



## NOTICE OF PUBLIC MEETING

### Board of Directors Meeting

High Desert Montessori School

2590 Orovada Street, Reno, Nevada 89512 775-624-2800

Wednesday, May 25, 2022 @ 5:00PM via Zoom

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 in 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 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 may be obtained from Stephanie Turner; by email at [Stephanie@hdmsreno.com](mailto:Stephanie@hdmsreno.com) at the address or phone number above.

### Join Zoom Meeting

<https://us02web.zoom.us/j/87666630647?pwd=OLLVdS0EeSM8GpobbzoPH3A4omoDtD.1>

Meeting ID: 876 6663 0647

Passcode: 740930

### One tap mobile

+13462487799,,87666630647#,,,,\*740930# US (Houston)

+16699006833,,87666630647#,,,,\*740930# US (San Jose)

### AGENDA

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.

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 4.27.22 (FOR POSSIBLE ACTION)
5. Nevada Montessori Week Update (DISCUSSION)



**Board of Directors Meeting  
High Desert Montessori School  
Wednesday, April 27, 2022 @ 5:00PM via Zoom**

**1. Call to Order and Roll Call**

Reid Riker (not present)  
Linda Aaquist  
Max Haynes (not present)  
Nancy Smith  
Nicole Commons  
Ashley Allen  
Bonnie Pillaro  
Brigitte Frost  
Jennifer Linn (5:44 PM)

**2. Public Comment**

None

**3. Adopt the Agenda**

Member Smith motions to adopt the agenda as presented, Member Aaquist seconds the motion and it passes unanimously.

**4. DBC Phase III Time Extension Contract**

Administrator Stockton introduced Garret Banks from Dennis Banks Construction who reviewed the specifics of this item (see attached supporting documents.)

Member Aaquist motions to approve the DBC Phase III Time Extension Contract a presented, Member Allen seconds the motion and it passes unanimously.

**5. Approval of Board Minutes from 3.30.22**

Member Smith motions to approve the minutes from the March 30th board meeting as presented, Member Ashley seconds the motion and it passes unanimously.

**6. Appointment of new board member Jennifer Linn**

Member Frost motions to approve the appointment of Jennifer Linn to the board, Member Pillaro seconds the motion and it passes unanimously.

Administrator Stockton started the discussion and overviewed the specifics of this item.

Member Commons and Member Smith will lead a parent focus group to discuss Principal Perez's performance so far.

Member Aaquist will lead the discussion for the staff focus group.

#### **14. Public Comment**

None

#### **15. Adjournment and Future Agenda Items**

Board Bylaws

Final Budget

Final Evaluation Update

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

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

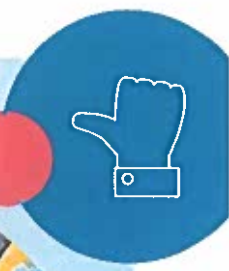
# Nevada Montessori Week Updates

5/25/22





**A tour or a conversation with a Montessori community member is worth a thousand words!**





# Schedule of Events

## Nevada Montessori Week



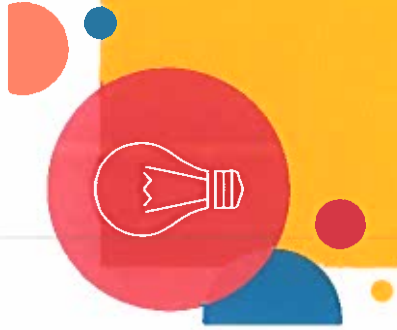


# Mobile Auction Software for Ticketing & Silent Auction



Thanks!

Questions?





**Academic Report 5/225/2022**  
**Submitted by Principal Eric Perez**

**Spring Map Scores:**

- Spring Maps testing is almost complete. Anecdotal preliminary data shows that students showed great improvement in scores from the winter to the spring.
- While spring data is still incomplete due to the fact that some students are doing makeup testing, data is showing that students have been growing consistently throughout the year, especially in the lower grades.
- Data is showing that reading scores in middle school are below expectations. This is being mitigated through program adjustments and changes for the next school year.
- 

Comparing average RIT score over testing periods 21-22

| Math    |           |             |             |            |            |            |
|---------|-----------|-------------|-------------|------------|------------|------------|
| Grade   | Fall 2021 | Winter 2022 | Spring 2022 | Growth F-W | Growth W-S | Growth F-S |
| 1       | 160       | 167         | 171         | 7          | 4          | 11         |
| 2       | 167       | 175         | 180         | 8          | 5          | 13         |
| 3       | 182       | 188         | 192         | 6          | 4          | 10         |
| 4       | 192       | 197         | 200         | 5          | 3          | 8          |
| 5       | 198       | 201         | 205         | 3          | 4          | 7          |
| 6       | 205       | 210         | 214         | 5          | 4          | 9          |
| 7       | 215       | 219         | 222         | 4          | 3          | 7          |
| 8       | 217       | 220         | 222         | 3          | 2          | 5          |
|         |           |             |             |            |            |            |
| Reading |           |             |             |            |            |            |
| Grade   | Fall 2021 | Winter 2022 | Spring 2022 |            |            |            |
| Kinder  | XXX       | 153         | 155         |            | 2          |            |
| 1       | 159       | 163         | 166         | 4          | 3          | 7          |
| 2       | 167       | 175         | 178         | 8          | 3          | 11         |
| 3       | 181       | 192         | 192         | 11         | 0          | 11         |
| 4       | 193       | 196         | 200         | 3          | 4          | 7          |
| 5       | 201       | 205         | 205         | 4          | 0          | 4          |
| 6       | 208       | 213         | 212         | 5          | -1         | 4          |
| 7       | 217       | 221         | 219         | 4          | -2         | 2          |
| 8       | 216       | 217         | 214         | 1          | -3         | -2         |

**2022 WIDA Scores:**

- WIDA/Access testing is the set of tests that show progress in second language learners.
- N size for the cohort is 27. Several students were taking their Wida Access test for the first time.
- 1 student grew above a score of 4.5 which moves them to a 2 year monitoring program, essentially exiting the ELL program.
- Several students grew by significant margins of more than 1 full point (scores are possible from 1-6)
- Test scores show that on average, students' scores grew by 1%.

