

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, June 23, 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 5:13 pm

A. ORGANIZATION

1. Roll Call: A quorum was established with the following members present: Joan Sando, Christopher Steele, Danette Green, Judd Balmer, and Marlo Tsuchiyama. Absent: Constance Ewing and Miah Daughtery.

Members of the public were asked to sign in, and the sign-in sheet is attached to the agenda in the official board binder.

2. Adoption of Agenda: Judd made a motion to accept the agenda, Chris seconded, Vote: all ayes, none opposed, motion carried.

3. Approval of Minutes:

June 9: Joan made a motion to approve the minutes as presented. Danette seconded the motion. Vote: all ayes, none opposed, motion carried.

B. Reports

1. Enrollment: Danette reported that there are only 5 openings left and she has waiting lists for most grades.

2. Committee Timelines: Marlo reported that the State Department of Education deadline to submit documents has been moved to July 17th, which is great as we have more time to work with the contractors and obtain necessary documents.

C & D. PUBLIC COMMENTS on Agenda Items: Marlo thanked the members of the public for coming and answered a question about enrollment.

E. OLD BUSINESS (Possible Action Items)

1. Adoption of Personnel Policies and Procedures: Danette explained that she had used the sample documents from the website of the Department of Education as a basis and revised them to fit SSMCS. Danette, Connie, Marlo, and Joan had spent time reviewing and discussing each item and had narrowed down the topics to what is needed currently. Judd asked to go through each section and tell the differences from the samples. Danette explained that the main differences are adding our name and reducing redundancies. Chris made a motion to approve the policies as presented. Danette seconded the motion. Vote: all ayes, none opposed, motion carried.

2. Adoption of Ed Involvement Accord

After discussion, Judd made a motion to approve the accord of educational involvement as presented by the Nevada Dept. of Education, as it seemed to present general ideas that are good for all types of schools. Chris seconded the motion. Vote: all ayes, none opposed, motion carried.

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F. New Business (Possible Action Items)

1. Budget and Other Documents for State:

Marlo reviewed the revised budget and answered questions. She said the finance committee would need to make some revisions, especially about teacher's salaries, and she would bring a final version before the board at the next meeting.

2. Bell Schedule: Constance had submitted a draft of a bell schedule. After discussion, Marlo tabled the item until the next meeting.

3. Teacher Contract Review: Danette presented a draft of a Letter of Intent and will ask Judd Balmer to do a legal review.

4. Training Reimbursement Contract: After a long discussion, Judd made a motion to reimburse licensed teachers for Montessori training that is required by SSMCS with the details to be worked out by the administration, based on other Montessori Charter Schools. Main ideas discussed are that we need teachers to be Montessori trained, we want highly qualified teachers, we want to be fair to the teachers, we want to balance our budget, and we want to encourage teachers to work for our school. Motion seconded by Chris. Vote: All ayes, none opposed, motion carried.

5. Letter of Intent:

a. Teachers: Danette presented each candidate that the hiring committee is recommending for hire for licensed employees and reported that she had done reference calls on each one. She made a motion to approve hiring of Jena Weber for Primary Teacher. Motion seconded by Chris. **Vote: Judd abstain, four ayes, none opposed, motion carried.**

Danette made a motion to approve hiring of Dalia Ruiz, Primary Teacher, Marcia Papagiannopoulos, Angel Mendez, and Sandra Lee-Shirley for the positions of Lower Elementary Teachers, and Pamela Fuller, as Upper Elementary Teacher. Joan seconded the motion. **Vote: all ayes, none opposed, motion carried.**

b. Teacher Assistants: Danette made a motion to hire the following candidates as teacher assistants: Griselda Aguirre, Lucia Campos, Janet Gardner, Khema Perera, and Amber Varricchio. Seconded by Chris. **Vote: all ayes, none opposed, motion carried.**

Marlo called a recess at 7:00.

Marlo called the meeting back to order at 7:30.

Present: Chris Steele, Danette, Green, Marlo Tsuchiyama, and Joan Sando.

Absent: Constance Ewing, Miah Daughtery, Judd Balmer

5. Letters of Intent (continued): Danette made a motion to amend her previous motion on hiring of the teachers to remove the grade levels on the motions so changes can easily be made for asking them to serve different grade levels. Joan seconded her motion. **Vote: all ayes, none opposed, motion carried.**

Letters of Intent: Presenting them to the approved candidates:

Marlo explained that we are in a tight timeline and asked for a motion to give authority to Danette to provide the above-approved candidates with the LOI as soon as she has approval from Judd Balmer on the legal review.. Motion by Chris, seconded by Danette. **Vote: all ayes, none opposed, motion carried.**

Letters of Intent/Salary of Teachers:

Draft of a salary schedule was presented by Danette, which is based on a combination of High Desert Montessori Charter School and Clark County School District. After discussion about keeping our teachers happy while balancing the budget, Joan made

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a motion to give the authority to set the salary schedule to the Finance Committee, which includes Marlo, Chris, and Danette. Chris seconded the motion. **Vote: all ayes, none opposed, motion carried.**

4. Teacher Reimbursement Contract for Training: Marlo brought this item back to the table for action on the details. After discussion, the following motion was made by Danette and seconded by Joan.

Motion: An addendum to the teachers' contract will be stated to include the following: After successful completion of the Montessori training, three positive evaluations, and a written commitment to work for SSMCS for two additional years, the teacher will be reimbursed for 75% of the training expenses, with a maximum amount of \$3200/teacher. The remaining 25% will be reimbursed and processed during the first payroll procedures of the following school year.

Vote: all ayes, none opposed, motion carried.

G. PUBLIC COMMENT on Non-Agenda Items: None

H. RESPONSE TO PUBLIC COMMENTS: None

I. Agenda planning: documents required by state for meeting in August.

1. Announcements:

- a. Next meeting is scheduled for July 9th at 5pm.
- b. Tom McCormack, NDE Charter School Consultant, will be visiting SSMCS on July 14th. Marlo will coordinate his visit and keep us informed.

Adjournment: 8:00pm

Signatures verify approval:

_____ Date _____
Marlo Tsuchiyama, President

_____ Date _____
Joan Sando, Secretary