

**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

September 17, 2013
7:05 – 9:00 p.m.

MINUTES

1. CALL TO ORDER

The meeting was called to order by Director Segrove at 7:05 pm with Directors Brooks, Buckner, Chandlee, Chow, Hallquist, Hammons, Heckenlively, Mahood, Makdessi, McCann, Segrove, and Younger present. Directors Lewis and Woelfel arrived momentarily.

2. MISSION STATEMENT

The mission statement was presented by Director Hammons.

3. PUBLIC COMMENT

Juanica Mendosa introduced herself to the EPMS Board.

4. APPROVAL OF AGENDA

Director Segrove motioned to remove item 5.1 and adopt the agenda; with a second from the Director Hammons, the motion passed. (14-0-0)

5. CONSENT AGENDA

5.1 Removed from Agenda

5.2 The minutes of August 28, 2013 EPMS Board meeting were approved with minor changes in typographical errors with a motion from Director Hammons and a second from Director Segrove. (14-0-0)

6. COMMUNICATIONS

- 6.1** Director Hammons presented information on SELPAs and reported on the launch of 6th year and adjusting to the new structure. Director Hammons also discussed finding a nutritionist to work with the 6th year students.
- 6.2** Director Segrove reported we have received fire marshal approval on the portable building installment plan. Director Segrove also reported on seeking bids for the building installation.
- 6.3** Director Woelfel reported on last year's final income.
- 6.4** Director Buckner reported on increases in Annual Giving over last year, in both monies received and pledged. Director Buckner also reported on upcoming fund raising events.
- 6.5** Director Hammons discussed looking at school policy updates and charter renewal.

7. ITEMS FOR BOARD CONSIDERATION

- 7.1** Director Segrove motioned for CFEP to fund up to \$1200 towards sending 4 EPMS Board members to the CSDC fall update; with a second from Director Hammons the motion passed. (14-0-0)
- 7.2** Director Segrove motioned to enter into a contract with Butler Electric for electrical work associated with the installation of a portable building, not to exceed \$19,000. The motion passed with a second from Director Makdessi. (14-0-0)
Director Segrove also motioned to enter into a contract with Sabah International for fire alarm installation associated with the installation of a portable building not to exceed \$15,000. The motion passed with a second from Director Chow. (14-0-0)
- 7.3** Director Hammons motioned to approve the application for the Whitney Education Foundation Grant. The motion passed with a second from Director Chow. (14-0-0)

8. ADJOURNMENT

Upon motion made by Director Chow and seconded by Director Segrove, the meeting was adjourned at 9:00 PM. (14-0-0)

Sean McCann, Secretary

Approved: _____