



HDMS WEEKLY NEWSLETTER

A MESSAGE FROM OUR PRINCIPAL/DIRECTOR, MR. ERIC

Welcome to the 2023-2024 school year! We are overjoyed that your family has chosen to be part of the fantastic community that is High Desert Montessori! We have much to be grateful for as we head into this, our school's third decade of providing high-quality Montessori education, and a choice to families in our area. This will be my 7th year as a member of the faculty of HDMS, after having been a parent for 8 years before that. I have been proud to have served as your principal for the last three years and am adding the title of Executive Director with the retirement of one of the best mentor an administrator could ever ask for, Ms. Tammie Stockton. I am a NAMTA/AMI Certified Adolescent Montessori Guide, have my Master's Degree in Educational Administration from The University of Nevada, and have attended or participated in multiple workshops and committees on Montessori education and administration. I am committed to following every child and offering a high-quality Montessori education to the Northern Nevada community.



The heart and soul of all we do is believing in and following what Maria Montessori began 126 years ago; that all children can learn and be productive members of society, through choice, freedom, and responsibility. This includes creating a beautiful school and classroom environment, delivery of engaging Montessori-focused lessons, and maintaining behaviors of grace, courtesy, and peacefulness through our actions.

UPCOMING EVENTS

8/11/23: 1:30-3:30 CURRENT FAMILY OPEN HOUSE
8/14/23: FIRST DAY OF SCHOOL FOR PRE-K & 1ST-8TH GRADES (NO KINDERS)
8/16/23: 4:00-6:00 PRIMARY BACK TO SCHOOL NIGHT
8/21/23: FIRST DAY FOR KINDERS
8/23/23: 5:00 ELEMENTARY BACK TO SCHOOL NIGHT
8/23/23: 5:00 ADOLESCENT BACK TO SCHOOL NIGHT
8/24/23: 5:30 PTO MEETING
8/30/23: 5:00 HDMS BOARD MEETING
9/1/23: TEACHER WORK DAY- NO SCHOOL FOR ALL PROGRAMS
9/4/23: LABOR DAY - NO SCHOOL



We are so happy to begin this new chapter at High Desert with you. It is, and has always been our commitment to providing high-quality Montessori education to our diverse community. We look forward to our school's future and are excited you are choosing to go on this journey with us.

As school leaders, our team is committed to an open-door policy and we pride ourselves on being accessible and visible school leaders. Together we will make 2023-2024 the best school year ever!

Sincerely,
Mr. Eric
Eric@hdmsreno.com

A MESSAGE FROM OUR ASSISTANT PRINCIPAL, MISS KALEIGH

Dear HDMS Families, Staff and Community,

Welcome to the 2023-24 school year. My name is Kaleigh Richards, and I am thrilled to be the Assistant Principal at HDMS this year. This is my 10th year with the school! I taught Upper Elementary for 8 years, before moving into administration last year. My son attended HDMS for middle school, and my daughter attended from 2nd grade through middle school. I have my AMS Elementary teaching certification, my Master's in Montessori Education from Xavier University, and my Master's in Educational Leadership from WGU. I have completed the Emerging Leaders Fellowship with the American Montessori Society, and am an advisor for adult teachers in Montessori training.



I am happy to share that, in addition to many of our veteran Montessori teachers, we also have several teachers who have completed their Montessori certification, or have started their Montessori training- which is an additional commitment required to teach at HDMS :

- Autumn Reeder-Virginia classroom teacher- Completed AMS Lower EI training
- Larry Adams-Middle school Science teacher- Completed AMS Adolescent training
- Maureen Wilkinson- Snowflower classroom teacher- Attending NAMTA Primary training
- Corey Jones- Juniper classroom teacher- Attending NAMTA Elementary training
- Rachel Ovard- Antelope classroom teacher- Attending AMS Elementary training
- Jyoti Singh- Excelsior classroom teacher- Attending AMS Elementary training

In addition to our returning teachers, I would like to welcome Stephen Lopez, Middle School math teacher, and Amber Caldwell, Upper Elementary teacher, to our teaching staff.

How fortunate we are to have an amazing group of teachers to educate and lead our students, in our Montessori philosophy and curriculum!

My door is open anytime for questions, ideas, conversations, and concerns.

Sincerely,
Miss Kaleigh
kaleigh@hdmsreno.com

FREE BREAKFAST & LUNCH MENU

Our full breakfast and lunch menu can always be found on our website at <https://www.hdmsreno.com/free-school-lunch-breakfast/>
REMINDER! THE USDA requires EVERY family to fill out a FRL form EACH year!

