APPROVED

Sankofa Montessori

Minutes

Full Board Meeting

Date and Time
Wednesday May 27, 2026 at 6:30 PM

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. Chambers (remote), A. Daniel (remote), A. Nash, E. Moore (remote), F. Sheffield (remote), K. Karacalidis (remote), M. Davis (remote)

Directors Absent
A. Allen-Thames

Ex Officio Members Present
S. Harvey (remote)

Non Voting Members Present
S. Harvey (remote)

Guests Present
Jasmine (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 May 27, 2026 at 6:30 PM.

C. Previous Meeting Minutes

E. Moore made a motion to approve the minutes from Full Board Meeting on 04-29-26.
M. Davis seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Academic

A. Highlights

Enrollment

- 119 students currently enrolled
- 154 applications for the upcoming school year

Discussed personnel needs and staffing updates (pending hires for special education teachers and contractors)

Concerns about funding and tracking special education student data addressed

Enrollment Strategy and Updates

- 109 current applications
- 149 total registrations (101 re-registrations and 48 new registrations)
- Potential to reach 172 total registrations if incomplete submissions are completed
- Discussed recruitment strategy, including work by student recruitment contractor, Destiny (focused on following up on leads and attending local events, particularly in Clayton County)
- Target enrollment 165 students with safe capacity of 190 students
- Additional strategies like stronger social media presence and board member phone calls

B. Next Steps

Student Enrollment Strategy Planning

- Strategies discussed to increase enrollment to reach goal of 200-250 students (Kim asked board members to brainstorm additional approaches and Alexandra for sharing with Jasmine and Sarah)
- Jasmine requested updated contact information by Friday
- Sarah reported on current enrollment efforts including radio ads and recruitment events (mentioned success at Tapestry event)
- Requested board members make personal calls to families on the updated list to help with retention
- Academic Committee meeting to review end-of-year data rescheduled to week of July 9th due to scheduling conflicts

III. Finance Committee Update

A. April Financial Report

April Financial Report

- Nominal operating loss of $6000 with $231,000 in revenue against $238,000 in expenses
- Healthy cash position with $542,000 in reserves (65 days of operations)
- Discussing upcoming facilities investments, including implementing emergency alert system by July 1, 2026

Financial Planning and Project Updates

- Plans to develop long-term fundraising strategy to supplement school-level efforts and provide financial cushion
- Regulatory compliance over $5000 (requires signature)
- Reconfiguration project estimated at $12,000 for additional dividing walls

IV. Governance

A. Facilities Task Force

- Updates on contractor visits for partition installation
- Contractor scheduled to assess outdoor gym and classroom space on Friday
- WCS conducting a site visit for potential future collaboration in 2027-28 school year
- Fawn will provide update on WCS partnership once more information is available
- Sarah will follow up with Tiana about WCS site visit feedback and loop in Fawn

B. Policy Approvals/Upcoming Reviews/Discussions/

School Calendar

- Proposal to update school calendar for the 26-27 school year, aligning with local districts by ending at the same time while maintaining required 180 days of student attendance
- Sarah explained changes include shortening February break by one day, fall break shortened by one day, and removing certain holiday return days
- Also includes eliminating parent-teacher conference days where no students are present

Board Member Training Requirement Update

- Kim clarified that the information about tenured and new board members sent to Sarah was incorrect and needed to be updated
- Tenured members to complete 6 hours of training; new members to complete 12 hours, including self-directed online coursework due by June 30th
- Kim will reach out to board members for check-ins regarding their return and potential role changes, including need to fill some positions and potentially reassign responsibilities

Board Restructuring and Leadership Model

- Errika announced her decision to resign from the board due to her new role requiring constant travel, making it difficult to maintain consistent board engagement
- Discussed restructuring leadership positions into a split superintendent and head of schools model
- Superintendent would handle compliance, DOE work, and facilities
- Head of Schools focuses on academics, culture, and family engagement
- Proposed structure would have part-time (20 hours/week) superintendent position at $65,000 and full-time head of schools role at $110,000
- Concerns raised about reporting structure and sustainability of part-time superintendent model
- Kim following up with legal counsel to address questions about naming conventions, reporting structure, and contract details before moving forward with finalizing proposal

F. Sheffield made a motion to approve updated school calendar for school year 26-27.
M. Davis seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Public Comment

A. Community Talk

No public comment

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 8:30 PM.

Respectfully Submitted,
K. Karacalidis