

**SPECIAL MEETING OF THE
EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS (Attending CFEP Special Meeting)
September 21, 2024
9:30am-3:00pm
MINUTES**

Location: 800 Hutchinson Rd Walnut Creek, CA 94598 or

3 Hill Dr Petaluma, CA 94954

ZOOM

<https://us02web.zoom.us/j/82884226991?pwd=ZE9uWVM3NFJpbWExODdmaVRkbk5ldz09>

CALL TO ORDER – 10:04AM (Directors Brennen, Carson, Desautels, Hammons, Hernandez, Liskin, Mannion (on zoom location ***), Womble)

1. PUBLIC COMMENT to be held in conjunction with CFEP 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 one hour 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.

2. APPROVAL OF AGENDA

Dir. Hernandez motioned to approve the 09/21/2024 meeting agenda. Dir Carson seconded. Motion passed unanimously (8-0).

3. 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. Minutes from September 10, 2023 Special Meeting -

Dir Mannion motioned to approve minutes for the September 10, 2023 Regular Board Meeting. Dir Liskin seconded the motion. Motion passes (6-0-2) Dir Carson and Brennen abstained.

b. Minutes from May 21, 2024 - approved at 6/18/24 meeting

c. Minutes from June 18, 2024

Dir Hammons motioned to approve minutes for the June 18, 2024 Regular Board Meeting. Dir Hernandez seconded the motion. Motion passes (6-0-2) Dir Carson and Brennen abstained.

d. Minutes from June 20, 2024 - seconded the motion. Motion passes (6-0-2) Dir Carson and Brennen abstained.

Dir Hammons motioned to approve minutes for the June 20, 2024 Regular Board Meeting. Dir Hernandez seconded the motion. Motion passes (5-0-3) Dir Carson, Mannion and Liskin abstained.

4. ITEMS FOR CONSIDERATION

a. SPECIAL MEETING OF THE COMMUNITY FOUNDATION FOR EAGLE PEAK BOARD OF DIRECTORS Agenda

REVIEW OF AGENDA

The agenda will be reviewed for any additions.

AGENDA

A. Garden Grant - Whole Foods grant- \$3000. Want to spend the money for raised beds. Will bring up to future board meeting for approval

B. CD policy -

The EPMS Board approves for CFEP to have the flexibility to move up to 50% of total assets, based on the July 1st of the current fiscal year, into CDs. Invested monies can be moved between maturity dates based on interest rates with no more than 50% of invested monies to be in a 12 month CD. A standing item will be placed in the EPMS Board meeting to review the CD financials. Dir Hammons moves to approve the policy. Dir Hernandez seconds the approval. Motion passes unanimously (8-0)

C. Mission Statement -

CFEP will move to adopt this language at the next CFEP Board Meeting:

The mission of the Community Foundation for Eagle Peak (CFEP) is to provide additional financial support to Eagle Peak Montessori School (EPMS). CFEP is committed to ensuring the longevity of EPMS through sustainable, independent funding, empowering the continued success of EPMS for generations to come.

The vision of the Community Foundation For Eagle Peak (CFEP) is to support Eagle Peak Montessori School (EPMS) in providing a free and public Montessori education. By raising funds and community awareness, CFEP strives to enhance EPMS' programs, resources, and facilities, ensuring every child has the opportunity to thrive.

The Board Broke from 11:45-12:15.

D. Strategic Planning

1. Website

In process of being updated including video upload

2. Messaging

Reaching out to new parents who are interested in participating with CFEP and unified messaging with EPMS and CFEP

3. Future Direction/Goals

Discussion related to capital campaign / campus expansion

E. EPMS - CFEP - PTLG Relationship

PTLG history- was volunteer organization with fundraising capabilities

CFEP- then was formed and became the fundraising arm while PTLG became more event organizing

CCC- Community Connections Committee - gave trainings for parents

Discussed importance of volunteer engagement and succession of leadership roles

ADJOURNMENT from CFEP Meeting at 2:22pm

4. ADJOURNMENT

Dir. Hernandez moved to adjourn the meeting at 2:27pm. Dir. Hammons seconded. Motion passed (8-0)

NOTICES:

1. The next regular meeting of the Board of Directors will be Tuesday, October 15, 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 September 20, 2024 @ 9:30am.

I, Rebecca Liskin, Secretary of the EPMS Board of Directors, hereby certify that these Minutes were approved at the 10-15-2024 EPMS Board meeting.

Rebecca Liskin

Secretary EPMS Board of Directors