14 Bagel & Cream Cheese or Jam w/ Fruit & Milk	15 English Muffin w/ Turkey Sausage & Cheese (veg cheese) w/ Fruit & Milk	16 Belgian Waffle w/ Organic Agave Syrup, Fruit & Milk	17 Quesadilla w/ Fruit & Milk	18 French Toast Casserole w/ Fruit & Milk
Cheese Ravioli w/ Marinara Sauce (vegetarian) w/ Fruit & Milk	Beef Tacos (Veg. Option is Refried Bean Taco) w/ Fruit & Milk	Cheese Pizza w/ Fruit & Milk	Chicken Drumsticks & Veggie Rice w/ Fruit & Milk (veg. option Chickpeas Stew)	Tuna Salad Sandwich (veg option is Cheese Sandwich) w/ Fruit & Milk
21 Bagel & Cream Cheese or Jam w/ Fruit & Milk	22 English Muffin w/ Turkey Sausage & Cheese (veg cheese) w/ Fruit & Milk	23 Belgian Waffle w/ Organic Agave Syrup, Fruit & Milk	24 Quesadilla w/ Fruit & Milk	25 French Toast Casserole w/ Fruit & Milk
Spaghetti w/ meat sauce (veg. option Marinara) w/ Fruit & Milk	Chicken Quesadilla (Veg. Option is Cheese Quesadilla) w/ Fruit & Milk	Veggie Pizza (Vegetarian) w/ Fruit & Milk	Chicken Rice Bowl (veg option Veggie Rice Bowl) w/ Fruit & Mild	Toasted Turkey & Cheese Sandwich (Veg. Option is Cheese Sandwich) w/ Fruit & Milk

ARRIVAL & DISMISSAL INFORMATION

Arrival and Dismissal procedures have changed for ALL LEVELS! Even if you are a returning family, it is VITAL that you take the time to familiarize yourself with the updated procedures. Detailed information can be found on our website which includes short videos that will help walk you through the process.

Windshield placards will be available for each family at the Back to School Open House on Friday. If you cannot attend the open house, please make arrangements with the front desk to pick them up at another time. 775-624-2800.

Two placards will be provided to each family. If you need additional placards, please reach out to laurel@hdmsreno.com Placards for carpool groups may also be requested so that all children in a carpool group meet at the same pick-up area.



2023-2024 BELL SCHEDULE

Our bell schedule for the 2023-2024 school year has been adjusted from last year's schedule. Please make note of your child's Arrival and Dismissal Windows.

