APPROVED

# Sankofa Montessori

# Minutes

## Full Board Meeting

**Date and Time**
Monday August 25, 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. Nash (remote), E. Moore (remote), G. Edward (remote), K. Karacalidis (remote)

**Directors Absent**
F. Sheffield

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

**Guests Present**
Alexis Stokes (remote), LaDonya Buchanan (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 Monday Aug 25, 2025 at 6:34 PM.

## II. Academic

### A. Highlights

Met 8/13/25

Enrollment status
48-K
1/2-55
3-4-26
Carribbean-7
2 withdrawal
Goal: 160 enrolled

Attendance-not available at committee meeting due to school year beginning

Standardized testing discussed
Ways to improve developing students to proficient
Will get more updates as school year progresses

Orientation took place and went well kicking off the new year.

Upcoming community events discussed.

Curriculum discussed-adding some additional curriculum to augment current offerings

Discussed school year goal for 25-26--brought to the committee from leadership

### B. Next Steps

Enrollment and recruitment support needed
Leadership has increased ad spending
Attending more events to encourage increase in enrollment numbers
Need 20 additional students to bring us to where we need to be
Over-enrolled in K, still need more students in 3/4

## III. Finance

### A. July Financial Report

Financial Overview
• Funds Received: $271,110
• Expenses: $325,482
• Salaries: $102,529
• Benefits: $28,376
• Technology & Furniture Purchases: $67,831
• Professional Services: $13,089
• Facilities: $73,460
• Supplies: $4,564
• Negative Cash Flow: ($54,373)
• Ending Balance of Operating Account: $312,845

Future Projections
• YTD Revenue is $687,414 lower than budget due to lower enrollment and QBE funding
• YTD expenses are $326,650 lower than budget reflecting staffing cuts to support lower enrollment
• Projected Ending Cash Balances:
o June 2026: $351,302
• Cash on Hand: Projected to hover between 34 and 65 through June 2026.

## IV. Governance

### A. Board Members

Kim and Sarah with 3 potential candidates for Board membership.

Next step would be for the candidates to meet the rest of the Board.

Full Board meetings will be the last Wednesday of each month

### B. SY25-26

Savings Account Discussion
QBE funds expected-want to set aside to keep spending in check
Amount based on 200 enrollment rather than 160, expected to have downward adjustment based on 160 enrollment
Goal is to be prepared for true up

E. Moore made a motion to approve to open a savings account.
A. Nash seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Moore made a motion to approve additions to the Code of Conduct regarding the consequences matrix for Kindergarteners.
A. Allen-Thames seconded the motion.
The board **VOTED** unanimously to approve the motion.

## V. Public Comment

### A. Community Talk

No public comments

## VI. 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 7:22 PM.

Respectfully Submitted,
K. Karacalidis