

**REGULAR MEETING OF THE  
EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS**  
EAGLE PEAK MONTESSORI SCHOOL  
800 HUTCHINSON ROAD, WALNUT CREEK, CA 94598  
APRIL 21, 2020  
6:32 PM to 7:15 PM  
**MINUTES**

1. **CALL TO ORDER** – Dir. Katechia called the meeting to order at 6:32 pm. Directors Buckner, Hammons, Hernandez, Katechia, Lisy-Wagner, Mahraj, Mannion, Pollard, Segrove, Smith, and White were present.
2. **MISSION STATEMENT**- Dir. Hammons read the Mission Statement.
3. **PUBLIC COMMENT** – EPMS parent Jason Schwartz asked if there was consideration for extending the 2020 year, or coming early to the 2021 year, in order to support students. He is concerned students may fall behind in the curriculum.
4. **APPROVAL OF AGENDA** – Dir. Mannion moved to approve the agenda with the below changes noted; Dir. Buckner seconded; motion passed (11-0-0).
  - a. Add White to the call to order.
5. **CONSENT AGENDA**
  - a. **03-25-20 Minutes** - Dir. Mannion moved to approve the 03-25-20 Minutes; Dir. White seconded; motion passed (11-0-0).
6. **COMMUNICATIONS** –
  - a. **Staff Report** - Dir. Hammons reported:
    - i. **Distance Learning** – Teachers are tracking student participation, Dir. Hammons is assisting with the additional requests for ChromeBooks, AP students doing well with Google Classroom, Lower El teachers working on video lessons and teachers are available to the parents, Upper El is working on Passion Projects (a project on something they love to do), and the staff is working to refine and expand the Distance Learning process.
  - b. **Expansion Project** – On hold.
  - c. **Treasurer’s Report** – Erin Jordal reported:
    - i. **Budget** – Reallocated based on new circumstances.
  - d. **CFEP Report** – Dir. Segrove reported:
    - i. **Financial Review** – Nigro & Nigro Accountants.
    - ii. **Year End Financial Data** – Looking at the past 3 years in order to build a budget for the 2020-2021 year.
    - iii. **Auction** – Tentatively rescheduled for September 2020. May potentially be held online.
7.
  - a. **Other Board Communication** –
    - i. **Form 700** – Now due June 1<sup>st</sup>, 2020
    - ii. **Childcare Staff** – Will be paid through the end of the 2019-2020 school year.
    - iii. **Meeting Times** – Board prefers 6:30 PM.

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**8. ITEMS FOR BOARD CONSIDERATION**

- a. Family First Corona Virus Response** – Dir. Katechia moved to approve the “Family First Corona Virus Response Act”; Dir. Hammons seconded; motion passed (11-0-0).

- 9. ADJOURNMENT** - Dir. Katechia moved to adjourn the meeting at 7:15 pm; Dir. Segrove seconded; motion passed (11-0-0).

NOTICES:

1. The next regular meeting of the Board of Directors will be Tuesday, May 19<sup>th</sup>, 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 05-19-20 EPMS Board Meeting.

A rectangular box containing a handwritten signature in black ink. The signature is cursive and appears to read "Emily Pollard".