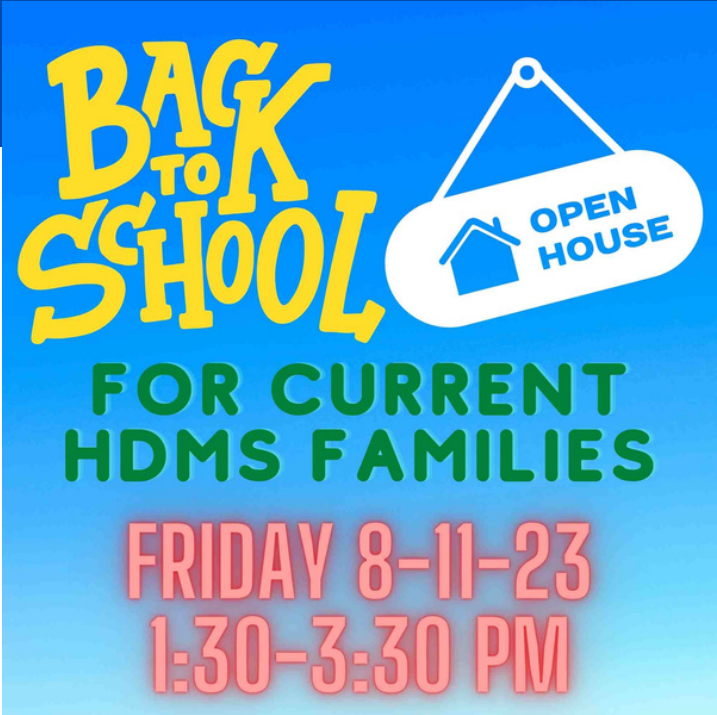
HDMS Bell Schedule 2023-2024

- Primary Program:
School Day Preschool and Kindergarten: 8:55 am to 3:10 pm
Arrival Window (Primary+1st-8th sibling): 8:35-8:40
Arrival Window (Primary Only): 8:40-8:55
Pick Up Window: 3:10-3:20
- Extended Day Preschool and Kindergarten: 7:30 am to 5:30 pm
Arrival Window: 7:30-8:55
Pick Up Window: 3:10-5:30
- Lower Elementary Program:
1st Grade thru 3rd Grade: 8:40 am to 2:40 pm
Arrival Window: 8:20-8:40
Pick Up Window: 2:40-2:50
- Upper Elementary Program:
4th Grade thru 6th Grade: 8:40 am to 2:50 pm
Arrival Window: 8:20-8:40
Pick Up Window: 2:50-3:00
- Adolescent Program:
7th Grade and 8th Grade: 8:40 am to 3:00 pm
Arrival Window: 8:20-8:40
Pick Up Window: 3:00-3:10
- 1st-8th Grade Before & Aftercare Program:
Morning Care Window: 7:30 am to 8:20 pm
Aftercare Window: 2:40 pm to 5:30 pm



BACK TO SCHOOL OPEN HOUSE

- Locate your classroom
- Meet your teacher and assistant
- Locate your arrival and dismissal zone
- Pick up your windshield placards
- Fill out your Free Reduced Lunch Form
- Pay your supply fee
- Sign up for 1st-8th Before & After Care



SUPPLY FEE INFORMATION

High Desert is a tuition-free school for all students in grades K through 8. Comparable Montessori tuition-based programs can cost thousands of dollars a year per child. We charge a flat \$125 supply fee per student.

SUPPLY FEE

Supply fees are used for many purposes, including the purchase and replacement of costly Montessori materials, classroom furniture, field trips, and renewable classroom supplies.

If you have not made a payment by the end of September, you will receive an invoice from the school for a supply fee. Your payment can be run via credit card, mailed in, or dropped off at the front desk.

We understand that times are tough for many families but know that the price of a Montessori Education is well worth the investment! If you need to work with the school to make payments towards the supply fee, please contact our Business Office at 624-2800 extension 3 or email Sherrie at sherrie@hdmsreno.com. We are happy to work with families needing this assistance.

BEFORE & AFTER SCHOOL ENRICHMENT PROGRAM

High Desert Montessori School offers programs for 1st-8th grade students who need care for hours outside of the regular school day. Advance registration is required and rates are due monthly for a one month block of time or daily as a drop-in fee.

Due to Social Services ratios and regulations, we are unable to accommodate Primary aged students on a drop in basis. All Primary aged students who need before or aftercare must be registered for the "Extended Day Program".

Please use this [link](#) to register your 1st-8th grade child.

COMMUNITY COMMUNICATION

We are a very dynamic and exciting school. In addition to the Weekly Newsletter, we offer the following communication links for your convenience:

Blackboard Connect: We use the "Blackboard Connect" phone messaging and text messaging quite frequently to inform parents of important information and upcoming events. If you are a returning family who has accidentally unsubscribed, send a text to 23177 and type START 1136102

School-Wide Email: Watch for school-wide emails from HDMS INFO at info@hdmsreno.com. Please make sure the school has a current email for you and add info@hdmsreno.com to your address book. Reach out to Stacey at stacey@hdmsreno.com with any changes.

Our Website: www.hdmsreno.com is full of helpful information like an Events Calendar, the Parent Student Handbook, Lunch Menus, Arrival & Dismissal Information, Current & Past Newsletters, School Calendar, and so much more!

Our Public Facebook Page: [@hdmsrenoschool](https://www.facebook.com/hdmsrenoschool) contains important announcements and information.

Our Private Facebook Group: (link on the Facebook page at [@hdmsrenoschool](https://www.facebook.com/hdmsrenoschool)) This is a great place to connect with other HDMS families! Ask your questions, let people know about family events in the community, pass along items you no longer need that someone might find useful, get recommendations and more!

Transparent Classroom: Many of our teachers use Transparent Classroom. This is a great way to stay involved with what is happening in your child's classroom. If your teacher does not use Transparent Classroom, you can expect regular classroom updates via email from your child's teacher.

Dear Primary Parents, Guardians, and Caregivers,

We are honored that you entrust us with helping to empower your child to develop to their full potential. Our staff is dedicated to the young child and believes, as Maria Montessori did, that "There are many who hold, as I do, that the most important part of life is not the age of university studies, but the first one, the period from birth to age of six. For that is the time when a man's intelligence itself, his greatest implement, is being formed. But not only his intelligence; the full totality of his psychic powers." ~ Dr. Montessori

Below is an outline of expectations for families enrolled in the Primary Program. Please take the time to carefully read this information so that you and your child are ready for the first day of school. We look forward to meeting you (or seeing you again)!

