

**SPECIAL MEETING OF THE  
EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS  
EAGLE PEAK MONTESSORI SCHOOL  
800 HUTCHINSON ROAD, WALNUT CREEK, CA 94598  
June 17, 2017  
8:55 AM -1:55 PM  
MINUTES**

1. **CALL TO ORDER** – Dir. Segrove called the meeting to order at 8:55 AM. Directors Bearn, Buckner, Hallquist, Hammons, Katechia, Lisy-Wagner, Segrove were present. Dir. Vlavianos arrived at 9:32 AM.
2. **APPROVAL OF THE AGENDA:** Dir. Hammons moved to approve the agenda with items for consideration moved to category 4, topics for discussion to category 5 and 2.4 becomes 5.1 and 2.3 becomes 5.2. The motion passed with a second from Dir. Buckner seconded. (7-0-0)
3. **PUBLIC COMMENT:** No public was present.
4. **ITEMS FOR BOARD CONSIDERATION**
  - 4.1 The Board considered the matter of the Eagle Peak Facilities Master Plan. Dir. Hammons moved to accept the Eagle Peak site plan prepared by PhD architects dated June 13, 2017. The motion passed with a second from Dir. Hallquist. (7-0-0).
  - 4.2 The Board considered the matter of a Uniform Complaint Policy. Dir. Segrove moved to approve the Uniform Complaint Policy. The motion passed with a second from Dir. Hammons. (8-0-0)
  - 4.3 The Board considered the matter of the school calendar. Dir. Segrove moved to accept the revised 2017-2018 school calendar. The motion passed with a second from Dir. Bearn. (8-0-0)

The Board took a break at 9:42 AM. The Board reconvened at 10:09 AM.

**5. TOPICS FOR DISCUSSION**

5.1 Northgate CAPS: Dir. Bearn shared a draft of two potential parent letter templates regarding Northgate CAPS. Letters will be available on the EPMS website for the EPMS community to send to the County Board of Education members.

Director Buckner left at 11:15 AM. The Board took a break for lunch at 11:35 AM. The Board reconvened at 12:30 PM.

5.2 CFEP MOU/Bookkeeper: Dir. Segrove reported on the CFEP MOU and the need for hiring a CFEP bookkeeper.

5.3 Board Development Session-Jennifer McQuarrie: The Board received training from the EPMS lawyer Jennifer Mcquarrie on FERPA, student confidentiality, and closed sessions.

5.4 Facilities Update: Dir. Segrove updated the Board on next steps with discussions with MDUSD about EPMS facilities.

5.5 Board Calendar: The Board developed a Board calendar for 2017-2018.

Dir. Bearn left at 1:30 PM.

6. **ADJOURNMENT.** Dir. Segrove moved to adjourn at 1:55 PM. The motion passed with a second from Dir. Lisy-Wagner. (6-0-0)

**Approved at the 6/20/17 Board meeting**

**Rachel Hallquist, secretary**