

APPROVED



Sankofa Montessori

Minutes

March Governance Committee Meeting

Date and Time

Thursday March 14, 2024 at 10:30 AM

Location

Please go to zoom.com and join meeting.

ID to join: 601 495 1069

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), S. Harvey (remote)

Committee Members Absent

None

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 Mar 14, 2024 at 10:31 AM.

C.

Approve Minutes

E. Moore made a motion to approve the minutes from February Governance Committee Meeting on 02-15-24.

A. Nash seconded the motion.

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

II. Content

A. Executive Director's Updates

Enrollment

Discussed change of enrollment goals for 2024-25

Currently at 88

24-25 supposed to be at 252

by year 5 need to be at 504

Up to enrollment of 252:

- Renovating 2nd floor means we need to take on more debt
- Rent will go up

Had Candace model out financial options:

- If we max out to 180 students and max out 1st floor-puts us in good position financially
- If we renovate 2nd floor with 252 students-difference in revenue is less the \$100,000

Proposes that we max out 1st floor, and hold off on 2nd floor until Year 3

- Gives us more wiggle room financially
- Decreased stress for moving forward with 180 students rather than 252 at this time for leadership team and staff

How many students would we need to have by year 3 to meet state requirement? Would need to add at least 70 more students

Plan was to add 84 students each year, but we were under by 90 students for this year

Have to be at 504 by Year 5

How many kids need to be enrolled by count day to meet 180? 210, planning to over enroll by 5 for each class (taking attrition into account)

What about health code implications? No occupancy limit noted

- State confirmed during visit that existing classroom size for 25-30 kids works
- 2 teachers per class for the morning block, 1 teacher in the afternoon with special education paras floating supporting the special education teachers
- Working on determining how to maximize the space for the proposed plan

Montessori Training

Plan before sending people to training

Step 1 Have scope and sequence done for each grade level for the year

Broken it down into 9 week increments

1st 9 weeks: lesson internalization based on curriculum map during summer PD

will be lead by grade chairs who are Montessori certified (supported

by curriculum person)

will determine if additional coaching needed-can reach out to

Montessori Partnerships of Georgia

What Sarah is working on to finish up scope and sequence for training: Who's owning the training, what materials are needed to support training, the number of hours spent on lesson internalization

Will update us with finalized plan

Hiring

On track with hiring

Spoke to teachers she is asking back

Waiting to get contracts back

Interviewed 2 candidates yesterday

Associate Director of Curriculum and Instruction

Hiring for 2 K teachers

2 lower elementary

offer out for 1 candidate

Able to have candidates teach in a classroom setting this year

Also in conversation with Teach for America

scheduled a meeting time

there is a placement fee

CSP

\$1.25 million-max that we could receive

can only reimburse 90 days back

expenses in June and July, Aug. cannot be reimbursed

can reimburse for expenses back to Nov. 20, 2023~\$45,000

we can submit purchase orders, instead of spending and then submitting for reimbursement going forward

Board needs to vote to accept grant at next full board meeting

III. 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 11:17 AM.

Respectfully Submitted,
K. Karacalidis