

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

February 20, 2024

6:30pm-9:30pm

Location: 800 Hutchinson Rd, Walnut Creek, CA 94598

MINUTES

CALL TO ORDER – 6:35 PM (Directors Brennan, Desautels, Dietrich, Hammons, Hernandez, Ichiroku, Liskin, Lloyd, Mannion, 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.

- Speakers may have 3 minutes each for a maximum total of thirty minutes public comment.
- 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.
- Speakers may not concede their time to another.

No public comment given today

3. APPROVAL OF AGENDA

Dir. Hernandez motioned to approve the 02/20/24 meeting agenda. Dir Womble seconded the motion with the changes. Motion passed unanimously (11-0).

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. January 16, 2023

Dir. Hernandez motioned to approve the 01/16/24 meeting minutes. Dir Hammons seconded the motion with the changes. Motion passed unanimously (10-0-1) with Directors Mannion abstaining

5. COMMUNICATIONS

a. AP Update

- Update from students:
 - Crab Feed netted about \$5000. Revenue about \$15k with expenses approximately \$9,500
 - Murals are being designed on the playground
 - Completed Valentines Letters Project
 - Cycle hike occurring tomorrow: 2/21/24

b. Staff Update

- Annual Report
 - Draft Presented. Will review the finalized version at next meeting
 - Crab feed was a great success
 - AP teachers will do a Math Conference while other teachers will go to Montessorri conference on Diversity and Education

- Diane Adair partnership is a successful collaboration. Diane Adair is open to discussion regarding building new classroom
- Teachers are visiting other Montessori schools while teachers from local Montessori schools will be visiting Eagle Peak
- Lower Elementary:
 - Homemade Valentines was a lot of fun
 - In house field trips occurring
- Upper Elementary:
 - Personal letters - did 10 valentines appreciations
 - Jewish Museum field trip was a success
 - Writers Workshop in process
 - Puberty Education scheduled for next week. Parent meeting occurred

c. Facilities Update

- Defer to next meeting

d. Treasurer's Update

- Dir Ichiroku presented "EPMS 23-24 Financial Forecast as of January 31, 2024" noting that the school is expecting a deficit for the current fiscal year after all prior grants have been applied.
- Revenue shortfall has reduced about \$120k from previous forecasts. Anticipation that the shortfall will continue to narrow through the end of the year.

e. CFEP Update

- Compared to last year we have increased balance of greater \$100k
- Donations have kept pace with increased expenses
- Were able to give the staff a choice of SWAG
- Dine and donate:
 - Kebab Shop scheduled for tomorrow 2/21
 - Gotts is scheduled for March 6th
- Rolling the CD over for another quarter. Another proposal will be presented in April Board Meeting
- Auction:
 - Tickets are on sale for 4/20
 - Using SchoolAuction.net again

f. Other Board Communications

- i. Form 700 Early Reminder

6. ITEMS FOR CONSIDERATION

a. The board will consider the matter of the 2024-2025 School Calendar.

- Reviewed MDUSD calendar. Difference include:
 - Not starting August 8th. First day of school will be August 14th
 - Will do 4 day weekend in October off instead of full week
 - Oct 31st- both calendars will be the same
 - Will do a 3 week winter break. Diane Adair will be able to accommodate the longer break
 - 4 day weekend in February for Lunar New Year and President's Day while Mt Diablo has only 1 day off
 - Last day of school is June 3rd for both calendars

The board will consider the matter of the 2024-2025 School Calendar. Motion presented by Dir Hammons and seconded by Dir Mannion. Motion passed (11-0).

b. The board will consider the matter of 2023-24 second interim financial report.

2nd interim report is due for presentation to MDUSD March 17th for financials through January 31, 2024

Motion presented that the interim financial reports through January 31, 2024 be approved for MDUSD by Dir Hammons and seconded by Dir Ichiroku. Motion passed (11-0).

c. The board will consider the matter of the Mid Year LCAP Update.
Mid Year LCAP presented and reviewed by Board.

d. The board will consider the matter of proposed 2024-25 salary scales.

- Presenting 3 instructional scales
- Raised step 0 match the proposed minimum wage increase
 - 2.8% COLA raise
 - Compared to MDUSD Instructional Assistants - on par

The board will consider the matter of the 2024-2025 Proposed Salary Scale for Instructional, Classroom Teachers, and Teacher on Assignments. Motion presented by Dir Mannion and seconded by Dir Liskin. Motion passed (9-0-2). Directors Hammons and Lloyd abstained.

e. The board will consider the matter of the 2024-2025 budget.

- Draft 2024-2025 Budget has been generated to be presented to MDUSD per MOU.
- Revision will come out in May due to the State Budget
- Expected loss of 2024-2025 \$140k. This is a generous loss.
- Books and supplies expenses will be increased since Arts and Supplies grant has been extinguished

Motion presented by Dir Ichiroku to approve draft budget of 2024-2025 and seconded by Dir Womble. Motion passed (9-0-2). Directors Hammons and Lloyd abstained.

f. The board will consider the matter of the Comprehensive School Safety Plan.

Motion presented by Dir Hammons to adopt Comprehensive School Safety Plan for 2023-2024 and seconded by Dir Hernandez. Motion passed (11-0). Will be re-examined in August 2024.

7. ADJOURNMENT

Dir. Hammons moved to adjourn the meeting at 8:02pm. Dir. Liskin seconded. Motion passed (11-0)

NOTICES:

1. The next regular meeting of the Board of Directors will be Tuesday, March 19, 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 February 15, 2024 at 3:30pm.

I, Rebecca Liskin, Secretary of the EPMS Board of Directors, hereby certify that these Minutes were approved at the 3-19-2024 EPMS Board meeting.

Rebecca Liskin

Secretary EPMS Board of Directors