CLOTHING POLICY

- Please provide a full change of clothes in a large Ziploc bag, marked with your child's name.
- To avoid undue distraction and help keep our children rooted in reality, the depiction of franchise characters on clothing, shoes, lunchboxes, bags, water bottles, etc. is not allowed (Marvel, Disney, My Little Pony, etc.)
- To avoid distraction, light up and/or roller skate shoes are not permitted.

BEFORE CARE (FOR STUDENTS IN THE "EXTENDED DAY" PROGRAM)

- The extended day drop off window is from 7:30-8:40 AM.
- Walk your child to the front entrance of the school.
- Please sign your child in.
- During drop off, parents should say their goodbyes upon checking the child in at the front desk kiosk. We ask that children enter independently.
- Always pack weather appropriate clothing (jacket, gloves, hat, boots) as the children are outside in all types of weather, including the cold, therefore warm clothing is required.

SCHOOL DAY ARRIVAL

- A short informational video as well as our entire Traffic Plan can be found on our website at <https://www.hdmsreno.com/arrival-dismissal-information/>. Please familiarize yourself with this plan BEFORE the first day of school.
- Windshield placards with family assignments (for regular school day drop off and pick up) will be handed out at the Back to School Open House. We will provide 2 placards per family. If your family needs more, please contact Miss Laurel at laurel@hdmsreno.com to order additional placards
- School begins at 8:55. Students in the "School Day" Program should be dropped off between 8:40 am and 8:55 am. Children will be marked tardy after 8:55 am.
- Once students arrive they will hang their belongings on their assigned hook or cubby.
- LUNCH
- Please send your child to school each day with a reusable water bottle.
- Most classes request that you send your child to school with the following items each day for breakfast and lunch:
 - Two cloth napkins your child will use as a placemat and a napkin
 - Any silverware your child may need. In an effort to support your child's independence, please have them use silverware and avoid squeeze containers.
 - Please check with your child's teacher for specific requirements.
 - Please use reusable containers whenever possible to support our school's efforts to be eco-friendly. Please make sure your child can open and close all containers by themselves.
 - We follow the HDMS Food Policy per the Parent Student Handbook. As a school, we encourage healthy eating habits. Please do not send your child to school with any kind of chocolate, candy, cookies, or chips.

NAPPING

- If your child is in Pre-Kindergarten they are required to have quiet rest for at least 45 min before they may get up and quietly start a lesson or other activity. Even if your child does not currently nap at home, they will still be required to participate in quiet rest time.
- Please provide a small blanket that will fit in a shoebox size container for nap time and leave stuffed animals at home.

DISMISSAL

- Please familiarize yourself with the complete Arrival & Dismissal Procedures BEFORE the first day of school.

AFTER CARE (FOR STUDENTS IN THE "EXTENDED DAY" PROGRAM)

-For the extended day pickup window from 3:20-5:30, parents should go to the front entrance of the school and sign their child out.

EARLY PICKUP

-If for whatever reason you need to pick up your child early, please let your child's teacher and our front desk receptionist know ahead of time. (775-624-2800 ex.1)

COMMUNICATION

-Please email your teacher with any important items you wish to communicate. Arrival and dismissal are very busy and we want to be able to address your needs fully.

-Birthday invitations can be emailed to the child's teacher with a list of children invited and the email will be forwarded to those families. Birthday invitations may not be passed out to children or parents during pick up or drop off, nor will staff pass invitations out to children or parents.

-Information on the child's day, concerns about the classroom or any other communication will take place with the lead teacher. Assistants will not share concerns with families.

SUNSCREEN:

Please apply a generous amount of sunscreen to all exposed areas of your child's body in the morning and send a hat during the warmer months. Per Washoe County Social Services regulations, children may not carry sunscreen in their bags with them. Please be aware school day children will not have sunscreen reapplied throughout the day due to these regulations.

Children who stay for the aftercare program will have sunscreen applied before going outside in the afternoon during the warmer months. Per Social Services regulations, all aftercare children must have written authorization from parents in order to allow staff to apply sunscreen. Please provide labeled sunscreen for your child that can be kept at school.

SHOW AND TELL:

Montessori show and tell happens on Fridays. It is an opportunity for your child to share something important with the class and teach us something about it. Items should be special, educational in some way, and your child should be able to answer questions about it, such as what it is, where it came from, who gave the item, how it works, and so on. Appropriate items include: items of scientific interest, such as items from nature, insects, or even a pet lizard; items of cultural interest, which may include items from other countries, or special objects acquired on a trip somewhere else in the United States. This is a great opportunity for your child to practice public speaking and talk about something that matters to them. Toys are not suitable items for show and tell.

