

APPROVED



# Sankofa Montessori

## Minutes

### Full Board Meeting

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#### Date and Time

Wednesday January 29, 2025 at 6:30 PM

#### Location

Meeting ID: 601 495 1069

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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.

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#### 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 (remote)

#### Non Voting Members Present

S. Harvey (remote)

#### Guests Present

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Jheanette Range (remote), LaDonya Buchanan (remote), Rhushanda Barnes (remote)

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## 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 Jan 29, 2025 at 6:34 PM.

### C. Approve Minutes

E. Moore made a motion to approve the minutes from Full Board Meeting on 12-18-24.

K. Williams seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

A. Nash	Aye
K. Karacalidis	Aye
A. Allen-Thames	Abstain
E. Moore	Aye
G. Edward	Absent
F. Sheffield	Aye
K. Williams	Aye
A. Grant	Aye

## II. Academic Excellence

### A. Committee Highlights

#### Enrollment

Maxed out in 1st and 2nd grades

Working to increase enrollment for 3rd grade

#### Attendance

Slight decrease of 2-3% from last month

Still averaging 90%

#### Personnel updates

Hiring for a CNA contractor and a lead teacher

1 lead teacher may transition due to the commute (moved)

Hiring a self-contained teaching assistant

Hiring for art/science teacher

Decrease in staff absences

### **Suspensions**

OSS- 2 in K; 0-1st; 3-2nd; 2-3rd

No expulsions

### **Standardized testing**

MAP data math & reading: still not mastering at grade level for math and reading

Team began intervention class for math to help students improve

Growth overall in the classes

### **PTO**

Going well

School utilizing PTO for schoolwide events

### **Recruitment**

22 applications completed

Goal is 160+ enrolled

Targeted advertising to help with recruitment

New video released

Inviting prospective families to events

**Federal monitoring**-takes place in March and school prepping for that

### **Special Education**

24 kids with IEP-decreased by 3 due to withdrawals

ESOL services in place-4 students receiving services

21 students receiving speech services

Gifted teacher hired (began in November)-7 students now receiving services

Discussed grants Sankofa is applying for

### **External partnerships**

Hands Heart and Soul

Swim School-some students graduated from the program

## **III. Finance**

### **A. Committee Meeting Highlights**

Below is a summary of our financials for December 2024.

#### **Financial Overview**

- Funds Received: \$242,576
- Expenses: \$230,484

- o Salaries: \$88,266
- o Benefits: \$23,228
- o Professional Services: \$47,974
- o Building Services: \$47,476
- o Administrative Services: \$10,360
- o Supplies: \$3,167
  - Positive Cash Flow: \$12,092
  - Ending Balance of Operating Account: \$606,074

### **Future Projections**

- YTD Revenue is \$590,346 lower than budget
- YTD expenses is \$255,160 lower than budget
- December 2024 YTD reforecast estimates Net Income of -\$213,514 (-\$335,186) below the approved budget)
- Projected Ending Cash Balances:
- o **June 2025:** \$201,401
- Cash on Hand: 76 days as of December 2024, projected to range between 103 and 25 days through June 2025.

**We are projected to have a positive cash balance and meet performance standards through June 2025.**

Charter School Growth Fund is giving Sankofa a \$100,000 grant towards facilities  
State subsidy not approved for charter schools so this grant helps to cover that shortfall

## **IV. Facility Task Force**

### **A. Highlights and Updates**

#### **Timeline of FRC request to share property**

November-Facilities call, FRC asked if we would be open to having a conversation about Wright Community School (WCS) co-locating on our campus. We are one of many possibilities

Up in the air as to whether feasible

Sankofa kept checking in with FRC about the possibility, but FRC response is still in the air, no details

#### *December*

Sankofa continues to check in; still in the air, no details

#### *January*

January 8: Rebecca of CSDC emails asking if she can come by school to get an idea of phase II and the potential project of WCS

Jan 13: Rebecca to talk about phase II and share that CSDC would be interested in making this deal. Learned that Sankofa is one of 2 options.

Jan 14 : Sarah asked Fawn to reach out to Board

Jan 15: Meeting takes place with Board; Sarah shares with leadership team

Jan 17: Sarah meets with PTO leadership and staff to share co-locating possibility

Jan 17: Legal counsel reaches out to Sarah as WCS had reached out to them and realized there was a conflict of interest so they could not represent WCS

Jan 22: Sarah and Fawn meet with legal counsel to ask more questions and get additional information and possible scenarios

Jan 28: Sarah, Fawn, and Kim meet with legal counsel for them to share more information

Jan 29: FRC shared possible numbers

### *What we know*

- Lease signed with CSDC has Sankofa paying on the purchase price of the entire site and renovations
- CSDC does not have the ability under the lease to give any other entity rights to the property without Sankofa amending our lease
- Legal team can help Sankofa flesh out the risks of engaging in deal
- Daycare has the option of extending its lease after December 2025 for up to 3 years provided they give notice by November 1
- Sankofa will have to takeover payment of the renovations in 2 years after WCS leaves
- WCS will need to let SCSC know by January 31 if they are entering a deal with CSDC for possible co-location option
- Would be a sub-lease situation
- Overall Sankofa families see this deal as positive provided some details are solidified (i.e. pickup/dropoff)
- Staff overall see co-locating as a positive for the school and giving Sankofa greater impact in charter community

Legal has made several suggestions that would be beneficial to Sankofa such as apportioning rent based on percentage of occupancy and making WCS responsible for maintenance on the portion of the property they occupy and use

Question: How does co-location impact design plans Sankofa has in place for the future?

Response: WCS plans have to be approved by Sankofa and work within the specifications Sankofa plans

Question: If deal moves forward, will WCS construction take place over the summer at the same time Sankofa is renovating? If so, would this have an impact on the timeline for opening on site in the new school year?

Response: Yes, renovations would take place at the same time for both schools. Part of the discussions with the legal team will involve discussions about timelines and making sure that this does not impact the new school year and students returning to campus.

### **Additional updates**

Permit for level 2 approved

A. Nash made a motion to authorize negotiations with Wright Community School and CSDC on an amended master lease and possible co-location.

A. Allen-Thames seconded the motion.

The board **VOTED** to approve the motion.

### **Roll Call**

K. Williams Aye

A. Allen-Thames Aye

K. Karacalidis Aye

F. Sheffield Aye

A. Grant Aye

G. Edward Absent

E. Moore Abstain

A. Nash Aye

## **V. Governance**

### **A. Policy Updates**

#### **Salary scale adjustment proposal**

Currently in hiring/offer season

Reviewed salary scales for neighboring districts to align our salaries remain competitive. In reviewing financial picture with our CFO it was determined that a 12% increase across the board makes sense.

A 12% salary scale increase keeps us in line with Clayton County where we sit.

E. Moore made a motion to Approve salary scale increase by 12%.

A. Nash seconded the motion.

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

## **VI. Public Comment**

### **A. Community Talk**

LaDonya Buchanan-discussion in last PTO meeting about creating community and parents creating community in current climate. How can the PTO support the Board and Sankofa in creating community?

Question taken under advisement for Board and school leadership to consider

Robbie Phillips: Will the 2nd floor renovations be ready for next school year?

Fawn: Right now the plan for the 2nd floor is on track. The permit has been approved.  
Also walls installed between classrooms over the Christmas break.

## **VII. Reminders**

### **A. Trainings**

Reminder to sign up for Board training sessions.

## **VIII. 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 7:47 PM.

Respectfully Submitted,  
K. Karacalidis