

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 9, 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 5:12 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: Danette made a motion to accept the agenda, Chris seconded, Vote: all ayes, none opposed, motion carried.

3. Approval of Minutes:

May 26: Chris made a motion to approve the minutes as presented. Joan seconded the motion. Vote: all ayes, none opposed, motion carried.

B. Reports

1. Enrollment: see attached chart

2. Committee Timelines: Items listed for May are completed.

Facilities: Chris reported that the lease has been signed for 1841 Whitney Mesa Dr., Henderson, NV 89014. The committee has met with the insurance broker and an architect to draw up plans for initial tenant improvements. The application for property tax exemption is being finalized, a Health Dept. Plan Review will be scheduled soon. In talking with the Henderson Planning Commission on the Special Use Permit (which is on the agenda for June 25th) the only item needed is the “drop-off and pick-up” plan but that will not hold up the application.

Finance: Need to update the budget by June 23rd Board Meeting so it can be approved prior to sending it to the state department.

Fund-Raising: They are talking about planning an event at the location. Their goal is \$60,000. The picnic generated \$2,690 and all food was donated by Mark Smith.

Marketing: Danette has created a brochure and more documents are planned.

Preschool: Joan has the EIN number and is working on the handbook. Connie is attending an organizational meeting this evening with the State of Nevada Bureau of Services for Childcare. Joan has developed Articles of Incorporation along with the application, and is completing a 1023 application for 501(3)c status. We have the Health Department Regulations, but want to call them to clarify any items that are different than for Kindergarten so we can address them prior to the inspection.

Hiring: Danette has advertised and received over 40 applications for teachers and teaching assistants. She, Connie, and Marlo are interviewing several of the candidates between now and June 17th.

Technology: Kristofer provided an update on hardware, software, prices, etc. He

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had attended a State Department SAIN meeting by phone and has communicated with a representative from Pearson. At least one dedicated server will be needed for Powerschool; and with the security system runs approximately \$1000. We may need two servers; one for the security system. We will need a contract to proceed any further. Kris has also contacted XO and COX services, and is checking Google Apps and copier services.

Training: An email went out to applicants that specified the requirement for Montessori training. Applicants who do not have the training must be willing to get it. Connie has leads on the training options.

C. PUBLIC COMMENTS on Agenda Items:

Comments and questions included the following topics, which the board addressed immediately:

- Are donations tax deductible?
- Uniforms? No, not at this time. Dress code, yes.
- List of supplies for parents? As soon as teachers are hired, they will compile it and post on the web site.
- Security plans for the facility?
- Family Interviews? Purpose is for staff to get to know the family.
- Cost of tuition? Kdg. Same as CCSD for extra half day, preschool to be determined soon.
- When will parents get confirmation for each child? Danette contacting families.
- Can we have an Open House at the facility that includes orientation to Montessori?

D. RESPONSE TO PUBLIC COMMENTS: (above)

E. OLD BUSINESS (Possible Action Items)

1. Officers Insurance: Danette: Active as of last Tuesday. Now working on liability insurance for the school.

2. School Calendar: Danette presented a draft. After adding four parent conference days, Joan made a motion to adopt the calendar. (attached) Chris seconded the motion. Vote: all ayes, none opposed, motion carried.

3. Adoption of Personnel Policies and Procedures: Danette recommended this item be tabled until the next meeting so members could have more time to study it. President Marlo tabled the item.

F. New Business (Possible Action Items)

1. Budget and Other Documents for State:

Budget: Marlo moved to next meeting on June 23rd.

By-laws: Joan asked for formal board approval of the changes on the by-laws that had been discussed on March 3 and had been submitted to Tom McCormack for review. The changes clarify language and specify the State Department of Education as our sponsor instead of Clark County School District. Danette made a motion to approve the by-laws as revised. Chris seconded the motion. Vote: all ayes, none opposed, motion carried.

Other: Joan presented a copy of the Educational Involvement Accord from the Nevada Department of Education and asked members to review it for a future agenda, and possibly add items specific to Montessori.

G. and H. Public Comments on Non-agenda Items and Response by Board:

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Will there is a PTO or PTA? Joan will draft a policy on support groups for board consideration.

Will staff be finger printed? Yes

I. AGENDA PLANNING:

Topics to include: policies, budget and other documents needed for final state approval, Ed. Involvement Policy, Letters of Intent, Bell Schedule

1. Announcement of next meeting:

Next Regular Meeting: June 23, 5:00 pm, same location.

H. Adjournment: 6:18 pm

Signatures verifying approval:

Secretary _____ *Date* _____

President _____ *Date* _____