APPROVED

Sankofa Montessori

Minutes

May Academic Committee Meeting

Date and Time
Tuesday May 9, 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)

Committee Members Absent
K. Karacalidis, M. Duffy

Ex Officio Members Present
S. Harvey (remote)

I. Opening Items

A. **Record Attendance**

B. **Call the Meeting to Order**

A. Allen-Thames called a meeting of the Academic Excellence Committee of Sankofa Montessori to order on Tuesday May 9, 2023 at 7:02 PM.

C. Approve Minutes

E. Moore made a motion to approve the minutes from April Academic Committee Meeting on 04-11-23.
A. Allen-Thames seconded the motion.
The committee **VOTED** to approve the motion.

II. SY23-24

A. Committee Meeting

We discussed the meeting dates/times for the upcoming school year starting in July 2023-2024. We agreed to meet on Wednesday, the second week of the month, and time of 7 pm- 8 pm.

III. Executive Director's Corner

A. Updates

1. Fiscal Control:

    - Sarah discussed that EdTech is looking into policies voted on from September to October; plan to make recs in last board meeting in May.

2. Hiring:

    - 3 Primary lead teachers are hired (2 Montessori Certified, GA State Certified); 1 teacher already signed up for Memphis AMI training from June 5- June 30.
    - Two applicants for (Elementary) (Neither Montessori Certified/ both worked in Montessori settings as Assistants).
    - Sarah met with Montessori Training Institute on May 8 for potential candidate pool and contacted a search firm for MACDE ($6000 placement fee).
    - Final Assistant Interviews- Potential of 10 applicants, 7 interviews will take place within the next week
    - Other Staffing- Still looking for Counselor/Social Worker, Nurse. Sarah noted that the Special Ed Director is certified in counseling as well. Discussed Communities in School as a potential resource for social work (Sarah awaiting response).

3. Enrollment:

    - Sarah will submit spreadsheet to SCSC on May 17, 2023; 142 enrolled is due. Currently, we have 109 enrolled.

- Discussed the active campaign to convert 66 applications to enrollment status with the goal of 33 more enrolled by the May 17, 2023.

IV. Closing Items

A. Next Steps

1. Welcome Phone Calls:

    - Reminder for committee members to complete welcome phone calls to enrolled families as soon as possible.

2. Dashboard Planning:

    - Errika discussed her conversation with Hannah at Drew Charter School in regards to dashboard planning. Discussed the possibility of Sankofa joining the collective of charter schools with data planning, best practices, etc. Errika will send Hannah's ppt deck with the information on data model platforms.
    - First resource recommended was the Illuminate ED (Integrates with Infinite Campus, Gmail/Google Docs).
    - Sarah met with Innovate EDU to discuss data management and system which integrates all other existing systems used by various departments within Sankofa. Costs $9000 a year.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,
A. Allen-Thames