

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

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

May 16, 2017
6:30 – 9:04 p.m.

MINUTES

1. **CALL TO ORDER** – Dir. Segrove called the meeting to order at 6:30 PM. Directors Buckner, Hallquist, Hammons, Katechia, Segrove, Vlavianos, and Woelfel were present. Dir. Bearns arrived at 7:02 PM.
2. **MISSION STATEMENT**- Dir. Buckner read the mission statement.
3. **PUBLIC COMMENT**- Public was present and did not address the board.
4. **APPROVAL OF AGENDA**
Dir. Segrove moved to approve the agenda with the removal of item 6.1 (adolescent report). The motion passed with a second from Dir. Hallquist. (7-0-0)
5. **CONSENT AGENDA**
 - 5.1 Dir. Hammons moved to approve the minutes from the April 18, 2017 Regular Board Meeting. The motion passed with a second from Dir. Buckner. (6-0-1)
 - 5.2 Dir. Segrove moved to approve the minutes from March 23, 2017 Special Board Meeting. The motion passed with a second from Dir. Hallquist. (5-0-1)
6. **COMMUNICATIONS**
 - 6.2 Staff Report. Dir. Buckner reported on CAASP and NWEA testing, the Cultural Fair. Dir. Hammons reported Sondra Mahraj announced her upcoming retirement and 8th grade graduation at 10:30 AM on June 10th.
 - 6.3 Facilities Report. Dir. Segrove reported on a meeting with an architect on master planning facility needs for 2017-2018 school year.
 - 6.4 Treasurer’s Report. Dir. Woelfel reported on the current forecast summary.
 - 6.5 CFEP Report. Dir. Vlavianos reported on the annual auction revenue, an upcoming Waterworld fundraiser, updates from the grant writer, hiring a part-time CFEP bookkeeper, and updating the CFEP segregation of cash handling policies.
 - 6.6 Other Board Communications
 - Northgate CAPS-County review process: Dir. Hammons reported on the Northgate CAPS county and state review process. Dir. Bearns discussed a letter writing campaign.
 - Parent Information Meeting: Dir. Segrove discussed hosting an informational parent meeting about the Northgate CAPS process.
 - Board retreat: Dir. Segrove discussed holding the Board retreat in June.
7. **ITEMS FOR BOARD CONSIDERATION**
 - 7.1 The Board considered the matter of a new PTO/Sick leave policy for both salary and hourly staff. Dir. Segrove moved to approve the new PTO sick leave policy for both salary and hourly staff. The motion passed with a second from Dir. Hallquist. (8-0-0)
 - 7.2 The Board considered the matter of a percentage increase for teachers and hourly employees. Dir. Segrove moved to approve a 3.56% salary increase for teachers and hourly employees. The motion passed with a second from Dir. Vlavianos. (7-0-1)
8. **ADJOURNMENT.** Dir. Vlavianos moved to adjourn at 9:04 PM. The motion passed with a second from Dir. Buckner. (8-0-0)

Approved at the 6/20/17 Board meeting
Rachel Hallquist, secretary