



High Desert Montessori School
Public Meeting of the Board of Directors

Location: 2025 Silverada Street, Reno, Nevada 89512
Time: Wednesday, September 25, 2019 @ 5:00 PM

1. Roll call

Reid Riker
Amanda Baldwin
Claudia Castañeda
Linda Aaquist
Max Haynes via conference call

2. Public Comment:

None

3. Adopt the Agenda:

Member Aaquist moves to adopt the agenda as presented, Member Riker seconds
The agenda is adopted unanimously

4. Chairman's report:

Member Haynes reported that the process is moving forward on the building and finding new board members. Member Haynes complimented the staff and admin team for moving forward with positivity

5. Approval of board minutes for August 28, 2019:

Member Riker suggested item 9 be changed from Hanes to Ganes
Member Riker moves to approve with modification to item 9 and Member Aaquist Seconds. The minutes are approved unanimously.

6. Review of letter of resignation for former member Terry Fowler:

Member Riker moves to accept the resignation of member Fowler and member Aaquist seconds the motion. Resignation is now approved unanimously.

7. Principal Update:

Administrator Stockton will be presenting her updates monthly and updating a working document for recording purposes. Administrator Stockton went over a brief review of her items from the last meeting.

September's Updates:

HDMS received a grant from the PTO to send teachers to AMI and AMS conferences $\frac{1}{3}$ they will be covered by the PTO and $\frac{1}{3}$ the school covers and the remaining $\frac{1}{3}$ will be covered from teacher fund.

Reviewed Academics, specifically the "Read by Three Grant" and updates on needed staff for student interventions. No one could be found for the Interventionist position; however, it will now be split into several part-time positions.

Fall MAP testing has been completed and students who scored 40% or below in grades 1-3 will have a reading plan.

The Outreach and engagement meeting has happened and will continue monthly.

The HDMS PTO has met twice and is coming up with some great ideas for the year for academic involvement, parent outreach, and marketing.

Red Hook will be looking through the school's presented documents to work out their involvement going forward. A letter was sent to the WCSD for review and approval. Please see attached for the document.

8. SFA

The HDMS board members reviewed the National school lunch program Requirements. Administrator Stockton offered to get the process started to designate an SFA. There will need to be policies put into place and appointment of program operating staff. More information will be needed to determine the cost of this program to the school. Administrator Emler read the certification page. Please see attached.

Member Aaquist moves to designate Administrator Stockton to be the SFA for the national school lunch program. Member Castañeda seconds the motion.

9. June/July Cash disbursements

Please see attached

Check # 992 6/4 was for Karrie Eaton of Drinkwater Law Firm-going forward will be pay as needed.

HDMS has one more year with the Reno Bike Project.

Administrator Emler's budget was moved to the next board meeting.

Member Riker motions to approve the check register, Member Castañeda seconds the motion and it passes unanimously

10. WCSD property letter reviewed and acknowledgment of it being sent.

Drinkwater Firm wrote a letter to be sent regarding the property to WCSD.
See attached.

Member Riker moves to approve the letter to Stacey Cooper from WCSD regarding the sale and purchase agreement. Member Aaquist seconds the motion and it Passes unanimously.

11. Acorn Corporation purchase agreement revision

Member Haynes reviewed that Acorn is supportive of HDMS's plans regarding selling the parcels.

Karrie Eaton, from Drinkwater Firm, sent a letter that we may need to do a conveyance of the sale. Acorn will hold the deed at Silverada, Red hook would then be able to buy the three-story building. Partial conveyance will be figured out with Member Haynes and the title company.

Member Haynes moves to go forward with conveyance as recommended by Drinkwater and title company, Member Aaquist seconds the motion and it passes unanimously.

12. Red Hook Update

Board members reviewed the red line
Administrator Stockton is working on approval from WCSD and some other items.

13. Purchase and sale agreement of empty lot

Member Haynes reviewed an offer and counteroffer that was presented.
The empty lot will be sold and will be designated for senior housing
There will be a 90-day period to determine if the building plan is approved and 30 days to close The process should take four months total.

Board discussion of closing costs and the overall process to finalize the deal.

Administrator Stockton will send out the agreement to the board and Karrie Eaton from Drinkwater has already reviewed the document. The board will review and comment by October 2nd.

Member Aaquist moves HDMS accept the offer of \$600k subject to review of purchase agreement by the board and the board will respond by 10/2. Member Riker seconds the motion and it passes.

14. JK Architecture concept renderings revision and budget for 2025 Silverada

Administrator Stockton reviewed potential changes for the rendering to reflect new findings from Montessori in the Public Sector recommendations of 40 square feet per Child. Reviewed the placement of classrooms.

JK Architecture has reviewed changes and fills everything is doable. Discussion over cost and dollar amount allocation for continued work on the project.

Member Riker motions to give JK Architecture the go ahead for finishing the 2005 and 2025 Silverada renderings and cost analysis estimates for 10k. Member Aaquist seconds the motion and it passes unanimously.

Member Haynes requests future action item for our actual project budget. Member Riker and Administrator Emler to work on for future meetings.

15. Governance report

Member Haynes reviewed the boards plans to fill the board and reviewing meeting law changes on a yearly basis, each board member is required to complete the WCSD open meeting law training.

The board discussed potential members and the type of qualifications needed.

Suggested future agenda item to review the board bylaws and make some slight modifications.

16. Principal recruitment-

Administrator Stockton reported that a representative from the National Center for Montessori in the Public sector is going to be visiting HDMS. Administrator Jordan will be getting their opinion on recruitment strategies for the principal position. Administrator Stockton and Jordan will be working on job descriptions and action plan.

17. Public comment:

None

18. Adjournment and future agenda items:

19-20 Revised Final Budget
Tenant Letters
Audit Report
HR Report
Principal Position
Board Approval or Performance Plan
Bylaws
Empty Lot Sale
Property Budget
JK Architecture

**Member Riker moves to adjourn the meeting and Member Castañeda
Seconds the motion and the meeting is adjourned.**

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

HDMS Board Meeting Agendas are posted at the following places.

Washoe County School District
Sparks Library
Washoe County Administration
HDMS Orovada & Silverada Campuses