

**REGULAR MEETING OF THE  
EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS**  
EAGLE PEAK MONTESSORI SCHOOL  
800 HUTCHINSON ROAD, WALNUT CREEK, CA 94598  
May 19, 2015  
6:32 – 9:50 p.m.  
**MINUTES**

1. **CALL TO ORDER** – Dir. Segrove called the meeting to order 6:32 PM. Directors Bearns, Chandlee, Hallquist, Hammons, Lewis, May, Segrove, and Woelfel were present. Dir. Harwood arrived at 6:34 PM. Dir. Younger arrived at 6:37PM.
2. **MISSION STATEMENT**- Dir. Bearns read the mission statement.
3. **PUBLIC COMMENT**- Public was present and no one addressed the Board.
4. **APPROVAL OF AGENDA**  
Dir. Hammons moved to approve the agenda. The motion passed with a second from Dir. Bearns. (10-0-0)
5. **CONSENT AGENDA**  
5.1 The Board considered the minutes from the April 21, 2015 Regular Board Meeting. Dir. Hammons moved to approve the minutes from the April 21, 2015 Regular Board Meeting. The motion passed with a second from Dir. Lewis. (10-0-0)
6. **COMMUNICATIONS**
  - 6.1 Adolescent Program Report. The Adolescent Program presented on their New York trip and their fundraising efforts.
  - 6.2 Staff Report. Sibyl Buckner reported on CAASP testing. Dir. Hammons reported on the use of NWEA and CAASP formative assessments as well as the 2013-2014 Annual Report. Dir. Chandlee reported on the upcoming Cultural Fair, Trading Post and in-room assessments. Dir. Hammons reported on upcoming field trips, Field Day, Third Year Bridge, and Wacky Week.
  - 6.3 Facilities Report. Dir. Segrove reported on updates to connecting with an architect in June to develop a master plan.
  - 6.4 Treasurer’s Report. Dir. Woelfel reported on the transfer of funds from CFEP to Eagle Peak.
  - 6.5 CFEP Report. Dir. Harwood reported on the CFEP treasurer’s report, including fundraisers, the Annual Auction, the CFEP website policies, a proposed Girl Scout fundraiser for CFEP, and staff appreciation gifts.
  - 6.6 Other Board Communications:
    - Parent survey. The Board reviewed the Annual Parent Survey. Dir. Hallquist left the meeting at 8:15PM, returned at 8:21PM.
    - Board representation at June PTLG. Dir. Hammons reported on an upcoming PTLG meeting with a Board table to answer questions from families. Dir. Hammons, Dir. Bearns, and Dir. Hallquist will attend.
    - Committee Brown Act Regulations. Dir. Segrove reported on the Brown Act regulations for committees. Ad Hoc committees do not need to post public agendas, but standing committees do need to follow the Brown Act regulations.
    - Board Education, Development, and Recruitment. Dir. Segrove reported on the Board recruitment and development. Dir. Lewis reported on ideas to support developing the Board through education about Montessori methods.
    - Mid year retreat. The Mid Year retreat will be on Saturday, May 30<sup>th</sup> at Eagle Peak from 9 am- 3pm.
    - CSDC Conference. The CSDC Conference is November 16/17 2015 in Burlingame, California.
    - Board applicant interviews. Dir. Segrove reported that Dir. Brooks resigned from the Board. The Board considered applications for parent Board members from Rachel Hallquist, Diana Lauritsen, and Jay Vlavianos as well as applications for community Board members Tina Segrove and Pamela Ty. The Board will make decisions on the applications at the June Board meeting.
7. **ITEMS FOR BOARD CONSIDERATION**
  - 7.1 The Board considered the end of year staff celebration. Dir. Lewis moved to approve \$1500 for an end of the year staff celebration. The motion passed with a second from Dir. Segrove. (7-0-3)
  - 7.2 The Board considered the 2015/2016 Budget approval. Dir. Segrove moved to approve the 2015/2016 Budget as submitted. The motion passed with a second from Dir. Harwood. (10-0-0)
  - 7.3 The Board considered the 2013 Federal and California Tax Returns. Dir. Hammons moved to approve the 2013 Federal and California Tax Return. The motion passed with a second from Dir. Younger. (10-0-0)
8. **ADJOURNMENT**. Dir. Segrove move to adjourn at 9:50 PM. The motion passed with a second from Dir. Lewis. (10-0-0).

Approved: 6/16/15

Rachel Hallquist, Secretary

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