

**REGULAR MEETING OF THE
EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS**

April 16, 2024

6:30pm-9:30pm

Location: 800 Hutchinson Rd, Walnut Creek, CA 94598

MINUTES

CALL TO ORDER – 6:38 PM (Directors Brennan, Desautels, Hammons, Hernandez, Ichiroku, Liskin, Lloyd, and Womble)

- 1. MISSION STATEMENT-** *The mission of the charter component of EPMS is to provide students with the opportunity to acquire an education based on an “authentic” and accredited curriculum founded on the educational philosophy of Dr. Maria Montessori. We intend to promote an educational atmosphere that encourages socioeconomic and cultural diversity by providing all students with the opportunity to obtain a quality public education. Our aim is to equip each of our students with the skills, knowledge, and values to participate meaningfully in the pluralistic world of the 21st century.*

2. PUBLIC COMMENT

The public may address the EPMS board regarding any item within the board’s jurisdiction whether or not that item appears on the agenda.

- o Speakers may have 3 minutes each for a maximum total of thirty minutes public comment.
- o If more than 20 people wish to address the board, per person comment time for all speakers will be reduced to 2 min with a maximum total of one hour public comment.
- o Speakers may not concede their time to another.

No public comment occurred

3. APPROVAL OF AGENDA

Dir. Hernandez motioned to approve the 4/16/24 meeting agenda. Dir Hammons seconded. Motion passed unanimously (8-0).

4. CONSENT AGENDA

Items listed under the consent agenda are considered routine and will be approved/adopted by a single motion.

It is expected that board members have reviewed these agenda items prior to meeting. There will be no separate discussion of these items; however, any item may be removed from the consent agenda upon the request of any member of the board and acted upon separately.

- a. April 9, 2024 (Special Board Mtg) Minutes: Dir Hernandez motioned to approve. Dir Womble seconded the motion. Motion passed (6-0-2) Dir Desautels and Dir Liskin abstained
- b. March 19, 2024 Minutes: Changes needed: spelling edits of observation, Dir Hernandez’s name and changing CASP to CAASPP. Dir Hammons motioned to approve with the changes. Dir Dietrich Ichiroku seconded the motion with changes addressed. Motion passed (6-0-2) Dir Brennan and Dir Liskin abstained

5. COMMUNICATIONS

a. AP Update:

- i. working on Auction project
- ii. 8th graders did a 3 day overnight on Mt. Diablo and went to Eagle Peak. overall really successful trip
- iii. Mural projects completed through art
- iv. Academics discussed: math, science, social studies, language arts
- v. requesting additional food for lunch and snacks
- vi. Graduation requests for an overnight sleeper

b. Staff Update -

- i. MOUs submitted on Tuesday to MDUSD. Has been forwarded to the attorneys
- ii. Start CAASPP testing next week
- iii. Has gotten good responses on the Parent Surveys thus far

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- iv. Intent to Return forms are being returned: 64 AP students for next year- 14 more than this current year. 50 3rd graders moving into Upper El.
- v. Will continue to work with Diane Adair next year. Working with their team to align culture between day care and EPMS
- vi. Lottery is at the end of the month- looking at future planning with current space and capital campaign
- vii. Looking at Global Digital Citizenship curriculum for all grade levels and parent cyber bullying education
- viii. Lower Elementary:
 - 1. Lower El is working on their cultural fairs
- ix. Upper Elementary:
 - 1. 6th grade senior projects are going to be presented this upcoming week.
 - 2. Trading Post- Business Loan Program
 - 3. Poetry Month
 - 4. In house field trip from Farallon Institute
 - 5. Solar Eclipse Event
 - 6. Partnership Meetings went really well
 - 7. Science Curriculum is expanding
- c. Facilities Update
- d. Treasurer's Update
 - i. Dir Ichiroku presented "EPMS 23-24 Financial Forecast as of March 31, 2024" noting that the school is expecting a reduced deficit than initially expected. Forecasting a \$62k loss. Forecast request for CFEP will be half of initial projection
 - ii. Will give back HELOC money for aftercare services not provided in 2022-2023
 - iii. No update on ERC money currently. Application has been submitted.
- e. CFEP Update
 - i. Auction is scheduled for this Saturday. A good response for ticket sales (106) and auction items. Same software from last year.
 - ii. Dir Desautels reviewed CFEP budget and profit and loss statements. Expenses have gone up and income has kept pace. Balance has increased. will not need to dip into reserves to cover expenses
- f. Other Board Communications

6. ITEMS FOR CONSIDERATION

- a. The board will consider the matter of Reinvesting the CD. CD currently at Fremont Bank. 3 month CDs currently have the best rates but sometimes there are other CD lengths that can maximize investment. Balance is maximize investment while preserving liquidity. Will address a longterm schedule for investment during Board Retreat in the Summer.
Dir. Hammons motioned that The Board gives authority to CFEP to roll over the CD at Fremont Bank for another 3 month CD. Dir Desautels seconded. Motion passed unanimously (8-0).
- b. The board will consider the matter of asking CFEP to cover the cost for the 8th grade graduation ceremony. Graduation and their celebration will occur onsite. Dir Womble motions that CFEP covers the cost of AP graduation ceremony not to exceed \$5000. Dir Liskin seconded. Motion passed unanimously (8-0)

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- c. The board will consider the matter of a State of the School Meeting. Will do a hard copy before the end of the year and will defer a school wide gathering until Fall 2024.

7. ADJOURNMENT Dir. Hernandez moved to adjourn the meeting at 8:24pm. Dir. Hammons seconded. Motion passed (8-0)

NOTICES:

1. The next regular meeting of the Board of Directors will be Tuesday, May 21, 2024 at 6:30 pm.
2. Eagle Peak Montessori School (EPMS) is nonsectarian in its programs, admission policies, employment practices, and all other operations. The school does not discriminate against any person on the basis of ethnicity, national origin, gender, or disability. Michelle Hammons, Executive Director, has been designated to receive requests for disability-related modifications or accommodations in order to enable individuals with disabilities to participate in EPMS's open and public meetings. Please notify Michelle Hammons (925-946-0994) 72 hours or more prior to the disability accommodations being needed in order to participate in the meeting.

Certification of Posting

I, Michelle Hammons, Member of the EPMS Board of Directors, hereby certify that this agenda was posted by April 12, 2024 at 6:00pm.

I, Rebecca Liskin, Secretary of the EPMS Board of Directors, hereby certify that these Minutes were approved at the 5-21-2024 EPMS Board meeting.

Rebecca Liskin

Secretary EPMS Board of Directors