**2022-2023 Final Budget Summary**

|                          | FUNDS & REVENUES       | FUNCTION 1000 INSTRUCTION | FUNCTION 2100 SUPPORT SVCS STUDENTS | FUNCTION 2400 GENERAL ADMIN | FUNCTION 2500 CENTRAL SERVICES | FUNCTION 2600 OPERATION / MAINTENANCE | FUNCTION 2900 PRE-K PROGRAM | FUNCTION 2900 ENRICHMENT PROGRAM | FUNCTION 3100 CAFETERIA | FUNCTION 1000 SPECIAL ED STATE | FUNCTION 1000 SPECIAL ED FEDERAL | FUNCTION 5000 DEBT SERVICE | Expense Totals       |
|--------------------------|------------------------|---------------------------|-------------------------------------|-----------------------------|--------------------------------|---------------------------------------|-----------------------------|----------------------------------|-------------------------|--------------------------------|----------------------------------|----------------------------|----------------------|
| Unrestricted             | \$ 8,000.00            |                           |                                     |                             |                                |                                       |                             |                                  |                         |                                |                                  |                            |                      |
| Restricted               | \$ 20,000.00           |                           |                                     |                             |                                |                                       |                             |                                  |                         |                                |                                  |                            |                      |
| Revenue                  | \$ 20,810.00           |                           |                                     |                             |                                |                                       |                             |                                  |                         |                                |                                  |                            |                      |
| Distributive Funds       | \$ 3,063,255.34        |                           |                                     |                             |                                |                                       |                             |                                  |                         |                                |                                  |                            |                      |
| Fees                     | \$ 754,000.00          |                           |                                     |                             |                                |                                       |                             |                                  |                         |                                |                                  |                            |                      |
| Enrichment Program       | \$ 124,660.00          |                           |                                     |                             |                                |                                       |                             |                                  |                         |                                |                                  |                            |                      |
| Special Ed State Funding | \$ 158,565.51          |                           |                                     |                             |                                |                                       |                             |                                  |                         |                                |                                  |                            |                      |
| Special Ed Fed Funding   | \$ 49,582.31           |                           |                                     |                             |                                |                                       |                             |                                  |                         |                                |                                  |                            |                      |
| Grants                   |                        | 1,238,785.78              | 121,922.81                          | 177,914.00                  | 156,737.40                     | 64,404.71                             | 308,365.83                  | 54,934.65                        | -                       | 92,361.10                      | 28,879.51                        | -                          | \$ 2,244,305.        |
| Efforts                  |                        | 435,578.15                | 36,259.09                           | 72,062.00                   | 45,907.23                      | 23,420.47                             | 104,168.57                  | 9,782.07                         | -                       | 16,469.08                      | 5,151.56                         | -                          | \$ 748,798.          |
| Chase Services           |                        | 57,980.00                 | 25,000.00                           | -                           | 181,478.00                     | 74,372.00                             | -                           | -                                | -                       | 65,434.60                      | 20,522.40                        | -                          | \$ 424,787.          |
| Supplies                 |                        | 21,500.00                 | 1,000.00                            | -                           | 3,750.00                       | 24,000.00                             | 4,500.00                    | 5,250.00                         | -                       | -                              | -                                | -                          | \$ 60,000.           |
| Party                    |                        | -                         | -                                   | -                           | -                              | -                                     | -                           | -                                | -                       | -                              | -                                | -                          | \$ -                 |
| Other                    |                        | 21,200.00                 | -                                   | -                           | 11,255.30                      | -                                     | 437.00                      | 395.00                           | 641.00                  | -                              | -                                | 703,229.21                 | \$ 737,157.          |
| <b>TOTALS:</b>           | <b>\$ 4,198,873.16</b> | <b>\$ 1,775,043.93</b>    | <b>\$ 184,181.90</b>                | <b>\$ 249,976.00</b>        | <b>\$ 399,127.93</b>           | <b>\$ 186,197.18</b>                  | <b>\$ 417,471.40</b>        | <b>\$ 70,361.72</b>              | <b>\$ 641.00</b>        | <b>\$ 174,264.78</b>           | <b>\$ 54,553.47</b>              | <b>\$ 703,229.21</b>       | <b>\$ 4,215,048.</b> |

|                                    |              |
|------------------------------------|--------------|
| Revenues Over/(Under) Expenses     | \$ (16,175.) |
| Unrestricted Funds to be expended  | \$ 16,175.   |
| Net Revenues Over/(Under) Expenses | \$ (0.)      |

