



High Desert Montessori Charter School

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

NOTICE OF PUBLIC MEETING

**Board of Directors Meeting
1/31/2024 @ 5:00 pm via Zoom**

Join Zoom Meeting

<https://us02web.zoom.us/j/85771310396?pwd=bFV3YUwrNUgySTIMdmNXZzhMYW5kZz09>

Meeting ID: 857 7131 0396

Passcode: 699142 +1 669 900 6833 US (Zoom Phone Number)

High Desert Montessori School's Board of Directors will conduct their public meeting 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 use the virtual link or phone information as directed above. 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 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 11/29/2023 (FOR POSSIBLE ACTION)
5. Approval of Land Acknowledgement for Website and for Parent/Student Handbook (FOR POSSIBLE ACTION)
6. Approval of the 2024-2025 School Year Calendar (FOR POSSIBLE ACTION)
7. Acceptance of Resignation of Nicole Commons (FOR POSSIBLE ACTION)
8. Approval of Reid Riker as HDMS Board Chair and Nancy Smith as Vice Chair (FOR POSSIBLE ACTION)
9. Finance Committee Report (FOR DISCUSSION)
10. Update on Financial Policy Manual (FOR DISCUSSION)
11. Board Faculty Liaison Report (FOR DISCUSSION)
12. PTO Liaison Report (FOR DISCUSSION)
13. Public Comment
14. 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 Charter School

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

"High Desert Montessori School provides a safe, nurturing school environment that fosters independence, problem-solving 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
November 29, 2023, @ 5:00 PM**

1. Call to Order and Roll Call at 5:07

Ashley Allen (not present)
Bonnie Pillaro
Brigitte Frost (present via Zoom)
Jennifer Linn (not present)
Kristen Ashbaugh (present via Zoom)
Max Haynes (not present)
Nancy Smith (arrived at 5:33)
Nicole Commons (not present)
Reid Riker
Kelly Ryder

2. Public Comment

No public comment at this time.

3. Adopt the Agenda

Member Frost motions to approve the agenda with the change of striking Agenda Item 6 (see supporting documents). Member Pillaro seconds the motion and it passes unanimously.

4. Approval of Board Minutes from October 25, 2023

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

5. Presentation of YE 2023 Financial Audit

Auditors Dave Silva and Hamza Kahn presented the YE 2023 Financial Audit.

The audit was clean and the school's financial records are in order. Auditor Silva offered the following correction to the audit report: Page 22 note 2 will be adjusted to reflect non-compliance due to the line item "Undistributed Expenditures" on page 38 being over budget. He clarified that the overage was at the program level only and that the total budget was not over.

Member Pillaro motions to approve the Audit Report as presented with the correction Auditor Silva presented (see supporting documents), Member Ashbaugh seconds the motion, Member Smith abstains, and it passes unanimously.

6. Finance Committee Update (stricken from Agenda)

This item was stricken from the Agenda.

7. Personnel Committee Update

Member Riker presented an update from the Board Personnel Committee. The Finance Committee is gathering numbers and looking at other subjective factors in looking at adjustments to wages for employees next school year.

8. PTO Update

Member Ashbaugh presented an update from the PTO.

9. Principal Update

Administrator Perez presented his Principal's update.

10. Public Comment

No public comment at this time.

11. Adjournment and Future Agenda Items

Members discussed items for future agendas.

Member Smith motions to adjourn the meeting, Member Frost seconds the motion and it passes unanimously. The meeting is adjourned.

"The HDMS community acknowledges and recognizes that HDMS resides on the traditional lands of the Numu (Northern Paiute), Wašiw (Washoe), Newe (Western Shoshone), and Nuwu (Southern Paiute) peoples who have been stewards of this land through the generations. We value the opportunity to live and learn on their sacred ancestral lands. We hope this acknowledgment can help us to learn more about these indigenous groups, learn to be the stewards of the land, and learn to support, elevate, and amplify the voices of those whose land has been taken from them, as well as those who are marginalized."

