

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

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

February 21, 2017

6:02 – 9:40 p.m.

MINUTES

1. **CALL TO ORDER** – Dir. Segrove called the meeting to order at 6:02 PM. Directors Bearn, Buckner, Hallquist, Hammons, Kagan-Real, Katechia, Segrove, and Woelfel were present. Dir. Vlavianos arrived at 6:03 PM.

2. **CLOSED SESSION AGENDA**

2.1 The Board considered the matter of a salary adjustment for the school Accountant position.

3. **Adjourn to Closed Session.** Dir. Segrove moved to adjourn the closed session at 6:03 PM. Dir. Segrove moved to adjourn the closed session at 6:12 PM. The motion passed with a second from Dir. Hammons. (9-0-0)

The Board took a recess at 6:14 PM.

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

5. **Reconvene Open Session at 6:30PM, Report Out on Closed Session.** Dir. Woelfel moved to approve a 2% one-time stipend for the accountant position and a 5% increase to the hourly rate, effective with the next payroll cycle. The motion passed with a second from Dir. Bearn. (9-0-0)

6. **MISSION STATEMENT-** Dir. Bearn read the mission statement.

7. **PUBLIC COMMENT-** Public was present and did not address the Board.

8. **APPROVAL OF AGENDA** Dir. Segrove moved to approve the agenda with the removal of the draft budget item and moving the 403b vendor presentation to after Adolescent Report. The motion passed with a second from Dir. Bearn. (10-0-0)

9. **CONSENT AGENDA**

9.1 The Board considered the minutes from the January 17, 2017 Regular Board Meeting. Dir. Lisy-Wagner moved to approve the minutes. The motion passed with a second from Dir. Buckner. (8-0-2)

10. **COMMUNICATIONS**

10.1 Adolescent Report: Students from the Adolescent Program reported on the Science Fair, Friday Market sales, student government, community service, Socratic seminar, Montessori Model United Nations (MMUN), and the crab feed.

10.2. 403b vendor presentation: The Board heard a presentation from John Schiffler from CalSTRS Pension 2 about 403b programs.

10.3 Staff Report: Dir. Hammons discussed the Annual Report and the MMUN trip to New York City. Dir. Buckner reported on an upcoming Montessori conference.

10.4 Facilities Report

District Update: Dir. Segrove updated the Board on progress of the facilities issues with MDUSD.

Next Steps: Dir. Segrove reported on contacts with an architect for master planning for facilities.

10.5 Treasurer's Report

Audit revision. Dir. Woelfel reported on a revision to the audit, which has been corrected with the CDE.

Draft budgets. Dir. Woelfel presented the Board with three draft budgets.

10.6 CFEP Report- Dir. Vlavianos reported on the Golden Ticket Raffle, auction updates, the CFEP website, the new grant writer, CFEP's support of the MMUN trip. Dir. Segrove reported on the Board/CFEP auction donation.

10.7 Other Board Communications

American Montessori Society Board of Directors. Dir. Segrove reported Dir. Hammons has been appointed to the American Montessori Society Board of Directors.

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New anti-harassment policies- Dir. Hammons reported new mandatory anti-harassment policies will be brought to the Board for review at a future meeting.

EPMS website management- Dir. Vlavianos suggested the EPMS website be updated using the CFEP web designer. A proposal will be brought to the Board for review at a future meeting.

Form 700- Dir. Segrove reported Form 700s must be on file by April 1st, 2017.

EPMS Board President Succession Planning- Dir. Segrove discussed Board president succession planning.

Teachers' salaries/compensation/retention- Dir. Bearns reported on the need to continue discussing teacher salaries, compensation, and retention.

Parent Advocate Toolkit- Dir. Bearns reported on the development of a parent advocacy toolkit.

Safe Haven Policy- Dir. Segrove reported on developing language about becoming a Safe Haven school.

11. ITEMS FOR BOARD CONSIDERATION

11.1 The Board considered the matter of 2017/2018 school year calendar. Dir. Segrove moved to approve version C of the 2017/2018 school year calendar. The motion passed with a second from Dir. Bearns. (10-0-0)

12. ADJOURNMENT- Dir. Segrove moved to adjourn the meeting at 9:40 PM. The motion passed with a second from Dir. Vlavianos. (10-0-0)

Rachel Hallquist

Secretary

Approved 3/21/17