

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

June 21, 2022  
6:32pm-7:33pm  
**MINUTES**

Join Zoom Meeting <https://us02web.zoom.us/j/89650734326>

**CALL TO ORDER – 6:32 PM** Directors Buckner, Desautel, Hammons, Hernandez, Ichiroku, Katechia, Lisy-Wagner (joined 6:41 pm), Mannion, Solis and Smith were present.

**1. MISSION STATEMENT-** Dir. Smith read the mission statement.

**2. PUBLIC COMMENT** - One member of the public addressed the board with questions about the parent survey results and field trip funding spend and likelihood of field trips returning in the next school year.

**3. APPROVAL OF AGENDA** Dir. Hammons moved to approve the agenda; Dir. Mannion seconded; motion passed (10-0-0).

**4. CONSENT AGENDA**

a. May 17, 2022 Regular Meeting Minutes - Dir. Ichiroku moved to approve the May 17, 2022 Regular Meeting minutes with the edits discussed; Dir. Hammons seconded; motion passed (8-0-2). Dir. Desautel and LisyWagner abstained.

**5. COMMUNICATIONS**

a. Staff Report - Dir. Hammons reported a new upper Elementary teacher has been hired and that teachers are discussing COVID-19 health and safety protocols for the 2022-2023 school year. Dir. Hammons reported that the parent end of year and COVID protocols survey results will be presented to the board at a later meeting. Dir. Hammons also reported that an employee of the Contra Costa County Health department has confirmed the notable absence of student to student transmission of COVID-19 at Eagle Peak relative to other district schools. They noted that only one MDUSD school and EPMS have reported zero in COVID school transmission. Dir. Buckner reported the teachers thanks to the board for their support for the end of year celebration and noted the valuable presence of the Montessori training program currently on site at EPMS to existing staff as well as program adult learners. Dir. Hammons reported that the end of year celebrations for upper el were well received, and that the teacher reflection meeting included positive support and thanks from teachers to the board for the board's support during the 2021-2022 school year.

b. Expansion Project - no updates reported.

c. Treasurer's Report. Dir. Ichiroku presented the "EPMS 2021-2022 Forecast-May." No action was taken

d. CFEP Report - presented "Balance Sheet May 2022" and "Profit and Loss Comparison May 2022" documents. No action was taken.

e. Other Board Communications. Dir. Hammons informed the board that Dir. Katechia's term for Board President and Dir. Solis's board terms were expiring at this meeting. Thanks was expressed from the board for their contribution to the school.

**6. ITEMS FOR CONSIDERATION**

a. The board will consider the matter of the Board Member Elections. Dir. Katechia moved to nominate Jennifer Womble as a Parent Board member, Dir. Lisy Wagner seconded. Motion passed (10-0-0).

b. The board will consider the matter of the Executive Committee Officers.

- Dir. Katechia moved to nominate Rachel Smith as Board Secretary. Dir. Mannion seconded. Motion passed (9-0-1). Dir. Smith abstained.
- Dir. Katechia moved to nominate Koki Ichirouku as Board Treasurer. Dir. LisyWagner seconded. Motion passed (9-0-1). Dir. Ichiroku abstained.
- Dir Katechia moved to nominate Berenice Hernandez as Board President. Dir. Mannion seconded. Motion passed (9-0-1). Dir. Hernandez abstained.

- The board discussed postponing the election for the position of Vice President to a future date once discussion with potential nominees has occurred. Dir. Hammons confirmed this suggestion is in accordance with our bylaws. No action was taken.
- c. The board will consider the matter of the 2022-2023 Local Control and Accountability Plan. Dir. Hammons presented the “2022 Local Control and Accountability Plan Eagle Peak Montessori School\_20220620 (1)” document. Dir. Katechia moved to accept the 2022-2023 Local Control and Accountability Plan as presented. Dir. Buckner seconded. Motion passed (10-0-0).
- d. The board will consider the matter of the 2022-2023 Annual Budget. Dir. Ichiroku presented the “2022-23 Budget Draft-Revised June 2022” document. Dir. Katechia moved to accept the 2022-2023 Annual Budget as presented. Dir. Ichiroku seconded. Motion passed (10-0-0).
- e. The board will consider the matter of membership with the American Montessori Society. Dir. Katechia moved for CFEP to pay for the membership with the American Montessori Society for a cost not to exceed \$4,500. Dir. Hernandez seconded. Motion passed (10-0-0).
- f. The board will consider the matter of training with Embracing Equity for parents and leadership. Dir. Katechia moved for CFEP to cover the cost of the Embracing Equity for parents and leadership with a cost not to exceed \$5,000. Dir. mannion seconded. Motion passed (10-0-0).
- g. The board will consider the matter of the Executive Director’s contract. Dir. Katechia moved to approve the executive director’s contract for the 2022-2023 school year. Dir. Buckner seconded. Motion passed (9-0-1). Dir. Hammons abstained.
- h. The board will consider the matter of July meetings. Dir. Ichiroku motioned to hold July, 2022 EPMS board Meeting(s) prior to Jul 21st in Virtual Format after considering, 1) the ongoing state of emergency and 2) the continued recommendation of state/local officials to recommend social distancing which impacts the ability of board members and the public to meet safely. Dir. Hernandez seconded. Motion passed (10-0-0).

**8. ADJOURNMENT** Dir. Katechia moved to adjourn the meeting at 7:33 pm. Dir. Solis seconded. Motion passed (10-0-0).

**NOTICES:**

1. The next regular meeting of the Board of Directors will be Tuesday, July 19, 2022 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 June 17, 2022 at 6:00 pm.



Rachel Smith  
Secretary EPMS Board of Directors

I, Rachel Smith, Secretary of the EPMS Board of Directors, hereby certify that these Minutes were approved at the 07-19-22 EPMS Board Meeting.