

**REGULAR MEETING OF THE
EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS**
EAGLE PEAK MONTESSORI SCHOOL
800 HUTCHINSON ROAD, WALNUT CREEK, CA 94598
September 15th, 2020
6:35 pm – 7:41 pm
MINUTES

1. **CALL TO ORDER** – Dir. Smith called the meeting to order at 6:35 pm. Directors Buckner, Hammons, Hernandez, Katechia, Lisy-Wagner, Mannion, White and Smith were present. Dir. Seagrove joined 7:00pm.
2. **MISSION STATEMENT**- Dir. Mannion read the Mission Statement.
3. **PUBLIC COMMENT** – A current parent shared concerns regarding academic, social and emotional regression occurring in their home during this period of distance learning and requested more information about the plan for moving out of distance learning back to on-campus learning. Second two parents requested board to reconsider waiver to return to on-campus learning. Both parents expressed their support for the teachers and the job they are doing.
4. **APPROVAL OF AGENDA** – Dir. Katechia moved to approve the agenda; Dir. Mannion seconded; motion passed (8-0-0).
5. **CONSENT AGENDA**
 - a. 07-21-20 Regular Minutes - Dir. Hammons moved to approve the minutes with the below changes noted; Dir. Buckner seconded; motion passed (8-0-0).
 - b. 08-13-20 Special Minutes - Dir. Katechia moved to approve the minutes with the below changes noted; Dir. Hammons seconded; motion passed (7-0-1 White abstains). Revised start time from 6:35 am to 6:35 pm.
 - c. 08-17-20 Special Minutes - Dir. Hammons moved to approve the minutes with the below changes noted; Dir. White seconded; motion passed (7-0-1 Lisy-Wagner abstains).
 - d. 08-25-20 Special Minutes - Dir. White moved to approve the minutes with the below changes noted; Dir. Katechia seconded; motion passed (7-0-1 Lisy-Wagner abstains).
6. **COMMUNICATIONS**
 - a. Staff Report
 - i. Parent survey results on Distance Learning. Tabled to next meeting.
 - ii. Dir. Hammons reports third week is going well. Reported not aware of any Dr. Pan state health leader introduced district school leaders to the new tier system. Once a county has reported into the red and stayed in red for 14 days schools may return to a hybrid model of instruction. The state parameters for hybrid model provided are different to the model developed by EPMS, state parameters are now that 1 teacher can work with maximum cohort size of 16 children. There are also additional requirements for having health provider/school nurse and contact tracing capabilities on site. Dir. Hammons

**REGULAR MEETING OF THE
EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS**
EAGLE PEAK MONTESSORI SCHOOL
800 HUTCHINSON ROAD, WALNUT CREEK, CA 94598
September 15th, 2020
6:35 pm – 7:41 pm
MINUTES

noted the board will review the current EPMS plan in light of these new state parameters.

- iii. Upper elementary: Teachers launching new lesson in language, math and science. Launched Learning Ally. App. Historical Halloween proposals from students were due today. The specialist lessons have also been well received.
 - iv. Lower elementary. First few weeks dedicated to community building. Last week was Renaissance testing week. This week was the first week of the regular academic program. 1:1 student/parent meetings are going well.
- b. Expansion Project – Project on hold. Nothing to report this meeting
 - c. Treasurer’s Report - Budget Update. Little change to prior month forecast. Still planning to spend LLMF funds in its entirety. Compared to last month we are a total of \$11K better off. Due primarily to AMS conference refund \$1300 and reduced student requirements for internet support and PPE supply spend being lower than expected. Dir Seagrove raised question about FEMA grants and noted that there are changes coming about what items are covered by these grants. Erin confirmed she has been following closely changing eligibility requirements and at this point we have not yet applied for this type of grant.
 - d. CFEP Report – Dir. Seagrove reported from the CFEP monthly meeting that the group consensus from CFEP and EPMS boards is that the MOU updates work will be tabled for now. Suggested that additional CFEP representation be included in MOU discussions moving forward. Confirmed the auction will be an online event in first half of Oct. 10x10 fundraiser is launching. Website development ongoing, and have official facebook and instagram presence to assist with fundraising efforts. Financial review is underway, documents have been shared with CPA.
 - e. Other Board Communications – none reported.

7. ITEMS FOR BOARD CONSIDERATION

- a. Learning Continuity Plan – Dir. Hammons reported LCAP is suspended until Dec and noted The Learning Continuity Plan (LCP) is a temporary replacement. The LCP details what work EPMS has completed to account for and accommodate the impact of COVID-19 affecting school operations, and a comprehensive description of what the plan is moving forward for the 2020-2021 year, including the different instructional models, expense descriptions and learning loss mitigation strategies.

Dir. Katechia moved to approve the LCP for the year 20-21. Dir. Buckner seconded,

**REGULAR MEETING OF THE
EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS**
EAGLE PEAK MONTESSORI SCHOOL
800 HUTCHINSON ROAD, WALNUT CREEK, CA 94598
September 15th, 2020
6:35 pm – 7:41 pm
MINUTES

motion passed (8-0-0).

- b. Lottery and admissions process – Dir. Hammons noted the proposed changes to the prospective parent meetings to account for COVID-19 health and safety restrictions. Proposed an interactive format rather than webinar is preferred. Aim to include a short “day in the life” video to help replace in classroom observations. Modifications proposed to remove the in person documentation requirement. Dir. Lisy-Wagner raised concern about equitable access to zoom. Dir. Hammons will bring this document back to the board for vote once legal has confirmed this requirement can be waived. Motion tabled to a future meeting.
- c. Low Performing Student Block grant spending – Erin reported remaining balance of the LPSBG must be spent by the end of this 20-21 school year or we lose the funds. Funds are specifically for approved uses supporting underperforming students. An updated spending model was presented to the board to more accurately capture projected spending.

Dir. Katechia moved to approve the Low Performing Student Block Grant spending modifications. Dir. Lisy-Wagner seconded; motion passed (8-0-0).

- 8. **ADJOURNMENT** - Dir. Katechia moved to adjourn the meeting at 7:41 pm; Dir. Buckner seconded; motion passed (8-0-0).

NOTICES:

- 1. The next regular meeting of the Board of Directors will be Tuesday, October 20th, 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 10-20-20 EPMS Board Meeting.