PRIMARY ATTENDANCE:

High Desert Montessori School complies with the Washoe County School District Attendance policy for the public portion of Kindergarten. However, we also take all primary attendance very seriously. At HDMS, school begins at age 3 and children are expected to come to school every day and arrive on time. Frequent absences create instability for young children and hinder academic and social progress. Arriving late to school can be difficult for children and also disrupts our learning environment. It is important for parents to contact your child's teacher and the school front desk if your child is going to be absent.

BIRTHDAYS:

Montessori schools around the world have very special birthday celebrations. We leave the hats and candles at home and instead, follow the course of your child's life from birth until the present, and simulate each orbit your child has made around the sun.

You are encouraged to send one picture of your child for each year of their life, starting at birth, encased in a sheet protector or ziplock bag. Appropriate birthday snacks may include: muffins, fresh fruit, veggies and dip, banana bread, zucchini bread, or pumpkin bread. Please do not send cake, ice cream, frosted items, or other types of sweet food. You may schedule a date and time with your child's teacher a few days in advance, and we'll let you know how many servings to bring at that time. We encourage you to attend this special event!

CAR SEATS: Parents often need to leave car seats at school for use when the children are picked up. We are very supportive of children being in car seats!

ITEMS TO BRING FROM HOME:

Water Bottle

Please send a reusable water bottle with your child daily. Please make sure that it is leak-proof and labeled with your child's name. Children will take it back home at the end of each day to be sanitized and refilled for the next day. Water, milk, and not caffeinated unsweetened tea (herbal tea) are the beverages that your child is invited to bring to HDMS.

Napkins, Flatware, & Lunchbox

Many classes request that you send 2 fresh cloth napkins (labeled with your child's name) and flatware for your child to use each day. Your child will use one as a place mat and one as a napkin. Your child is invited to bring their water bottle and napkins (and lunch, if bringing a lunch from home) in a lunchbox.

Lunch Containers

If your child brings lunch from home, your child will need reusable containers that she or he can open. Please remember HDMS's healthy meal policy when packing meals. We will be sending more information about meals later this week.

Backpack or Tote Bag

Children may bring either a backpack or a tote bag to school. HDMS requires all children to carry a bag. Children typically bring home notes and book orders in zippered pockets on the front of the bag, and the bag itself is for lunch boxes, nap items, show and tell items, and work that goes home. Bags should also adhere to the TV and movie character policy.

Extra Clothes

Please pack a complete set of clothes in a one gallon Ziploc bag with your child's name written on the front to be stored in the classroom. Even if your child does not have accidents, she or he may get wet or dirty. Please be sure to label all clothing items.

Nap Blanket

Preschool aged children (3- and 4-year-olds) may bring a small blanket for rest time. (It must fit in a shoe box.) Please do not send stuffed animals and pillows. Kindergartners will not be napping.

Indoor Shoes

In order to keep our Montessori classroom clean and to increase the children's comfort, we will be wearing indoor shoes inside the classroom. It is important that the shoes are very comfortable, please choose indoor shoes that are lightweight and have a very flexible sole. The shoes need to have waterproof protective soles that protect the children's feet in the bathroom. Ones that are not too warm and have room for socks would be best. Here are some examples:

1. House shoes
2. Water shoes with velcro
3. Water shoes
4. Moccasins (without fur)

Sincerely,

The Primary/Kindergarten Team

Miss Pam Chavarria beowawe@hdmsreno.com

Miss Chrissy Quintieri tuscarora@hdmsreno.com

Miss Lisa Kapellas lisak@hdmsreno.com

Miss Claudia Dammen claudia@hdmsreno.com

Miss Kelly Bodtke kellyb@hdmsreno.com

Miss Ellie Selle ellie@hdmsreno.com

Miss Casey Wike casey@hdmsreno.com

Miss Maureen Wilkinson maureen@hdmsreno.com

Dear High Desert Montessori Elementary Families,

Welcome! Please read the information below in regards to the upcoming 2023-2024 school year.

SUPPLY FEES:

Supply fees in the amount of \$125.00 must be paid for each child. We encourage you to pay the fee at the Back to School Open House. The fee can be paid by cash, check or credit card in the Business Office. If you are unable to pay the fee at the Open House, you can submit a credit card form or check made out to HDMS to Sherrie Jordan. This supply fee will be used to purchase all classroom materials throughout the year including journals, workbooks, pencils, folders, rulers, paper, arts and crafts supplies, and other materials. If you would like to pay in installments, please contact Sherrie sherrie@hdmsreno.com or 775 624-2800 ex 3. Please do not send supplies to school unless specifically requested by your child's teacher.

