

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

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

October 18, 2016

6:30 – 8:35 p.m.

MINUTES

1. **CALL TO ORDER** – Dir. Segrove called the meeting to order at 6:30 PM. Directors Buckner, Hallquist, Hammons, Kagan Real, Katechia, Lisy-Wagner, Segrove, and Woelfel were present. Dir. Vlavianos arrived at 6:41 PM. Dir. Bearn arrived at 6:44 PM.

2. **MISSION STATEMENT**- Dir. Segrove read the mission statement.

3. **PUBLIC COMMENT**- Public was present.

4. **APPROVAL OF AGENDA**- Dir. Segrove moved the Board approved the agenda addition of “on” to “Boarding of new EPMS Board Members,” removal of 7.3 “The Board will consider the matter of revisions to the staff tuition agreement” (this will be discussed at a later meeting), moving items 7.1 and 7.2 items to after the Adolescent Report. The motion passed with a second from Dir. Hammons. (8-0-0)

5. **CONSENT AGENDA**

5.1 The Board considered the minutes from September 20, 2016 Regular Board Meeting. Dir. Hammons moved to approve the agenda with the correction to the Board of Directors names and information about the presentation on funding college from College Funding Coach. The motion passed with a second from Dir. Buckner. (8-0-0)

6. **COMMUNICATIONS**

6.1 Adolescent Report. Students from the Adolescent program reported on classroom jobs, including leadership jobs, Friday Market success, student government elections, Fall Fest, Contra Costa Food Bank play, volunteering at the Contra Costa Food Bank, guest presenters in the AP program, Montessori Model UN, and the upcoming Erdkinder trip. The Board took a break at 6:49 pm and reconvened at 7:00 pm.

6.2 Staff Report. Dir. Hammons reported NWEA testing, upcoming conferences and observations, ILPs, Model United Nations, and the upcoming Erdkinder program. Dir. Buckner reported on the success of staff Tai Chi.

6.3 Facilities Report

District Update. Dir. Segrove reported on speaking with MDUSD Board chair Cheryl Hanson about site development. Dir. Hanson requested some diagrams for proposed facilities for discussion at a future MDUSD Board Meeting.

6.4 Treasurer’s Report. Dir. Woelfel provided a financial update. Dir. Hammons discussed a recent visit from the auditors.

6.5 CFEP Report

Annual Giving Update. Dir. Vlavianos provided an update on annual giving, the auction, grant writing, and crowdfunding services.

6.6 Other Board Communications

Northgate CAPS. Dir. Segrove reported on neighborhood petition efforts by the Northgate CAPS organization.

On-Boarding of new EPMS Board members. Dir. Segrove invited the Board to consider interviewing and on-boarding new members throughout the academic year.

7. **ITEMS FOR BOARD CONSIDERATION**

7.1 The Board will consider the matter of assuming responsibility of payroll services from MDUSD. Dir. Segrove moved to approve considering the matter of assuming responsibility of payroll services from MDUSD. The motion passed with a second from Dir. Hammons. (10-0-0)

7.2 The Board considered the matter of contracting with Payroll Systems to provide payroll services. Erin Jordhal presented the Board with her research, quotes and recommendations Dir. Hammons moved that the Board support Erin in moving forward with Payroll Systems and present the Board with a contract in November 2016. The motion passed with a second from Dir. Bearn. (10-0-0)

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7.4 The Board considered the matter of establishing a new checking account. Dir. Segrove moved to establish a new checking account. The motion passed with a second from Dir. Bearn. (10-0-0)

8. ADJOURNMENT- Dir. Hammons moved to adjourn at 8:35 pm. The motion passed with a second from Dir. Lisy-Wagner. (10-0-0)

Rachel Hallquist, secretary

Approved 11/15/16