



High Desert Montessori Charter School

101 Fantastic Drive. Reno, Nevada 89512 - 775-624-2800

NOTICE OF PUBLIC MEETING

Board of Directors Meeting
5/30/2023 @ 5:00 pm via Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/87453552162?pwd=UmdkT21jYjhPRTBlcHhoeExPT0pSQ09>

Meeting ID: 874 5355 2162

Passcode: 142665

+1 669 900 6833 US (Zoom Phone Number)

High Desert Montessori School's Board of Directors will conduct their public meeting either in-person, virtually, or by phone. All Directors shall attend the meeting in person or remotely. Public members wishing to attend the virtual meeting may do so by using the virtual link or phone information as directed below. Unless otherwise restricted, as noted, the Board may take action on any item. Unless otherwise stated, items may be taken out of order at the discretion of the chairperson. Items may be combined for consideration by the Board. Items may be pulled or removed from the agenda at any time. Reasonable efforts will be made to assist and accommodate physically disabled persons desiring to attend the meeting. Please contact the school at 775-624-2800 in advance so arrangements may be conveniently made. Supporting materials will be posted on our website, <https://www.hdmsreno.com/board-information/> no later than 10:00 AM on the day of the board meeting.

The Board of Directors will receive public comment virtually, in person, or via email, at publiccomment@hdmsreno.com. All public comments received before and during the meeting will be provided to the Board of Directors. Such comments shall not be read aloud at the meeting but will be recorded in the public record and in the minutes. In-person public comment will be limited to 3 minutes. No action can be taken on any comments, but public input is welcome.

AGENDA

1. Call to Order and Roll Call (FOR POSSIBLE ACTION)
2. Public Comment
3. Adopt the Agenda (FOR POSSIBLE ACTION)
4. Approval of Board Minutes from April 26, 2023 (FOR POSSIBLE ACTION)
5. Approval of Kristen Ashbaugh to the HDMS Board as PTO Liaison (FOR POSSIBLE ACTION)
6. Principal Update (Legislative) FOR DISCUSSION
7. 2023-2024 Teacher and Support Professional Pay Scale (FOR POSSIBLE ACTION)
8. 23-24 Board & Committee Meeting Dates (FOR POSSIBLE ACTION)
9. 23-24 Board Committee Meeting Dates (FOR POSSIBLE ACTION)
10. 23-24 Final Budget (FOR POSSIBLE ACTION)
11. Retention of Max Haynes as past board chair (FOR POSSIBLE ACTION)
12. Public Comment
13. Adjournment and Future Agenda Items (FOR POSSIBLE ACTION)

Items not acted on at this meeting may be acted on at future meetings.

"High Desert Montessori School provides a safe, nurturing school environment that fosters independence, problem-solving



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skills and great work in our students. We offer tools to explore the universe through Montessori's Cosmic Education, the purpose of which is to link all areas of human knowledge. We urge all of our students to be participating members of a socially conscious and green community by inspiring them to be critical thinkers capable of reflection, communication and action. We comply with all Nevada State and Common Core State Standards."

HDMS Board meetings are posted at the following places:

- Washoe County School District
- Sparks Library
- Washoe County Administration
- HDMS 101 Fantastic Drive, Reno, NV 89512
- HDMS Website www.hdmsreno.com



High Desert Montessori

101 Fantastic Drive, Reno, Nevada 89512

Board of Directors Meeting
April 26, 2023, @ 5:00 PM via Zoom

1. Call to Order and Roll Call at 5:02

Nicole Commons
Max Haynes (not present)
Bonnie Pillaro
Ashley Allen
Reid Riker
Jennifer Linn (not present)
Nancy Smith
Brigitte Frost
Kelly Ryder

2. Public Comment

No public comments were made.

3. Adopt the Agenda

Member Riker motions to approve the agenda as presented (see supporting documents). Member Frost seconds the motion and it passes unanimously.

4. Approval of Board Minutes from March 15, 2023

Member Pillaro motions to approve the minutes as presented (see supporting documents), Member Allen seconds the motion, Member Riker abstains, and it passes unanimously.

5. Silver State Government Relations Presentation:

Lobbyist Sarah Adler presented an update regarding the current State of Nevada Legislative session and key bills related to the funding for education.

6. Introduction & Resume Review of Possible Board Member Kristen Ashbaugh:

Member Smith presented the resume (see supporting documents) of Possible Board Member Kristen Ashbaugh who has expressed interest in taking on the role of PTO Parent Representative on the HDMS

Board of Directors.

