

**SPECIAL MEETING OF THE
EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS
BOARD RETREAT
July 31, 2022
9:32 am - 3:17 pm
MINUTES**

Join Zoom Meeting <https://us02web.zoom.us/j/89650734326>

CALL TO ORDER – 9:32am Directors Buckner, Desautels, Hammons, Hernandez, Ichiroku, Liskin, Mannion, Smith, White, and Womble were present.

1. MISSION STATEMENT- Dir. Smith read the mission statement.

2. PUBLIC COMMENT - A member of the public addressed the board regarding the school COVID policy content and parent communication plan.

3. APPROVAL OF AGENDA - Dir. Hammons moved to approve the agenda; Dir. White seconded; motion passed (10-0-0).

4. CONSENT AGENDA

a. July 19, 2022 Regular Meeting Minutes. - Dir. Hammons moved to approve the July 19, 2022 Regular Meeting Minutes with the suggested changes; Dir. Smith seconded; motion passed (8-0-2). Dir White and Buckner abstained.

5. COMMUNICATIONS

a. Administrative Update - Dir. Hammons reported about her recent attendance at the charter school summer event. Dir Hammons noted that MDUSD has been directed to have more protocols for charter school overview. Dir Hammons noted there is now a provision that a school district does not have to approve a charter if they can argue that the district would be negatively impacted by approval of such charter, also there is no longer a state appeal option for charter petitions denied by the district (a common path utilized by charter schools seeking approvals). The board discussed together the significant cost from legal fees and time the school administration and board members have expended discussing COVID related policies, procedures and COVID policy related parent concerns. Most recently a new “I do not consent form” which refers to masks as an “experimental health protocol” has been circulated to EPMS parents. This has been sent to our legal team for review. Dir Hammons provided feedback from the Jul 28th county public health meeting and reported there is a possibility a Deputy director of public health may be willing to speak at a future EPMS board meeting.

i. Surveys Overview - Dir Hammons reported on the survey results for the COVID parent survey (67% of our families responded), parent end of year survey and teacher COVID protocol survey.

ii. COVID Workgroup. - Dir. Hammons presented the draft protocol chart for discussion. The board discussed multiple factors impacting EPMS COVID policy including but not limited to; the workgroup findings, community transmission rates, availability of weekly COVID test as a screening tool and parent-teacher survey feedback. The board was reminded that when comparing EPMS protocols to other school districts, traditional classrooms have a very different classroom structure to EPMS. MDUSD classrooms for example typically contain 24 or less students per class seated at desks. EPMS teachers are always within six feet from students and students are moving around the classroom constantly. It was noted that Schools are considered a public agency; attendance is not optional compared to attendance at restaurants etc which are choice activities. All other public offices currently still have indoor mask mandates, as do high risk facilities.

b. Other Board Communications

i. Google Drive and Board Documents - The board reviewed the procedures to ensure all documents shared with the board are also accessible to the public as per the requirements of the Brown Act.

The Meeting paused for break at 10:40 am. The meeting reconvened at 11:15 am.

6. ITEMS FOR CONSIDERATION

- a. The board will consider the matter of Strategic Planning. The board discussed the status of the building construction project and was reminded that anything we plan to do with that land requires approval from MDUSD. Increasing running expenses was discussed including an observation that salaries now comprise 60-70% of our school budget. In 2013 the school was responsible for 8% of teacher retirement payments, now it is 20%, while in 2003 it was just 6%. In addition, recent legislation requires any exempt employees including teaching assistants etc to earn twice 40/hr work week for 12 months, consequently the minimum wage EPMS pays went up significantly, even for staff not in the classroom 40 hrs a week, which in turn lifted the entire salary scale cost to the school. Positively, the state increased baseline LCFF funding up from ~ 6% to ~13%. The board discussed the desire to hold board meetings in person moving forward.
- b. The board will consider the matter of a Face Mask Protocol for adults on campus and at events. - Dir Hammons shared the draft document “Facemasks for Meetings Requirements”. Dir Hernandez moved to approve the finalized policy now called “Face Mask Requirements For Adults Participating in On Campus Meetings/Events In Regards to COVID-19 Mitigation” with the edits discussed. Dir. Buckner seconded. Motion passed (10-0-0).
- c. The board will consider the matter of the Supervision Qualification and Application policy for parents. Dir Hammons moved to approve the policy as presented, Dir White seconded. Motion passed (10-0-0).
- d. The board will consider the matter of the Annual Notice to Parents. Dir Mannion moved to approve the “Annual Notice to Parents”. Dir White seconded. Motion passed (10-0-0).
- e. The board will consider the matter of a credit card policy. Dir Ichiroku moved to approve the Credit Card Policy. Dir. Hernandez seconded. Motion passed (10-0-0).

Meeting paused for lunch break at 12:30. Meeting reconvened at 1:15 pm.

- f. The board will consider the matter of the Universal Meals Program. Dir Hammons reported progress towards determining if EPMS qualifies to partner with MDUSD to fulfill the requirements for the Universal Meals Program. The board discussed the financial inability of EPMS to build a non revenue generating building such as a cafeteria. Dir Hammons reported that the per meal cost to provide student meals is \$5-7 per student for a total minimum cost to exceed \$100,000 pa if EPMS was required to provide meals (breakfast and lunch) directly through an external vendor. The board discussed how EPMS does not receive any government title money, and is ineligible to receive any such money due to our student demographic; funding that for other schools can offset the cost of this program. For these reasons this Universal Meals program could pose a significant risk to the school should we be unable to secure partnership with MDUSD.
- g. The board will consider the matter of the 504 policy. Dir Mannion moved to approve the Students 504 Student Policy 2022. Dir Buckner seconded. Motion passed (10-0-0).
- h. The board will consider the matter of the 2022-2023 COVID Protocols. The board discussed the draft policy summary chart “Proposed masking policy”.

7. ADJOURNMENT

Dir. Smith moved to adjourn the meeting at 3:17 pm. Dir. Liskin seconded. Motion passed (10-0-0).

NOTICES:

1. The next regular meeting of the Board of Directors will be Monday, August 1, 2022 at 4:00 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, Executive 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.

Certification of Posting

I, Michelle Hammons, Member of the EPMS Board of Directors, hereby certify that this agenda was posted by July 30, 2022 at 9:30 am.

I, Rachel Smith, Secretary of the EPMS Board of Directors, hereby certify that these Minutes were approved at the 09-20-22 EPMS Board Meeting.



Rachel Smith
Secretary EPMS Board of Directors