the budget will be formally considered at the next meeting.

- Kendra: Per-pupil revenue was conservatively budgeted at a 3% increase (~ $7.5M), rather than the governor's proposed 7% (~$7.8M). The governor's budget includes an additional $100 per pupil for facilities.
- Kendra: Grant amounts (red cells) remain unknown until approximately July.
- Kendra: Title I (Fund Code 305) funding will be reduced; originally projected at a 15% cut, now revised to a 7% cut, resulting in ~$412,000.
- Kendra: Title III is budgeted at zero due to anticipated federal cuts; ESL staff costs will be covered through other fund codes or per-pupil funding.
- Denise: Raised concern about the impact on Title III-funded ALL teachers and support staff, and noted the historical use of Title III for summer programming.
- Kendra: Confirmed that staff will not feel the impact, as costs will be reallocated to other fund codes.
- Kendra: Salaries are consolidated into a single line item as a placeholder with a small buffer (~$10,000 more than FY26) to allow flexibility for hiring or salary negotiations.
- Teramar: Noted expected increases in health insurance costs.
- Kendra: Explained that light-red cells represent ideal scenarios and can be adjusted once final insurance numbers are confirmed.
- Kendra: Overall projected revenue floor is approximately $9.4 million.

III. Committee Updates

A. Academic Excellence

The Academic Committee presented a report from its April 9, 2026 meeting, featuring classroom videos demonstrating student-led, hands-on learning activities.

- Teramar: Summarized the committee meeting, noting that Emma gave a strong overview of classroom activities.

- Kendra: Played video clips showing 4th grade students collaborating on summaries and character analysis from "The House on Mango Street," and Kindergarten students working together to identify the main idea of an informational text about pigs.
- Diana: Highlighted the value of active, hands-on learning in retaining knowledge.
- Denise: Praised the grouping and collaborative approach, noting its importance for building curiosity and the school-home-community connection.
- Kendra: Explained the school's "language experience" philosophy — moving students from egocentric to sociocentric learning by having them do, think, talk, write, and read, rather than passively receiving instruction.
- Teramar: Connected the zero suspension rate to the positive peer interaction culture fostered by these activities.
- **Conclusion:** The Academic Committee's approach to collaborative, language-rich learning is producing measurable positive outcomes, including zero suspensions.

Sherard Johnson left at 6:04 PM.

B. Finance Committee

Diana provided an update from the Finance Committee meeting.

- Diana: Accounts have been opened with Monson Bank. The $1 million CD that matured at Berkshire Bank has been successfully transferred to Monson Bank.
- Kendra: Confirmed the transfer is complete.
- Diana: All financial figures reviewed at the Finance Committee meeting were in order, with no concerns raised.
- Diana: The committee discussed the possibility of patching asphalt in the parking lot as an interim measure while the larger project is under review.
- **Conclusion:** Finances are on track with no outstanding concerns.

C. HR Committee

There was no HR Committee meeting as they meet quarterly.

D. Governance Committee

There was no Governance Committee meeting as they meet quarterly.

E. Strategic Planning Committee

Alton provided a summary of the Strategic Committee meeting held the previous day.

- Alton: The Strategic Committee will be combined with the lead team that Kendra had requested volunteers for, specifically to support the build-out project, rather than creating a new separate committee.

- Alton: The committee will meet more frequently and provide regular updates to the board.
- Alton: A board donation campaign is being planned for the end of May, with a link or QR code to be distributed to board members for donations directed toward capital improvements.
- Board Of (Taramar): Emphasized that the size of the donation is less important than demonstrating full board commitment to the project.
- **Conclusion:** The build-out support role has been folded into the existing Strategic Committee / lead team structure.

IV. Board Chair Updates

A. Update on Transition and discuss roles to be filled.

The outgoing board chair formally transitioned the role to Diana, with a motion and vote conducted during the meeting.

- Teramar: Expressed appreciation for Diana's contributions, particularly her growth in leading Finance Committee discussions, and announced she would remain on the board in a supporting capacity during the transition.
- Diana was unanimously appointed as the new Board Chair.
- Teramar will remain on the board to support the transition
- Bank signatories will need to be updated to reflect Diana as the new board chair (requires two signatures for transactions over $5,000).

B. Motion to appoint Diana F. as Board Chair

Donna Carroll made a motion to Appoint Diana Foskett as Board Chair.
Denise Pagan-Vega seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Motion to appoint Alton Jones as Board Member for a second term

Diana Foskett made a motion to Appoint Alton Jones as Board Member for a Second Term.
Donna Carroll seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Other Business

A. Open Meeting Law Education and Training

Reminder of Open Meeting Laws.

B. Special Governance Committee Meeting

A brief governance meeting was scheduled to support the board chair transition.

- Diana: Proposed meeting with Teramar and Kendra to discuss governance and transition matters.
- A governance meeting is scheduled for the following Tuesday at 1:30 PM.
- Teramar will set up the meeting and upload the agenda.

C. Vote to enter Executive Session

Donna Carroll made a motion to Enter Executive Session.
Denise Pagan-Vega seconded the motion.
The board **VOTED** unanimously to approve the motion.
Denise Pagan-Vega made a motion to Approve Executive Director's Performance Evaluation for 24-25 Academic Year.
Alton Jones seconded the motion.
The board **VOTED** unanimously to approve the motion.
Denise Pagan-Vega made a motion to Approve Compensation for Executive Director.
Donna Carroll seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Closing Items

A. Adjourn Meeting

Denise Pagan-Vega made a motion to to Adjourn.
Donna Carroll seconded the motion.
The board **VOTED** unanimously 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 6:58 PM.

Respectfully Submitted,
Donna Carroll

Documents used during the meeting

- Executive Director’s Report to the Board April 2026.pdf
- MLKCSE Capital Plan FY27_Last updated 3.24.26 - Captial Plan.pdf
- MLKCSE Budget & Spending Plan 26-27 - SY26-27 Budget & Spending Plan.pdf
- Academic Committee Report April 2026 (1).pdf
- MLK Balance Sheet March 2026.pdf
- Budget vs. Actual March Summary.pdf