# High Desert Montessori Charter School

Tentative Budget  
3/23/22  
Year Ending 6/30/2023

| Fund   | Project/Grant | Revenue | Program | Function | Object | Sage account numbers | Description   | Year Ending 6/30/2023 |
|--|---------------|---------|---------|----------|--------|----------------------|---|-----------------------|
| <b>FUND 100 - REVENUES</b>                         |               |         |         |          |        |                      |   |                       |
|  |               |         |         |          |        | 1900-10-10           | Investment Income                                       | 810.00                |
| 100  | 000           | 1920    |         |          |        | 1920-10-10           | Donations - Unrestricted                                | 5,000.00              |
| 100  | 000           | 1920    |         |          |        | 1921-10-10           | Donations - Restricted                                  | 20,000.00             |
| 100  | 000           | 1920    |         |          |        | 1922-10-25           | Staff Development Donations                             | 3,000.00              |
| 100  | 000           | 1990    |         |          |        | 1975-10-10           | Other Revenue (facility usage)                          | 20,000.00             |
| 100  | 201           | 3110    |         |          |        | 3100-10-10           | State Distributive Funds                                | 2,846,800.00          |
|  |               |         |         |          |        |                      | \$7,117 per student x 400 students                      |                       |
|  |               |         |         |          |        |                      | Projected funds included with DSA funding for 2022-2023 |                       |
|  |               |         |         |          |        |                      | Special Education - Local                               | 165,344.00            |
|  |               |         |         |          |        |                      | English Learners - ZOOM                                 | 32,920.00             |
|  |               |         |         |          |        |                      | At-Risk - VICTORY                                       | 18,191.34             |
|  |               |         |         |          |        |                      | Gifted & Talented                                       | -                     |
|  |               |         |         |          |        |                      | 3,063,255.34  |                       |
| <b>FUND 100 - TOTAL REVENUE</b>                    |               |         |         |          |        |                      |   | <b>3,112,065.34</b>   |
| <b>FUNCTION 1000 - INSTRUCTION</b>                 |               |         |         |          |        |                      |   |                       |
| <b>100 Salaries</b>                                |               |         |         |          |        |                      |   |                       |
| 100  | 201           |         | 100     | 1000     | 101    | 6114-10-10           | Teachers/Licensed Regular                               | 900,488.16            |
| 100  | 201           |         | 100     | 1000     | 102    | 6115-10-10           | Instructional Aides                                     | 333,297.62            |
| 100  | 201           |         | 100     | 1000     | 123    | 6118-10-10           | Substitute Teachers - Temporary                         | 5,000.00              |
| <b>Total - 100 Salaries</b>                        |               |         |         |          |        |                      |   | <b>1,238,785.78</b>   |
| <b>200 Benefits</b>                                |               |         |         |          |        |                      |   |                       |
| 100  | 201           |         | 100     | 1000     | 231    | 6210-10-10           | Retirement  | 309,061.14            |
| 100  | 201           |         | 100     | 1000     | 221    | 6211-10-10           | SS-OASDI  | 310.00                |
| 100  | 201           |         | 100     | 1000     | 241    | 6212-10-10           | Medicare  | 17,962.39             |
| 100  | 201           |         | 100     | 1000     | 211    | 6213-10-10           | Health Insurance  | 100,528.73            |
| 100  | 201           |         | 100     | 1000     | 271    | 6220-10-10           | Workers Compensation                                    | 5,108.90              |
| 100  | 201           |         | 100     | 1000     | 261    | 6240-10-10           | State Unemployment                                      | 2,606.99              |
| <b>Total - 200 Benefits</b>                        |               |         |         |          |        |                      |   | <b>435,578.15</b>     |
| <b>300/400/500 Purchased Services</b>              |               |         |         |          |        |                      |   |                       |
| 100  | 201           |         | 100     | 1000     | 442    | 6442-10-10           | Rent / Lease - Equipment                                | 11,200.00             |
| 100  | 201           |         | 100     | 2730     | 522    | 6511-10-10           | Van Insurance   | 2,325.00              |
| 100  | 201           |         | 100     | 1000     | 524    | 6515-10-10           | Student Accident Insurance                              | 2,505.00              |
| 100  | 201           |         | 100     | 2730     | 522    | 6520-10-10           | Vehicle Expense   | 1,200.00              |
| 100  | 201           |         | 100     | 1000     | 581    | 6580-10-10           | Travel/Per Diem/Lodging                                 | 9,300.00              |
| 100  | 201           |         | 100     | 1000     | 331    | 6582-10-10           | Conference/Seminar/Training                             | 30,700.00             |
| 100  | 201           |         | 100     | 1000     | 320    | 6590-10-10           | Purchased Services - Nurse                              | 750.00                |
| <b>Total - 300/400/500 Purchased Services</b>      |               |         |         |          |        |                      |   | <b>57,980.00</b>      |
| <b>600 Supplies</b>                                |               |         |         |          |        |                      |   |                       |
| 100  | 201           |         | 100     | 1000     | 610    | 6610-10-10           | General Supplies  | 1,000.00              |
| 100  | 201           |         | 100     | 1000     | 615    | 6612-10-25           | Staff Recognition Expense                               | 2,800.00              |
| 100  | 201           |         | 100     | 1000     | 615    | 6613-10-25           | Breakroom Supplies                                      | 200.00                |
| 100  | 201           |         | 100     | 1000     | 611    | 6660-10-10           | Instructional Supplies                                  | 4,000.00              |
| 100  | 201           |         | 100     | 1000     | 651    | 6670-10-10           | Instructional Software                                  | 11,500.00             |
| 100  | 201           |         | 100     | 1000     | 650    | 6680-10-10           | Technology Supplies                                     | 2,000.00              |
| <b>Total - 600 Supplies</b>                        |               |         |         |          |        |                      |   | <b>21,500.00</b>      |
| <b>800 Other</b>                                   |               |         |         |          |        |                      |   |                       |
| 100  | 201           |         | 100     | 1000     | 810    | 6810-10-10           | Dues & Fees   | 1,200.00              |
| 100  | 201           |         | 100     | 1000     | 810    | 6825-10-10           | Credit/Debit Processing Fees                            | 20,000.00             |
| 100  | 201           |         | 100     | 5000     | 831    | 6780-10-10           | Principal Payments - Bond                               | 105,418.67            |
| 100  | 201           |         | 100     | 5000     | 832    | 6790-10-10           | Interest Expense - Bond                                 | 597,812.54            |
| <b>Total - 800 Other</b>                           |               |         |         |          |        |                      |   | <b>724,429.21</b>     |
| <b>TOTAL FUNCTION 1000 - INSTRUCTION</b>           |               |         |         |          |        |                      |   | <b>2,478,273.14</b>   |
| <b>UNDISTRIBUTED EXPENDITURES</b>                  |               |         |         |          |        |                      |   |                       |
| <b>FUNCTION 2100 - SUPPORT SERVICES - STUDENTS</b> |               |         |         |          |        |                      |   |                       |
| <b>100 Salaries</b>                                |               |         |         |          |        |                      |   |                       |
| 100  | 201           |         | 100     | 2101     | 106    | 6120-10-21           | Student Coordinator - Dean                              | 67,503.68             |
| 100  | 201           |         | 100     | 2110     | 107    | 6123-10-21           | Front Desk Staff  | 54,419.13             |
| 100  | 201           |         | 100     | 2110     | 107    | 6124-10-21           | Interventionists  |                       |
| <b>Total - 100 Salaries</b>                        |               |         |         |          |        |                      |   | <b>121,922.81</b>     |
| <b>200 Benefits</b>                                |               |         |         |          |        |                      |   |                       |
| 100  | 201           |         | 100     | 2100     | 237    | 6210-10-21           | Retirement  | 23,596.80             |
| 100  | 201           |         | 100     | 2100     | 227    | 6211-10-21           | SS-OASDI  | -                     |
| 100  | 201           |         | 100     | 2100     | 247    | 6212-10-21           | Medicare  | 1,767.88              |
| 100  | 201           |         | 100     | 2100     | 217    | 6213-10-21           | Health Insurance  | 10,106.91             |
| 100  | 201           |         | 100     | 2100     | 277    | 6220-10-21           | Workers Compensation                                    | 513.00                |

| Program costs unknown |          |          |         |       |         | NCMPC     |
|-----------------------|----------|----------|---------|-------|---------|-----------|
| Kelly                 | Jen      | Autumn   | Maureen | Larry | Jessica |           |
| 4,000.00              |          | 5,300.00 |         |       |         |           |
| 4,000.00              | -        | 5,300.00 |         |       |         |           |
| 6,400.00              | 2,500.00 | 5,000.00 |         |       |         | 16,800.00 |