DRAFT

DRAFT HIGH DESERT MONTESSORI SCHOOL

2024-2025 SCHOOL YEAR

July 2024

S	M	T	W	T	F	S	No School on Shaded Days
	1	2	3	4	5	6	# of School Day = 0
	8	9	10	11	12	13	July 4-5: Independence Day Weekend
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				

January 2025

S	M	T	W	T	F	S	No School on Shaded Days
			1	2	3	4	Jan 1: New Years Day
5	6	7	8	9	10	11	Jan 20: MLK Jr Day
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		

August 2024

S	M	T	W	T	F	S	No School on Shaded Days
				1	2	3	Aug 12: First Day Pre-K & 1st-8th
4	5	6	7	8	9	10	Aug 12-16: Kinder assessments
11	12	13	14	15	16	17	Aug 19: First Day for Kindergarten
18	19	20	21	22	23	24	Aug 30: Teacher Work Day
25	26	27	28	29	30	31	

February 2025

S	M	T	W	T	F	S	No School on Shaded Days
						1	Feb 17: President's Day
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28		

September 2024

S	M	T	W	T	F	S	No School on Shaded Days
1	2	3	4	5	6	7	Sept 2: Labor Day
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30						

March 2025

S	M	T	W	T	F	S	No School on Shaded Days
						1	Mar 14: Teacher Work Day
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31						

October 2024

S	M	T	W	T	F	S	No School on Shaded Days
		1	2	3	4	5	Oct 25: Nevada Day
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			

April 2025

S	M	T	W	T	F	S	No School on Shaded Days
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30				

November 2024

S	M	T	W	T	F	S	No School on Shaded Days
					1	2	Nov 11: Veteran's Day
3	4	5	6	7	8	9	Nov 27: 1:00 Early Release
10	11	12	13	14	15	16	Nov 28-29: Thanksgiving Break
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	

May 2025

S	M	T	W	T	F	S	No School on Shaded Days
				1	2	3	May 9: Teacher Work Day
4	5	6	7	8	9	10	May 26: Memorial Day
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	

December 2024

S	M	T	W	T	F	S	No School on Shaded Days
1	2	3	4	5	6	7	Dec 24 - 25: Christmas Eve/Day
8	9	10	11	12	13	14	Dec 31: 1:00 Early Release
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					

June 2025

S	M	T	W	T	F	S	No School on Shaded Days
1	2	3	4	5	6	7	June 6: Kinder Graduation
8	9	10	11	12	13	14	June 19: Juneteenth
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30						

DRAFT HIGH DESERT MONTESSORI SCHOOL

2024-2025 SCHOOL YEAR

July 2024

S	M	T	W	T	F	S	No School on Shaded Days
	1	2	3	4	5	6	# of School Day = 0
	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	Yellow: Two Hour Early Release
28	29	30	31				Blue: No School Teacher Work Day

January 2025

S	M	T	W	T	F	S	No School on Shaded Days
			1	2	3	4	# of School Days = 19
5	6	7	8	9	10	11	Dec 23 - Jan 3: Winter Break
12	13	14	15	16	17	18	Jan 6: School Resumes
19	20	21	22	23	24	25	Jan 15: Two Hour Early Release
26	27	28	29	30	31		Jan 20: MLK Jr Day

August 2024

S	M	T	W	T	F	S	No School on Shaded Days
				1	2	3	# of School Days = 15
4	5	6	7	8	9	10	Aug 12: First Day Pre-K & 1st-8th
11	12	13	14	15	16	17	Aug 12-16: Kinder assessments
18	19	20	21	22	23	24	Aug 19: First Day for Kindergarten
25	26	27	28	29	30	31	Aug 30: Teacher Work Day

February 2025

S	M	T	W	T	F	S	No School on Shaded Days
						1	# of School Days = 19
2	3	4	5	6	7	8	Feb 17: President's Day
9	10	11	12	13	14	15	Feb 26: Two Hour Early Release
16	17	18	19	20	21	22	
23	24	25	26	27	28		

September 2024

S	M	T	W	T	F	S	No School on Shaded Days
1	2	3	4	5	6	7	# of School Days = 20
8	9	10	11	12	13	14	Sept 2: Labor Day
15	16	17	18	19	20	21	Sept 18: Two Hour Early Release
22	23	24	25	26	27	28	
29	30						

