

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

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

December 6, 2012  
6:35 – 8:45 p.m.

**MINUTES**

1. **CALL TO ORDER** The meeting was called to order at 6:35 pm with Directors Buckner, Chow, Chandlee, Hammons, Mahood, Makdessi, McCann, Paknejad, and Segrove present. Director Woelfel arrived at 6:37 pm; Director Heckenlively arrived at 6:38 pm.
  - a. **Announcement of closed session** – Made by President Segrove
  - b. **Public Comment** – With no public present, no comment was heard
  - c. **Adjourned to closed session** – 6:36 pm
  - d. **Staff compensation matter was heard** – Director Hammons moved to increase attendance clerk's salary from \$15.50/hr. to \$17/hr.; with a second by Director Chow the motion was approved. (11-0-0)
  - e. **Charter school funding request** – the matter was discussed, no motions were heard or board action taken.

**Adjourned closed session at 7:00 pm. Reconvened open session at 7:03pm**
2. **MISSION STATEMENT** – The mission statement was presented by Director Mahood.
3. **PUBLIC COMMENT** – 2 members of the public were present, both were heard; both were members of the school staff and spoke on behalf of EPMS remaining at its current site while planning for and expanding to a middle school.
4. **APPROVAL OF AGENDA**  
Upon motion made by Director Chow with a second from Director Heckenlively, the agenda was approved. (11-0-0)
5. **STRATEGIC PLANNING DISCUSSION**  
5.1 Director Woelfel presented rough numbers associated with growth and start-up costs, projecting modest losses for the first two years, reaching a 'break-even' point in approximately 2016/2017 academic year.
6. **MATTERS FOR BOARD CONSIDERATION**
  - 6.1 The matter of a future school site was discussed. Director Segrove motioned to approve funds up to \$15,000 in order to engage an architect to address a site plan for EPMS and the impact of expanding to a middle school using the current campus; with a second by Director Woelfel, the motion was approved. (11-0-0)
  - 6.2 The Board approved a motion to ask CFEP to contribute \$800 to the staff holiday celebration. Motioned by Director Segrove with a second by Director Buckner. (11-0-0)
7. **ADJOURNMENT**  
The meeting was adjourned at 8:45 pm upon motion made by Director Chow with a second by Director Segrove. (9-0-0)

  
Sean McCann, Secretary

Approved: 12-18-12