

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

March 18, 2025

6:30pm-9:30pm

Location: 800 Hutchinson Rd, Walnut Creek, CA 94598

**MINUTES**

**CALL TO ORDER – 6:36 PM** (Directors Brennan, Carson, Dietrich, Hammons, Hernandez, Liskin, Mannion, 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 21<sup>st</sup> century.*

**2. LAND ACKNOWLEDGEMENT-** *Eagle Peak Montessori School acknowledges that we currently occupy land which is Ohlone land. The Ohlone people are still here and are still active. The Ohlone people are made of several tribes. The land we are on specifically is that of The Confederated Villages of Lisjan. As they say, the land did not belong to them, they created reciprocal relationships with the plants and animals they shared this space with.*

*These words are shared from the Boston Public Schools Land Acknowledgement:*

*“We acknowledge the sacred land where we work, live, learn, teach, and build community, has been a place where people have lived for over tens of thousands of years. We recognize that invaders have repeatedly violated the sovereignty, territory, and water of the original inhabitants of the land for over 400 years. We extend our respect to the citizens of these Nations who live here today, and their ancestors and all indigenous people. We also affirm that this acknowledgment is insufficient. It does not undo the harm that has been done and continues to be perpetuated against indigenous people, their land and water. We also acknowledge they are still here.”*

**3. 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.

**4. APPROVAL OF AGENDA**

- Dir. Hernandez motioned to approve the 3/18/25 meeting agenda. Dir Mannion seconded with the following changes. Motion passed unanimously (8-0)
  - o There is “No AP Report” today under 6a

**5. 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. February 18, 2025 Regular Board Meeting Minutes

Dir Hammons motioned to approve minutes for the February 18, 2025 Regular Board Meeting with the corrections below:

- Change language on 6D to- ERC is submitted and pending approval

Dir Liskin seconded the motion. Motion passes (5-0-3) Dirs Carson, Dietrich, Hernandez abstain

**6. COMMUNICATIONS**

a. AP Report

b. Staff Update

1) Review Annual Report - reviewed during February Board Meeting. Ready for submission.

2) Lower Elementary Update:

- a) Amy Chionis will be joining the Board as the 2nd Staff Member
- b) Lower El’s field trips have occurred and are going really well.

- c) CAASPP Testing Prep is occurring
- 3) Administration Update:
  - a) MDUSD letter sent out budget update with potential budget cuts but that no layoffs should be expected
  - b) Budget will be dependent on Attendance and Independent Study.
  - c) All specialists need to be state credentialed as of fall 2025-2026 including PE, Art & Music to count as instructional minutes. This may affect the AP length of day
- c. Facilities Update
  - 1) No Update
- d. Treasurer's Update
  - 1) Financials were consolidated with last years actuals after the Audit
  - 2) Net income is projected to be slightly higher than 2nd interim
  - 3) Waiting on MDUSD's financials to update budget
  - 4) Actuals are on par with budget
- e. CFEP Update
  - 1) \$8-10k profit for the Crab Feed
  - 2) Auction Prep is going well
- f. Other Board Communications
  - i. Form 700 - Due April 1, 2025

## 7. ITEMS FOR CONSIDERATION

- a. The board will consider the matter of parent sponsored clubs on campus. Request for a "Screen Free" Activity Club. Have reached out to the Charter Safe and Legal Council. Waiting to hear from Charter Safe regarding liability of school sponsored club. Each group would likely need their own insurance. Discussion on school's responsibility for after school programming compared to classes that are offered on campus. Will table discussion until Charter Safe has provided their expertise.
- b. The board will consider the matter of the updates to the annual parent survey questions. Reviewed questions for parent survey that will be sent out this upcoming Friday. Will also do a student survey as well.
- c. The board will consider the matter of the 2025-2026 Instructional Employee Pay Scales.
  - These scales show 3% COLA from 2024-2025 Instructional Scales to be compliant with California Law.
  - Each Step (years of experience) is a 2% rate increase.
  - Substitute teacher rates are now included for Short and Long term Daily Rate.
  - Increased the HS, C, Speciality to become more competitive for those with specific expertise
 Dir Mannion moves to approve the 2025-2026 Instructional Employee Pay Scales. Dir Womble seconded the motion. Motion approved (7-0-1) Dir Hammons abstained.
- d. The board will consider the matter of the 2025-2026 Administrative & Site Tech Pay Scales • 3% COLA has been applied to the 2024-2025 Administrative & Site Tech Pay Scales Dir Liskin moves to approve the 2025-2026 Administrative & Site Tech Pay Scales. Dir Carson seconded the motion. Motion approved (7-0-1) Dir Hammons abstained.

Dir Hammons left the meeting at this 7:32.

- e. The board will consider the matter of the 2025-2026 Executive Director/Principal pay scale
  - 3% COLA has been applied to 2024-2025 Executive Director/Principal pay scale
  - For C1 Change of Administrative Experience or Credential was applied
  - Added \$5000 extra per additional related degree/ credential up to \$10k/ annually
  - Adjusted Rates to C1 and C2 to create a more competitive paygrade
  - Research was conducted to ensure equity compared to similar roles and was reviewed with a Compensation Committee
 Dir Hernandez moves to approve the 2025-2026 Executive Director/Principal pay scale. Dir Womble seconded the motion. Motion approved (7-0)

## 8. ADJOURNMENT

Dir. Mannion moved to adjourn the meeting at 7:43pm. Dir. Hernandez seconded. Motion passed (7-0)

### NOTICES:

1. The next regular meeting of the Board of Directors will be Tuesday, April 15, 2025 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 Thursday March 13, 2025 at 6:00pm.

I, Rebecca Liskin, Secretary of the EPMS Board of Directors, hereby certify that these Minutes were approved at the 4-15-2025 EPMS Board meeting.

*Rebecca Liskin*

Secretary EPMS Board of Directors