

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

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

December 17, 2013  
6:00-8:40p.m.

**MINUTES**

1. **CALL TO ORDER** – The meeting was called to order at 6:00 PM. Directors Brooks, Buckner, Chandlee, Chow, Hallquist, Hammons, Heckenlively, Lewis, Mahood, Makdessi, Segrove, Woelfel, and Younger were present. The meeting adjourned to closed session.
2. **CLOSED SESSION**

**RECONVENE OPEN SESSION – 7:10 PM**

1. **CALL TO ORDER** Directors Brooks, Buckner, Chandlee, Chow, Hallquist, Hammons, Heckenlively, Lewis, Mahood, Makdessi, Segrove, Woelfel, and Younger were present.
2. **MISSION STATEMENT**- A Board member read the mission statement.
3. **PUBLIC COMMENT**  
No public addressed the Board.
4. **APPROVAL OF AGENDA**  
The agenda was approved.
5. **CONSENT AGENDA**  
5.1 Minutes of the November 19, 2013 Regular Board Meeting were approved.
6. **COMMUNICATIONS**  
6.1 Staff Report: Director Hammons reported on the Thanksgiving feast, Staff holiday celebration, and upcoming International Day.  
6.2 Facilities Report: Director Segrove reported that work on new portable is still in process. District will start work on Measure C building during Winter break.  
6.3 Treasurer's Report: Director Woelfel reported the fiscal audit is complete. District oversight fees are lower than budgeted/anticipated. No exceptions discovered during the audit. Director Woelfel recommended we look at our capitalization plan/policy. Director Woelfel asked for Board members to send her any comments on the five-year fiscal plan.  
6.4 CFEP Report: The November CFEP report was presented for review. Director Buckner reported that CFEP is discussing having the Barnes & Noble fundraiser as an annual event. CFEP will distribute alumni annual giving letter.  
6.5 Other Board Communications: No other Board communications were discussed.
7. **ITEMS FOR BOARD CONSIDERATION**  
7.1 The Board considered the matter of fencing installation for portable building. The Board moved to authorize Alta Fencing to proceed with work to install fencing for the new portable building, not to exceed \$8,000.  
7.2 The Board considered the matter of data cabling for portable building. No action was taken.
8. **ADJOURNMENT.** The meeting adjourned at 8:35 PM and reconvened to closed session to discuss updates to Board policies.

1. **CLOSED SESSION.** Closed session adjourned at 8:40 PM.

\*These minutes were reconstructed from the notes of the Board chair Tina Segrove.

  
Rachel Hallquist, Secretary as of July 2014

Approved: 