

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

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

July 19, 2016
6:34 – 8:40 p.m.

MINUTES

1. **CALL TO ORDER** – Dir. Segrove called the meeting to order at 6:34 PM. Directors Buckner, Hallquist, Hammons, Kagan Real, Katechia, Segrove, and Woelfel were present.
2. **MISSION STATEMENT**- Dir. Kagan-Real read the mission statement.
3. **PUBLIC COMMENT**- No public was present.

4. **APPROVAL OF AGENDA**

Dir. Hammons moved to approve the agenda with the revisions noted (removal of the Montessori Model UN budget and payroll services). The motion passed with a second from Dir. Buckner. (7-0-0)

Montessori Model UN budget and payroll services will be discussed at the August meeting.

5. **CONSENT AGENDA**

5.1 Dir. Hammons moved to approve the minutes from the June 14, 2016 Regular Board Meeting. The motion passed with a second from Dir. Segrove. (5-0-2)

6. **COMMUNICATIONS**

6.1 Staff Report: Dir. Hammons reported on new salary guidelines, student exit surveys from parents, Common Core initial test results, and hiring new teachers. Dir. Buckner reported on summer trainings on science and language. Dir. Buckner and Dir. Hammons will present at the American Montessori Conference in March 2017.

6.2 Facilities Report: Dir. Segrove updated the Board on the long term Facility MOU with MDUSD.

6.3 Treasurer's Report: Dir. Woelfel reported on the MDUSD adopted budget error, updated the Board on payroll services and the forecast for 2016-2017 fiscal year.

6.4 CFEP Report: Dir. Segrove reported on new CFEP leadership needs for 2016/2017 and CFEP bylaws.

6.5 Other Board Communications: Dir. Hammons reported on orientation dates on August 29th and 30th, 2016. Dir. Segrove reported on the CSDC annual conference on December 8th and 9th, 2016.

7. **ITEMS FOR BOARD CONSIDERATION**

7.1 The Board considered the matter of Board officer elections. Dir. Hammons nominated Dir. Segrove for president, Laura Lisy-Wagner for vice-president, Rachel Hallquist for secretary, and Lisa Woelfel for treasurer. The motion passed with a second from Dir. Segrove. (7-0-0) The Board took a 5-minute recess at 8:07 PM.

7.2 The Board considered the matter of amending the By-Laws in regards to the number of Directors needed for a quorum. Dir. Hammons moved to amend section 13 of the bylaws to make a quorum 50% of the current directors. The motion passed with a second from Dir. Segrove. (7-0-0)

7.3 The Board considered the matter of approving the budget for the installation of a new re-locatable classroom. Dir. Hammons moved to approve the budget for the portable installation with a total project cost of \$146,437. The motion passed with a second from Dir. Woelfel. (7-0-0)

12. **ADJOURNMENT.** Dir. Segrove moved to adjourn the annual Board meeting at 8:40 PM. The motion passed with a second from Dir. Hallquist. (7-0-0)

RACHEL HALLQUIST, Secretary
APPROVED on August 16th, 2016