Debt Service



# High Desert Montessori Charter School

Tentative  
Budget  
3/23/22  
Year Ending  
6/30/2023

|  |               |         |         |          |        | Sage account numbers | Description                    |                   |
|--|---------------|---------|---------|----------|--------|----------------------|--------------------------------|-------------------|
| Fund   | Project/Grant | Revenue | Program | Function | Object |                      |                                |                   |
| 100  | 201           |         | 100     | 2500     | 810    | 6900-10-25           | Bond Expenditures              | 8,555.30          |
| 100  | 201           |         | 100     | 2500     | 890    | 6890-10-25           | Miscellaneous Expenses         |                   |
| Total - 800 Other                                  |               |         |         |          |        |                      |                                | 11,255.30         |
| <b>TOTAL FUNCTION 2500 - CENTRAL SERVICES</b>      |               |         |         |          |        |                      |                                | <b>389,127.93</b> |
| <b>FUNCTION 2600 - OPERATION/MAINTENANCE</b>       |               |         |         |          |        |                      |                                |                   |
| 100 Salaries                                       |               |         |         |          |        |                      |                                |                   |
| 100  | 201           |         | 100     | 2600     | 105    | 6120-10-26           | Operations / Maintenance Staff | 64,404.71         |
| Total - 100 Salaries                               |               |         |         |          |        |                      |                                | 64,404.71         |
| 200 Benefits                                       |               |         |         |          |        |                      |                                |                   |
| 100  | 201           |         | 100     | 2600     | 235    | 6210-10-26           | Retirement                     | 16,104.43         |
| 100  | 201           |         | 100     | 2600     | 245    | 6212-10-26           | Medicare                       | 933.87            |
| 100  | 201           |         | 100     | 2600     | 215    | 6213-10-26           | Health Insurance               | 5,909.67          |
| 100  | 201           |         | 100     | 2600     | 275    | 6220-10-26           | Workers Compensation           | 307.80            |
| 100  | 201           |         | 100     | 2600     | 265    | 6240-10-26           | State Unemployment             | 164.70            |
| Total - 200 Benefits                               |               |         |         |          |        |                      |                                | 23,420.47         |
| 300/400/500 Purchased Services                     |               |         |         |          |        |                      |                                |                   |
| 100  | 201           |         | 100     | 2600     | 411    | 6420-10-26           | Water / Sewer                  | 6,000.00          |
| 100  | 201           |         | 100     | 2600     | 421    | 6421-10-26           | Waste Disposal                 | 10,000.00         |
| 100  | 201           |         | 100     | 2600     | 490    | 6425-10-26           | Security / Alarm System        | 2,400.00          |
| 100  | 201           |         | 100     | 2600     | 431    | 6430-10-26           | Repair and Maint. Building     | 10,000.00         |
| 100  | 201           |         | 100     | 2630     | 435    | 6432-10-26           | Maint. - Outside Grounds       | 500.00            |
| 100  | 201           |         | 100     | 2600     | 460    | 6445-10-26           | Property Tax                   | 75.00             |
| 100  | 201           |         | 100     | 2600     | 522    | 6500-10-26           | Liability Insurance            | 40,000.00         |
| 100  | 201           |         | 100     | 2600     | 521    | 6500-10-26           | Property Insurance             | 5,397.00          |
| Total - 300/400/500 Purchased Services             |               |         |         |          |        |                      |                                | 74,372.00         |
| 600 Supplies                                       |               |         |         |          |        |                      |                                |                   |
| 100  | 201           |         | 100     | 2610     | 622    | 6410-10-26           | Electricity                    | 4,000.00          |
| 100  | 201           |         | 100     | 2610     | 621    | 6411-10-26           | Natural Gas                    | 5,000.00          |
| 100  | 201           |         | 100     | 2600     | 610    | 6610-10-26           | General Supplies / Janitorial  | 15,000.00         |
| Total - 600 Supplies                               |               |         |         |          |        |                      |                                | 24,000.00         |
| 700 Property                                       |               |         |         |          |        |                      |                                |                   |
| 100  | 201           |         | 100     | 4700     | 450    | 6771-10-26           | Silverada Renovation - DBC     |                   |
|  |               |         |         |          |        |                      |                                |                   |
| Phase 3 will be added to revised final budget      |               |         |         |          |        |                      |                                |                   |
| Total - 700 Property                               |               |         |         |          |        |                      |                                | -                 |
| <b>TOTAL FUNCTION 2600 - OPERATION/MAINTENANCE</b> |               |         |         |          |        |                      |                                | <b>188,197.18</b> |
| <b>FUND 114 - REVENUES - PRE-K PROGRAM</b>         |               |         |         |          |        |                      |                                |                   |
| 100  | 000           | 1996    |         |          |        | 1991-14-29           | Pre-K Fees                     | 754,000.00        |
| <b>FUND 114 - TOTAL REVENUE</b>                    |               |         |         |          |        |                      |                                | <b>754,000.00</b> |
| <b>FUNCTION 2910 - PRE-K PROGRAM</b>               |               |         |         |          |        |                      |                                |                   |
| 100 Salaries                                       |               |         |         |          |        |                      |                                |                   |
| 100  | 000           |         | 000     | 2910     | 190    | 6191-14-29           | Pre Kindergarten Staff         | 308,365.83        |
| Total - 100 Salaries                               |               |         |         |          |        |                      |                                | 308,365.83        |
| 200 Benefits                                       |               |         |         |          |        |                      |                                |                   |
| 100  | 000           |         | 000     | 2910     | 237    | 6210-14-29           | Retirement                     | 73,651.55         |
| 100  | 000           |         | 000     | 2910     | 227    | 6211-14-29           | SS-OASDI                       | 515.91            |
| 100  | 000           |         | 000     | 2910     | 247    | 6212-14-29           | Medicare                       | 4,471.30          |
| 100  | 000           |         | 000     | 2910     | 217    | 6213-14-29           | Health Insurance               | 23,355.45         |
| 100  | 000           |         | 000     | 2910     | 277    | 6220-14-29           | Workers Compensation           | 1,411.10          |
| 100  | 000           |         | 000     | 2910     | 267    | 6240-14-29           | State Unemployment             | 783.26            |
| Total - 200 Benefits                               |               |         |         |          |        |                      |                                | 104,168.57        |
| 600 Supplies                                       |               |         |         |          |        |                      |                                |                   |
| 100  | 000           |         | 000     | 2910     | 810    | 6610-14-29           | General Supplies / Pre-K       |                   |
| 100  | 000           |         | 000     | 2910     | 810    | 6615-14-29           | Snacks                         | 4,500.00          |
| Total - 600 Supplies                               |               |         |         |          |        |                      |                                | 4,500.00          |
| 800 Other  |               |         |         |          |        |                      |                                |                   |

