APPROVED

Sankofa Montessori

Minutes

Full Board Meeting

Date and Time
Wednesday January 29, 2025 at 6:30 PM

Location
Meeting ID: 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 (remote)

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

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. Williams	Aye
K. Karacalidis	Aye
E. Moore	Aye
A. Allen-Thames	Abstain
G. Edward	Absent
F. Sheffield	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
  - Salaries: $88,266
  - Benefits: $23,228
  - Professional Services: $47,974
  - Building Services: $47,476

- Administrative Services: $10,360
- 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:

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