DRAFT

Sankofa Montessori

Minutes

Full Board Meeting

Date and Time
Wednesday June 26, 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), K. Karacalidis (remote), K. Williams (remote)

Directors Absent
G. Edward

Ex Officio Members Present
S. Harvey

I. Opening Items

A. Record Attendance

B.

Call the Meeting to Order

K. Karacalidis called a meeting of the board of directors of Sankofa Montessori to order on Wednesday Jun 26, 2024 at 6:32 PM.

C. Approve Minutes

E. Moore made a motion to approve the minutes from Full Board Meeting on 05-29-24.
F. Sheffield seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Academic Excellence

A. Committee Meeting Highlights

Met 6/12/24

Enrollment
currently at 218 for SY 24-25
needed 180
1st-30
2nd-30
K-90

Campaign to work on efforts to confirm attendance for new school year
Calls and texts to follow up and confirm

Suspensions-down from last month
1 OSS for lower elementary
1 OSS in K
1 ISS in K

Hiring
6 lead teachers hired
1 lead left to hire for K
1 SPED teacher hired; 1 more needed
TAs-partnered with Hands on America
4 of the 5 hired

Standardized testing
Uptick in scores, but have not met overall goal in reading comprehension or math

Leadership Retreat highlights-occurred in early June
Discussion on bridging gap between Montessori and GA standards
Summer professional development-focusing on integrating GA standards

School utilizing science and reading course

Sankofa Summer School Social held in May

Sankofa Back to School Orientation-July 19
Fawn: Forest Park City Manager Ricky Clark invited to Sankofa event 7/19/24. Sent email to Sarah

1st Day of School-July 29

Special Education numbers
30 confirmed students with IEPs-17% of student body
Could go up once school starts

Also keeping an eye on the number of gifted/talented students

Will review progress of new curriculum and schedule at future meetings

III. Finance

A. Committee Meeting Highlights

May 2024 Financial Overview

- Funds Received: $99,133
- Expenses: $156,303
  - Salaries: $73,501
  - Benefits: $19,475
  - Professional Services: $33,152
  - Building Services: $2,571
  - Administrative Services: $10,428
  - Supplies: $11,522
  - Uncategorized Expenses: $1,989
- Negative Cash Flow: **-$57,170**
- Ending Balance of Operating Account: $300,846

Future Projections

- Projected Ending Cash Balances:
  - **May 2024:** $300,846
  - **June 2024:** $240,688 **(-$38,406 decrease from the last projection)**

- Cash on Hand: 42 days in March 2024, expected to decrease to 34 days by June 2024

We are projected to have a positive cash balance and meet performance standards through June 2024.

Contract update
Discussed status of EdTec contract and next steps for 24-25 school year

IV. Facility Task Force

A. Highlights and Updates

Will begin work on 2nd level next summer

Continuing with architectural and construction documents to move forward-almost complete
- Fawn following with notes and feedback to finalize
- 2nd floor will essentially look like the 1st floor
- Will be able to get permits sooner and get construction done

Invited architect team to Board retreat, but no confirmation yet

Payment issue but working to rectify with Rebecca and her team
- Has reached out multiple times, about 3 months with no payment so will follow up

Planter blocking part of drive will be taken care of before new year begins

V. Governance

A. Committee Meeting Highlights

Working on confirming meeting dates and times for committees before school year begins

Governance and Finance meetings will remain the same
- Governance-2nd Thursday at 10:30am
- Finance-3rd Wednesday at 6:30pm

Keeping full board at the same date and time-last Wednesday each month at 6:30-8:30pm
- gives Sarah the opportunity to bring what we discuss to her leadership team meetings

Academic-same day and time, 2nd Wednesday

VI. CEO Support And Eval

A. Academic Support Needed

Academic plan in place-Sarah will share with us tomorrow by email
Keeping 1 & 2 combined
Pulling 3rd out-3rd is testing year to concentrate on some of the core concepts

Need an additional curriculum for math and ELA in addition to Montessori curriculum-seeing some gaps based on testing so looking into this to address those gaps

Any adjustments to the budget to support changes? Already in the budget under curriculum. Costs of new curriculum materials should be covered
Have not looked into staffing for special needs if that needs to be adjusted based on what we will get vs. what has been projected
Sarah will have clearer idea at August Finance meeting (school starts July 29)

Any support needed from Board? Nothing at the moment. Will present an overview at Board retreat

B. LKES

For Sarah, Kim, and Errika to discuss further

C. Coaching

Expanding coaching to entire leadership team

Had multiple coaches
Hearing all the insights from others was overwhelming so she began to bucket items with each person

VII. 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 7:13 PM.

Respectfully Submitted,
K. Karacalidis