

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

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

April 21, 2015
6:34 – 9:12 p.m.

MINUTES

1. **CALL TO ORDER** – Dir. Segrove called the meeting to order at 6:34 PM. Directors Bearns, Chandlee, Hallquist, Hammons, Lewis, Lisy-Wagner, May, Segrove, Woelfel, and Younger were present. Dir. Brooks arrived at 6:35 PM. Dir. Harwood arrived at 6:37 PM.
2. **MISSION STATEMENT**- Dir. Hammons read the mission statement.
3. **PUBLIC COMMENT**- No public comment.
4. **APPROVAL OF AGENDA**
Dir. Hallquist moved to approve the agenda with the corrections to the date and removal of the Adolescent Program report. The motion passed with a second from Dir. May. Dir. Lewis and Dir. Brooks were out of the room during the vote. (10-0-0)
5. **CONSENT AGENDA**
 - 5.1 The Board considered the minutes from the March 17, 2015 Regular Board Meeting. Dir. Segrove moved to approve the minutes with one revision to a typographical error. The motion passed with a second from Dir. Bearns. (12-0-0)
 - 5.2 The Board considered the minutes from the March 31, 2015 Special Board Meeting. Dir. Segrove moved to approve the minutes. The motion passed with a second from Dir. Hammons. (11-0-1)
6. **COMMUNICATIONS**
 - 6.1 Staff Report: Dir. Hammons reported on the new state testing, the admissions lottery, and the state of the school meetings. Sibyl Buckner reported on lower and upper elementary classroom observation and CAASP testing. Dir. May reported on the Adolescent Program’s Montessori Model United Nations trip and student reflections on the trip.
 - 6.2 Facilities Report: Dir. Segrove reported attempts to schedule a follow up meeting Dr. Nellie Meyer, MDUSD superintendent, about a facilities lease and upcoming meetings with an architect to develop a Master Plan for the school based on program needs. Dir. Segrove reported on Prop 39 bond funding deposited to the school’s account for energy conservation projects. As expected, funds will most likely be returned to MDUSD/State. Dir. Segrove will follow up with MDUSD about this project.
 - 6.3 Treasurer’s Report: Dir. Woelfel reported on the indirect cost report adjustments. District continues to work on payroll reporting issue.
 - 6.4 CFEP Report: Dir. Harwood reported on the upcoming auction, the Adolescent Program’s MMUN trip, memory books, the new CFEP Board, parent surveys, and expanding communications for school-wide events. Dir. Segrove reported on the CFEP’s membership with the Walnut Creek Chamber of Commerce.
 - 6.5 Other Board Communications:
 - Parent Survey. Dir. Brooks and Dir. Bearns reported on potential updates to the parent survey. The Board reviewed potential changes to the annual parent survey. Dir. Lisy-Wagner will collect feedback from the Board about the survey by April 28th, 2015.
 - Staff Survey. Dir. Segrove reported on the development of an upcoming staff survey.
 - Personnel Policies – Exit Interviews. Dir. Segrove reported on the development of exit interviews.
 - Marketing Committee Update. Dir. Bearns and Dir. Brooks reported on updates to the new school website.
 - Northgate CAPS. Dir. Segrove asked for feedback about the Northgate CAPS. The Board will review this again at the May Board retreat.
 - Review of Board Applications. Dir. Segrove reported on applications for open positions on the EPMS Board: two open parent positions and two upcoming community seats. Applications will be reviewed at the May Board meeting.
7. **ITEMS FOR BOARD CONSIDERATION**
 - 7.1 The Board considered the matter of an Eagle Scout project presented by Jonathan Sullivan. Dir. Hammons moved to approve the Eagle Scout project presented by Jonathan Sullivan and the Board will supplant funding up to \$500. The motion passed with a second from Dir. Harwood. (12-0-0)
 - 7.2 The Board considered the matter of the enrollment policy. Dir. Hammons moved the EP Board of Directors to freeze enrollment in grades 5 and above until the MDUSD school district has an opportunity to review and consider the proposed charter changes for enrollment. The motion passed with a second from Dir. May. (12-0-0)
 - 7.3 The Board considered the matter of the CFEP Memorandum of Understanding. No action was taken.
8. **ADJOURNMENT**. Dir. Segrove moved to adjourn at 9:12 PM. The motion passed with a second from Dir. Bearns. (12-0-0)

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Approved: 5/19/15

Rachel Hallquist, Secretary