

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

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

May 17, 2016  
6:00 – 8:45 p.m.

**MINUTES**

1. **CALL TO ORDER** – Dir. Segrove called the meeting to order at 6:00PM. Directors Buckner, Hallquist, Hammons, Gillis, May, Segrove, Vlavianos, and Woelfel were present. Dir. Lisy-Wagner arrived at 6:04 PM. Dir Bearn arrived at 6:30 PM.
  - a. **Public Comment** – No public was present.
2. **CLOSED SESSION AGENDA**
  - 2.1 The Board considered the matter of the amendment to Facilities MOU.
3. **Adjourn to Closed Session at 6:00 PM.** Dir. Segrove moved to adjourn the closed session at 6:17 PM. The motion passed with a second from Dir. Vlavianos. (8-0-0)
4. **Reconvene Open Session at 6:30PM.**
5. **CALL TO ORDER** – Dir. Segrove called the meeting to order at 6:30 PM. Directors Bearn, Buckner, Hallquist, Hammons, Gillis, Lisy-Wagner, May, Segrove, Vlavianos, and Woelfel were present.
6. Dir. Segrove reported on closed session. The Board considered the matter of the amendment to Facilities MOU.
7. **MISSION STATEMENT-** Dir. Gillis read the mission statement.
8. **PUBLIC COMMENT**

Public was present and did not address the Board.
9. **APPROVAL OF AGENDA**

Dir. Segrove moved to approve the agenda with the addition of item 11.3 and the removal of item 10.1. The motion passed with a second from Dir. Buckner. (10-0-0)
10. **CONSENT AGENDA**
  - 9.1 The Board considered the minutes from the April 19, 2016 Regular Board Meeting. Dir. Hammons moved to approve the minutes. The motion passed with a second from Dir. May. (9-0-1)
  - 9.2 The Board considered the minutes from the July 8, 2015 Executive Committee Meeting. Dir. Segrove moved to approve the minutes. The motion passed with a second from Dir. Hallquist. (10-0-0)
  - 9.3 The Board considered the minutes from the April 24, 2016 Special Board Meeting. Dir. Bearn moved to approve the minutes. The motion passed with a second from Dir. Hallquist. (9-0-1)
10. **COMMUNICATIONS**
  - 10.2 Staff Report. Dir. Hammons reported on new staff, CASSP testing, the end of year picnic and stargazing, and the 8<sup>th</sup> grade graduation. Dir. Buckner reported on the Science Fair and Trading Post, the Thank You Volunteer luncheon, upper elementary field trips, 3<sup>rd</sup> year Bridge program to upper elementary, and Wacky Week. Dir. May reported on a field trip to the De Young museum. Dir. Bearn reported he will document the 8<sup>th</sup> grade graduation.
  - 10.3 Facilities Report
    - Installation of New Classroom. Dir. Segrove reported on collecting estimates for the new classroom. Dir. Segrove will report back to the Board with pricing for the new modular building.
    - Long Term Facilities MOU. Dir. Segrove updated the Board on the negotiation of a Long Term Facilities MOU.
  - 10.4 Treasurer’s Report
    - Tax Return. Dir. Woelfel reported on the 2015 Tax Return, changing the credit card management company, and annual revenue.
  - 10.5 CFEP Report
    - Auction Report. Dir. Gillis reported on the success of the auction.
    - Succession Planning. Dir. Gillis reported on the succession planning for CFEP, including a new CFEP treasurer. Dir. Segrove reported on the Board being more involved in CFEP.

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10.6 Other Board Communications

Local Control and Accountability Plan. Dir. Hammons reported on a draft of the LCAP for EPMS.  
Board Applicant Interviews. The Board interviewed a Board applicant, Nelesh Katechia.

Dir. May left at 7:52 PM.

Long Term Forecasting Modeling. Dir. Segrove reported on the special meeting with long-term forecasting modeling. The Board will revisit this during the summer Board retreat.

Parent Survey Results. The Board reviewed and discussed the parent survey results.

**11. ITEMS FOR BOARD CONSIDERATION**

11.1 The Board considered the matter of budget revisions for the 2016/2017 school year. Dir. Segrove moved to approve the budget revisions for the 2016/2017 school year. The motion passed with a second from Dir. Bearns. (8-0-0)

Dir. Vlavianos left at 8:26 PM.

11.2 The Board considered the matter of the end of year staff celebration. Dir. Hallquist moved to approve CFEP to fund the end of year staff celebration not to exceed \$2000. The motion passed with a second from Dir. Lisy-Wagner. (6-0-2)

11.3 The Board considered the matter of changing the date of the regular June Board meeting. Dir. Segrove moved to change the date of the June Board meeting to June 14<sup>th</sup>, 2016. The motion passed with a second from Dir. Bearns. (8-0-0)

**12. ADJOURNMENT.** Dir. Segrove moved to adjourn at 8:45 PM. The motion passed with a second from Dir. Hammons (8-0-0).

Rachel Hallquist (secretary)

Approved 6/14/16