

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

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

December 15, 2015

6:33 – 7:55 p.m.

**MINUTES**

1. **CALL TO ORDER** – Dir. Segrove called the meeting to order at 6:33PM. Directors Buckner, Hallquist, Hammons, Gillis, Lisy-Wagner, May, Segrove, Vlavianos, Woelfel, and Younger were present. Dir. Lauritsen arrived at 6:40 PM.
2. **MISSION STATEMENT**- Dir. Younger 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 the minutes as amended with the action item from the Board treasurer (7.1 The Board considered the matter of approving the annual EPA spending for teacher salaries and related expenses for \$283,163) and the removal of the annual budget under the treasurer’s report. The motion passed with a second from Dir. Buckner. (10-0-0)
5. **CONSENT AGENDA**- The Board considered the minutes from the November 18, 2015 Regular Board Meeting. Dir. May moved to approve the minutes. 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 Thanksgiving, Barnes and Noble and California Pizza Kitchen fundraisers, upper and lower elementary curriculum, 6<sup>th</sup> grade projects, Holiday Boutique, International Day, Adolescent curriculum, and Tai Chi in the Adolescent Program.
  - 6.2 Staff Report: Dir. Hammons reported on the 2014/2015 Annual Report. Dir. May reported on the upcoming Crab Feed on February 5<sup>th</sup>, 2016. Dir. Buckner reported on the upcoming holiday party, and report cards in January.  
The Board took a recess at 6:56 PM for dinner. The Board resumed at 7:03PM.
  - 6.3 Facilities Report- Dir. Segrove reported that at the advice of MDUSD staff, she submitted a letter to the MDUSD Board of Education and Dr. Meyer indicating EPMS interest in negotiating a long-term lease and installing a new portable building. Additionally, Dir. Segrove updated the Board on the courtyard project and there may be an estimate at a future Board meeting.
  - 6.4 Treasurer’s Report: Dir. Hammons reported on the proposed Educators Excellence Funds Budget which may include Montessori training, STEM training, CCSS training (writing), and NWEA (formative assessment) training. The Board will consider the matter at a future Board meeting. Dir. Woelfel reported on the annual audit.
  - 6.5 CFEP Report- Dir. Gillis reported that the tax return has been filed and about the success of the Barnes and Noble/California Pizza Kitchen fundraisers.
  - 6.6 Other Board Communications:
    - Auction Update- Dir. Younger updated the Board on the Auction, donations, volunteers, class projects and baskets.
    - Board Auction Item- Dir. Hallquist reported on the Board auction item donation.
    - January Parent Meeting - Dir. Segrove reported on an upcoming parent meeting on January 6<sup>th</sup>, 2016 and potential topics for this meeting including a EPMS financial update and LCFF, Educators Excellence Funds Budget, and facilities.
    - Fidelity Bond- Dir. Segrove reported on the EPMS now has a Fidelity Bond for \$100,000.
    - Compensation Committee Update- Dir. Lisy-Wagner reported on updates from the Compensation Committee. This committee will meet again January 11<sup>th</sup>, 2016.
    - Marketing Committee Update- Dir. Segrove reported that Director Berns indicated work would begin soon on the EPMS brochure.

**7. ITEMS FOR BOARD CONSIDERATION**

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7.1 The Board considered the matter of approving the annual EPA spending for teacher salaries and related expenses for \$283,163. Dir. Woelfel moved to approve the annual EPA spending for teacher salaries and related expenses in the amount of \$283,163. The motion passes with a second from Dir. Hammons. (10-0-0)

**8. ADJOURNMENT.** Dir. Segrove moved to adjourn at 7:55 PM. The motion passed with a second from Dir. May. (10-0-0)

Rachel Hallquist, Board Secretary  
Approved January 19, 2016