



# High Desert Montessori Charter School

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

## NOTICE OF PUBLIC MEETING

Board of Directors Meeting - 6/11/25 - 5:00 PM ON ZOOM

<https://us02web.zoom.us/j/86245022392?pwd=Qa0lyYlhqfxOrfyPZQc7YEFgOjmAZO.1>

Meeting ID: 862 4502 2392

Pass Code: 720184

Phone Number: +1 669 900 6833

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 the Board to consider. 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](mailto: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 5/28/2025 (FOR POSSIBLE ACTION)
5. Change to HDMS Primary Enrollment Procedures (FOR POSSIBLE ACTION)
6. Election of HDMS Board Officers (FOR POSSIBLE ACTION)
7. Approval of the Board Calendar for the 2025-2026 School Year (FOR POSSIBLE ACTION)
8. Appointment of Anthony Arger as a member of the HDMS Board (FOR POSSIBLE ACTION)
9. Public Comment
10. 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 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."*



# High Desert Montessori Charter School

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

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](http://www.hdmsreno.com)



**Board of Directors Meeting**  
**May 27, 2025, @ 5:30 PM in person**  
**101 Fantastic Drive, Reno, Nevada 89512**

**1. Call to Order and Roll Call at 5:35**

Ashley Allen (arrived at 5:36)  
Bonnie Pillaro  
Jennifer Linn (not present)  
Kristen Ashbaugh  
Nancy Smith  
Pamala Pollard (not present)  
Reid Riker

**2. Public Comment**

No public comment at this time.

**3. Adopt the Agenda**

Member Pillaro motions to approve the agenda (see supporting documents), Member Ashbaugh seconds the motion and it passes unanimously.

**4. Approval of Board Minutes from 4/30/2025**

Member Smith motions to approve the Board Meeting minutes from 4/30/25 (see supporting documents). Member Pillaro seconds the motion and it passes unanimously.

**5. Resignation of Jennifer Linn from the HDMS Board of Directors**

Member Ashbaugh motions to accept the resignation of Jennifer Linn from the HDMS Board of Directors (see supporting documents). Member Pillaro seconds the motion and it passes unanimously.

Parent Arger introduced himself as a potential new board member.

**6. Approval of FY 2026 FINAL Budget**

Administrator Haddock presented the FY 2026 FINAL Budget.

Member Allen motions to approve the FY 2026 FINAL Budget. Member Pillaro seconds the motion and it passes unanimously.

**7. Principal/Executive Director Report**

Administrator Perez presented his report.

**8. Faculty Liaison Report**

Teacher Berfield presented her report.

**9. PTO Liaison Report**

Member Ashbaugh presented her report.

**10. Principal/Executive Director Annual Review (Executive Session)**

Board Members entered Executive Session to conduct the Principal/Executive Director's annual performance review.

Member Ashbaugh moves to approve the Principal/Executive Director contract renewal for Eric Perez for the 2025-2026 school year. Member Allen seconds the motion and it passes unanimously.

**11. Public Comment**

No public comment at this time.

**12. Adjournment and Future Agenda Items**

Members discuss future agenda items. The next Board Meeting will be at 5:00 via Zoom on June 11, 2025.

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



# High Desert Montessori Charter School (HDMS) K-8 Enrollment Procedures

Per Nevada Revised Statutes (NRS 388A.453 and NRS 388A.456), High Desert Montessori Charter School's enrollment procedures are as follows:

## Section 1: Priority Enrollment

Before a lottery takes place, priority enrollment is given to:

- (A) The sibling of a student who is currently enrolled in grades K-8 at HDMS.
- (B) A child who was enrolled, **free of charge and on the basis of a lottery system**, in the pre-K program at HDMS the immediately preceding school year.
- (C) The child of a person who is employed by HDMS.
- (D) The child of a person who is a member of the HDMS Board.
- (E) A student who is currently enrolled in a public school with an enrollment that is more than 25 percent over the public school's intended capacity. The schools on this list are provided to the HDMS Enrollment office yearly by the Washoe County School District.
- (F) A student who, at the time his or her application is submitted, is enrolled in a public school that received an annual rating established as one of the two lowest ratings possible indicating underperformance of a public school, as determined the Nevada Department of Education, pursuant to the statewide system of accountability for public schools for the immediately preceding school year. The schools on this list are provided to the HDMS Enrollment office yearly by the Washoe County School District.
- (G) A student who resides within 2 miles of HDMS.

## Section 2: Lottery Enrollment for Washoe County Residents

After "Section 1: Priority Enrollment" takes place, HDMS shall hold a lottery to determine either enrollment in the school or placement on the waiting list for any student who resides within the boundaries of our sponsoring agency, the Washoe County School District, but who did not qualify for "Section 1: Priority Enrollment".

