APPROVED

Sankofa Montessori

Minutes

Governance Committee Meeting

Date and Time
Thursday January 8, 2026 at 9:30 AM

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)

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 Jan 8, 2026 at 9:33 AM.

C. Previous Meeting Minutes

A. Nash made a motion to approve the minutes from Governance Committee Meeting on 11-20-25.
E. Moore seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

A. Nash	Aye
E. Moore	Abstain
K. Karacalidis	Aye

II. Governance Task

A. Upcoming Policy Review/Creation

Employee Handbook

- Want to clarify standards of adult to adult interaction (how core values show up and how staff is evaluated)
- Core Values in Action will be updated to reflect alignment with TKES/LKES
- Days off policy discussion-Sarah suggests not changing for this school year (current policy accrue 1.5 days/month)
- Less than 50 employees so FMLA not available; looking at how current method of accrual relates to this and also preventing abuse of system
- Considering adjustment to how time is accrued, but questions related to pros/cons of changing system, effect on staff, and implementation
- Kim asked Errika to check into Drew's system for comparison

B. Charter Task

Open Meeting compliance-currently on task, but Kim going to check to make sure we remain in compliance

Errika and Kim still need access to LKES to begin ED evaluation process

Board recruitment check-in: Need to check in with new members to make sure committee assignments align with preferences and fit with knowledge/expertise

SCSC Monitoring report
Sarah will notify Board if there is support she needs from the Board to complete tasks for report
Needs meeting minutes published (Adrienne and Kim will review after meeting to get minutes status updated)

Board training
Errika sending out reminder to Board members about signing up for training in February
Will also check into alternative forms of training so we are in compliance

C. Executive Directors Employment Agreement

Employment agreement for ED needs to be reviewed before February meeting

- need to discuss the next 2 years of the contract in particular
- be ready to discuss and ask questions
- current contract set to expire June 30, 2026
- will also need to have discussion around health insurance section of contract (Candace willing to discuss with us any financial implications of changes)

Also need to discuss succession planning for Sankofa

III. Executive Director's Corner

A. Updates

No significant updates regarding staff

IV. 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 10:22 AM.

Respectfully Submitted,
K. Karacalidis