Parent Ashbaugh spoke to why she would like to take on the role of PTO Parent Representative on the HDMS Board of Directors

7. Principal Update:

Administrator Perez presented an update regarding testing.

Administrator Perez presented an update regarding the approved alternative schedule to make up snow days.

Administrator Perez shared that the Middle School Archery Team is going to the National Tournament.

Administrator Perez announced that Administrator Richards has been hired as Assistant Principal for the 2023-2024 school year.

8. Montessori Advisor Update:

Teacher Ryder presented an update on teacher attendance at Montessori conferences and the key ideas shared at the conferences.

Teacher Ryder presented an update on the Fundamentals of Computer Science Workshop and how it could possibly be incorporated at HDMS.

9. Executive Director Update:

Administrator Stockton presented an update on both the Board Personnel Committee and the HDMS Recruitment & Retainment Task Force (see supporting documents).

10. Finance Committee Update:

Member Riker presented the report from Edward Jones on the HDMS Investment Account.

Member Riker noted the potential of upcoming increases to DSA and WCSSD Salary Increases for the 2023-2024 school year.

Members Riker and Pillaro noted the Primary Tuition Increases that were voted on last school year.

Member Pillaro presented an update on the Nevada Ready Grant in the Primary Program.

Member Riker and Member Pillaro presented an update on the Capital Campaign and the search for a grant writer to help secure funds to repay the bond with the goal of the school becoming debt free.

11. Board Governance Update

Chairperson Commons requested that the May Board Meeting be moved back one day from May 31, 2023 to May 30, 2023. The Board agrees to the date change unanimously.

Member Allen and Chairperson Commons presented the survey results from the HDMS Board Evaluation Survey and an update on the Memorandum of Understanding.

12. HDMS Board Officer Elections

Administrator Stockton noted that Member Riker is terming out in his Office of Treasurer and that positions should be voted on at this meeting.

Member Frost motions to nominate the following members to be appointed to the following offices:

Chairperson: Nicole Commons

Vice-Chairperson: Reid Riker

Secretary: Ashley Allen

Treasurer: Bonnie Pillaro

Member Smith seconds the motion and it passes unanimously.

13. Public Comment

Administrator Perez thanked the HDMS staff members who attended the meeting, and also thanked Teacher Berfield for leading today's Professional Development.

14. Adjournment and Future Agenda Items

Members discussed items for future agendas.

Member Riker motions to adjourn the meeting and Member Pillaro seconds the motion. The meeting is adjourned and it passes unanimously.



HIGH DESERT MONTESSORI SCHOOL TEACHER SALARY SCHEDULE 2023-2024

(185-day contract)

	NON-HQ		HIGHLY QUALIFIED / CLEAR NEVADA LICENSE					
	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII	CLASS VIII
	Less than a BA Degree	BA Degree	BA + 24 Undergrad Credits or 16 Graduate Credits	BA + 48 Undergrad Credits or 32 Graduate Credits	MA Degree	MA + 16 Graduate Credits	MA + 32 Graduate Credits	PhD/EDD
		OR	OR	OR	OR	OR	OR	OR
		Less than a BA Degree with AMI/AMS/MACTE Credential	BA + First Summer AMI/AMS/MACTE Training Completed	BA + Second Summer AMI/AMS/MACTE Training Completed	BA + AMI/AMS/MACTE Primary or Elementary Credential	MA + AMI/AMS/MACTE Primary or Elementary Credential	MA + 16 Graduate Credits + AMI/AMS/MACTE Primary or Elementary Credential	MA + 32 Graduate Credits + AMI/AMS/MACTE Primary or Elementary Credential
			OR	OR	OR	OR	OR	
			BA + NAMTA Adolescent Training	BA + NAMTA Adolescent Training plus 24 Undergrad Credits or 16 Graduate Credits	BA + NAMTA Adolescent Training + 48 Undergrad Credits or 32 Graduate Credits	MA + NAMTA Adolescent Training	MA + 32 Graduate Credits + NAMTA Adolescent Training	
MERIT STEP	PER YEAR	PER YEAR	PER YEAR	PER YEAR	PER YEAR	PER YEAR	PER YEAR	PER YEAR
6	41,324	43,139	44,959	46,773	48,591	50,408	52,228	54,044
7	43,031	44,847	46,663	48,485	50,299	52,116	53,934	55,751
8	44,738	46,557	48,374	50,192	52,011	53,827	55,641	57,459
9	46,449	48,261	50,085	51,903	53,717	55,532	57,350	59,166
10	48,153	49,971	51,788	53,611	55,428	57,243	59,058	60,878
11	49,862	51,680	53,501	55,317	57,135	58,951	60,769	62,586
12	51,571	53,388	55,210	57,027	58,843	60,662	62,480	64,296
13	53,280	55,099	56,919	58,734	60,550	62,373	64,185	66,005
14	54,990	56,807	58,628	60,443	62,263	64,078	65,897	67,716
15			60,335	62,153	63,970	65,791	67,605	69,422
16				63,862	65,680	67,500	69,311	71,129
17					67,390	69,209	71,022	72,840
18					69,097	70,917	72,729	74,550
19					70,808	72,626	74,439	76,258
20	56,700	58,519	62,047	65,571	72,517	74,335	76,147	77,965
21	58,409	60,224	63,754	67,281	74,227	76,044	77,855	79,676
22						77,754	79,566	81,384
23							81,273	83,093
24							82,983	84,801