- (A) The lottery will be held the first Friday after spring break each school year.
- (B) Letters of Interest must be received by the day before the lottery is run to be included in the lottery for the upcoming school year.
- (C) A new Letter of Interest must be filled out each year to be eligible for the lottery. Those names entered in the lottery will be the Letters of Interest received since the date of the prior year's lottery.
- (D) The lottery is executed by entering all qualifying "Section 2" names in each level (Kindergarten, Lower El, Upper El, Middle School) into a third-party, online random sorting program. Three witnesses will be present at each lottery sort. The order in which the students are sorted will dictate the lottery number that child holds for the upcoming school year only. A new lottery sort will be done each year.

(E) For any remaining vacancies after the "Section (1): Priority Enrollment" spots are filled, students will be offered spots in the order of their number designation from the lottery sort. Any students who do not obtain a spot will be placed on the waiting list in the order of their designated lottery number.

(F) Enrollment Offers resulting from the lottery will be sent via email. Acceptance of an enrollment offer must be submitted, via email, to the enrollment office no later than seven days after notification is sent. If confirmation of acceptance is not received within seven days, the registrar will make a final notification phone call. At that point, the student's spot may be forfeited.

(G) The enrollment checklist and all required paperwork must be completed before the date assigned by the registrar or the lottery spot may again be forfeited.

(H) The only person authorized to issue a receipt of acceptance is the Enrollment Registrar. Verbal or written confirmation from any other staff member will not be accepted.

### **Section 3: Lottery Enrollment for Nevada Students who reside outside of Washoe County**

After "Section 1: Priority Enrollment" and "Section 2: Lottery Enrollment for Washoe County Residents" take place, HDMS shall hold a lottery to determine either enrollment in the school or placement on the waiting list for any student who resides outside the boundaries of our sponsoring agency, the Washoe County School District.

(A) The lottery will be held the first Friday after spring break each school year.

(B) Letters of Interest must be received by the day before the lottery is run to be included in the lottery for the upcoming school year.

(C) A new Letter of Interest must be filled out each year to be eligible for the lottery. Those names entered in the lottery will be the Letters of Interest received since the date of the prior year's lottery.

(D) The lottery is executed by entering all qualifying "Section 3" names in each level (Kindergarten, Lower El, Upper El, Middle School) into a third-party, online random sorting program. Three witnesses will be present at each lottery sort. The order in which the students are sorted will dictate the lottery number that child holds for the upcoming school year only. A new lottery sort will be done each year.

(E) For any remaining vacancies after the "Section 1: Priority Enrollment" spots and "Section 2: Lottery Enrollment for Washoe County Residents" spots are filled, students will be offered spots in the order of their number designation from the lottery sort. Any students who do not obtain a spot will be placed on the waiting list in the order of their designated lottery number.

(F) Enrollment Offers resulting from the lottery will be sent via email. Acceptance of an Enrollment Offer must be submitted, via email, to the enrollment office no later than seven days after notification is sent. If confirmation of acceptance is not received within seven days, the Enrollment Registrar will make a final notification phone call. At that point, the student's spot may be forfeited.

(F) The enrollment checklist and all required paperwork must be completed before the date assigned by the registrar or the lottery spot may again be forfeited.

(G) The only person authorized to issue a receipt of acceptance is the Enrollment Registrar. Verbal or written confirmation from any other staff member will not be accepted.

### **Section 4: Placement for Students whose Letters of Interest are received after the Lottery**

Letters of Interest submitted after the lottery takes place will be added to the bottom of the waiting list in the order they are received.



# High Desert Montessori Charter School

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

## Proposed HDMS Board Calendar 2025-2026 School Year

Unless otherwise noted, all board meetings will take place at 5:00 pm on Zoom

All Finance Committee meetings will take place at 4:00 pm on Zoom

Date	Meeting	Mandatory Duties
8/27/2025	HDMS Board Meeting	Introductions of New Staff
9/17/2025	Finance Committee Meeting	Finance Status Update
9/24/2025	HDMS Board Meeting	NAC386.400 and NAC386.350 Approval
10/29/2025	HDMS Board Meeting	
11/19/2025	Finance Committee Meeting	Review of Financial Audit
12/3/2025	HDMS Board Meeting <b>IN PERSON</b>	Presentation of Audit Results
1/28/2026	HDMS Board Meeting	Approval of 2026-2027 School Calendar
2/25/2026	HDMS Board Meeting	
3/11/2026	Finance Committee Meeting	Review of Tentative Budget
4/1/2026	HDMS Board Meeting	Presentation of Tentative Budget
4/22/2026	Finance Committee Meeting	Review of Final Budget
4/29/2026	HDMS Board Meeting	
5/27/2026	HDMS Board Meeting <b>IN PERSON</b>	Presentation of Final Budget, Board Officers Elections, Executive Session for Admin Evaluation
6/10/2026	HDMS Board Meeting	Board Calendar for the 2026-2027 School Year

