

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

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

November 18, 2015

6:31 – 8:31 p.m.

MINUTES

1. CALL TO ORDER – Dir. Segrove called the meeting to order at 6:31 PM. Directors Bearn, Buckner, Hallquist, Hammons, Gillis, Lauritsen, Lisy-Wagner, May, Segrove, and Woelfel were present. Dir. Vlavianos and Dir. Younger arrived at 6:39 PM.

2. MISSION STATEMENT- Dir. Bearn read the mission statement.

3. PUBLIC COMMENT -Public was present and made no comments.

4. APPROVAL OF AGENDA- The Board considered the matter of the agenda. Dir. Hallquist moved to approve the agenda with the removal of item 7.2 (the matter of the Fidelity Bond). The motion passed with a second from Dir. Bearn. (10-0-0)

5. CONSENT AGENDA

5.1 The Board considered the minutes from the October 20, 2015 Regular Board Meeting. Dir. Segrove moved to approve the minutes. The motion passed with a second from Dir. May. (9-0-1)

6. COMMUNICATIONS

6.1 Adolescent Report – Students from the Adolescent Program reported on the Pedagogy of Place trip to San Francisco, Historical Halloween, current topics they are studying in class, and an upcoming holiday Bazaar on December 18th.

6.2 Staff Report – Dir. Hammons reported on conferences, classroom observations, the AP students Pedagogy of Place trip, a staff meeting where the staff examined report cards, Peace Education, Thanksgiving lunch for staff, upcoming holiday party, International Day (December 18th, 2015), and changes to Math in the upper level.

6.3 Facilities Report- Dir. Segrove reported that the November facilities committee meeting was canceled but the committee will continue to schedule monthly meetings. Dir. Segrove reported that MDUSD may be interested in negotiating a long-term site use agreement and there is a need to add an additional portable building.

6.4 Treasurer's Report- Dir. Woelfel reported on the new on-site accountant and updates on the current finances, meeting with the auditors, and the audit report. Dir. Segrove reported on exploring back office support and a direct funding model.

6.5 CFEP Report- Dir. Gillis reported on the CFEP tax return, an update on the fidelity bond quotes, Fall Fest, a chili cookbook, the Turkey Trot, the annual auction, and the need for a Walnut Creek representative at the PEAK meeting. Dir. Younger updated the Board on the annual auction.

6.6 Other Board Communications

Ad-Hoc Compensation Committee Update- No updates discussed.

Marketing Committee Update- Dir. Bearn reported on the updates to the new brochure and managing content on the new website.

Parent Meeting- Dir. Segrove reported on the need for an upcoming parent meeting on January 6, 2016 at 6:30 PM.

Board Secretary Support – Jan 1st Transition- Dir. Segrove reported on the office staff taking over some of the clerical work such as agendas and minutes for the Board secretary.
Auction Update- Auction was discussed during CFEP report.

7. ITEMS FOR BOARD CONSIDERATION

7.1 The Board considered the matter of authorizing CFEP to fund the staff holiday party. Dir. Segrove moved to authorize CFEP to fund the staff holiday party up to \$1200. The motion passed with a second from Dir. Lisy-Wagner (9-0-3). Dir. Buckner, Dir. Hammons, and Dir. May abstained from voting.

7.2 The Board considered the matter of authorizing CFEP to fund CSDC conference expenses. Dir. Hammons moved that the CFEP reimburse Board members for CSDC 2015 conference expenses. The motion passed with a second from Dir. Hallquist. (12-0-0)

7.3 The Board considered the matter of authorizing CFEP to fund the courtyard project. Dir. Segrove moved to authorize CFEP to fund the courtyard project up to \$20,000. The motion passed with a second from Dir. Hammons. (12-0-0)

8. ADJOURNMENT. Dir. May moved to adjourn the meeting at 8:31 PM. The motion passed with a second from Dir. Buckner. (12-0-0)