APPROVED

# Sankofa Montessori

# Minutes

## Governance Committee Meeting

**Date and Time**
Thursday November 14, 2024 at 10:30 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.

**Committee Members Present**
A. Nash (remote), E. Moore (remote), K. Karacalidis (remote)

**Committee Members Absent**
*None*

**Ex Officio Members Present**
S. Harvey (remote)

**Guests Present**
LaDonya Buchanan (remote), Michelle Barnard (remote)

### I. Opening Items

#### A. Record Attendance

## B. Call the Meeting to Order

K. Karacalidis called a meeting of the Governance Committee of Sankofa Montessori to order on Thursday Nov 14, 2024 at 10:32 AM.

## C. Approve Minutes

A. Nash made a motion to approve the minutes from Governance Committee Meeting on 10-24-24.
K. Karacalidis seconded the motion.
The committee **VOTED** unanimously to approve the motion.

## D. Executive Director's Corner

**Schoolwide Goals**
Attendance goal-less than 2% of students will be chronically absent
Reading-85% of students will show growth
NWEA-average growth percentile of 60% from where students started to end of the year
3rd grade-85% of students will outperform their zoned districts on Milestones
Social/Emotional goal-improve ability to engage in positive supportive parent interactions by 20%

**Staffing Updates**
24 Flight Crew Members
- 9 leads
-6 co-guides
-4 support staff
- 5 flight control (leadership team)

Contractors-recruitment contractor; paternity leave coverage discipline associate (paying higher due to going through agency); 1 on 1 sped para; gifted teacher (still seeking)

Transitions/additions
-Art teacher transitioned off team to go to grad school; hiring for new teacher
-New K teacher hired-Ms. Tolliver
-Hiring for contracted ESL teacher-find candidate through agency but not confirmed
-DOO position posted; yet to find qualified candidate; temporarily delegated duties to Coordinator of Operations (getting stipend to take on specific duties; hiring contractor to take on FTE, CPI, and another reporting bucket; looking to hire qualified DOO candidate for SY 25-26
-Adding on CNA due to student need

Gifted/ESL hires will be certified
Status of staff with shifting of duties? Based on feedback, staff morale is good; leadership team has been conducting one on one check-ins

Strategic about building in staff culture including activities and monthly recognitions
Who is taking care of leadership team? Sarah is working with leadership team, including weekly one on ones; Sarah has the Board and also has an executive coach, RedefinED, and other superintendents
Financial impact of changes-big impact based on student composition after 1st FTE and what students needs; will be discussing in depth at next Finance meeting

**Organization Structure**
Leadership structure remains the same for SY 25-26
Adding Montessori coach in house/asst. principal to support Dir. of Curriculum and Instruction
Adding another specials class-will need 2 teachers there
Succession planning-how to use current org structure to support succession planning and groom next leaders for Sankofa

**Calendar Overview**
Aligned calendar with calendars released by neighboring districts; Clayton has not released
Will make sure that families understand how calendar structured
Start July 30; Last day May 28
Moved curriculum night to earlier in August
Moved Back to School bash to a Saturday
Moved Love Day school dance to a Saturday
Fall Festival moved to a Saturday
Parent-teacher conferences changed to an all-day event for ease of parents and teachers
Added Doughnuts with Dad or male figure; Muffins with Mom or mother figure; Grandparents Day; Career Day; Kindness Month

**Discussion of start/end time for staff**
Keep things as is or change
Question of retention based on some feedback from teachers who left to go to districts closer to their homes
How does changing the start/end time impact families and drop-off/pick-ups?

**Adding 4th grade next year and after-school activities**
Speaking to companies to contract out those activities
For after school activities, someone in the org structure needs to be the point of contact for that and be able to communicate with families/answer questions when necessary

**Upcoming next month**
Community Handbook-will have changes for Board to review at next meeting
Staff Holiday Party

Double good fundraiser-raised $10,500

## II. 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 11:26 AM.

Respectfully Submitted,
K. Karacalidis