STUDENT ARRIVAL AND DISMISSAL

A short informational video as well as our entire Traffic Plan can be found [here](#). Please familiarize yourself with this plan BEFORE the first day of school.

Windshield placards with family assignments (for regular school day drop off and pick up) will be handed out at the Back to School Open House. We will provide 2 placards per family. If your family needs more, or if you are in a carpool group, please contact Miss Laurel at laurel@hdmsreno.com to order additional placards, before the Open House event, if possible.

UPCOMING EVENTS

Friday, August 11, 2023: Back to School Open House 1:30-3:30 pm

Tuesday, August 23: Elementary Back to School Night 6:00 pm

SOME MONTESSORI PRINCIPLES:

The learning environment in each classroom is prepared to meet the needs of a specific developmental stage.

- Children learn to care for themselves, the environment, and each other.
- We view the state and federal standards as basic requirements rather than the end goal.
- We respect children and their work and teach compassion for everyone.
- We help each child develop an understanding of the Universe, himself/herself, and his/her place in the universe.
- We instill a sense of appreciation for what came before us.
- We are open to students' ideas for work, projects, events, and community service.

ELEMENTARY WORK AND EXPERIENCE:

Ages 6-12 are some of the most powerful years of learning in life. Elementary children are healthy, strong, flexible, curious, and intelligent. They have amazing potential, and we want to provide work that is worthy of their abilities. In 1st-6th grade, students create many self-driven projects with a cultural focus (history, music, art, science). Students improve their writing skills and use them daily in every subject. Homework includes playing, family time, reading, and number play (cooking, math facts, etc.). 1st-6th grade students will be given as much freedom as they can handle responsibly. When they struggle with self-responsibility, they will receive coaching and guidance to help them become more productive.

COMING TO SCHOOL PREPARED:

1. Backpacks or tote bags are acceptable only in lower elementary but are strongly discouraged. Upper elementary does not allow backpacks or tote bags. Upper elementary has shelves and hooks available for lunches, coats, and water bottles.
2. Characters and sequins are not allowed on clothing or bags. Please refer to the dress code in order to ensure that your child's clothing, footwear, and bags are appropriate. Roller and light up shoes are not allowed.
3. All students need to bring lunches for the first week.
4. Please be sure to send a place-mat, napkin, and utensils with your child every day. This is part of our green initiative to reduce waste. There are no facilities for heating lunches. Elementary teachers will be enforcing the lunch policy found in the parent handbook, so please become familiar with it and help us to encourage your child to make healthy choices.

- 1. Bring a reusable water bottle with your child's name on it. They may leave it at school during the week and bring it home on Friday to wash.
- 2. Please leave all toys at home. This includes school supplies that look like toys and fidgets. If you feel your child needs a fidget, we ask that you meet with your teacher to make special arrangements.
- 3. If your child is sick, please keep them home. Please refer to the attendance policy to make sure that all absences are noted correctly.

<https://www.hdmsreno.com/2022-2023-hdms-parent-student-handbook/>

PARENT INVOLVEMENT

Be sure to look at the school calendar and website and select ways to fulfill your 2 hour volunteer commitment and be involved in our Montessori community such as PTO Meetings, fundraisers, school events, school committees, elementary events, and support for classroom teachers. When parents are involved, students become more involved in school too. There are many ways to participate and make a difference in our community!

If you have any questions, please let your Elementary Teacher know. We thank you for helping to support our policies and the health and learning of your child! We are looking forward to an amazing year of parent-teacher collaboration for the children's benefit!

Sincerely,
The Elementary Team
Lower El Kelly Ryder kellyr@hdmsreno.com
Lower El Jyoti Singh jyoti@hdmsreno.com
Lower El Autumn Reeder autumn@hdmsreno.com
Lower El Jamie Berfield ruby@hdmsreno.com
Lower El Rachel Ovard rachel@hdmsreno.com
Upper El Corey Jones corey@hdmsreno.com
Upper El Jen Marcondes jen@hdmsreno.com
Upper El Amber Caldwell amber@hdmsreno.com
Upper El Elyse Niemann elyse@hdmsreno.com
Resource Lisa Jasper lisaj@hdmsreno.com
Resource Shayla Krek shayla@hdmsreno.com

Our Mission Statement: High Desert Montessori Adolescent Program is dedicated to providing students with a holistic education that will empower them to successfully find their place in the global community.

