

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

March 19, 2024

6:30pm-9:30pm

Location: 800 Hutchinson Rd, Walnut Creek, CA 94598

**MINUTES**

**CALL TO ORDER – 6:36 PM** (Directors Buckner, Desautels, Dietrich, Hammons, Hernandez, Ichiroku, 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 21<sup>st</sup> 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.

- No speakers present

**3. APPROVAL OF AGENDA**

Dir. Hammons motioned to approve the 03/19/24 meeting agenda with the following changes: Remove item 6C: The board will consider the matter of Financial, Facilities, and Special Education MOUs until further notice. Dir Hernandez seconded the motion with the changes. Motion passed unanimously (9-0).

**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 30, 2024- Changes needed: Change Dir Kotiza name change to Dir Brennan. Dir Hernandez motioned to approve with the name change. Dir Dietrich seconded the motion with changes addressed. Motion passed (7-0-2) Dir Ichiroku and Dir Mannion abstained

b. February 20, 2024- Dir Hernandez motioned to approve the agenda. Dir Lloyd seconded the motion. Motion passed (8-0-1) Dir Buckner abstained

**5. COMMUNICATIONS**

a. AP Update

- Update from students. Partnership meetings have occurred
- 6th graders visiting the AP classroom to learn about the program for next year.
- Student working on the mural project for the fence
- AP Students are working on auction project
- AP Students are requesting larger hot lunches for the 7th & 8th grade Students
- 8th Graders working on “This I Believe” speech for graduation
- Upcoming field trip/hike to Eagle Peak on Mt/ Diablo.

b. Staff Update

- AP Teachers attended a Math Conference that was beneficial
- Classroom observations taking place this week in all classrooms
- Covid outbreak in Lower Ed classrooms
  
- Lower El-
  - Went to Shadelands Museum and had a great time
  - Scheduled field trip to Lesher if another drivers are available
  - 3rd year students are practicing for the CAASPP testing
- Upper El-
  - Just finished puberty education
  - Working on Auction project
  - Classroom observations happening this week
  - 6th Graders working on their Senior Projects
  - Working on Trading Posts
- Auction is coming up and getting volunteers and Upper El and Lower El are collaborating on monthly classroom

c. Facilities Update

- HVAC system is not working: There is no way to control the on/off switch
- Request has been made to the district to repair gutters that have holes.

d. Treasurer's Update

- Dir Ichiroku presented "EPMS 23-24 Financial Forecast as of February 29, 2024" noting that the school is expecting a reduced deficit than initially expected.

e. CFEP Update

- Auction scheduled for 4/20 at the Embassy Suites
- Rolling over CD through May - New proposal will be presented at the April Board meeting on how we should reinvest the CD.

f. Other Board Communications

- i. Form 700 Reminder Due April 1st

**6. ITEMS FOR CONSIDERATION**

a. The board will consider the matter of Office and Administrative and Tech Payscales for 2024-2025 school year. Reviewed different pay scales with a COLA increase of 2.8%. Dir Mannion motioned to approve the Administrative and Tech Pay Increases. Dir Desautels seconded the motion. Motion passed (6-0-3) with Dir Buckner, Dir Lloyd and Dir Hammons abstaining

b. The board will consider the matter of Parent Survey Questions. A questionnaire of about 20 questions will be sent out after spring break

c. The board will consider the matter of Financial, Facilities, and Special Education MOUs. - deferred to future meeting

d. The board will consider the matter of Auction Item: Mayor for the Day. The Board discussed having an auction item being the "Mayor of the Day".

**7. ADJOURNMENT**

Dir. Hammons moved to adjourn the meeting at 8:09pm. Dir. Hernandez seconded. Motion passed (9-0)

NOTICES:

1. The next regular meeting of the Board of Directors will be Tuesday, April 16, 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 March 15, 2024 at 3:30pm.

I, Rebecca Liskin, Secretary of the EPMS Board of Directors, hereby certify that these Minutes were approved at the 4-16-2024 EPMS Board meeting.

*Rebecca Liskin*

Secretary EPMS Board of Directors