

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

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

February 17, 2015

6:30 – 10:26 p.m.

MINUTES

1. **CALL TO ORDER** – Dir. Segrove called the meeting to order at 6:30 PM. Directors Bearn, Brooks, Chandler, Hallquist, Hammons, Lewis, Lisy-Wagner, May, Segrove were present. Dir. Younger arrived at 6:32 PM. Dir. Woelfel arrived at 6:34 PM. Dir. Harwood arrived at 6:37 PM.
2. **MISSION STATEMENT**- Dir. Hallquist read the mission statement.
3. **PUBLIC COMMENT**-No public was present.
4. **APPROVAL OF AGENDA**
Dir. Segrove moved to approve the agenda. The motion passed with a second from Dir. Hammons. (10-0-0)
5. **CONSENT AGENDA**
5.1 The Board considered the minutes from the January 20, 2015 Regular Board Meeting. Dir. Hammons moved to approve the minutes. The motion passed with a second from Dir. Bearn. Dir. Brooks abstained from voting. (10-0-1)
6. **COMMUNICATIONS**
 - 6.1 Adolescent Program Report. Dir. Segrove reported on the Montessori Model United Nations (MMUN) event.
 - 6.2 Staff Report. Dir. Hammons reported on an upcoming training for the CASSP testing in Sacramento, the Science Fair, the upcoming EMS conference, and report cards. Sibyl Buckner reported that she will be observing teachers using the new observation tool in the next month. Dir. Hammons reported on the Parent Teacher Leadership Group (PTLG) roles and structure. Director Hammons provided the Board with an update on the school's assessments. Sibyl Buckner addressed the Board about the NWEA assessment, formative assessments, and report cards.
 - 6.3 Facilities Report. None.
 - 6.4 Treasurer's Report. Dir. Woelfel reported on filing the state ID for payroll.
 - 6.5 CFEP Report: Dir. Harwood reported on teacher trips, auction updates, and Adolescent program fundraising.
 - 6.6 Other Board Communications:
 - Board binders. Dir. Hallquist updated the Board on the Board Binders.
 - Committee Updates:
 - Compensation Committee. The Board will meet on February 24, 2015 for a Compensation Committee Workshop.
 - Marketing Packet Committee. Updates will be discussed in the items for Board Consideration.
 - Policy Committee. Dir. Hammons reported on an update to the enrollment policies.
 - Adolescent Program Model UN individual/corporate sponsorship. Dir. Segrove reported on grants and sponsorships for the Adolescent Program Model UN trip. Donations will be added to the Adolescent Program Fundraising with the CFEP.
 - Proposed Northgate School District. Dir. Segrove reported on the Proposed Northgate School District. There may be a future Special Board meeting with the Proposed Northgate School District group.
7. **ITEMS FOR BOARD CONSIDERATION**
 - 7.1 The Board considered the matter of the Facilities Policies. Dir. Hammons moved to approve the Facilities Policies with the discussed corrections. The motion passed with a second from Dir. Younger. Dir. Brooks was not present. (11-0-0)
 - 7.2 The Board considered the matter of the Fiscal Memorandum of Understanding (MOU) with Mount Diablo Unified School District (MDUSD). Dir. Segrove moved to approve the Fiscal MOU with MDUSD. The motion passed with a second from Dir. Bearn. Dir. Brooks was not present. (11-0-0)
Dir. May left the Board at 9:12 PM and did not return.
 - 7.3 The Board considered the matter of the 2015-2016 budget. Dir. Hammons moved to approve the budget with the changes to the benefits as suggested, taking \$70,000 out of the budgeted benefits. The motion passed with a second from Dir. Segrove. (10-0-0)
 - 7.4 The Board considered the matter of changing the name of the Marketing Packet Committee to the Marketing Committee. Dir. Segrove moved to change the name of the Marketing Packet Committee to the Marketing Committee. The motion passed with a second from Dir. Harwood. (10-0-0)
 - 7.5 The Board considered the matter of a marketing and branding strategy. No action was taken.
 - 7.6 The Board will consider the matter of costs associated with website development. No action was taken.

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7.7 The Board will consider the matter of costs associated with marketing and branding strategy. Dir. Segrove moved to approve \$5000 to move forward with marketing and branding strategy. The motion passed with a second from Dir. Lewis. (10-0-0)

8. ADJOURNMENT. Dir. Hallquist moved to adjourn the meeting at 10:26 PM. The motion passed with a second from Dir. Harwood. (10-0-0)

Approved:3/17/15

Rachel Hallquist, Secretary