Dear High Desert Montessori School Families,

Welcome! As teachers in the HDMS Adolescent Program, we are entrusted with some of your student's foremost experiences in education and it is our hope and desire that our program both inspires exploration and creativity, and acts as a principle foundation supporting your student's intellectual and social development. Working closely with families, our goal is to prepare our students for both high school and future endeavors in life.

STUDENT ARRIVAL AND DISMISSAL

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COMMUNITY GUIDELINES/ REMINDERS

- Please read, and re-read, the electronic devices policy (pg. 40), dress-code (55-57), and food policy (pg. 47-48) in the 2023-2024 Parent/Student handbook (available online) before the first day of school
- Please submit a \$125 supply fee to Sherrie (sherrie@hdmsreno.com).

DAILY SCHEDULE

The Montessori program focuses on involving students in a holistic education by integrating and developing practical life skills, establishing connections to life outside the classroom, and addressing real world concerns. Montessori philosophy is dedicated to keeping learning relevant and useful, while at the same time giving focus to the Nevada State Standards through our academic blocks.

Below is our daily schedule:

Middle School Schedule		2023-2024		Time Rotation and Minutes	
	Monday	Tuesday	Wednesday	Thursday	Friday
Advisory	8:40-8:45 Attendance	8:40-8:45 Attendance	8:40-8:45 Attendance	8:40-8:45 Attendance	8:40-8:45 Attendance
Academics 8:45-11:45 (90 min x2)	All Academics (45 min) 1st Period Lesson Group A -8:45-9:30 Group B-9:30-10:15 Group C-10:15-11 Group D-11-11:45 (Clockwise Rotation)	Academic Block 8:45 -10:15 Group A SS Group B English Group C Science Group D Math 10:15-11:45 Group A English Group B SS Group C Math Group D Science	Academic Block 8:45 -10:15 Group A Math Group B Science Group C English Group D SS 10:15-11:45 Group A Science Group B Math Group C SS Group D English	Academic Block 8:45 -9:45 Group A SS Group B English Group C Science Group D Math 9:45-10:45 Group A English Group B SS Group C Math Group D Science Occupations 10:45-11:45	Academic Block 8:45 -9:45 Group A Science Group B Math Group C SS Group D English 9:45-10:45 Group A Math Group B Science Group C English Group D SS Occupations 10:45-11:45
Lunch (45 min)	11:45-12:30	11:45-12:30	11:45-12:30	11:45-12:30	11:45-12:30
PSP/Creative Expressions (90 min)	Creative Expression 12:30- 2:00	Creative Expressions 12:30-2:00	PSP/Health 12:30-2:00	Creative Expressions 12:30- 2:00	Creative Expressions 12:30-2:00
Advisory Reading 3 days Open Work Cycle Committees Seminar PE	2:00-2:55 Restore the Environment	2:00-2:55 Restore the Environment	2:00-2:55 Restore the Environment	2:00-2:55 Restore the Environment	2:00-2:55 Restore the Environment
Dismissal	3:00	3:00	3:00	3:00	3:00

*Academic rotation should be an uninterrupted work time for the students; please be sure to schedule appointments outside of academic rotation whenever possible.

Sincerely,
The HDMS Adolescent Program Team

Robin Barry

Steven Lopez

Larry Adams

Monica Jennings

Lisa Jasper

English Language Arts

Mathematics

Science

Social Studies

SPED/Adolescent Support

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ELECTRONIC DEVICES POLICY:

Students may not possess or use electronic devices, including but not limited to iPods, e-readers, tablets, mp3 players, gaming devices and cellular telephones during school hours or on school property. Electronic devices shall not be carried into classrooms during assessments, semester exams, or other testing situations. Inside school buildings and during the school day, electronic devices shall be put away and in the "off" position at all times (unless authorized by a teacher).

If your student chooses to have an electronic device out for any reason, it is our policy to confiscate the device. Please refer to the consequences below. If you need to communicate with your child, or in the case of an emergency, please contact the front desk (775-624-2800) instead of contacting your child directly.

CONSEQUENCES:**First Offense**

- The electronic device shall be confiscated.
- The electronic device shall be turned over to the student at the end of the day.
- The policy shall be reviewed with this student and his/her parent/legal guardian.
- A warning shall be given regarding the consequence(s) for any future violations..

Second Offense

- The parent/legal guardian shall be notified.
- The electronic device shall be confiscated and given to the parent at the end of the school day.
- School-determined consequence for second offense for "administrative insubordination" or "disregard for school rules."
- The policy shall be reviewed again with this student and his/her parent/legal guardian.
- A further warning shall be given regarding the consequence(s) for any future violation of the policy.

