

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

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

November 3, 2016  
6:30 pm- 7:30 pm

**MINUTES**

1. **1. CALL TO ORDER** – Dir. Segrove called the meeting to order at 6:30 PM. Directors Bearn, Hallquist, Hammons, Kagan Real, Katechia, Segrove, and Woelfel were present. Dir. Vlavianos arrived at 6:55 PM.
  
2. **MISSION STATEMENT**- The Board did not 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. Bearn. (7-0-0)
  
5. **ITEMS FOR BOARD CONSIDERATION**
  - 5.1 The Board considered the matter of approving a proposal for payroll services submitted by Payroll Systems, revised proposal dated October 25, 2016. Dir. Segrove moved to approve a proposal for payroll services submitted by Payroll Systems, revised proposal dated October 25, 2016, providing the reporting mechanism for CALSTRS is clarified with MDUSD. The motion passed with a second from Dir. Woelfel. (8-0-0)
  
  - 5.2 The Board considered the matter of approving a funds transfer from CFEP to EPMS payroll checking account. Dir. Segrove moved to approve a funds transfer of \$3000 from CFEP to EPMS payroll checking account to cover opening fees and checks. The motion passed with a second from Dir. Hammons. (7-0-1) Dir. Vlavianos abstained from voting.
  
6. **ADJOURNMENT**- Dir. Segrove moved to adjourn at 7:30 PM. The motion passed with a second from Dir. Kagan Real. (8-0-0)