

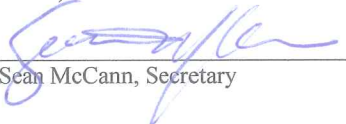
**SPECIAL MEETING OF THE
EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS**

EAGLE PEAK MONTESSORI SCHOOL
800 HUTCHINSON ROAD, WALNUT CREEK, CA 94598

August 7, 2012
7:04-8:48p.m.

MINUTES

1. **CALL TO ORDER** A quorum being present, the meeting was called to order at 7:04p.m. Directors, Buckner, Chandlee, Chow, Hammons, Heckenlively, Lewis, Makdessi, McCann, Paknejad, Segrove, and Woelfel were present.
2. **MISSION STATEMENT** The mission statement was presented by Chow.
3. **PUBLIC COMMENT**
With no public present, no public comment was heard.
4. **APPROVAL OF AGENDA**
Upon motion made by Director Hammons and seconded by Director Chandlee, the agenda was approved as presented . (11-0-0)
5. **STRATEGIC PLANNING DISCUSSION**
 - 5.1 The matter of the annual giving letter. Discussion focused on the difference between generating enough funds to close the average annual budget gap of \$150,000 vs. funds needed for actual growth and how to best communicate these issues to the parent community. Directors Buckner, Hammons, and Makdessi volunteered to continue working on a draft letter to parents.
 - 5.2 Strategic Planning Discussion
 - 5.2.1 Director Woelfel presented revenue/enrollment projections associated with the possible expansion to middle school over the next 3 years.
 - 5.2.2 Director Paknejad distributed a detailed list of tasks identified with the project plan for expansion to a middle school.
6. **ADJOURNMENT**
Upon motion made by Director Chow and seconded by Director Segrove, the meeting was adjourned at 8:48 p.m. (11-0-0)


Sean McCann, Secretary

Approved: 8-21-12