

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

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

July 21, 2015
6:00 – 9:14 p.m.

MINUTES

1. **CALL TO ORDER** – Dir. Segrove called the meeting to order at 6:00 PM. Directors Bearns, Buckner, Hallquist, Hammons, Lauritsen, Lisy-Wagner, May, Segrove, and Younger were present. Dir. Woelfel arrived at 6:03 PM. Dir. Lewis arrived at 6:12 PM.
 - a. **Announcement** – In closed session the Board considered items listed on the closed session agenda that follows.
 - b. **Public Comment** – No public was present.
2. **CLOSED SESSION AGENDA.**
 - 2.1 The Board considered the Principal’s evaluation.
3. **Dir. Segrove adjourned to Closed Session at 6:00 PM.**
4. **Reconvene Open Session at 6:40PM**
5. **CALL TO ORDER** – Dir. Segrove called the meeting back to order in open session at 6:40 PM Directors Bearns, Buckner, Hallquist, Hammons, Lauritsen, Lewis, Lisy-Wagner, May, Segrove, Woelfel, and Younger were present.
6. **MISSION STATEMENT-** Dir. Lauritsen read the mission statement.
7. **Report Out Action Taken in Closed Session**
 - 7.1 The Board reviewed the Principal evaluation for the 2014-2015 school year.
8. **PUBLIC COMMENT**

No public was present.
9. **APPROVAL OF AGENDA**

Dir. Segrove moved to approve with the removal of 11.1 and 11.5 and the addition of CSDC Fall conference to Other Board Communications. The motion passed with a second from Dir. Younger. (11-0-0)
10. **CONSENT AGENDA**
 - 10.1 The Board considered minutes from the June 16, 2015 Regular Board Meeting. Dir. Hammons moved to approve the minutes. The motion passed with a second from Dir. May. (8-0-3)
11. **COMMUNICATIONS**
 - 11.1 Staff Report. Dir. Hammons reported on hiring, staff trainings on NWEA assessments, positive discipline, first aid training, mindfulness training, a new Common Core writing program and Bridge week.
 - 11.2 Facilities Report. No updates.
 - 11.3 Treasurer’s Report. Dir. Woelfel reported on the transfer of funds from CFEP to EPMS.
 - 11.4 Other Board Communications:
 - Board retreat. The Board will meet on August 8th and 9th at Eagle Peak Montessori School.
 - Report out from joint MDUSD and City of Walnut Creek meeting. Dir. Segrove reported on a meeting between MDUSD and the City of Walnut Creek.
 - Parent Survey. The Board will discuss the parent survey at the Board retreat in August.
 - Director Oath of Office. The Board will sign an oath of office at the Board retreat in August.
 - Marketing Committee Update. Dir. Bearns reported on updates to the new website and logos.

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Facilities Committee - Dir. Segrove discussed needs for a Facilities Committee to work with an architect to develop a master plan for facilities. Dir. Segrove, Dir. Hammons, Dir. Buckner, Dir. Hallquist and Dir. May will be on this committee.

Policy Updates- Dir. Hammons reported on updating the student policies.

Supply donations- Dir. Hammons reported on the need to increase the requested supply donation to \$100.

Charter School Development Center Fall Conference- Dir. Segrove reported on the upcoming CSDC conference in Burlingame on November 16th and 17th, 2015.

12. ITEMS FOR BOARD CONSIDERATION

12.1 The Board considered the matter of Board officer elections. Dir. Lewis moved to re-elect the current Board officers. The motion passed with a second from Dir. Lisy-Wagner. (11-0-0)

12.2 The Board considered the Memorandum of Understanding between Eagle Peak Montessori School and the Community Foundation for Eagle Peak. Dir. Hammons moved to approve the MOU with the changes provided on page 6 (change to the CFEP bank account). The motion passed with a second from Dir. Bearns. (10-0-0). Dir. May was not present for the vote.

12.3 The Board considered the matter of child care costs. The Board will reconsider this matter at the August Board retreat. No action was taken.

13. ADJOURNMENT. Dir. Segrove moved to adjourn at 9:14 PM. Dir. Bearns seconded. (11-0-0)

Rachel Hallquist, secretary

Approved 8/18/2015