APPROVED

Sankofa Montessori

Minutes

May Governance Committee Meeting

Date and Time
Thursday May 11, 2023 at 10:30 AM

Location
Please go to zoom.com and join meeting. Meeting ID: 989 9409 5223.

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

Committee Members Absent
None

Ex Officio Members Present
S. Harvey (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

K. Karacalidis called a meeting of the Governance Committee of Sankofa Montessori 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 committee **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