# High Desert Montessori Charter School

Tentative  
Budget  
3/23/22  
Year Ending  
6/30/2023

| Fund   | Project/Grant | Revenue | Program | Function | Object | Sage account numbers | Description  |                   |
|--|---------------|---------|---------|----------|--------|----------------------|--|-------------------|
| <b>TOTAL FUNCTION 2100 - SPECIAL EDUCATION - STATE</b>   |               |         |         |          |        |                      |  | <b>174,284.78</b> |
| <b>FUND 250 - REVENUES - SPECIAL EDUCATION - FEDERAL</b> |               |         |         |          |        |                      |  |                   |
| 250  | 201           | 3115    |         |          |        | 3100-21-10           | Federal Pass Through Funds<br>Based on award dated 9/25/21 | 49,582.31         |
| <b>FUND 250 - TOTAL REVENUE</b>                          |               |         |         |          |        |                      |  | <b>49,582.31</b>  |
| <b>FUNCTION 2100 - SPECIAL EDUCATION</b>                 |               |         |         |          |        |                      |  |                   |
| 100 Salaries   |               |         |         |          |        |                      |  |                   |
| 250  | 201           |         | 200     | 2120     | 101    | 6114-21-10           | Teacher  | 28,879.51         |
| <b>Total - 100 Salaries</b>                              |               |         |         |          |        |                      |  | <b>28,879.51</b>  |
| 200 Benefits   |               |         |         |          |        |                      |  |                   |
| 250  | 201           |         | 200     | 2100     | 231    | 6210-21-10           | Retirement   | 4,478.32          |
| 250  | 201           |         | 200     | 2100     | 221    | 6212-21-10           | Medicare   | 418.75            |
| 250  | 201           |         | 200     | 2100     | 211    | 6213-21-10           | Health Insurance   | 104.42            |
| 250  | 201           |         | 200     | 2100     | 271    | 6220-21-10           | Workers Compensation                                       | 97.76             |
| 250  | 201           |         | 200     | 2100     | 261    | 6240-21-10           | State Unemployment   | 52.31             |
| <b>Total - 200 Benefits</b>                              |               |         |         |          |        |                      |  | <b>5,151.56</b>   |
| 300/400/500 Purchased Services                           |               |         |         |          |        |                      |  |                   |
| 250  | 201           |         | 200     | 2140     | 322    | 6595-21-10           | Psychological Services                                     | 2,328.00          |
| 250  | 201           |         | 200     | 2100     | 323    | 6590-21-10           | Purchased Services - Nurse                                 | 1,000.00          |
| 250  | 201           |         | 200     | 2100     | 323    | 6590-21-10           | Occupational Therapy Services                              | 4,808.00          |
| 250  | 201           |         | 200     | 2150     | 324    | 6596-21-10           | Speech Therapy Services                                    | 12,386.40         |
| <b>Total - 300/400/500 Purchased Services</b>            |               |         |         |          |        |                      |  | <b>20,522.40</b>  |
| <b>TOTAL FUNCTION 2100 - SPECIAL EDUCATION - FEDERAL</b> |               |         |         |          |        |                      |  | <b>54,553.47</b>  |

15,699.27 Expenses exceeding revenue  
To be moved to General Fund

4,971.16 Expenses exceeding revenue  
To be moved to General Fund

**TOTAL EXPENDITURES** 4,216,048.52

State and Local Revenues 3,112,065.34  
 Pre-K Fees 754,000.00  
 Enrichment Program 124,660.00  
 Special Education - State 188,565.51  
 Special Education - Federal 49,582.31  
 ESSER III

**Total Estimated Revenues** 4,198,873.16

Revenues Over/(Under) Expenses (16,175.36)

Unrestricted Funds to be expended 16,175.36

**Net Revenues Over/(Under) Expenses** (0.00)



# 2022-2023 Rate Sheet

## Pre-K Rates per month

|                          |       |
|--------------------------|-------|
| School Day (8:55-3:30)   | \$750 |
| Extended Day (7:30-5:30) | \$950 |

## Kindergarten Rates per month

|                          |       |
|--------------------------|-------|
| School Day (8:55-3:30)   | free  |
| Extended Day (7:30-5:30) | \$300 |

## 1st - 8th Grade

### Before & After Care Rates per month

|                           |       |
|---------------------------|-------|
| Morning Care (7:30-8:30)  | \$100 |
| After Care (3:10-5:30)    | \$150 |
| Morning and After Care    | \$250 |
| Morning Drop In (per day) | \$10  |
| After Drop In (per day)   | \$15  |

### Other Rates

|                          |       |
|--------------------------|-------|
| Supply Fee (once yearly) | \$125 |
|--------------------------|-------|

Contact Stephanie Turner with enrollment questions (775)624-2800 ext. 4  
or email [Stephanie@hdmsreno.com](mailto:Stephanie@hdmsreno.com)

Contact Sherrie Jordan with financial questions (775)624-2800 ext. 3  
or email [Sherrie@hdmsreno.com](mailto:Sherrie@hdmsreno.com)



Submitted by Executive Director Tammie Stockton

May 23, 2022

**Strategic Planning Pillars:**

1. Student Enrollment
2. Staffing
3. Facilities
4. Community Outreach/Capital Campaign/Montessori Week
5. Great Basin Montessori
6. National School Lunch Program

**1. Student Enrollment**

| STUDENTS           | May 2021 | June 2021 | 8.23.21 | 9.28.21 | 1.24.22 | 3.30.22 | 5.24.22 |
|--------------------|----------|-----------|---------|---------|---------|---------|---------|
| PreK               | 44       | 78        | 68      | 68      | 68      | 75      | 73      |
| Kindergarten       | 52       | 52        | 49      | 49      | 50      | 50      | 50      |
| Elementary         | 252      | 257       | 248     | 254     | 252     | 253     | 252     |
| Adolescent         | 61       | 66        | 62      | 61      | 66      | 66      | 64      |
| Totals             | 397      | 453       | 427     | 432     | 436     | 445     | 439     |
|                    |          |           |         |         |         |         |         |
| Total PreK Tuition | 44       | 78        | 68      | 68      | 68      | 75      | 73      |
| Total K-8 DSA      | 365      | 375       | 359     | 364     | 368     | 369     | 366     |

**Next steps:**

- During the 22-23 school year, we plan on adding a primary classroom and adding students to other classrooms to bring student DSA totals from 368 to 400 and increasing overall enrollment to 465.
- 2. Staffing: Staffing: 51 current employees**
- 2 administrators
  - 4 administrative support
  - 1 parent involvement facilitator
  - 20 teachers
  - 24 assistants
  - 6 independent contractors

**Returning Employees:** 92% of our staff will be returning for the 22-23 school year.

**Job Postings:** We post job openings on the following websites- HDMS Website, WCSD Website (link from our school directory), Teach Montessori (National Center), Montessori Jobs, and Get Montessori

## Phase III:

- Rosewood Rehabilitation has been open to a shared garden space on the west end of their property.