Third Offense

- The electronic device shall be confiscated.
- The parent/legal guardian shall be notified.
- Mandatory parent/student conference with school administrator
- The electronic signaling device shall be turned over to the parent/legal guardian the next school day.
- School-determined consequence for third offense for "administrative insubordination" or "disregard for school rules."
- Electronic signaling device privileges shall be revoked for a period of 90 school days.
- The policy shall be again reviewed with this student and his/her parent/legal guardian.
- A further warning shall be given regarding the consequence(s) for any future violation of the policy.

Fourth Offense

- The electronic device shall be confiscated.
- The parent/legal guardian shall be notified.
- The electronic signaling device shall be turned over to the parent/legal guardian the next day.
- School-determined consequence for fourth offense for "administrative insubordination" or "disregard for school rules."
- Electronic signaling device privileges shall be revoked for the remainder of the school year
- Appeals: A parent or legal guardian shall have the right of appeal to the Board of Directors regarding fourth offense. Said request for appeal shall be submitted in writing to the Principal within ten (10) working days after the determination of a fourth offense.

LUNCHES:

This year, Farm Fresh Catering will be able to offer our hot lunch program at no cost to students daily. If your student chooses to bring additional snacks and/or lunch, please refer to the HDMS Lunch/Food Policy within the Student/Parent Handbook to ensure that he/she is following our food policy.

DRESS CODE:

Important!-Please refer to the Dress Code within the Student/Parent Handbook. If your student is not following the dress code, then they will be asked to have a parent bring a change of clothes.

FIELD EXPERIENCES/ COMMUNITY OUTREACH:

Authentic experiences are essential for adolescents to understand the adult world in which they are entering, to enhance the learning process, to nurture intellectual growth, and often need to take place outside of the physical school setting. These outings may include performing service work at Paradise Park, meeting with specialists in their fields, collecting necessary research, participating in physical activities, and will require certain activities to be completed to provide background knowledge.

While outside of school in the public eye, students and staff represent High Desert Montessori School and are held to a very high standard of behavior. We go to great lengths to maintain a stellar reputation in the community and are very proud of what we have worked to achieve. Adolescents are learning how to act in society and use these real-world learning opportunities to further their development. Those who are unable to exercise appropriate behavior will not be invited or will need to be accompanied by a parent.

Field Experiences are an essential component of our program and we ask for your support and assistance in making these trips a success. These field experiences are an important and mandatory part of the Middle School Program. Field experiences include camping and overnight trips, day trips to various locations and regular walking field trips. Parent chaperones are welcome. Please note, however, that parents should be in the background on trips. We can discuss the role of the parent chaperone on a one-on-one basis when needed. On many occasions we will utilize our city bus line and we will ask your student to have bus fare or other fees associated with the field experience. Parents and families will be informed of costs in advance. If this cost becomes a burden, please speak with us individually.

Field experiences provide vital connections with society, meet state standards, encourage students to become active members of their communities and promote global consciousness. Therefore, students are required to attend all outings.

PERSONAL RESPONSIBILITY:

Middle School students are required to have a number of resources with them at school each day; therefore, children should bring ONE simple backpack and a water bottle to school on a regular basis. Please keep all other bags at home. We realize there are exceptions like overnights or special activities after school. When you must bring a pack, please check it in with your teacher as soon as you get to school. He or she will have a special place for these items to be kept.

It is the responsibility of every student at High Desert Montessori to come to school every day prepared to learn and grow within the community. This includes the following suggestions:

- Eat a healthy breakfast BEFORE you arrive at school.
- Plan ahead so you can arrive at school on time.
- Try to get things done the night before so you are not rushing in the morning.
- Check the weather so you can be prepared.
- Make sure your electronic devices are turned off and put away before school begins.
- Bring all supplies and materials you will need during the day and be sure to keep track of these items throughout the day.
- Come to school prepared to learn and participate with a positive attitude. You are here to learn and grow.

If you are absent, be sure to check in with your teachers to find out what work you need to make up. It is your responsibility.

COMING TO SCHOOL PREPARED CHECKLIST:

- I have gotten a good night's sleep.
- I have prepared my physical self for the day ahead (fresh and clean).
- I have eaten a healthy breakfast.
- I have packed a healthy lunch and a water bottle.
- I am dressed appropriately for the weather and the day's activities.
- I have a pencil to write with.
- I have my planner.
- I have my homework assignments completed and ready to turn in.
- I have had my parents sign any permission slips for this week.
- I have turned off electronic devices and put them away.