APPROVED

Sankofa Montessori

Minutes

Full Board Meeting

Date and Time
Wednesday September 27, 2023 at 6:30 PM

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.

Directors Present
A. Allen-Thames (remote), A. Grant (remote), A. Nash (remote), E. Moore (remote), F. Sheffield (remote), G. Edward (remote), K. Williams (remote)

Directors Absent
K. Karacalidis

Ex Officio Members Present
S. Harvey (remote)

Guests Present
Adrian Jones (remote), Alia Tascoe (remote), Diondra (remote), Gisell Ramos (remote), Guadalupe (remote), Jeremiah Johnson Sr. (remote), Jessica McCrary (remote), Lakia Hickman

(remote), Natondra Powell (remote), Rhushanda Barnes (remote), Roberson (remote), Shaunte' L. (remote), Shayla Bryant (remote), Simone Turner (remote), Wayne Forte (remote), Yolanda Galimore (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

E. Moore called a meeting of the board of directors of Sankofa Montessori to order on Wednesday Sep 27, 2023 at 6:34 PM.

C. Approve Minutes

K. Williams made a motion to approve the minutes from Full Board Meeting on 08-30-23.
A. Grant seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Committee Updates

A. Finance Committee

August 2023-$581,465 received; $272,703 in expenses
$59K in uncategorized expenses-financial provider currently categorizing
Expenses include:

- salaries ($94,000)
- benefits ($18,000)
- professional services ($15,000)
- building services ($21,000)
- supplies ($64,000)

$308, 762 in positive cash flow for August

Ending balance $291, 541

On track to end school year with $232, 848 cash in operating account

Lowest balance (outside of June 2024) will be in October 2024 based on projections-$246, 461

Cash on hand at 28-90 days (September 2023-June 2024)
Cash on hand increases to 90 days in March 2024, but drops to 28 days June 2024
Ideal cash on hand reserve is greater than 48 days.

B. Academic Committee Meeting Update

Staffing updates- need to reduce staff in light of decline in enrollment numbers

Standardized Testing
MEFS test-looks at working memory, cognitive flexibility, and inhibitory control
--schoolwide average 37th percentile; 92/97 were tested
K: Classroom 1-36th percentile, Classroom 2-31st percentile, Classroom 3-39th percentile
1 & 2: Classroom 1-42nd percentile, Classroom 2- 44th percentile, Classroom 3- 33rd percentile
Reading remediation (guides K to read on 1st grade level or lower elementary to grow at least one grade level)--reflects where children are at the time

- 88/96 students tested
- 33/88 on grade level

K: Classroom 1-5/15, Classroom 2-1/17, Classroom 3-4/16
1 & 2: Classroom 1-10/14, Classroom 2-9/16, Classroom 3-4/12

NWEA Map testing (math and reading)-will guage more of where each child currently stands
Sept. 18-22 reading
Sept. 25-29 math
Will have this data at the next board meeting

Suspensions-7 school suspensions(avg of 1 day suspension); most for physical assault, and 1 for sexual misconduct

Process of getting extra support for students--MTSS testing to assess
Approximately 19 students need to be evaluated to determine support needs

School nurse currently at school

Event this Friday (9/29)--Snacks with Sarah; Errika and Andrea will be in attendance as Montessori parents

III. Executive Director's Corner

A. Recruitment and Enrollment

105 currently enrolled

Will be going through MTSS (Multi-tiered systems of support) process to assess needs for supporting students--necessary to refer students for services available to them
Current findings brings us to 33% special education population

- State avg is 11%
- By count day in March we will be at 3x state and Clayton Public Schools avg.
- 14 students enrolled with IEPs-receiving special education services (K: 3; 1: 6, 2: 4)
- 14 students receiving speech therapy
- 3 students receiving occupational therapy
- Population of students diagnosed with autism and few with Down Syndrome
- Students who need behavior support-intervention started (K: 3; 1: 1)

Universal screener is NWEA Map--will be able to identify who needs MTSS academic support

- 13 students in K need MTSS support
- 4 students in 1st grade
- 2 students in 2nd grade
- Based on classroom observation
- Brings total to 19 students who could need special education intervention

How does this impact staffing?

- Condensed classrooms
- Began year with no special para; now have 2 special education paras and added a special education teacher
- Looking to add another special education teacher

Trying to determine how to best support those students who need extra support but have not yet been assessed so they can access instruction

Next Finance meeting the budget will be affected by additional staff members

8 total withdrawals in the last month

1 K and 1 2nd grader enrolled.

Received GEERS grant--used to build playground, fence, and Montessori materials
requested additional year's funding--$12,000 (allows for reimbursement)

FTE reporting due Oct. 4--reporting students; staff; class segments--impacts funds we receive from State and Federal
Will do it again in March

Title I and Title II--due Oct. 1; already submitted for Title 1; Title II on schedule

Met deadline for state monitoring--was due Sept. 18; will receive findings in January

Signage is going up outside the school

Asking that committee meetings be pushed back one week due to Fall Break

B. New Positions and Hiring Status

Hired 2 new special education para and a special education teacher

Will need to hire an additional special education teacher

C. Facilities Update

Working with FRC to get a punch list for outstanding items to be done and scopes of work

State visit on September 5--received high marks on the condition of the building

Received proposal from FRC for Phase 2--renovations of 2nd level before next school year
Also agreed to help us re-finance

Option 1: CSDC (current lender)--would like to get them out now (paying 22% interest), then would need to go through closing; would need to also find architect and contractors for Phase 2; estimated to take until school opening next year; requires a 2nd closing

Option 2: Keep CSDC on board--would go through one re-finance and closing; architect and contractor review would be less intensive; would not need to go through same extensive process through State with bidding process (requires posting 30 days)
May impact school opening next year based on construction timeline and additional closing

Board needs to vote on options--vote before next Wednesday
Want to be able to give CSDC an update as soon as possible about what our plans are
Fawn's opinion is to go for Option 2 and keep CSDC and do one closing

- Allows us to choose architect and contractor (going through State impacts timing)
- Also looking at Phase 3 & 4 which includes demolition of sanctuary and rebuilding and this will set up Sankofa well for facilities in future
- Cost $5500/month for FRC, then they will get 1% of loan when we close (acting as broker)

Tabling any vote tonight to give the Board time to review options--will need to have a meeting before the October Board meeting (prior to next Facilities meeting)

Fawn will send option documents for review

Public comments:

Jeremiah Johnson--daughter in kindergarten; thinks Sankofa doing a wonderful job; keep up the good work

D. Support

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 7:29 PM.

Respectfully Submitted,
E. Moore
K. Williams made a motion to Adjourn.
A. Grant seconded the motion.
The board **VOTED** unanimously to approve the motion.