

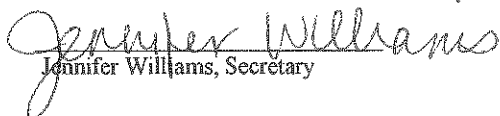
**REGULAR MEETING OF THE
EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS**

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

January 17, 2012
7:00 – 10:00

MINUTES

1. **CALL TO ORDER** A quorum being present, the meeting was called to order at 7:09 p.m. Directors Blumenfeld, Brooks, Chandlee, Fisher, Hammons, Haymes, Lewis, Makdessi, McCann, Paknejad, Segrove, Williams and Woelfel were present.
2. **MISSION STATEMENT**
3. **PUBLIC COMMENT**
None.
4. **APPROVAL OF AGENDA**
Upon motion made by Director Segrove and seconded by Director Hammons, the agenda was approved as presented (11-0-0).
5. **CONSENT AGENDA**
Upon motion made by Director Lewis and seconded by Director Hammons, the Minutes of the December 13, 2011 Regular Meeting were approved as presented (12-0-0).
6. **COMMUNICATIONS**
 - 6.1 **Staff Report:** Director Hammons reported that report cards will go out Feb. 3rd. Sheila Hill, our new Environmental Education specialist, has started working with the children and it seems to be going well. The process for the talent show has begun. The Talent Show committee is requiring parents to attend an informational meeting in order for their child to participate this year.
 - 6.2 **Facilities Report:** There are now lights in the parking lot. We should hear soon about our Prop 39 letter.
 - 6.3 **Treasurer's Report:** Director Woelfel reported that she and Director Hammons have a meeting with the District about what the Treasurer needs to have and what needs to get done. Director Woelfel will also have updated projections based on December numbers.
 - 6.4 **CFEP Report:** Director Fisher's report stated that we now have \$52K in hand now from the Annual Giving Campaign. Also, additional money is coming in from PEAK activities and Dining Out nights. CFEP increased the auction ticket price to \$30pp and the transition to a new CFEP Treasurer begins this month.
 - 6.5 **Other Board Communications:** Form 700 is due by Board members April 1st. There was a discussion about the Clayton Valley Charter. They need to comply with certain conditions by March 31st.
7. **ITEMS FOR BOARD CONSIDERATION**
 - 7.1 **The matter of applying for a line of credit:** This matter will be researched and looked into.
 - 7.2 **The matter of discussing/reviewing the latest budget update from CSDC:** This matter was discussed.
 - 7.3 **The matter of enrollment and tuition for CSDC's Business Officer Training Program:** Upon motion made by Director McCann and seconded by Director Paknejad, the Board approved one board member and the Head of School to attend CSDC's Business Officer Training Program. EPMS will pay for the Head of School and CFEP will pay for the Board member. This includes tuition, lodging, meals and mileage reimbursement (12-0-0).
 - 7.4 **The matter of the MOU between EPMS and CFEP:** This matter was discussed.
8. **ADJOURNMENT**
Upon motion made by Director Williams and seconded by Director Brooks, the meeting was adjourned at 9:10p.m. (12-0-0).


Jennifer Williams, Secretary

Approved: 2.21.12