



High Desert Montessori School
Public Meeting of the Board of Directors

Location :2025 Silverada Street, Reno, Nevada 89512

Time: Wednesday, July 17, 2019 @ 5:00PM

1. Roll call

Attendees: Linda Aaquist (By phone)
Doug Whitener
Amanda Baldwin
Terry Fowler
Max Haynes
Reid Riker

2. Public Comment:

None at this time

3. Chairman's Report- Max Haynes

Max Haynes took over as board president. He is working hard to streamline meetings, provide more information to the community and increase efficiency. HDMS hopes to move forward with respect and positivity.

4. Adopt the Agenda

Member Fowler moves to adopt agenda from the board meeting on 6/26/19. Member Baldwin seconds the motion. Motion passes and agenda is approved

5. Appointment of Critical Need/Interim Principal T

The agency of High Desert Montessori Charter School requests the services of a critical needs interim principal. Needs to start immediately after the meeting on 7/18/19. **Please see attached NV PERS document regarding NRS. 286.523**

Former Principal, Rhonda Turnipseed's contract was not renewed at the end of her contract for fiscal year July 1, 2018- June 30, 2019. The process to hire a permanent principal will be lengthy due to the need for specific Montessori training. The position will need to be opened up at the national level for qualified participants.

Tammie Stockton, Tamra Hopkins, Nicole Commons, Eric Perez and Cher Allison came up as potential candidates for the position.

Discussion of potential candidate and former principal of HDMS Tammie Stockton.

Member Haynes suggests a future agenda item for the role of new principal and hiring process.

Member Baldwin moves to appoint Tammie Stockton Critical needs interim principal. Member Fowler seconds the motion and it passes unanimously.

6. Proposal on Executive Director

Member Haynes invited current assistant principal Tamra Hopkins to present proposal on executive director. Administrator Hopkins presented her ideas on this new position. See attached supporting documents for breakdown.

Discussion of whether this is an action item and if there is room in the budget. Executive director would be oversight for the principal and act as intermediary for the board.

Parent Thauer offered comment that this is a good suggestion. Also has concerns about number of reporting streams.

Members discussed benefits of executive director and whether this is something the school can afford. All members agreed they need more information on budget.

Member Riker and Member Haynes discuss and agree that an agenda item be added to discuss staffing and budget to make position possible. No motion or vote needed but staff will need to prepare additional information for future review. Subject is deferred to next meeting no action made.

7. Governance Report- Board Development, Training, and Membership Changes

Member Whitener, Member Hernandez and Member Ganes resigned from HDMS board. Additional candidates for board need to be considered in the future and new governance committee is needed.

Member Fowler motions to accept the resignation of Member Whitener, Hernandez and Ganes effective at the end of 7/17/19 meeting. Member Riker seconds the motion and motion passes unanimously.

Member Haynes mentioned that the board needed to communicate regarding training. Members need to communicate availability for scheduling.

8. Daily Pay for Summer Administrative Staff

Member Haynes asked how this has worked in the past.

Administrator Jordan commented that Administrative team is not contracted to work until July 29, 2019. Additional work was required by the board in July to make all the changes happen and readiness for the beginning of the school year.

Member Haynes agreed that the board had required information and certain tasks completed in July to assist in the board's decision making.

Member Whitener moves to authorize the payment of administrative support staff at the discretion of Tammie Stockton, interim principal. Member Baldwin seconds the motion and the motion passes.

9. Middle School Restructure:

To Include Staff Allocations, Class Sizes, Enrollment of New Students, and Program Budget Allocations.

Member Haynes commented the HDMS board is not in a position to make staff and contract decisions. Concerns with our responsibilities towards changing allocations. Referred to Member Whitener to present.

Member Whitener presented information compiled by the administrative staff and National Center for Montessori in the public sector. Seth Webb from the national center has been consulted and has offered best practices. Four classrooms would be ideal for a successful middle school but three would suffice. Board should allocate money to have oversight while team is developing new Adolescent program. Discussion of budget concerns and how to address class size.

Member Haynes suggested the staff use the national center to construct curriculum and be a mobile support program. The National Center will provide remote support, complete online support for the first two months of the school year, additional months would have biweekly check-ins and two visits to the school.

Discussion over National Center's best practices for middle school. What additional support staff is needed and what would their qualifications be? One-part time assistant contract has been signed already per HR representative Sherrie Jordan.

Member Whitener and Member Aaquist agreed three classrooms and a max 72 students would be ideal. Additional discussion of how curriculum would integrate requirements and meet all the needs of the students. Member Haynes questioned whether HDMS has the resources to support additional students. Especially if students have specialized needs.

