

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

EAGLE PEAK MONTESSORI SCHOOL
800 HUTCHINSON ROAD, WALNUT CREEK, CA 94598

July 27th, 2021
6:33 pm – 7:08 pm
MINUTES

1. **CALL TO ORDER** – Dir. Katechia called the meeting to order at 6:33 pm. Directors Buckner (joined 6:38 pm), Desautels, Hammons, Hernandez, Ichiroku, Katechia, Liskin (joined 6:45 pm), Mannion, Smith and Solis were present.
2. **MISSION STATEMENT**- Dir. Smith read the Mission Statement.
3. **PUBLIC COMMENT** – Two parent members of the public addressed the board about expectations for the coming school year.
4. **APPROVAL OF AGENDA** – Dir. Katechia moved to approve the agenda; Dir. Mannion seconded; motion passed (9-0-0).
5. **CONSENT AGENDA**
 - a. Dir Hammons motioned to approve the 6-22-21 Regular Meeting minutes. Dir. Katechia seconded. Motion passed 10-0-0.
6. **COMMUNICATIONS**
 - a. Staff report - Dir. Hammons provided an update on back to school planning including the state mask mandate for students and staff on campus; and the status of independent study. Dir. Hammons also informed the board of three new teacher hires to replace staff positions left vacant at the end of the 2020-2021 school year. Dir. Hammons informed the board that the survey results will be posted to the shared board folder for review.
Dir. Buckner informed the board that a 3-day bridge week will be held this year.
 - b. Expansion project – nothing reported. Topic tabled for board retreat 7-31-21.
 - c. Treasurer report – Erin Jordahl presented the budget forecast for the conclusion of the 2020-2021 year.
 - d. CFEP report – Dir. Desautels presented the CFEP financial update.
 - e. Other board communications. Dir. Hammons reminded the board to utilize CSDC resources for Governance Training and to contact her if planning to attend the CSDC fall update meeting, to be held this year in San Diego and virtually Dec 6-7.
7. **ITEMS FOR BOARD CONSIDERATION**
 - a. The board will consider the matter of officer elections
 - i. Dir. Hernandez nominated Nelesh Katechia for the position of EPMS board president. Hammons seconded. 10-0-0
 - ii. Dir Katechia nominated Dir. Hernandez for Board Vice President. Dir. Buckner seconded. Motion passed 10-0-0
 - iii. Dir Katechia nominates Dir. Ichiroku for Board Treasurer. Dir. Hernandez seconded. Motion passed 10-0-0.

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

EAGLE PEAK MONTESSORI SCHOOL
800 HUTCHINSON ROAD, WALNUT CREEK, CA 94598

July 27th, 2021
6:33 pm – 7:08 pm
MINUTES

- iv. Dir Katechia nominates Dir. Smith for Board Secretary. Dir. Hammons seconded. Motion passed 10-0-0
 - b. The board will consider the matter of board oath of office - Dir Hammons read the “Code of Ethics for Board Members” document and requested board members forward a signed copy of the annual “EPMS Oath of Office” document. Dir. Hammons and Dir. Katechia will co-sign prior to submission of completed documents to the board secretary.
 - c. The board will consider the matter of the board calendar for 2021-2022 - Dir. Hammons motioned that the EPMS board of directors’ calendar document that directors will meet for regular Board Meetings on the third Tuesday of each month. Dir. Manion seconded. Motion passed 10-0-0
8. **ADJOURNMENT** – Dir. Hammons moved to adjourn the meeting at 7:08 pm; Dir. Katchias seconded; motion passed (10-0-0).

NOTICES:

- 1. The next regular meeting of the Board of Directors will be Tuesday, July 27th, 2021 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, Administrative 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.

I, Rachel Smith, Secretary of the EPMS Board of Directors, hereby certify that these Minutes were approved at the 07-27-21 EPMS Board Meeting.



Rachel Smith
Secretary EPMS Board of Directors