Highland Community School

Board of Directors - June 2026 Minutes

Team Dashboard - 2025-2026

Mission & Vision	Board Group Agreements / Guides: Academic Year 2025-2026
Mission • We are a community of diverse families and educators, working together to offer quality Montessori education in a nurturing environment that enriches, empowers, and inspires children to reach their potential and encourages parents to become responsible for and involved with their children's education. Vision: • Changing the world by nurturing children and their families to be informed, lifelong learners who are a force of change, in education, the community, and society.	• One speaker at a time • Monitor air time (move up/move back) • Active listening • Contribute to the conversation • Pre-share meeting materials • Be Present • Seek to Understand • Ask clarifying questions • Practice reeling it in (ie, “Is this the most effective use of our time?”) • Start on time/end on time • Stick to the agenda • Consider/check your bias

Meeting Logistics	Meeting Roles	
Meeting Day/Time: 06/09/2026 @ 6:00pm Meeting Location: Cafe Team Members Present: Kantara Souffrant, Brenda Simonis, Ali Kopyt, Patrick Bader, Ben Correia-Harker, Suave Kyles, Kia Green, Brittiny Qualls, Rashonda Jones, Mikaya Clark, Tim Vargo, Lakita Wells, derria byrd, *Tracy Williams* Team Members Absent:	Facilitator: Mikaya Clark Time Keeper: Tim Vargo Food: Tim Vargo	

Most Recent Meeting Action Items / Online Board Activity
☐ ☐

06/09/2026		
Time	Item	Discussion
5 min	Welcome and Approval of Agenda	• Suave motions to approve the agenda. derria seconds. The agenda is approved; the meeting begins at 6:06 PM CT.
5 min	ED Report/Admin Updates	• Executive Director Report • June 2026 HCS Development
5 min	**VOTE** | Employee Handbook	• Employee Handbook Revisions ○ Ali motions to approve the employee handbook revisions. Rashonda seconds. Motion unanimously passes.

30 min	Committee Updates	• **Finance Committee (5 mins)**
		  ○ April Financials
		    ■ Ending the year where we thought we would. Investments accounts are doing great (made $200K)
		    ■ Update on the roof: signed the roof quote.
		• **Governance Committee (10 mins)**
		  ○ Board Leadership Positions - Interest Form
		    ■ **VOTE** | Board Leadership Election Ballot
		      • Voting to close at the end of the evening.
		      • Results are as follows:
		        ○ President: Mikaya Clark
		        ○ Vice President/Governance Chair: Ben Correia-Harker
		        ○ Treasurer: Brenda Simonis
		        ○ Secretary: Kia Green
		        ○ Facilities Committee Chair: TIm Vargo
		        ○ Academics Committee Co-Chairs: Rashonda Jones & Brittiny Qualls
		  ○ Board Retreat & Orientation Dates - Doodle Poll
		    ■ July 28 is the date the best aligns with Board

<table>
<tr>
<td></td>
<td></td>
<td>

Academics Committee (5 mins)
Brittiny and Rashonda will co-chair the committee for the 2026-2027

Facilities Committee (5 mins)

Roof replacement update
As noted in the Finance update, the team has signed the roof quote. The total contract amount matches the board-approved budget for the existing bid. While scope adjustments may be identified later, the contract is structured so that any necessary additional work will be covered without requiring additional board-approved funds.

HVAC assessment
Previously approved for Mared to evaluate the system with scope of work. The team will meet sometime in July to review proposal and finalize scope to go out to bid

Transition to new committee chairs
As Ali transitions off board, she will continue serving as a facilities committee member to stay involved with the project and see it to fruition. Tim will assume role of chair

</td>
</tr>
<tr>
<td>15 min</td>
<td>Roundtable Discussion</td>
<td>

Ali shared that it has been an honor serving on the board. Kantara noted that she is excited to see the work ahead
Mikaya noted that we received an email from a parent regarding the 2026 prom that was merged with a staff member’s wedding.

The Board noted concerns with ensuring funds were appropriately disseminated and that the volunteers for the prom were used appropriately.

Additional concerns noted with distractions, inappropriate behaviors, and concerns with minor children attending
Concerns with tension and awkward moments throughout the evening
The Board raised concerns about the wedding’s impact on the fundraising efforts and overall goal of Adult Prom
Communication of additional complaints and issues needed to have been

</td>
</tr>
</table>

		communicated to Tracy sooner ○ Tracy noted that she takes full accountability. She also noted that she was unaware of the plans for the wedding until a week prior, was told that it would be a surprise and was under the impression that the event would benefit prom with ticket sells and alcohol purchases ■ She has communicated with and apologized to the parent and teacher coordinators ○ The recent update to the *Use of Facilities, Equipment and Property* section of the Employee Handbook addresses some of the concerns. The Board has determined that an additional clause should be added to that revision. The additional update should state: "The school facilities are unavailable for private events during times when there are Highland Community School events happening." ■ The Board will need to take an e-vote this week
5 min	Transition to Closed Session	● Suave motions to move to a closed session. Brittiny seconds; meeting transitions to closed session at 7:04 PM CT
30 min	Closed Session	● Session closed to discuss administrative updates
5 min	Adjourn	● Brenda motions to adjourn. Brittiny seconds. The meeting is adjourned at 8:04 PM CT

June 2026 Board Engagement/Representation	6/5 - 8th Grade Graduation: Brittiny, Ali, Kia 6/11 - K5 Rite of Passage: Rashonda Jones	6/12 - Party on the Playground: Mikaya