March 2025

S	M	T	W	T	F	S	No School on Shaded Days
						1	# of School Days = 11
2	3	4	5	6	7	8	Mar 7-Mar 13: Spring Conf, Early Release
9	10	11	12	13	14	15	March 14: Teacher Work Day
16	17	18	19	20	21	22	Mar 14: End of Grading Period
23	24	25	26	27	28	29	Mar 17-April 28: Spring Break
30	31						

October 2024

S	M	T	W	T	F	S	No School on Shaded Days
		1	2	3	4	5	# of School Days = 17
6	7	8	9	10	11	12	Oct 7-11: Fall Break
13	14	15	16	17	18	19	Oct 18: End of Grading Period
20	21	22	23	24	25	26	Oct 18 - 24: Fall Conf, Early Release
27	28	29	30	31			Oct 25: Nevada Day

April 2025

S	M	T	W	T	F	S	No School on Shaded Days
		1	2	3	4	5	# of School Days = 22
6	7	8	9	10	11	12	Apr 16: Two Hour Early Release
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30				

November 2024

S	M	T	W	T	F	S	No School on Shaded Days
					1	2	# of School Days = 16
3	4	5	6	7	8	9	Nov 6: Two Hour Early Release
10	11	12	13	14	15	16	Nov 11: Veteran's Day
17	18	19	20	21	22	23	Nov 25: Teacher Work Day
24	25	26	27	28	29	30	Nov 26-29: Thanksgiving Break

May 2025

S	M	T	W	T	F	S	No School on Shaded Days
				1	2	3	# of School Days = 21
4	5	6	7	8	9	10	May 9: Teacher Work Day
11	12	13	14	15	16	17	May 21: Two Hour Early Release
18	19	20	21	22	23	24	May 26: Memorial Day
25	26	27	28	29	30	31	

December 2024

S	M	T	W	T	F	S	No School on Shaded Days
1	2	3	4	5	6	7	# of School Days = 15
8	9	10	11	12	13	14	Dec 11: Two Hour Early Release
15	16	17	18	19	20	21	Dec 19: End of Grading Period
22	23	24	25	26	27	28	Dec 20: Teacher Work Day
29	30	31					Dec 23 - Jan 3: Winter Break

June 2025

S	M	T	W	T	F	S	No School on Shaded Days
1	2	3	4	5	6	7	# of School Days = 5
8	9	10	11	12	13	14	June 6: Last day of school
15	16	17	18	19	20	21	June 6: End of Grading Period
22	23	24	25	26	27	28	June 6: Early Release
29	30						June 9-11: Contingency Days

Number of days per quarter	44	39	48	49	180
Number of days per semester	83	97			180

HDMS Finance Committee
1/24/2024 @ 4:00 pm

Finance Committee Attendance

- Bonnie Pillaro, Eric Perez, Cheryl Miller Mintz, Sherrie Jordan, Reid Riker

Public Comment

- None

Adopt Agenda

- Moved by Reid Riker and accepted

Discussion of Stifel February Meeting (DISCUSSION ONLY)

- The Finance Team is currently working with Stifel on the required annual Investor's report.

Discussion of Findings of Audit and DSC Ratio

- The Team is addressing the Debt Service Coverage Ratio along with Stifel's guidance. FYE 6/30/2023 DSC is under the 1 ration required by the bond covenants.
- Stifel is assisting with preparation of the Investors Report along with steps to monitor achievement of the bond covenants for this year and upcoming years. Steps include updating Financial Policies, submitting a bond covenant waiver, and enhancing finance reports to the Board to include financial indicators.

Discussion of Mid-year Review of Financial Statements

- The mid-draft financial statements report a majority of revenues and expenses as on target when compared to the budgeted amounts. HVAC repair not budgeted.
- Final, updated mid-financial statements will be completed in the next couple of weeks.

Discussion of Potential Salary Adjustment Discussion

- The Finance Team is working on various scenarios for salary increases.
- The Finance Committee has scheduled an additional meeting on February 14, 2024 to discuss potential salary adjustments.
- HDMS teachers who attended the Finance Committee meeting posted several comments outlining the WCSD teacher payscale.

Public Comment

- None

Adjournment