Merit steps are earned at the end of each school year based upon performance and completion and adherence to the yearly School Improvement Plan and individual goals and objectives. If you are not going to receive a merit increase, documentation will be provided as to the reason(s) for the decision.

This schedule applies to teachers and certified staff. This schedule does not include an additional legislatively-designated amount to the Public Employee's Retirement System on behalf of the employee for retirement benefits. PERS is employer-paid except in the event the employee wishes to contribute; then the salary will be adjusted according to the HDMS policy regarding PERS ER/EE match.

Board Approved _____



Education Support Professional Pay Scale

GRADE	ASSISTANT POSITIONS				PIF/ NON-LICENCED INTERVENTION/ FACILITIES	ADMINISTRATIVE SUPPORT POSITIONS				
	1	2	3	4		5	6	7	8	9
	Part Time	Part Time + Sub License	Full Time + Sub License	Full Time + Sub License + 5 years relevant experience						
		OR	OR	OR	OR	OR	OR	OR	OR	OR
		Part Time + College Degree	Full Time + College Degree	Full Time + Sub License + College Degree						
		OR	OR	OR	OR	OR	OR	OR	OR	OR
		Full Time	Full Time + 5 years relevant experience	Full Time + 5 years relevant experience + Lead Assistant						
MERIT STEP	PER HOUR	PER HOUR	PER HOUR	PER HOUR	PER HOUR	PER HOUR	PER HOUR	PER HOUR	PER HOUR	PER HOUR
1	\$13.47	\$14.65	\$15.44	\$16.78	\$18.22	\$19.79	\$21.54	\$23.40	\$25.42	\$27.63
2	\$13.85	\$15.05	\$15.86	\$17.22	\$18.75	\$20.35	\$22.13	\$24.05	\$26.16	\$28.38
3	\$14.25	\$15.47	\$16.33	\$17.71	\$19.27	\$20.95	\$22.77	\$24.75	\$26.91	\$29.24
4	\$14.66	\$15.90	\$16.80	\$18.24	\$19.81	\$21.55	\$23.43	\$25.45	\$27.65	\$30.05
5	\$15.06	\$16.36	\$17.23	\$18.76	\$20.39	\$22.13	\$24.07	\$26.18	\$28.41	\$30.95
6	\$15.49	\$16.83	\$17.73	\$19.28	\$20.97	\$22.80	\$24.78	\$26.93	\$29.26	\$31.80
7	\$15.93	\$17.28	\$18.27	\$19.83	\$21.58	\$23.44	\$25.47	\$27.68	\$30.09	\$32.71
8	\$16.38	\$17.82	\$18.78	\$20.41	\$22.16	\$24.11	\$26.20	\$28.46	\$30.99	\$33.63
9	\$16.85	\$18.32	\$19.31	\$20.99	\$22.81	\$24.80	\$26.99	\$29.28	\$31.85	\$34.61
10	\$17.34	\$18.83	\$19.86	\$21.59	\$23.45	\$25.55	\$27.70	\$30.12	\$32.77	\$35.58
11	\$17.86	\$19.36	\$20.43	\$22.19	\$24.12	\$26.23	\$28.48	\$31.01	\$33.67	\$36.60
12	\$18.35	\$19.91	\$21.01	\$22.84	\$24.80	\$27.00	\$29.30	\$31.87	\$34.65	\$37.64
13	\$18.85	\$20.50	\$21.63	\$23.48	\$25.56	\$27.74	\$30.15	\$32.80	\$35.63	\$38.69
14	\$19.40	\$21.06	\$22.21	\$24.16	\$26.24	\$28.53	\$31.04	\$33.73	\$36.65	\$39.82
15	\$19.97	\$21.68	\$22.83	\$24.83	\$27.01	\$29.35	\$31.91	\$34.68	\$37.71	\$40.96
16	\$20.54	\$22.30	\$23.50	\$25.56	\$27.76	\$30.18	\$32.83	\$35.67	\$38.75	\$42.12

"Full Time Employee" designated as any employee working, on average, more than 30 hours per week or more than 130 hours per month, per IRS guidelines.