**4. Community Outreach::**

- Reno- Sparks Leadership Class: Tammie was accepted into this 8 month program with 32 other community leaders for all facets of our community.
- Nevada Montessori Week: Our internal team continues to meet with Red Carpet Planning weekly on all parts of the planned events. Save the Date flyers are being distributed, and a formal press release is planned soon.
- Microplastics 101: HDMS will be hosting a forum in partnership with Renew Reno, DRI, Be the Change Project and several other green organizations in town on Thursday, May 26th at 7:00.

## Next steps:

- Nevada Montessori Week planning

**5. Great Basin Montessori met on 4.6.22 . Items discussed include:**

- Nevada Montessori Week
- Montessori Teacher Training Program
- Next meeting: June 2, 2022 at 5:00.

**6. National School Lunch Program:**

- HDMS started free breakfast and lunch service on Monday, 8.23.21
- Farm Fresh Catering continues to be our vendor.
- The Nevada Department of Agriculture audited us at the end of March. We have a few finding to work through.
- We will be eligible to serve free breakfast and lunch to all students for the 22-23 school year.
- We are working on having families fill our free and reduced lunch applications so we can increase the number of eligible families at the NDA level.

## Next steps:

- Continue to attend monthly NDA forums
- Figure out next steps in qualifying families for meal service with the support of the NDA.

| Week of   | Breakfast | Lunch | Totals | Monthly      | Breakfast | Lunch | Notes  |
|-----------|-----------|-------|--------|--------------|-----------|-------|--|
| 8/23-8/27 | 1272      | 1405  | 2677   |              |           |       | 5 days                                       |
| 8/30-8/31 | 485       | 562   | 1047   |              |           |       | 2 days                                       |
|           |           |       |        | August Total | 1757      | 1967  | 7 school days; \$12,819.13                   |
| 9/1-9/3   | 766       | 940   | 1706   |              |           |       | One classroom COVID excluded(Lahontan)3 days |
| 9/7-9/10  | 1104      | 1315  | 2419   |              |           |       | 4 days 9/6 Labor Day                         |
| 9/13-9/17 | 1386      | 1679  | 3065   |              |           |       | 5 days                                       |

|           |      |      |              |      |      |                             |
|-----------|------|------|--------------|------|------|-----------------------------|
| 4/4-4/8   | 1390 | 1770 |              |      |      | 5 days                      |
| 4/11-4/15 | 1382 | 1747 |              |      |      | 5 days                      |
| 4/18-4/22 | 1096 | 1377 |              |      |      | 4 days; no school PD 4/22   |
| 4/25-4/29 | 1382 | 1777 |              |      |      | 5 days                      |
|           | 5536 | 7002 | April Totals | 5536 | 7002 | 20 school days; \$46,397.90 |
| 5/2-5/6   | 1382 | 1713 |              |      |      | 5 days                      |
| 5/9-5/13  | 1382 | 1751 |              |      |      | 5 days                      |

General next steps:

- Wrap up the 21-22 school year with students and staff
- Continue to support Principal Eric Perez as needed
- Nevada Montessori Week
- Continue to partner with WCSD on assorted tasks
- Continue to strategically plan our marketing/capital campaign plan. Currently we are raising funds for a 2nd passenger van.



# Bylaws

of the

## High Desert Montessori School:

### A Washoe County School District Public Charter School

(Amended on 25th of May, 2022)

## Article I: Introduction

### Section I: Name, Location and Address

The name of this Charter School is the High Desert Montessori School, hereafter referred to as "HDMS" or 'School'. It maintains its offices at 101 Fantastic Drive, Reno, Nevada.

### Section II: Legal Status

The School is a nonprofit corporation organized under Chapter 82 of the Nevada Revised Statutes. Unless otherwise provided in the Articles of Incorporation or in the Bylaws, the Corporation may exercise any power or authority conferred on nonprofit public benefit corporations by law. Further, the School is a charter school pursuant to Nevada Revised Statute 388A.270 sponsored by the Washoe County School District. The Governing Board of the School is an independent body and shall govern in accordance with these Bylaws. The Board plans and directs all aspects of the school's operations; it maintains the School's Charter and takes steps necessary to ensure the continuity and well-being of the School consistent with the mission stated herein and in the Charter.

### Section III: Purpose and Mission

The School is organized and shall be operated exclusively for charitable, religious, educational, scientific, and literary objects and purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, and to promote such other charitable objects and purposes as determined by the Board of Directors, in its discretion and as set forth in Article III of the Articles of Incorporation. Specifically, the purpose of the School is to provide education to children from early childhood through high school and shall be operated exclusively for educational objectives and purposes. The School exists to make Montessori education accessible to all children regardless of economic status and cultural background.

### Section IV: Non-Discrimination

The School shall not discriminate on the basis of race, color, religion, national or ethnic origin, gender, age, disability, sexual orientation, status as a Vietnam-era or special disabled Veteran, or other protected class in accordance with applicable federal or state laws in hiring or other employment practices of the School. Further, the School shall be open to all students in its authorized geographic area on a space available basis and shall not discriminate in its admission policies or practices on the basis of race, color, gender, religion, ethnicity or disability. The School shall conduct all of its activities in accordance with all applicable local, state and federal anti-discrimination laws, as well as in accordance with all other laws and regulations applicable to the operation of the charter public schools in the State of Nevada.

indicating that he/she has not been convicted of a felony or of an offense involving moral turpitude and that he/she has received training and material designed to assist the member to act as a governing board member.

### Section III: Terms

1. Board Members shall serve three-year terms.. The terms for Board Members coincide with when they were appointed to the board and renew on July 1. Board members must have served over half of the school year for it to be considered a full year of membership.
2. Subject to law, Board Members are restricted to three consecutive terms.
3. The board shall make every effort to stagger appointments to the board.

### Section IV: Vacancies

1. Vacancies may occur either by resignation, removal or death. Upon receipt of a Board Member's written resignation, the agenda for the next regularly scheduled meeting will include an item by which the board may accept such written resignation. The resignation may be withdrawn up until the Board takes formal action.
2. Upon resignation or removal of a Board Member, the Board may appoint another person to fill the unexpired term or begin a new-term at its discretion.

