

**REGULAR MEETING OF THE
EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS
EAGLE PEAK MONTESSORI SCHOOL
800 HUTCHINSON ROAD, WALNUT CREEK, CA 94598
DATE February 16, 2016
6:30 – 8:50 p.m.
MINUTES**

1. **CALL TO ORDER** – Dir. Segrove called the meeting to order at 6:30 PM. Directors Buckner, Hallquist, Hammons, Lisy-Wagner, May, Segrove, Vlavianos, Woelfel, and Younger were present. Dir. Laurtisen arrived at 6:35 PM.
2. **MISSION STATEMENT**- Dir. May read the mission statement.
3. **PUBLIC COMMENT**
A parent was present and addressed Board about raises for all staff members. Dir. Segrove reported that the Board would address a stipend for non-teaching staff tonight.
4. **APPROVAL OF AGENDA**
Dir. Segrove moved to approve the agenda with the removal of item 7.1 (moved the annual audit report from items for consideration and moving it to the Board communications under the treasurer’s report). The motion passed with a second from Dir. Hammons. (9-0-0)
5. **CONSENT AGENDA**
5.1 The Board considered the minutes from the January 19, 2016 Regular Board Meeting. Dir. Hallquist moved to approve with the noted revisions. The motion passed with a second from Dir. Younger. (10-0-0)
6. **COMMUNICATIONS**
 - 6.1 Adolescent Report: Students from the Adolescent Program reported on International Day, language and writing workshops, the roots projects, a field trip to the Pinball Museum, physical education, Friday Market updates, Valentines Day, Farmer’s Market investigations, Erdkinder, and auction projects.
 - 6.2 Staff Report: Dir. Buckner reported on the auction projects in upper and lower elementary, report cards, new writing program, and the development of a math assessment record. Dir. Hammons reported on the American Montessori Conference in March and graduation for 8th graders (June 10th, 2016).
 - 6.3 Facilities Report: Dir. Segrove reported on updates to the courtyard project and that MDUSD may be interested in negotiating a land use agreement. Dir. Segrove will be requesting a soil report for the “back 40.”
 - 6.4 Treasurer’s Report: Annual Audit Report- Dir. Woelfel discussed the 2014-2015 annual audit report and the development of a long-range plan.
 - 6.5 CFEP Report
Succession Planning- Dir. Segrove reported on the need for CFEP leadership.
 - 6.6 Other Board Communications
Auction Update- Dir. Younger updated the Board on the annual auction which will be on April 30th at 5:30 PM. Tickets will go on sale on March 11th, with an early-bird price beginning February 19th.
Compensation Committee Update- No updates.
Marketing Committee Update- Dir. Segrove reported that an updated brochure would be delivered to Dir. Hammons.
7. **ITEMS FOR BOARD CONSIDERATION**
 - 7.2 The Board considered the matter of a 5% stipend for non-teaching staff. Dir. Segrove moved to approve a 5% stipend for non-teaching staff. The motion passed with a second from Dir. May. (9-0-1). Dir. Hammons left at 8:30 PM and returned at 8:35 PM.
 - 7.3 The Board considered the matter of establishing an allowance for conference reimbursement for the Curriculum Advisor position not to exceed \$2,000 per year. Dir. Younger moved to establish an allowance for the Curriculum Advisor position not to exceed \$2,000 per year. The motion passed with a second from Dir. Hammons (9-0-1).
 - 7.4 The Board considered the matter of a policy amendment regarding the staff professional development allowance. Dir. Segrove moved to approve the policy amendment regarding the staff professional development allowance of \$1000 per teacher per year. The motion passed with a second from Dir. Vlavianos. (10-0-0)

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8. ADJOURNMENT. Dir. Segrove moved to adjourn the meeting at 8:50 PM. The motion passed with a second from Dir. Buckner. (10-0-0)

Rachel Hallquist, Secretary
Approved 3/15/16