Health/Vision/Dental/Life Insurance becomes active for full time employees on the 1st of month following 60 day probationary period

2023-2024	Finance @ 4:00	Governance @ 4:00	Personnel @ 4:00	Academic @ 4:00	Board @ 5:00	Notes:
August		23rd			30th	Board welcome/introductions
September	20th- Revised Budget 23/24				27th	Fall Retreat
October	18th- CPA Audit				25th	
November			15th		29th	
December						No meetings
January	24th- Midyear Review				31st	
February		21st			28th	Board Surveys/Round Tables
March	13th- 24/25 Tentative Budget				20th	
April			17th		24th	Officer Elections
May		22nd			29th	
June					12th	Executive Session/Principal Eval & Contract
July						No meetings
**Additional board or committee meetings could be called if needed						
Tasks:	Review finances	Board expectations	Principal evaluation	Ensures Montessori focus		
	Review financial policies as needed	Board requirements	Principal supervision	Student achievement		
	Review annual CPA audit	Board recruitment	Review HR policies			
	Capital Campaign/fundraising	Board retreat	Review organizational chart			

2023-2024 Final Budget Summary

	FUNDS & REVENUES	FUNCTION 1000 INSTRUCTION	FUNCTION 2100 SUPPORT SVCS STUDENTS	FUNCTION 2200 SUPPORT SVCS INSTRUCTION	FUNCTION 2400 GENERAL ADMIN	FUNCTION 2500 CENTRAL SERVICES	FUNCTION 2600 OPERATION / MAINTENANCE	FUNCTION 2900 PRE-K PROGRAM	FUNCTION 2900 ENRICHMENT PROGRAM	FUNCTION 3100 CAFETERIA	FUNCTION 1000 SPECIAL ED STATE	FUNCTION 1000 SPECIAL ED FEDERAL	FUNCTION 1000 NRIK	FUNCTION 5000 DEBT SERVICE	Expense Totals
Investment Income	\$ 40,000.00														
Donations-Unrestricted	\$ 9,500.00														
Other Revenue	\$ 18,000.00														
State Distributive Funds	\$ 3,415,144.00														
Lunch Program	\$ 377,300.00														
Pre-K Fees	\$ 696,765.00														
Enrichment Program	\$ 145,000.00														
Special Ed State Funding	\$ 168,513.28														
Special Ed Fed Funding	\$ 50,829.88														
NRIK	\$ 111,750.00														
Salaries		1,212,397.16	128,773.21	43,806.63	144,629.73	220,012.35	44,806.87	381,417.30	48,739.00	-	136,611.79	41,801.84	80,314.97	-	\$ 2,485,310.85
Benefits		492,812.65	51,085.24	8,765.88	52,701.00	81,770.27	15,998.29	133,969.65	17,135.25	-	41,803.30	12,609.98	26,135.24	-	\$ 934,786.75
Purchase Services		62,196.06	30,500.00	-	-	163,087.00	74,237.65	-	-	-	22,665.25	6,635.15	-	-	\$ 359,521.01
Supplies		51,350.00	1,000.00	-	-	8,100.00	32,000.00	10,000.00	11,500.00	377,300.00	-	-	5,299.79	-	\$ 496,549.79
Property		-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -
Other		23,200.00	-	-	-	11,769.60	-	450.00	395.00	1,075.00	-	-	-	702,958.42	\$ 739,068.02
TOTALS:	\$ 5,032,802.16	\$ 1,841,955.67	\$ 211,399.45	\$ 52,572.51	\$ 197,330.73	\$ 484,759.22	\$ 187,042.71	\$ 505,836.95	\$ 77,789.25	\$ 378,375.00	\$ 203,080.34	\$ 61,245.97	\$ 111,750.00	\$ 702,958.42	\$ 4,996,036.42
Net Revenues Over/(Under) Expenses \$ 36,765.74															