



Martin Luther King Jr. Charter School of Excellence

Minutes

Strategic Planning Committee Meeting

Date and Time

Tuesday May 5, 2026 at 3:00 PM

Location

[https://mlkcs-org.zoom.us/j/4132147806?](https://mlkcs-org.zoom.us/j/4132147806?pwd=RWI5VkEwNVVLTfFpPc0JjUHM0NjhoUT09&omn=85737031384&jst=2)

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Committee Members Present

Alton Jones (remote)

Committee Members Absent

None

Guests Present

Alena Mudry (remote), Emma Pullano (remote), Jeff Davis (remote), John Breish (remote), Kendra Salvador (remote), OShane Thorpe (remote), Robert McLaughlin (remote), Stephanie Harper (remote)

I. Opening Items

A. Call the Meeting to Order

Alton Jones called a meeting of the Strategic Planning Committee Committee of Martin Luther King Jr. Charter School of Excellence to order on Tuesday May 5, 2026 at 3:07 PM.

B.

Record Attendance

Alton Jones made a motion to approve the minutes from Strategic Planning Committee Meeting on 04-13-26.

The committee **VOTED** to approve the motion.

C. Public Comment

II. Lead Team Kick Off Meeting

A. Goals of Project Discussion - Building out the unfinished area

Johnson Roberts Associates holds a kickoff meeting with MLK Charter School to begin a master planning study exploring expansion of the school building, with the team emphasizing they want to understand the school's needs without budget constraints at this stage.

Key concerns raised include:

- ensuring spaces are multi-functional
- ensuring spaces are immediately usable for current enrollment rather than building out grade levels the school may not be approved to add
- the importance of having renderings to support fundraising efforts
- designing spaces that reflect the school's mission while serving both students and the broader Springfield community.

Current Building Utilization:

- The school is using approximately two-thirds to three-fifths of the existing building for their K-5 program (360 students)
- The gross square footage currently being used for K-5 is working okay

Specific Space Limitations:

- Lack of dedicated spaces: The school needs but doesn't currently have adequate spaces for special education pull-out services and ESL services
- Assembly and gathering space: Running large assemblies is challenging with current facilities
- Library: The school lacks an appropriate library space
- Gym/Physical education: There are limitations regarding gym space given the current structure of the building

Parking Constraints:

- The school doesn't have enough designated parking spaces for all staff and parent vehicles
- During events, they must utilize the field for parking
- The school tries to minimize on-street parking

Neighborhood Context:

- The school is located in a residential neighborhood, somewhat tucked away rather than on a main street
- Very few students (approximately 6) walk to school; most are either dropped off by parents or take buses

The architects will draft critical success factors based on today's discussion for review at a follow-up meeting scheduled for Wednesday at 2:30 PM, with the overall process expected to take three to six months and potentially be implemented in phases.

Next Steps

- JD: Create critical success factors document from today's discussion and prepare to present at next meeting
- AM: Compile meeting notes and distribute if ready before next meeting on Wednesday the 13th at 2:30
- KS: Send meeting invite for Wednesday the 13th at 2:30 PM
- All team members: Think about what the school does well that should be reinforced and what they'd like to do but can't support with current physical space
- KS: Check in with Denise after the meeting to update her on the discussion

III. Other Business

A. Discuss any other business

Next meeting is scheduled for Wednesday, May 13, 2026 @ 2:30pm.

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 4:00 PM.

Respectfully Submitted,
Kendra Salvador