

Approved by Board on May 12, 2009

SILVER SANDS MONTESSORI CHARTER SCHOOL MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES

The Board of Trustees of Silver Sands Montessori Charter School held a public meeting on Tuesday, April 28, 2009 at the office of Christopher Steele, 2831 St. Rose Parkway, Suite 200, Henderson, NV 89052.

CALL TO ORDER:

President Marlo Tsuchiyama called the meeting to order at 5:09 pm

A. ORGANIZATION

1. Roll Call: A quorum was established with the following members present: Danette Green, Joan Sando, Constance Ewing, and Marlo Tsuchiyama. Absent: Rebecca Engh, Judd Balmer, and Christopher Steele. Members of the public were asked to sign in, and the sign-in sheet is attached to the original copy of the minutes.

2. Adoption of Agenda: Constance made a motion to accept the agenda with three changes: 1) Move approval of calendar to next meeting since it is not due until we submit our final application, 2) Move adoption of policies on hiring and evaluations to next meeting so we can gather more information, and 3) add "Interview and appoint new board member" to New Business. She suggested we consider this item prior to "Reports". Danette seconded the motion. Vote: all ayes, none opposed, motion carried.

3. Approval of Minutes:

April 14, 2009: Joan made a motion to approve the minutes as presented. Constance seconded the motion. Vote: all ayes, none opposed, motion carried.

March 31st, 2009: Minutes not available, add to agenda for next meeting.

F. NEW BUSINESS

1. Job Descriptions: Danette will draft job descriptions for Instructor, Instructional Assistant, FASA, Nurse, and School Aide. She will email the drafts to members so we can add it to Old Business for approval at the next meeting. Constance will work on job descriptions for Special Ed Facilitator and Specialists. Marlo, Danette, and Constance will work together on job descriptions for administrative positions.

2. Interview and Appoint New Board Member: Marlo explained that we need three licensed teachers on the board and Rebecca Engh has informed her that she will not be able to continue on the board as she is very busy with teaching and family, and that is why she has missed the last seven meetings. Marlo has emailed Rebecca to ask for her resignation in writing, for our records, but she has not responded yet.

Next, Marlo distributed copies of a resume for Miah Daughtery who is currently teaching in CCSD. After board members interviewed Miah, Joan made a motion to appoint her to the board. Danette seconded the motion. Vote: all ayes, none opposed, motion carried.

B. REPORTS

1. Enrollment: Danette presented an updated chart (attached) showing the number of students registered for each class compared to our goals. She recommends adding another lower elementary and one less of pre-K class, based on the numbers. Marlo will add it to the agenda for the next meeting.

Approved by Board on May 12, 2009

2. Financial Report: no report

3. Committees: (Curriculum, Facility, Finance, Fundraising, Marketing, Private School, Hiring, Technology, and Training)

- **Fund-raising:** Marlo reported that the event scheduled at Cici's Pizza is May 6th and is being organized by a parent.
- **Hiring:** Constance reported that she and Danette have interviewed a teacher from New York, who happened to be in town. The openings have been posted on Craig's List and we have 14 applications. Miah recommended using Facebook for posting and screening.

4. Board Member Reports:

Marlo reported on the upcoming Charter School Summit in Carson City and visit to High Desert Montessori in Reno.

C. PUBLIC COMMENTS on Agenda Items

Questions were asked on the following topics:

- Age regulations for grades K and 1.
- Tuition amounts for K and Preschool
- Calendar: 9 month or year round
- Board members with Montessori training and knowledge
- Teacher/Student Ratio
- Testing
- Time required of parents to volunteer
- Teacher applications
- Montessori training for teachers
- How do we know if application is received?
- Locations being considered

D. RESPONSE TO PUBLIC COMMENTS (none)

Marlo answered the questions, according to our charter agreement and Nevada laws. She described our affiliations and knowledge with Montessori schools and explained that a successful Montessori Charter School in Nevada is mentoring us.

E. OLD BUSINESS (Possible Action Items)

1. Facilities

Marlo reported that we did not get the building we had been negotiating on. She said we would like to stay in Henderson, but are looking at other areas, also. We would like 7500-10,000 sf. Our budget is \$1.00-1.10/sf. The facilities subcommittee has suggested an idea of calling an informational meeting of all parents who have enrolled students and ask for their help. After discussion, the other board members agreed that it was a good idea, so Marlo will ask the facilities subcommittee to schedule the meeting.

Approved by Board on May 12, 2009

2. Officers/Board of Trustees Insurance:

Danette reported that the insurance will be effective as soon as we give them a check and sign the necessary paperwork. Marlo, Danette, and Constance scheduled a time for the next day, April 29th, to go to Community Bank to open an account and get checks. Each board member will need to write a personal check to SSMCS for \$90.81 before the payment can be made. If anyone has a problem with it, please let Marlo, Constance, or Danette know right away.

3. School Calendar: Members agreed to keep this as a standing item on future agendas until approved, since it will be a part of our final application to operate.

4. Adoption of Policies and Procedures on Hiring and Evaluations: moved to next meeting

G. AGENDA PLANNING:

Topics to include: Facilities, Report on CS Summit and visit to HDMCS, Minutes of March 31st, Job Descriptions, Policies, Calendar, Adding a third LE Class.

Announcement: Next Regularly Scheduled Meeting:
May 12th, 2009 at 4:30 pm, same location

Adjournment: 6:43 pm

Signatures verifying approval:

Secretary _____ *Date* _____

President _____ *Date* _____