

APPROVED



## Sankofa Montessori

### Minutes

#### May Governance Committee Meeting

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**Date and Time**

Thursday May 11, 2023 at 10:30 AM

**Location**

Please go to [zoom.com](https://zoom.com) and join meeting. Meeting ID: 989 9409 5223.

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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.

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**Directors Present**

A. Nash (remote), E. Moore (remote), K. Karacalidis (remote)

**Directors Absent**

*None*

**Ex Officio Members Present**

S. Harvey (remote)

**Non Voting Members Present**

S. Harvey (remote)

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**I. Opening Items**

**A.**

## **Record Attendance**

### **B. Call the Meeting to Order**

K. Karacalidis called a meeting to order on Thursday May 11, 2023 at 10:35 AM.

### **C. Approve Minutes**

E. Moore made a motion to approve the minutes from March Governance Committee Meeting on 03-09-23.

K. Karacalidis seconded the motion.

The team **VOTED** unanimously to approve the motion.

## **II. SY23-24**

### **A. Committee and Full Board Meeting**

Errika-available for comm meeting during day

Adrienne-anytime can work

Beginning July 2023

Governance Committee will meet at 10:30am second Thursday of each month

Propose Wednesday or Thursday for full board meetings; will propose to keep same full board meeting time at May Board meeting

Academic Committee-moving to 2nd Wednesday of the month at 7pm

### **B. Executive Director**

Kim sending contract to Sarah via docusign for her to sign so we can everything in place in July

## **III. Executive Director's Corner**

### **A. Updates**

Goals:

Mirrored goals after things we discussed with Randy, the consultant

**Top priorities for first year**

**Leadership**-30, 60, 90, 120 day benchmarks

**Staff Culture**-create positive staff culture as measured by NPS determined by a number  
Leadership support  
Transparency on decision making  
Staff appreciation  
Reasonable expectations

**Family and community engagement**

Advisory: engagement by ED in addition to manager of family engagement and student support  
Suggestion: adding a virtual connection option to reach as many families as possible  
Suggestion: Change monthly engagement with Sarah to bi-monthly or quarterly: Coffee, Chat & Chew (lunch), dessert. Mix up morning, midday and evening options.  
Can poll families to determine good times. Per Kim, Sarah can contact Alex (DOO consultant)

**Fundraising**

Foundation fundraising raise \$50,000  
Individual fundraising raise \$10,000 from individuals and/or corporations  
A lot of the money raised by Sarah covers year 1 & 2. These amounts are in addition to that.

**Government Relations**

Authorizer relationship: communicate challenges with the commission staff in a timely manner (deadlines for year 1 are giving 2-4 weeks before deadline)  
Local relations-elected officials, school board, school commissioners, other stakeholders, local businesses

Sarah will be outlining who has what duties and delegating duties. This includes communicating that information to the families so that they are aware of who to communicate with.

1st in person orientation in June. Sarah plans to roll out plans at this orientation to create a sense of cohesion and continued leadership. The board also needs to show that we are good with the plan to project confidence in staff and support. (Board will be invited to orientation)

**Fiscal controls**--EdTec is reviewing and making changes with Sarah. Will be available at next meeting

**Enrollment**-May 17 next enrollment deadline need 142. At 110, need 32. Following back up with those who sent applications. Having a session on Saturday at Starbucks and 1st coffee is on us to finish up enrollment process and meet goal for deadline. Sarah reached out to SCSC about possibly not meeting goal. SCSC said they will need to see that we can operate without affecting programming with reduced enrollment.

#### **IV. Closing Items**

##### **A. Next Steps**

##### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:32 AM.

Respectfully Submitted,  
K. Karacalidis