

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

November 14, 2023

6:30pm-9:30pm

Location: 800 Hutchinson Rd, Walnut Creek, CA 94598

MINUTES

CALL TO ORDER – 6:33 PM (Directors Desautels, Hammons, Hernandez, Liskin, Lloyd, 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 21st 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.

- o Speakers may have 3 minutes each for a maximum total of thirty minutes public comment.
- o 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.
- o Speakers may not concede their time to another.

3. APPROVAL OF AGENDA Hernandez and Womble

Dir. Hernandez motioned to approve the 11/14/23 meeting agenda. Dir Womble seconded. Motion passed unanimously (6-0).

4. CONSENT AGENDA

October 17, 2023 Regular Meeting Minutes - Dir Hernandez motioned to approve the October 17, 2023 Regular Meeting Minutes. Dir Womble seconded the motion. Motion passed (5-0-1)

5. COMMUNICATIONS

a. AP Update - defer to next meeting

b. Staff Update

- CAASPP scores for 2022-2023 school year have been released and reviewed.
- Historical Halloween went well. A lot of positive feedback. Planning International Day
- Upper Elementary- Chabot fieldtrip/ sleepover to occur this week
- New ETC curriculum starting in upper elementary

c. Facilities Update - to be discussed later in the meeting

d. Treasurer’s Update -

- Business Manager Erin Jorhahl presented the “EPMS 23-24 Forecast as of October 31st Revised document.
- One time grants associated with Covid have completed
- Infrastructure costs have increased

e. CFEP Update

- Overall making good progress for annual budget
 - Readathon raised just under \$11k and overall good feedback from the community
- Annual Giving- pledged \$47k and 22% of family participation
- Field Trips have raised \$22k
- School supplies \$16k
- See’s Candy fundraiser is starting in December
- Dine and Donates are being well attended. Next one is 12/6 at the Kebab Shop
- Book Fair through Barnes and Noble
- Peak-a-palooza- was a community gathering not a fundraiser
- CD has been rolled over for an additional 3 months at slightly lower rate of 4%

f. Other Board Communications

- Many board members went to the Charter School Development Center Conference last week. A lot of new governance was addressed
- MDUSD approved their 2024-2025 School Calendar. We are looking to start around August 14th next year. Proposal includes 2 week break in December, Fall Break in October, Thanksgiving Week Break, Spring Break with school ending on June 3rd
- Possible delays in funding from the state in the next year. No COLA expected
- Liability insurance was dropped this past year - and new insurance rates have increased. Insurance is now being held out of state- went up about 20%, deductible is more and coverage is less.

6. ITEMS FOR CONSIDERATION

- a. The board will consider the matter of the EPA funding. The Education Protection Account was established through Prop 30 in 2012. 80% of the funding is generated by sales tax and personal taxes. Required board approval. Expected funds are approx \$460k and will be used to cover certified teaching staff salaries and related costs for benefits (STRS). Dir Hammons motioned to approve annual EPA funds to cover certified teaching staff salaries and related costs for benefits. Dir Desautels seconded. Motion approved (6-0)
- b. The board will consider the matter of the wireless infrastructure with MDUSD. The commitment from MDUSD is that wireless will be completed prior to April. Dir Hernandez motioned to approve the motion to complete wireless infrastructure funding and Dir Womble seconded. Motion approved (6-0)
- c. The board will consider the matter of the Staff Holiday Celebration. Deferred to December Regular Board Meeting
- d. The board will consider the matter of the community member position: Director Hernandez motioned to elect Katie Brennan to the EPMS Board of Directors. Dir Liskin seconded. Motion passed (6-0)
- e. The board will consider the matter of the 2022-2023 audit report. Draft of the audit report was reviewed by the auditor and no findings were recommended. Director Hernandez motioned to approve the Audit report for the 2022-2023 school year. Dir Hammons seconded. Motion approved (6-0)
- f. The board will consider the matter of the MOU between EPMS and CFEP. Deferred to December Regular Board Meeting

7. ADJOURNMENT

Dir. Hernandez moved to adjourn the meeting at 7:46pm. Dir. Liskin seconded. Motion passed (6-0)

NOTICES:

1. The next regular meeting of the Board of Directors will be Tuesday, December 12, 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 November 9, 2023 at 3:30pm.

I, Rebecca Liskin, Secretary of the EPMS Board of Directors, hereby certify that these Minutes were approved at the 01-16-2024 EPMS Board meeting.

Rebecca Liskin

Secretary EPMS Board of Directors