Former teacher Perez commented that the current plan in place for the middle school is not ideal and would be doing students a major disservice.

Parent Tillotson with daughter in 8th grade is concerned with movement away from current practices that the students are familiar with.

Special Education teacher Reeder commented on concerns regarding resources and challenges of new students transitioning into Montessori environment.

Member Whitener commented that he is concerned with two teachers being able to provide 70 kids with adequate support to pass test and be prepared for next steps in their education. Member Fowler suggested more information is needed to determine what Montessori looks like at the adolescent level.

Discussion between members Haynes and Aaquist on whether HDMS can meet curriculum needs outlined by Washoe County School District and be traditional Montessori.

Member Haynes is not comfortable moving forward without guard rails. Believed the National Center offered a reasonable proposal and are available to immediately assist HDMS for the 2019-2020 school year.

Discussion of oversight of the National Center

Parent Moradshahi commented on Middle school assistants.

Parent Thauer commented on more teachers and fewer resources.

Parent Voss commented on middle school teacher Kelly Casey's plan for 19-20

Member Baldwin commented on ratios, suggestions from the National Center and what the students need.

Member Haynes requested Administrator Hopkins to elaborate on previous principal's plan for the program. Hopkins briefly addressed how the program would integrate subjects comprehensively in project based learning.

Former Teacher Barry commented on concerns of how realistic the current program in place is.

Member Haynes addressed Administrator Emler and Member Riker on where HDMS is at budget wise. Member Riker commented on the need for lower ratios and more financial information. Discussion of how the Board can guide HDMS to more Montessori and is it possible to allocate one more teacher for 19-20 school year.

Member Haynes offered comments for discussion on whether HDMS could use potential surplus funds. Supplemental funding from the district coming and a decision on allocations needed to made in the meeting.

Member Whitener moves to increase Middle school teacher allocations to three. Requests the team to develop a program to be with core and Montessori principles and the additional of NCMPS for consultant support. Member Fowler seconds the motion and it passes unanimously.

10. Approval of Board Minutes for June 10th and June 26th

Member Fowler moves to approve minutes as presented. Member Baldwin seconds the motion and it passes.

11. Approval of May and June Cash Disbursements

Requested the approval of May cash disbursements which had been sent previously and attached. Administrator Emler requests only approval of May.

Member Riker moves to approve May's cash disbursements. Member Fowler seconds the motion and it passes.

12. Approval of May and June Financial Statements

Requested approval of May financial statements sent previously and attached. Administrator Emler requests only approval of May.

Member Fowler moves to approve May's financial statements. Member Riker seconds and the motion passes.

13. Methods and Policies for Staff Input and Conflict Resolution

Discussion of methods and policies with staff input and conflict.

HDMS Board and Interim Principal Tammie Stockton will work to come up with additional solutions and processes.

14. Strategic Planning and Capital Campaign

Member Haynes offered comment that Blueprint Collaborative will no longer be working with HDMS. Requested ideas from staff and board on ideas and options.

HDMS board needs more information on budget and needs to determine if strategic planning is still something essential.

15. Red Hook Proposal involving sale, renovation, leaseback, and repurchase of 3 story building / Silverada Building

Red Hook offered proposal to board including contracts and agreements.

Member Haynes and Riker will need to review proposal and meet with financial committee. HDMS legal representation will also need to review proposal.

16. Notice to Vacate for Tenants of 3-Story Building

Discussion of separation issues of Silverada building and notice to tenants.

No action taken at this time due to agreement with Red Hook not yet fully executed.

17. Public Comment

Parent Tillotson concerned with selling the building and middle school.

Parent and Employee Hart requested board members visit and observe the school more.

Parent Moreno questioned if the First through Sixth grade classroom was still happening and charter renewal.

Parent Wilson commented on trauma of all the changes and thanked the board for their hard work.

18. Adjournment and Future Agenda Items

Middle School program/budget to be reported on next meeting.

Revised budget

Next board meeting 8/28 at 5 P.M.

Finance Committee meets on 8/21

Governance Committee to meet

Member Riker to reach out regarding retreat scheduling

Interim Principal staffing and finance report

Process for Principal search

Red Hook proposal report

Review of June cash disbursements and financial statements

New members for consideration after governance committee meets

Plan and budget for the executive director position

Report on needs and budget for strategic planning

Member Fowler moves to adjourn the meeting. Member Baldwin seconds the motion and it passes.