

**REGULAR MEETING OF THE
EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS**
EAGLE PEAK MONTESSORI SCHOOL
800 HUTCHINSON ROAD, WALNUT CREEK, CA 94598
October 20th, 2020
6:32 pm – 7:09 pm
MINUTES

1. **CALL TO ORDER** – Dir. Pollard called the meeting to order at 6:32 pm. Directors Buckner, Hammons, Katechia, Mannion, Pollard, Solis, and Smith were present.
2. **MISSION STATEMENT**- Dir. Pollard read the Mission Statement.
3. **PUBLIC COMMENT** – Tammy Yahud – EPMS parent. She asked if EPMS is planning to reopen the school, and if so, at what point. She asked about a childcare option at EPMS.
4. **APPROVAL OF AGENDA** – Dir. Mannion moved to approve the agenda; Dir. Katechia seconded; motion passed (7-0-0).
5. **CONSENT AGENDA**
 - a. 09-15-20 Regular Meeting minutes - Dir. Katechia moved to approve the minutes; Dir. Buckner seconded; motion passed (6-0-1). Dir. Solis abstained.
 - b. 10-15-20 Special Meeting minutes - Dir. Katechia moved to approve the minutes; Dir. Hammons seconded; motion passed (7-0-0).
6. **COMMUNICATIONS**
 - a. Staff Report
 - i. Lower EI – Planning for parent conferences and Historical Halloween.
 - ii. Upper EI – No report.
 - iii. Dir. Hammons – Working on staff meetings, evaluations, and planning for the next nine weeks. Dir. Hammons is speaking with the county and city regarding regulations.
 - b. Expansion Project –Dir. Katechia plans to begin work on this again.
 - c. Treasurer’s Report
 - i. Erin Jordahl reported on the document “20-21 Forecast September”. The deferral process was discussed. She is submitting an application for schools growing in ADA to request additional funding (value close to additional \$130,000). EPMS in relatively good financial position.
 - d. CFEP Report – Auction was successful. Working on additional sources of funding.
 - e. Other Board Communications – Dir. Hammons and Smith reported that the website is complete and turned out well.
7. **ITEMS FOR BOARD CONSIDERATION**
 - a. The plan for LLMF spend – Erin Jordhal presented the document “LLMF Analysis.” Additional funds need to be spent by the end of the year (approximately \$70-\$90K). The board took no action.
 - b. The lottery process – Dir. Hammons presented the document “Final 2021-22 Lottery Info Flyer.” She confirmed EPMS can temporarily update the lottery process without

**REGULAR MEETING OF THE
EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS**
EAGLE PEAK MONTESSORI SCHOOL
800 HUTCHINSON ROAD, WALNUT CREEK, CA 94598
October 20th, 2020
6:32 pm – 7:09 pm
MINUTES

changing its charter or requiring MDUSD approval. The board took no action.

8. **ADJOURNMENT** - Dir. Katechia moved to adjourn the meeting at 7:09 pm; Dir. Hammons seconded; motion passed (7-0-0).

NOTICES:

1. The next regular meeting of the Board of Directors will be Tuesday, November 17th, 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 11-17-20 EPMS Board Meeting.

A rectangular box containing a handwritten signature in black ink that reads "Emily Pollard".