

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

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

March 15, 2016  
6:35 – 8:25 p.m.

**MINUTES**

1. **CALL TO ORDER** – Dir. Segrove called the meeting to order at 6:35 PM. Directors Bearns, Hallquist, Hammons, Lauritsen, Lisy-Wagner, Segrove, Woelfel, and Younger were present. Dir. Gillis arrived at 6:38 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. Bearns moved to approve the agenda with the addition of Form 700 under other communication. The motion passed with a second from Dir. Hallquist. (9-0-0)
5. **CONSENT AGENDA**
  - 5.1 The Board considered the minutes from the February 16, 2016 Regular Board Meeting. Dir. Hammons moved to approve the minutes with the noted revisions. The motion passed with a second from Dir. Segrove. (9-0-1)
  - 5.2 The Board considered the minutes from the March 1, 2016 Facilities Committee. Dir. Younger moved to approve the minutes from the facilities committee. The motion passed with a second from Dir. Hammons. (4-0-5) Board members that did not vote did not attend the meeting.
6. **COMMUNICATIONS**
  - 6.1 Adolescent Report: The Adolescents Program reported on Erdkinder at Hidden Villa, auction projects, parent observation week, student ILPs, history topics and research, social justice poetry, Science Fair, food rules posters, Friday Market, Socratic Seminars, and group initiatives.  
The Board took a break at 7:00 PM. Reconvened at 7:03 PM.
  - 6.2 Staff Report: Dir. Hammons reported on Hidden Villa, CASSP testing, intent to return forms, and the American Montessori Conference.
  - 6.3 Facilities Report: Dir. Segrove reported on the lease agreement with MDUSD, a new classroom, and a meeting with Cheryl Hanson.
  - 6.4 Treasurer’s Report: Growth Projections. Dir. Woelfel reported on cashflow and financial projections.
  - 6.5 CFEP Report. Dir. Gillis reported on a Gift to Grow campaign, recruiting new leadership, and CFEP financial information.
  - 6.6 Other Board Communications
    - Communications Policy. Dir. Segrove discussed the need for an EPMS communications policy with guidelines.
    - Employee Benefits Review. Dir. Segrove reported on a potential employee benefits program. The Compensation Committee will meet with this program and report back to the Board.
    - Compensation Committee Update- Dir. Lisy-Wagner reported that the Compensation Committee will meet with a benefits program and report back to the Board.
    - Marketing Committee Update. Dir. Bearns reported on a new EPMS brochure.
    - Auction Update. Dir. Younger updated the Board on the auction including baskets, the catalog, and the decorations.
    - Parent Survey. Dir. Hammons reported the Parent Survey will be distributed.
    - Form 700. Dir. Segrove reminded the Board about the completing the Form 700 by April 1, 2016.
7. **ITEMS FOR BOARD CONSIDERATION**
  - 7.1 The Board considered the matter of 2016-17 School Calendar. Dir. Segrove moved to approve the 2016 School Calendar with minor typographical revisions. The motion passed with a second from Dir. Bearns. (9-0-0)
  - 7.2 The Board considered the matter of the Installation of New Classroom. Dir. Segrove moved to approve the installation of a new portable classroom for the 2016-2017 school year to be funded by CFEP contingent on district and budget approval. The motion passed with a second from Dir. Hallquist. (9-0-0)

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**8. ADJOURNMENT.** Dir. Segrove moved to adjourn at 8:25 PM. The motion passed with a second from Dir. Lisy-Wagner. (9-0-0)

Rachel Hallquist, secretary  
Approved on April 19, 2016