

**REGULAR MEETING OF THE  
EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS  
EAGLE PEAK MONTESSORI SCHOOL  
800 HUTCHINSON ROAD, WALNUT CREEK, CA 94598  
May 19, 2020  
6:32 PM to 7:57 PM  
MINUTES**

1. **CALL TO ORDER** – Dir. Pollard called the meeting to order at 6:32 pm. Directors Buckner, Hammons, Hernandez, Katechia, Lisy-Wagner, Mahraj, Mannion, Pollard, Smith, Solis, and White were present.
2. **MISSION STATEMENT**- Dir. Hammons 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; Dir. Buckner seconded; motion passed (9-0-0).
5. **CONSENT AGENDA**
  - a. **04-21-20 Minutes** - Dir. Katechia moved to approve the 04-21-20 Minutes; Dir. Smith seconded; motion passed (8-0-1). Dir. Solis abstained.
6. **COMMUNICATIONS** –
  - a. **Staff Report** - Dir. Hammons reported:
    - i. **Distance Learning** – Going well, instruction is strong, parents supportive.
    - ii. **Special Education** – MDUSD may provide tutors for students with IEPs based on required minutes.
    - iii. **8<sup>th</sup> Grade Graduation** – Caps and gowns on order, Dir. Hammons met with the 8<sup>th</sup> graders, plans to celebrate graduation in the works.
    - iv. **Counseling** – Required for emotional and psychological wellbeing, for teachers and students.
  - b. **Expansion Project** – On hold.
  - c. **Treasurer’s Report** – Erin Jordal reported:
    - i. **School Funding Overview** – LCFF Local Control Funding Formula (calculator for school funding). It is based on money from the state, property tax, and EPA (education protection grant, supported by Prop 98). This is multiplied by with ADA (average daily attendance). They use the ADA from the previous school year. Additional grants are then available.
    - ii. **State Payment Deferrals** – Confirmed the state will defer payments. Deferrals have occurred in the past. Multiple months in a row of deferrals will cause cash flow issues. It is important for EPMS to carefully manage cash position.
      1. **Cash Reserves** – EPMS is in a good position. Specifics on deferrals are not known, but they will occur in 2020 and 2021.
    - iii. **Budget May Revise from CA State** –
      1. **COLA** – Kept in the base funding.
      2. **EPMS reality** - 7.925% decrease in funding – Results in \$200K reduction in income for EPMS.

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3. **STRS** – Results in savings of \$25K for EPMS.
  4. **District Oversight Fee reduced** – Results in savings of \$80K for EPMS.
  5. **Federal Allocation** – \$4.5 billion to schools, EPMS will receive some.
  6. More adjustments from CA government to follow.
  - iv. **2019-20 Forecast through April 2020** – Revised to reflect accurate calculations as the end of the school year nears.
  - d. **CFEP Report** – No report.
  - e. **Other Board Communication** –
    - i. **June Board Retreat Dates** – Dir. Pollard will send a poll to the board.
7. **ITEMS FOR BOARD CONSIDERATION**
- a. **Grading protocol for the period of distance learning during the COVID-19 closure** – Dir. Hammons moved that due to the Covid-19 closure, EPMS will adopt a temporary grading policy in order to hold harmless all students during this distance learning phase by adding the letter “p” for all standards presented but not assessed during Distance Learning; Dir. Lisy-Wagner seconded; motion passed (11-0-0).
  - b. **Transferring funds from CFEP to EPMS** – Dir. Mahraj moved to request \$71,431 from CFEP for the 2019-2020 school year to cover EPMS funding requirements pursuant to the MOU between CFEP and EPMS; Dir. Hammons seconded; motion passed (11-0-0).
  - c. **8<sup>th</sup> Grade Certificate Car Ceremony** – Dir. Hammons will proceed with a plan for the graduation and end of year ceremony for the rest of the school body. No action was taken.
8. **ADJOURNMENT** - Dir. Katechia moved to adjourn the meeting at 7:57 pm; Dir. Mannion seconded; motion passed (11-0-0).

NOTICES:

1. The next regular meeting of the Board of Directors will be Tuesday, June 16<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 06-16-20 EPMS Board Meeting.

