APPROVED

Sankofa Montessori

Minutes

Full Board Meeting

Date and Time
Wednesday April 24, 2024 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
Krista Harrell (remote), Rhushanda Barnes (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 Apr 24, 2024 at 6:49 PM.

C. Approve Previous Meeting Minutes

K. Williams made a motion to approve the minutes from Full Board Meeting on 03-27-24.
A. Nash seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Staff Introduction

A. New Hire

Krista Harrell-Associate Director of Curriculum and Instruction introduced herself to the team
Currently in Arkansas and moving to Atlanta
Worked for Arkansas Dept of Education
Varied experience in the K-12 space
Excited to join the team and looking forward to adding value and learning from the team

III. Committee Meeting Updates

A. Academic Committee

Met April 10

Discussed enrollment (numbers as of April 10)
192 accepted applications, goal is 210
School starting a waitlist
84/88 students returning
120 incomplete applications--engaging with recruitment to follow up

Personnel updates
Special Ed Teachers doing well
Adding 1 additional primary and 1 additional lower elementary teacher for next year
Lower elementary teacher hired, still vetting candidates for primary
Krista Harrell hired as Associate Director of Curriculum and Instruction

Suspensions/expulsions
0 expulsions
Suspensions-Total 5 OSS, 4 ISS
K-3 OSS, 2 ISS
1st-2 OSS, 2 ISS
2nd-0 OSS, 0 ISS

Spring MAP testing
Teachers prepping for testing
Math: 37% proficient(Fall); 43% (Winter)
Reading: 36% proficient (Fall); 42% (Winter)
School goals 60% for both

Nate report card-national report card that shows trends for reading and math
Shows downturn in reading since the pandemic; could be a factor for our students

Parents expressed high interest in PTA
Parents expressed interest in sports and extra curricular activities
Looking into non-profits that might be able to provide this service little to no cost

B. Finance Committee

Received $72,573 of funds
Expenses=$189,751
Salaries=$78,737
Benefits= $18,424
Professional services=$24,644
Building services= $40,277
Administrative services=$10,880
Supplies=$4,811
Uncategorized expenses=$11,979

There was **-$117,179** of negative cash flow for March 2024. The ending balance of the operating account was $365,333.

Based on Edtec's projections, we are projected to end June 2024 with $240,265 of cash in the operating account. This is an increase of $97,816 from February's projections. Based on the current projection, the cash balance or the Months of April, May, and June will be $405,579, $356,088, and $240,265, respectively. Cash on hand for March 2024 was 51 days but is projected to drop to 33 days in June 2024.

We are projected to have a positive cash balance through June.

1st Public Hearing

Spending is below what we budgeted
Some of that is based on the lower enrollment
School Venture grant arriving in FY24 instead of FY25
CSP grant is $1.25 million
will only be able draw down $75,000 for this fiscal year
future draw downs will be in the areas of curriculum, furniture and equipment
SCSC dashboard
In good standing to meet financial standards
Projecting 90 points on the dashboard (short on cash on hand standard)

C. Facilities Task Force

Currently on hold for 2nd level
Pushed renovations to Year 3

Waiting to hear from Architect on finalizing the plans to be ready for Year 3

D. Governance Committee Meeting

Org Structure
Not changing much; trying to refine structures that have been put in place
Essentially doing Year 1 again

Sarah open to ideas for Teacher Appreciation Week May 6-10

IV. Executive Director's Corner

A. Updates

Current enrollment numbers (updated from April 10 Academic Comm. meeting)
236 enrolled-have started a waitlist for each grade
Continued recruiting--will feel comfortable at 256 to build in attrition (built in 50% attrition for returning families)

Hiring
All leadership staff returning
All leads returning
Music teacher coming back
Posting for
part-time art teacher

Sped teacher
sped paras

Goal is to have offer letters out and/or hired by the next board meeting

Nurse resigned on Monday-based on pay and she was showing up 30 minutes late consistently
We get the nursing supplement from GADOE
Learned that we might not need a nurse on staff
Initially had a nurse because there was a student with seizures (that student is now homebound)
Not going to hire a new nurse for the next 5 weeks
Thinking about hiring an assistant director of operations

Errika: Are you not planning on having a nurse on staff for next year given the uptick in enrollment?
Sarah: Yes, but currently in the process of polling current and incoming parents about health needs of kids to assess the ability of current staff (who have 1st aid training) to be able to

Errika: Can we keep that line item in the budget just in case?
Sarah: Need to check whether we can add to the contractor line item to cover that cost. Currently we cannot pay what a full-time nurse would want. Paying salary and into TRS

June 17-28 School is shut down
Year round employees have a 2 week break

V. Closing Items

A. Reminders

Planning for Board retreat-need to prepare to meet again to review Year 1 and plan for Year 2
Kim will send out possible dates/plans
Go ahead and send Kim any dates that you are unavailable during the summer-early fall

Remember to complete online training to fulfill 12 hours each board member needs to do before April 30
Review email sent by Naquita Smith re: requirements for completion

Board members don't forget to make your yearly contribution by end of school year-want to reflect 100% board engagement (June 30)

We have a new website-go check it out!

B. Adjourn Meeting

K. Williams made a motion to Adjourn April 24, 2024 Board meeting.
F. Sheffield seconded the motion.
The board **VOTED** unanimously to approve the motion.
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,
E. Moore