### Section V: Powers, Duties and Responsibilities of Governing Supervisors

1. Subject to the provisions of Nevada law, the business and affairs of the HDMS shall be the responsibility of the Board of Directors as a whole. The Board shall have all duties and responsibilities required of them under Nevada law and the charter granted pursuant thereto and have all powers allowed thereunder. All such powers, duties, and responsibilities shall be exercised directly by the Board of Directors, at the direction of the Board, or through appropriate and clearly defined delegation to the School's Supervising Employee. The Board of Directors, in performing its duties, authority, and responsibility, shall cause and ensure that the school, without limitation:
  - a. Develops annually a School schedule of events and activities;
  - b. Adopts all policies required of the School under law and adjusts same when appropriate including a policy to enable Board decisions to remain free from conflict;
  - c. Develops and approves an annual budget and financial plan which shall be monitored and adjusted as necessary throughout the year;
  - d. Submits a final budget to the state pursuant to statute and regulation;
  - e. Perform all audits required by law;
  - f. Ensures ongoing evaluation of the school and provides public accountability;
  - g. Upholds and enforces all laws relating to Charter School operations;
  - h. Hires and evaluates a person who will be responsible for day to day operation of the School;
  - i. Improves the School and further develops the School;
  - j. Strives for a diverse student population, reflecting the community;
  - k. Insures adequate funding for the School's operation;
  - l. Enters into appropriate contracts and ensures that all contracts into which the School has

the Board.

3. The Secretary shall certify the minutes of the board meetings and shall cause to be kept, at the principal's office or such other place, as the Supervisors shall direct, a book or file of minutes of all meetings and actions of the Board. Further, the Secretary shall give or cause to be given, notice of all board and board subcommittee meetings and shall ensure the safekeeping of all official correspondence and board records.
4. The Treasurer, as the Chief Financial Officer, shall ensure that a draft annual budget and relevant updates are produced for Board approval as well as ensure that the School's financial affairs are conducted pursuant to its financial policies and generally accepted accounting principles. The Treasurer shall ensure that adequate and correct books and records of accounts of the assets and business transactions of the Board are maintained and shall ensure that the book of accounts shall be open to inspection by any Board Member at all reasonable times. The Treasurer shall chair the finance committee.
5. The Immediate Past Chairperson shall be automatically filled by the individual who filled the Chairperson position in the previous year. This position shall serve to assist in transitioning the leadership of the organization for up to one year. This position is only advisory, and is non-voting.

## Section II. Terms and elections.

1. The Board shall elect officers in **May** of each year.
2. **Officer terms run from July 1-June 30.**
3. Officers serve one-year terms.
4. Officers may serve up to three consecutive one-year terms.
5. Vacancies occurring prior to the end of a term shall be filled by a majority vote of the Board Members to fill the unexpired term.

## Article IV: Committees

### Section I: General

1. The Board, by majority vote of all its members, may designate one or more committees, each consisting of at least one Board Members, to serve at the pleasure of the Board to assist it in performing its duties.
2. Though such committees shall perform all responsibilities and duties explicitly assigned by the Board, the Board may not delegate any of its statutory duties to such committees nor delegate the powers to enter into contracts, or to hire and terminate employees to any such committee.
3. The Board may request such committees to make recommendations to the full Board for approval

2.c.v. Ensure that the School's financial affairs are properly functioning pursuant to standard accounting practices, state law and the requirements of the School's charter.

2.c.vi. Ensure that the School's final budget is submitted to the Department of Education on or before June 8 of each school year or other date upon regulatory change.

2.c.vii. Ensure that any and all contracts into which the School enters to assist it with its financial affairs including any audit required are periodically reviewed for sufficiency and their performance.

### **3. Academic Committee:**

a) **Membership:** If the Board of Directors chooses to have an Academic Committee rather than perform the below described functions itself, such committee shall be composed of the or more statutorily defined teachers on the Board and the School's designated Supervising Employee.

b) **Function:**

3.b.i. Implementation of the policies adopted by the Board as they relate to the academic program and the development and implementation of the School's academic program subject to those matters under the law and the School's charter, which the Board cannot delegate. However, for such academically related matters, this committee is responsible for making appropriate recommendations for approval of the full Board. The committee shall, however, fully inform the full Board of its activities by no less than written quarterly reports.

### **4. Board Governance Committee:**

a) **Membership:** The Governance Committee shall perform the below described functions itself, such committee shall be composed of at least two (2) Board members and the School's designated Supervising Employee.

b) **Function:**

1.1.1.I. Create and communicate individual board member roles and Responsibilities

1.1.1.II. Manage board composition and nomination process, including new member orientation

1.1.1.III. Encourage board development

1.1.1.IV. Assess board effectiveness

1.1.1.V. Prepare board leadership



## Article VI Meetings

### Section I: Regular Meetings

The Board, by a majority of its members, shall establish a regular day and place for meetings that shall occur no less frequently than quarterly.

### Section II: Special Meetings of the Board

Special meetings of the Board, for any purpose, may be called at any time by any of the officers upon notice sufficient to meet the requirements of the Nevada Open Meeting Law.

### Section III: Annual Meeting

The Annual Meeting shall occur in **May** of each year. Such a meeting takes place during the scheduled meeting for that month and is the meeting at which officers are selected. **Officer terms run from July 1-June 30.**

### Section IV: Open Meeting Law

Notice of the Board's meetings and the meetings of the School's committees are subject to the Nevada Open Meeting Law. Therefore, notice of such meetings and the agenda related thereto shall be posted at least three days prior to the meeting. The Board shall maintain a list of all those who wish to be notified of the Board's regularly monthly meeting and the meetings of any of its subcommittees and shall send notice to all those who request notice of relevant meetings one full week prior to the meeting date. Washoe County School District, as the School's sponsor, shall be notified of all Board meetings.

### Section V: Agenda for Regularly Scheduled Board Meeting

1. **Format of the Agenda:** The agenda's format shall conform to effective and efficient meeting practice. Committee reports, if any, shall be provided in written format and unless the relevant committee or the Board requests a recommendation for decision or substantial discussion, the committee shall be given no more than 10 minutes on the agenda.
2. **Creation of the Agenda.** There shall be an agenda item at the end of each agenzized meeting denoted "next and future agenda items".
3. **Additions to the Agenda.** In addition to those items described and requested at the previous meeting, any Board member may provide additional agenda items for the following meeting by providing, via e-mail, fax or regular mail, the school's Supervising Employee or Administrator the request, noting its appropriate place on the normal agenda format, and a realistic time requirement for such item. The school's Supervising Employee or Administrator must receive such requests 10 calendar days or more prior to the next Board meeting.
4. **Prioritization.** If, in the opinion of the Board Secretary, inclusion of all such items necessitates a meeting of longer than two hours in length, s/he, in consultation with the other officers, shall

## **Article VII Parent Association**

There shall be a Parent Association to facilitate parent involvement with the school. The Parent Association has the right to select from those of its members who have participated in a School provided Montessori orientation program, a member to be a member of the Board of Directors.

## **Article VIII Indemnification**

The Board of Directors may authorize the School to pay or cause to be paid by insurance or otherwise, any judgment or fine rendered or levied against a present or former Board member, officer, employee, or agent of the School in an action brought against such person to impose a liability or penalty for an act or omission alleged to have been committed by such person while a Board member, officer, employee, or agent of the School, provided that the Board shall determine in good faith that such person acted in good faith and without willful misconduct or gross negligence for a purpose which he reasonably believed to be in the best interest of the School. Payments authorized hereunder include amounts paid and expenses incurred in satisfaction of any liability or penalty or in settling any action or threatened action.

