

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

May 16, 2023

6:30pm-9:30pm

Location: 800 Hutchinson Rd, Walnut Creek, CA 94598

**MINUTES**

**CALL TO ORDER – 6:43 PM** Directors Desautels, Hammons, Hernandez, Ichiroku, Liskin, Lisy-Wagner, Mannion, and Womble were present.

**1. MISSION STATEMENT-** Dir Lisy-Wagner read the mission statement.

**2. PUBLIC COMMENT** - No public addressed the board.

**3. APPROVAL OF AGENDA** Dir. Hernandez motioned to approve the 5/16/23 meeting agenda. Dir Hammons seconded. Motion passed (8-0-0).

**4. CONSENT AGENDA**

a. April 18, 2023 Regular Meeting Minutes - Dir. Hernandez motioned to approve the April 18, 2023 Regular Meeting Minutes. Dir. Desautels seconded. Motion passed (6-0-2).

**5. COMMUNICATIONS**

a. Staff Update - Dir. Hammons reported that as of now staffing is fully in place for next year. ELAP to be in place for summer/ fall 2023; 10 families interested in participating. School is almost finished with CAASP testing, everyone to be completed by the end of the week. Trading post is scheduled for May 25th during the day and in the evening the school will also participate in the Science/ Cultural Fair. Field Trips for next year are in process of being scheduled for Upper El. and AP to attend Westminster Woods. In process of looking for alternative locations for programming as well since many of the pre-covid field trip locations are no longer available. Next year the 6th grade presentation will be spread over multiple weeks rather than the single week this year. School is preparing for 8th grade graduation: gowns have been ordered and 8th graders have chosen their gift to be bracelets. CFEP will reimburse the school for the gowns and gifts.

b. Facilities Update

i. Entrance Security - school has been in contact with the district to schedule for the new entrance security. Goal is to be completed before 6/30 with an estimated cost of \$10,000.

ii. Internet Infrastructure - Internet is no longer sufficient for the school and needs to be replaced. The district has been notified and intends to have it fixed before the end of the fiscal year for \$14,000-\$20,000.

c. Treasurer's Update - Dir. Ichiroku presented the "EPMS 22-23 Forecast-April Revised" document. Governor Newsome announced proposed state budget for FY 23-24 which would include budget cuts to previously awarded grants. Finalized budget to be announced on June 30 2023.

d. CFEP Update - Auction was a success with \$38k in revenue with a net profit of \$30k. Will continue to use schooauction.net next year.

e. Other Board Communications

CSDC conference is scheduled for Veteran's Day Weekend in Anaheim. Rooms have been blocked for attendees. Early bird ticket sales through the end of July.

**6. ITEMS FOR CONSIDERATION**

a. The board will consider the matter of amending the Art, Music, Instructional Materials Grant Spending Plan. Document "May 16 Board Mtg - AMIM Grant Plan Revised (5-12-23)" was presented. State budget proposal reduces Grant for \$192k to \$96k. Current spending on this grant is \$96k and no additional money will be used for 2022-2023 school year. If additional money is received then money will be carried over to fiscal year 2023-24. Dir Hammons motioned to approve amendment to the grant. Dir Lisy-Wagner seconded. Motion approved (8-0-0)

b. The board will consider the matter of the Community Foundation for Eagle Peak contribution to Eagle Peak. - Dir. Hammons moved to approve that the Board ask CFEP for an amount not to exceed \$147,211 pending prior year state revenue recognition. Dir. Lisy-Wagner seconded. Motion passed (8-0-0).

c. The board will consider the matter of the Expanded Learning Opportunities Program. - No action was taken.

d. The board will consider the matter of the Staff End of Year Celebration. - Dir. Mannion moved to authorize CFEP to allocate \$3,500 for the End of Year Teacher Celebration; Dir. Lisy-Wagner seconded; motion passed (7-0-1) Dir. Hammons abstained.

**7. ADJOURNMENT** Dir. Hernandez motioned to adjourn the meeting at 8:03 pm. Dir Hammons seconded. Motion passed (8-0-0).

**NOTICES:**

1. The next regular meeting of the Board of Directors will be Tuesday, June 13, 2023 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 May 12, 2023 at 6:00pm.

I, Rachel Smith, Secretary of the EPMS Board of Directors, hereby certify that these Minutes were approved at the 6-13-23 EPMS Board Meeting.



Rachel Smith  
Secretary EPMS Board of Directors