

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

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

June 16, 2015

6:37 PM – 10:02 p.m.

**MINUTES**

1. **CALL TO ORDER** – Dir. Segrove called the meeting to order at 6:37 PM. Directors Bearn, Chandlee, Hallquist, Hammons, Harwood, Lewis, May, Segrove, Woelfel, and Younger were present.
2. **MISSION STATEMENT**- Dir. May read the mission statement.
3. **PUBLIC COMMENT**- No public was present.
4. **APPROVAL OF AGENDA**  
Dir. Segrove moved to approve the agenda with the addition of item 7.5 and removal of item 6.1, the adolescent report. The motion passed with a second from Dir. Younger. (10-0-0)
5. **CONSENT AGENDA**
  - 5.1 The Board considered the minutes from the May 19, 2015 Regular Board Meeting. Dir. Bearn moved to approve the minutes from the May 19, 2015 Regular Board Meeting. The motion passed with a second from Dir. Hammons. (10-0-0)
  - 5.2 The Board considered the minutes from the May 30, 2015 Special Board Meeting. Dir. Hammons moved to approve the minutes from May 30, 2015 Special Board Meeting. The motion passed with a second from Dir. May. (8-0-2)
6. **COMMUNICATIONS**
  - 6.2 Staff Report. Dir. Hammons reported on the staff end of the year party, staff hiring, and the last day of school. Dir. May discussed Yosemite and a teacher survey.
  - 6.3 Facilities Report. Dir. Segrove reported that at an executive committee meeting some options for facilities were discussed.
  - 6.4 Treasurer’s Report. Dir. Woelfel reported on the MDUSD LCFF budget.
  - 6.5 CFEP Report –Dir. Harwood reported on the CFEP’s treasurer report.
  - 6.6 Other Board Communications:
    - May retreat- Dir. Segrove will email the updated Board retreat worksheet to all Board members.
    - Summer retreat- Dir. Segrove reported on the upcoming summer retreat on August 8<sup>th</sup> and 9<sup>th</sup>, 2015 at Eagle Peak Montessori School from 9AM- 5PM on Saturday and 9AM-2PM on Sunday. CSDC will not facilitate this year but will be present for Board education.
    - Director oath and code of conduct- Dir. Lewis reported on the development of an oath of office and pledge of service for the Eagle Peak Board of Directors, a code of ethics and conduct for the Board of Directors, and guiding principles of the Montessori Method.
7. **ITEMS FOR BOARD CONSIDERATION**
  - 7.1 The Board considered and voted on director appointments. The Board appointed Tina Segrove to the open Community member seat and Jay Vlavianos, Diana Lauritsen, and Rachel Hallquist to the open Parent member seats. Dir. Hammons left the Board meeting at 9:05 PM.
  - 7.2 The Board considered the principal contract renewal. Dir. May moved to approve the principal contract renewal. The motion passed with a second from Dir. Chandlee. (9-0-0) Dir. Hammons returned at 9:13 PM.
  - 7.3 The Board considered the sick time policy. Dir. Segrove moved to approve the new sick leave policy with the proposed changes. The motion passed with a second from Dir. Bearn. (10-0-0)
  - 7.4 The Board considered the Local Control and Accountability Plan and annual update. Dir. Hammons moved to approve with changes suggested. The motion passed with a second from Dir. Bearn. (10-0-0)
  - 7.5 The Board considered the transfer of funds from CFEP to Eagle Peak. Dir. Segrove moved to authorize a transfer of up to \$80,000 from CFEP to EPMS by June 30<sup>th</sup>, 2015. Dir. Woelfel will make the determination based on financial information from MDUSD. The motion passed with a second from Dir. Hammons. (10-0-0).
8. **ADJOURNMENT**. Dir. Segrove moved to adjourn at 10:02 PM. The motion passed with a second from Dir. Harwood. (10-0-0)

Approved: 7/21/15

Rachel Hallquist, Secretary

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