## **Article IX Revocation of Charter or Dissolution**

The property of the Corporation is irrevocably dedicated to charitable purposes. Upon the dissolution, liquidation and winding up of the Corporation, assets shall be distributed to one or more organizations entitled to exemption from federal income tax under § 501(c)(3), or shall be distributed to the federal government or to one or more state or local governments for a public purpose. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction of the county in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization or organizations as said court shall determine which are organized and operated exclusively for such purposes.

## **Article X Conflict of Interest**

Section 1. Duty to Disclose. Each officer and Director shall comply with the procedures of the School's conflicts of interest policy with respect to any transaction in which an economic benefit is provided by the Corporation to a Director or officer:

- (a) in exchange for services rendered,
- (b) in connection with the purchase or sale of one or more assets or services, or
- (c) in connection with any partnership, joint venture or revenue sharing arrangement (an "Applicable Transaction"). The Board may provide parameters from time to time defining transactions that are not subject to this policy to the extent that the authorized officers of the

## WCSD Board Training

May 16, 2022

Dear HDMS Board,

The correspondence below is from WCSD Charter Liaison Stacey Cooper.

1. Please complete part 1 by using the view/vote in browser link below.
2. Read through the FAQ's and responses from Stacey Cooper

Please feel free to reach out with any questions.

Thank you,

Tammie

*Please open the embedded browser below and select what top three dates work for your school. This is the board training, offered by National Charter School Institute, that WCSD will be covering for your board this year. I will tally results to confirm the most popular date. Please have this completed no later than next Friday, May 27, 2022.*

*Proposed Dates Brd Training ([View/vote in browser](#))*

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## Article III: Officers

### Section I: Responsibilities of Officers.

The Board shall elect the following officers: Chairperson, Vice Chairperson, Immediate Past Chairperson, Secretary, and Treasurer. Such officers shall be governing supervisors, either elected or appointed.

1. The Chairperson shall be responsible to conduct board meetings efficiently and in accordance with the published agenda assuring that the agenda's time frames are adhered to and shall have such other powers and duties as may be prescribed by the Board.
  2. The Vice Chairperson shall be responsible to conduct board meetings in the absence, inability, or refusal to act of the Chairperson and shall exercise and discharge any other duties as may be required by the Board.
  3. The Secretary shall certify the minutes of the board meetings and shall cause to be kept, at the principal's office or such other place, as the Supervisors shall direct, a book or file of minutes of all meetings and actions of the Board. Further, the Secretary shall give or cause to be given, notice of all board and board subcommittee meetings and shall ensure the safekeeping of all official correspondence and board records.
1. The Treasurer, as the Chief Financial Officer, shall ensure that a draft annual budget and relevant updates are produced for Board approval as well as ensure that the School's financial affairs are conducted pursuant to its financial policies and generally accepted accounting principles. The Treasurer shall ensure that adequate and correct books and records of accounts of the assets and business transactions of the Board are maintained and shall ensure that the book of accounts shall be open to inspection by any Board Member at all reasonable times. The Treasurer shall chair the finance committee.
  2. The Immediate Past Chairperson shall be automatically filled by the individual who filled the Chairperson position in the previous year. This position shall serve to assist in transitioning the leadership of the organization for up to one year. This position is only advisory, and is non-voting.

### Section II. Terms and elections.

1. The Board shall elect officers in May of each year.
-

| HDMS Board of Directors | Appointed     | Expereince                   | Address                            | City    | State | Zip   | Phone        | Email                      |
|-------------------------|---------------|------------------------------|------------------------------------|---------|-------|-------|--------------|----------------------------|
| Max Haynes              | Spring 2018   | Business Owner               | 100 N. Arlington Avenue, Suite 350 | Reno    | NV    | 89501 | 775-800-0008 | maxhaynes@gmail.com        |
| Reid Riker              | January 2019  | CPA/Finance                  | 17640 Rogue River Court            | Reno    | NV    | 89508 | 775-223-1834 | riker@enpas.com            |
| Linda Aaquist           |               | Licensed Montessori Educator | 7818 Tulear Street                 | Reno    | NV    | 89506 | 775-848-0492 | aaquistlinda@gmail.com     |
| Nicole Commons          | November 2019 | Licensed Montessori Educator | 1001 Sonora Drive                  | Reno    | NV    | 89509 | 775-443-5493 | nicolecommons@gmail.com    |
| Nancy Smith             | November 2020 | Health Care                  | 895 Cordone Ave                    | Reno    | NV    | 89502 | 775-848-5208 | n.smith@hdmsteno.com       |
| Ashley Allen            | April 2021    | Physicians Assistant         | 4150 Eastlake Boulevard            | Washoe  | NV    | 89704 | 775-230-6951 | ashleyallen225@gmail.com   |
| Bonnie Pillaro          | February 2022 | Licensed Educator            | 1090 Dennison Drive                | Reno    | NV    | 89509 | 702-271-7959 | pillarobonnie@gmail.com    |
| Brigitte Frost          | March 2022    | Licensed Montessori Educator | 7586 Clearview Point               | Manitou | MI    | 49253 | 317-993-6063 | bfrosterer@gmail.com       |
| Jennifer Linn           | April 2022    | Realtor                      |                                    | Sparks  | NV    |       | 775-527-9809 | jennifer@licensetolist.com |

|                                    |                   |                   |              |
|------------------------------------|-------------------|-------------------|--------------|
|                                    | 20-21             | 21-22             | 22-23        |
| <b>Officers</b>                    |                   |                   |              |
| Chairperson                        | Max Haynes        | Max Haynes        |              |
| Vice Chairperson                   | Amanda Baldwin    | Nicole Commons    |              |
| Treasurer                          | Reid Riker        | Reid Riker        | Reid Riker   |
| Secretary                          | Claudia Casteneda | Claudia Casteneda | Ashley Allen |
| Immediate Past Chairperson         |                   |                   | Max Haynes   |
| *Can serve up to 3- one year terms |                   |                   |              |
| <b>Required Positions</b>          |                   |                   |              |
| Finance/Business/HR                | Max Haynes        | Max Haynes        |              |
| Finance/Business/HR                | Reid Riker        | Reid Riker        |              |
| Parent Representative              | Nancy Smith       | Nancy Smith       |              |
| Licensed Educator                  | Linda Aaquist     | Linda Aaquist     |              |
| Licensed Educator                  | Nicole Commons    | Nicole Commons    |              |