

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

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

January 19, 2016
6:30 – 8:30 p.m.

MINUTES

1. **CALL TO ORDER** – Dir. Segrove called the meeting to order at 6:30 PM. Directors Bearns, Buckner, Hallquist, Hammons, Gillis, Lauritsen, Lisy-Wagner, May, Segrove, Woelfel, and Younger were present.
2. **MISSION STATEMENT**- Dir. Hammons read the mission statement.
3. **PUBLIC COMMENT**- Public was present and did not address the Board.
4. **APPROVAL OF AGENDA**- Dir. Segrove moved to approve with the deletion of item 6.1 (Adolescent Report). The motion passed with a second from Dir. May. (11-0-0)
5. **CONSENT AGENDA**
 - 5.1 The Board considered the minutes from the December 15, 2015 Regular Board Meeting. Dir. Hammons moved to approve with minor typographical revisions noted. The motion passed with a second from Dir. Buckner. (11-0-0)

6. COMMUNICATIONS

6.2 Staff Report- Dir. Hammons reported on the Heads of Schools retreat. Dir. Buckner reported on report cards and CAASP testing. Dir. May reported there would not be a Crab Feed. Dir. Hammons reported that the 8th graders have formed a graduation committee.

6.3 Facilities Report- Dir. Segrove reported that a proposal was received from Peter Gascoyne for forecasting based on enrollment and the use of this data to project facilities needs. Dir. Segrove reported on the interest in negotiating a lease with MDUSD. Dir. Segrove and Dir. Hammons reported on an upcoming meeting with the MDUSD Board president on Friday, January 22nd. Dir. Hammons reported on a call from Dr. Meyer and the EPMS lease will be on the MDUSD Board agenda on Monday, January 25th, 2016. Dir. Segrove reported on quotes for the courtyard project.

6.4 Treasurer’s Report- Dir. Woelfel reported on the work the part-time accountant, Erin, has done and ideas for the future.

6.5 CFEP Report- Dir. Gillis reported on updates to the financial transaction process to streamline use, alignment of CFEP focus and next steps for CFEP Board development, succession planning, increasing awareness of auction needs/volunteers, and updates to the Golden Ticket raffle. Dir. Segrove reported on the need for the EPMS Board of Directors to be part of CFEP fundraising.

6.6 Other Board Communications

Auction Update- Dir. Younger reported on updates to the auction. Dir. Younger has met with a party planner. Dir. Gillis reported on Fund-a-Need.

Board Auction Item- Dir. Hallquist reported on the Board auction item. Dir. Hammons left at 7:25 PM and returned at 7:31PM.

Compensation Committee Update- Dir. Lisy-Wagner reported that the Compensation Committee meeting went well and the proposals are on the agenda.

Marketing Committee Update- Dir. Bearns updated the Board on the brochure and updates to the website.

Parent Meeting-Feedback- Dir. Segrove reported on the success of the Parent Meeting and the need for a LCAP parent meeting.

Alumni Outreach- Dir. Segrove reported on the need for an Alumni Outreach Committee to engage Alumni parents and students and create an Alumni scholarship.

7. ITEMS FOR BOARD CONSIDERATION

7.1 The Board considered the matter of 2016/2017 Annual Budget. Dir. Hammons moved to approve the 2015-2016 budget. The motion passed with a second from Dir. Segrove. (11-0-0)

7.2 The Board considered the matter of Educators Excellence Funds Budget. Dir. Segrove moved to accept the budget for the Educators Effectiveness Grant as presented. The motion passed with a second from Dir. Buckner. (11-0-0)

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7.3 The Board considered the matter of Financial Consulting Agreement with Peter Gascoyne. Dir. Segrove moved that the EPMS Board authorize CFEP to enter into a financial consulting agreement with Peter Gascoyne not to exceed \$5000. The motion passed with a second from Dir. May. (11-0-0)

7.4 The Board considered the matter of a 5% stipend for faculty in the 2015 – 2016 year. Dir. Hammons, Dir. May, Dir. Buckner left at 8:07 PM and returned after voting of 7.4 and 7.5 at 8:23 PM. Dir. Lisy-Wagner moved to approve a 5% stipend for instruction faculty in the 2015-2016 school year. The motion passed with a second from Dir. Gillis. (8-0-3)

7.5 The Board considered the matter of a 7% increase for the faculty pay scale in the 2016 -2017 school year. Dir. Lisy-Wagner moved to approve a 7% increase for the instructional faculty pay scale in the 2016 -2017 school year. (8-0-3).

7.6 The Board considered the matter of a \$100 per day stipend for faculty participation in overnight field trips. Dir. Segrove moved to approve a \$100 per day stipend for faculty participation in overnight field trips. The motion passed with a second from Dir. Bearns. (8-0-3). Dir. May, Dir. Hammons, and Dir. Buckner abstained from voting.

7.7 The Board considered the matter of extending the mandate of the Ad-Hoc Compensation Committee until 2016 to allow for further inquiry into issues concerning teacher benefits and paid time-off. Dir. Segrove moved to extend the mandate of the Ad-Hoc compensation committee until April 2016. The motion passed with a second from Dir. Bearns. (9-0-2). Dir. Buckner and Dir. May abstained from voting.

7.8 The Board considered the matter of having CFEP fund costs associated with Erin Jordahl attendance at CSDC CBO Training. Dir. Hammons moved for CFEP to fund not to exceed \$6000 for Erin Jordahl attendance at CSDC CBO Training. The motion passed with a second from Dir. Segrove. (11-0-0)

8. ADJOURNMENT. Dir. Lisy-Wagner moved to adjourn at 8:30 PM. The motion passed with a second from Dir. Younger. (11-0-0)

Rachel Hallquist, Board Secretary
Approved 2/16/16