APPROVED

Sankofa Montessori

Minutes

Full Board Meeting

Date and Time
Wednesday March 26, 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
LaDonya Buchanan (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 Mar 26, 2025 at 6:37 PM.

C. Approve Minutes

A. Grant made a motion to approve the minutes from Full Board Meeting on 02-26-25.
A. Nash seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Academic Excellence

A. Committee Highlights

Enrollment
K-46
1-36
2-25
3-18
Re-enrollment deadline is March 31
Total applications submitted=83
Total outstanding applications=102

Attendance-overall steady
K-88.5% (down 2% from last month)
1st-94.7
2nd-93.6
3rd-90.5

Hiring
For 4th grade teacher
Looking for Montessori Coach
All staff invited to return are returning
May need additional K and 1st grade teacher-TBD by enrollment

Suspensions
1-OSS

Testing
3rd graders preparing for Milestones in April and May

PTO continues to support with schoolwide events and recruitment
Takeoff celebration in February
Black Wall Street during Black History Month
Upcoming field trips

Curriculum
Making some changes/modifications
Wonders curriculum/science-will be discussed in more detail during April Academic meeting

Special Education
Down 3% from last month
504 plan-7 students (most in 1st grade)
ESOL-4 students (2 pending)
New Special Ed teacher starting next week (classroom families have been informed)
Speech services-26 students (up by 5)
Occupational therapy-15 students (up by 3)
Gifted-7 students

III. Finance

A. Committee Meeting Highlights

Below is a summary of our financials for February 2025.

Financial Overview

- Funds Received: $269,832
- Expenses: $261,541
  - Salaries: $93,574
  - Benefits: $26,260
  - Professional Services: $28,588
  - Building Services: $47,476
  - Administrative Services: $10,109
  - Legal Fees: $22,164
  - Supplies: $2,038
- Positive Cash Flow: $8,291
- Ending Balance of Operating Account: $783,051

Future Projections

- YTD Revenue is $517,127 lower than budget
- YTD expenses is $269,275 lower than budget

- Projected Ending Cash Balances:

- **June 2025:** $248,650

· Cash on Hand: 95 days as of February 2025, projected to range between 84 and 30 days through June 2025.

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

Budget for SY 25-26 needs to be approved and sent to SCSC by June 1. Sarah Harvey presented draft budget along with Candace Ramsey.
Board asked questions about the impact of facilities on the budget and specifically around how enrollment will impact it. Board went through specific line items (teacher appreciation, student uniforms, special education services) to see where there could be cost saving measures.

IV. Facility Task Force

A. Highlights and Updates

$1.5 million needed to renovate 2nd floor
Back and forth negotiations with CSDC to determine whether funding available
They are comfortable going up to $800K
Contractor unable to do what's needed for that amount
Trying to determine if enrollment needs to be capped for now due to lack of space
Discussed what those changes look like with CFO
Discussed possibility of knocking down gym instead to accommodate growth
Putting modular in the spot-$200K; 12k/month rent; has to be leased for 2 years
This is an alternative to renovating 2nd floor to put Sankofa on better financial footing to get funding for 2nd floor later
Based on enrollment numbers we are over-enrolled if additional space is not added
Current families have to re-enroll by March 31 otherwise go on waitlist

What happens if we are unable to grow based on facilities/effect on charter? Sarah learned there is a school that recently received a conditional renewal based on lack of growth due to facilities limitation. Sarah needs to see where enrollment is after the year begins then have a discussion with SCSC to determine next steps.

WCS update
They have not reached out
No updates at this time
No plans submitted

V. Governance

A. Board Members

Board member terms are 3 years
We are coming to the end of our terms
Adrienne will send out a survey to the Board to learn everyone's intentions for the new Board term
Want to remain on the Board
If an officer, do you want to keep your position
Survey needs to be completed before the next Governance committee meeting on April 10
Are you interested in an officer position
Also send potential candidate for Board membership to Kim or Sarah
It's important that we begin the vetting process as soon as possible so that new Board members can begin with the new school year

VI. Public Comment

A. Community Talk

Public invited to present their ideas and or questions on the draft budget.
No public comments

VII. Reminders

A. Trainings

Reminder that all Board members need to obtain governance training by June 30 to be in compliance

If you have received your certificates of training, send to Errika (keeping a master folder)

Looking to other resources for training (ex. coming to a Board meeting) to make sure we can get everything covered

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 7:10 PM.

Respectfully Submitted,
E. Moore