

**REGULAR MEETING OF THE
EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS**
EAGLE PEAK MONTESSORI SCHOOL
800 HUTCHINSON ROAD, WALNUT CREEK, CA 94598
MARCH 25, 2020
5:03 PM to 7:04 PM
MINUTES

1. **CALL TO ORDER** – Dir. Katechia called the meeting to order at 5:03 PM. Directors Hammons, Hernandez, Katechia, Lisy-Wagner, Mahraj, Mannion, Pollard, Segrove, Smith, and White were present.
2. **MISSION STATEMENT**- Dir. Segrove read the Mission Statement.
3. **PUBLIC COMMENT** – There was no comment from the public.
4. **APPROVAL OF AGENDA** – Dir. Katechia moved to approve the agenda with the below changes noted; Dir. Segrove seconded; motion passed (10-0-0).
 - a. Strike 5.2 Consent Agenda – Minutes from 03-14-20 Special Meeting.
 - b. Move 6.5 CFEP Report to before 6.1 Staff Report.
5. **CONSENT AGENDA**
 - a. **02-18-20 Minutes** - Dir. Katechia moved to approve the minutes; Dir. Hammons seconded; motion passed (9-0-0).
6. **COMMUNICATIONS** –
 - a. **CFEP Report** – Dir. Segrove reported:
 - i. **Financial review vs financial audit** – A financial review might be a better choice for CFEP. Dir. Segrove will report back with more information.
 - ii. **Allstar Package** – CFEP is still negotiating the accounting practices.
 - iii. **Field Trip Donations** – Discussed the potential of parents requesting money back now that field trips are cancelled for Spring 2020.
 - iv. **Auction** – CFEP is working to cancel the physical auction, and is unsure if the auction will proceed in any capacity.
 - b. **Staff Report** – Dir. Hammons reported:
 - i. **Technology** – Working on understanding the technology capabilities of the students.
 - ii. **Childcare** – When shelter in place is released, it is possible EPMS will be required to provide childcare for students whose parents need the assistance. Dir. Hammons will keep the board updated.
 - iii. **Special Education** – It is still unclear how special education will be addressed by the MDUSD.
 - c. **Expansion Project** – Dir. Hammons will work with Peter Gascoyne on some additional scenarios once everything calms down.
 - d. **Treasurer’s Report** – Erin Jordal reported:
 - i. **Childcare** – Erin Jordal presented a forecast on what it would like to provide support to EPMS childcare workers for April and May. The majority of the childcare workers are not eligible for unemployment.
 - e. **Other Board Communication** –

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- i. **Form 700** – Due from board members by next Wednesday, 4/1/20.
- ii. **Auction Item** – Please send in ideas.
- iii. **Onboarding new members** – No volunteers at the moment.

7. ITEMS FOR BOARD CONSIDERATION

- a. **2020-2021 Budget** – Dir. Katechia moved to approve the “Eagle Peak Montessori – 2020-21 Budget Version 2” with the understanding that revisions may be necessary due to the uncertainties created by ; Dir. Mahraj seconded; motion passed (10-0-0).
- b. **2020-2021 Lottery Process** – Dir. Hammons approved to make the following changes to the 2020-2021 application process Due to the COVIS-19 shelter in place order waive the classroom observation, expected prospective parent meeting; Dir. Buckner seconded; motion passed (10-0-0).
- c. **MOU with CFEP** – The board took no action.

- 8. ADJOURNMENT** - Dir. Katechia moved to adjourn the meeting at 7:04 pm; Dir. White seconded; motion passed (9-0-0).

NOTICES:

1. The next regular meeting of the Board of Directors will be Tuesday, April 21st, 2020 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, Emily Pollard, Secretary of the EPMS Board of Directors, hereby certify that these Minutes were approved at the 04-21-20 EPMS Board Meeting.

