

**SPECIAL MEETING OF  
THE EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS  
EAGLE PEAK MONTESSORI SCHOOL  
800 HUTCHINSON ROAD, WALNUT CREEK, CA 94598  
August 13<sup>th</sup>, 2020  
6:32 PM – 7:16 PM  
MINUTES**

1. **CALL TO ORDER** – Dir. Pollard called the meeting to order at 6:32 PM. Directors Buckner, Hernandez, Hammons, Katechia, Lisy-Wagner, Pollard, Solis, and White were present.
2. **MISSION STATEMENT**- Dir. Pollard read the Mission Statement.
3. **PUBLIC COMMENT** – There were no comments from the public.
4. **APPROVAL OF AGENDA** – Dir. Hammons moved to approve the agenda; Dir. Bucker seconded; motion passed (8-0-0).
5. **COMMUNICATIONS**
  - a. **Staff Report**
    - i. **Parent University** – Prepared and ready for presentations.
    - ii. Teacher collaboration very high.
    - iii. **State of CA** – Has not yet released a plan for attendance tracking.
    - iv. **New Staff** – Includes a new part-time AP math teacher and a new resource teacher.
  - b. **Other Board Communications** – No report.
6. **ITEMS FOR BOARD CONSIDERATION**
  - a. **Handbook review** – Added an addendum for COVID-19. Dir. Katechia moved to approve “COVID-19 ADDENDUM to STUDENT HANDBOOK: Distance Learning and Reconvening the Eagle Peak Montessori Community” and “Eagle Peak Montessori School Staff Handbook 2020-2021” contingent on the approval of Jennifer McQuarrie; Dir. Buckner seconded; motion passed (8-0-0).
  - b. **Distance Learning policy** - Dir. Katechia moved to approve “Eagle Peak Montessori School Distance Learning Policy and Procedures”; Dir. Hernandez seconded; motion passed (8-0-0).
  - c. **Parent Orientation** – Dir. Hammons confirmed the board is available to join the Parent Orientation meeting on Tuesday, 8/17 at 5pm. The board took no action.
  - d. **August Regular Meeting date** – August’s Regular meeting date will be moved to Tuesday, 8/25 at 6:30pm. The board will hold a Special meeting on Monday, 8/17 at 3:30pm.
7. **ADJOURNMENT** - Dir. Katechia moved to adjourn the meeting at 7:16 pm; Dir. Hammons seconded; motion passed (8-0-0).

NOTICES:

1. The next regular meeting of the Board of Directors will be Tuesday, August 25<sup>th</sup>, 2020 at 6:30 pm.

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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 09-15-20 EPMS Board Meeting.

A rectangular box containing a handwritten signature in black ink. The signature is written in a cursive style and reads "Emily Pollard".