APPROVED

Sankofa Montessori

Minutes

Academic Committee Meeting

Date and Time
Tuesday March 7, 2023 at 7:00 PM

Location
Please go to zoom.com and join meeting with meeting ID
924 3266 1314

Through a culturally responsive, child and family-centered Montessori education, Sankofa Montessori ensures that all of our students develop the knowledge, skill, and agency to have a life of purpose.

Committee Members Present
A. Allen-Thames (remote), E. Moore (remote), M. Duffy (remote), S. Harvey (remote)

Committee Members Absent
None

Guests Present
Greg Stevens (GCSA) (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

S. Harvey called a meeting of the Academic Excellence Committee of Sankofa Montessori to order on Tuesday Mar 7, 2023 at 7:05 PM.

C. Approve Minutes

S. Harvey made a motion to approve the minutes from February Academic Committee Meeting on 02-07-23.
M. Duffy seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
A. Allen-Thames	Aye
M. Duffy	Aye
E. Moore	Aye
S. Harvey	Abstain

II. Academic Excellence

A. Dashboard Planning

Gregg: Few things that Boards need to include.
1. How the school will be measured by the school's authorizer is crucial. Comp Perf Framework (CPF) should be reported monthly. Academics and Finances to report
2. Measures of Strategic Plan reported on monthly basis. What are long term strategic goals?
3. School Climate measures. Suggests items should be readily available for Admin to access (data dashboard)
4. Staff Training/Staff Performance- professional dev plan and programs to implement
5. Scoring Data and % attendance of parent/teacher conf and students
6. What will the dashboard look like? Complex vs. basic Excel sheet. Consider updating a monthly ppt slide with dashboard data
Dashboard Platforms:
Discussed Infinite Campus, which Clayton county utilizes as well that tracks daily attendance overview; Board on Track has limitations to pull data
Discussed Erika connecting with Hannah Page by end of March for more information on dashboard planning

B. Items for Discussion

Enrollment:

- Need 109 apps by March 24th- Met deadline with 128 apps (76%), 70 enrolled (37K, 17 1st, 16 2nd)
- April 28th deadline- Need 148 apps and 84 enrolled
- May 17th deadline- Need 85% or 142 enrolled

- Tentative for Darius to attend Montessori conference in mid-March in Boston for recruiting booth

Hiring:

- Accepted and signed contract for Primary (K) Lead teacher
- March 16, 17 to conduct interviews for Music and Art teachers
- Special Ed teachers- zero candidates; one candidate withdrawal
- Elementary Lead guides- no candidates (2 Uncertified backed out of performance tasks part of app)
- Sarah discussed increasing search efforts to find Special Ed certified, ramping up digital ads with job boards and Facebook posts, and considering a search firm for teacher recruitment.
- Search firms: One firm cost $10,000 per placement (~20% teacher salary) and another firm cost $6000 per placement
- Goal: 80% hired by June 2023

Teacher Recruitment/ Job Posting:

- Anne from GA Partnerships of Montessori currently promoting and sharing jobs with training centers
- Michael agreed to share job posts on AMS website and METEC
- Andrea agreed to reach out to Arbor Montessori contacts

III. Other Business

A. Montessori Fellow Recruitment

Discussed reaching out to local colleges and institutions
Discussed assistant recruitment by partnering with Atlanta Tech College's associate program and Clayton State Univ teacher training program as a long term strategy for teacher observance and volunteer hours
Sarah presenting at intro to teaching classes to engage interest in Montessori

B. Student Handbook

Plan for board to read and submit any comments and feedback to Sarah by March 29th board meeting.
Board will vote and handbook due by April 1st

Sarah briefly discussed the dismissal policy, volunteer policy, fundraising policy, and sexual harassment policy to note. Discussed the idea of starting a school fund for teacher gifts/bonuses and funds with tier levels for more affluent families to contribute annually to the school.

C. Board Phone Calls

Reminder for board to call Families; available in Google Docs

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 8:10 PM.

Respectfully Submitted,
A. Allen-Thames