

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

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

June 20, 2017  
6:45 – 8:12 p.m.

**MINUTES**

1. **CALL TO ORDER** – Dir. Segrove called the meeting to order at 6:45 PM. Directors Hammons, Katechia, Lisy-Wagner, Segrove, and Woelfel were present. Director Anna-Maria White joined the Board at 7:15. Director Vlavianos arrived at 7:36.
2. **MISSION STATEMENT**- Dir. Hammons read the mission statement.
3. **PUBLIC COMMENT** – Public was present and did not address the board’s agenda.
4. **APPROVAL OF AGENDA**  
Dir. Segrove moved to approve the agenda with a revision of the date in item 5.2 from June 16 to June 17. The motion passed with a second from Dir. Hammons (5-0-0).
5. **CONSENT AGENDA**
  - 5.1 Dir. Segrove moved to approve the minutes from the May 16, 2017 Regular Board Meeting. The motion passed with a second from Dir. Katechia (5-0-0).
  - 5.2 Dir. Segrove moved to approve the minutes from the June 17, 2017 Board Retreat with a revision (ended at 1:55 PM, instead of 4:30). The motion passed with a second from Dir. Katechia (4-0-1).
  - 5.3 Dir. Segrove moved to approve the minutes from the June 8, 2017 Special Board Meeting. The motion passed with a second from Dir. Katechia (4-0-1).
6. **COMMUNICATIONS**
  - 6.1 Staff Report. Dir. Hammons reported on our new office administrator, about communicating the updates to the 2017 – 2018 school calendar, and that Dir. Hammons and Dir. Buckner are presenting at the upcoming American Montessori Society’s conference.
  - 6.2 Facilities Report. Dir. Segrove reported about quotes from Mobile Modular on two sizes of possible units for the new classroom and updated about progress of the submission of the master plan to the district for approval.
  - 6.3 Treasurer’s Report. No report was given.
  - 6.4 CFEP Report. No report was given.
  - 6.5 Other Board Communications. Dir. Segrove announced that Dir. Woelfel had decided not to run again for the EPMS Board of Directors. We thanked her for her service and applauded her for giving the EPMS Board her expertise and hard work for six years as treasurer.
7. **ITEMS FOR BOARD CONSIDERATION**
  - 7.1 The Board considered the matter of director appointments. The Board agreed to appoint Laura Lisy-Wagner for another three year term as director (4-0-1). Dir. Hammons reported that the staff voted for Dir. Anna-Maria White to fill the vacant role as faculty representative on the Board of Directors. Dir. Anna-Maria White joined the meeting of directors at 7:15.
  - 7.2 The Board considered the matter of the school principal employment agreement for the 2017 – 2018 school year. Dir. Segrove moved to approve the employment agreement with Michelle Hammons, the school principal, with the revisions marked on the document plus revisions to 5.a (change 2016 – 2017 to 2017 – 2018) and 6.a (revisions marked on the document plus revisions to the language for paid time off to match the current policy for paid time off). The motion passed with a second from Dir. Lisy-Wagner (5-0-0). Dir. Hammons stepped out while the Board discussed this item and rejoined the meeting after the vote.
  - 7.3 The Board considered the matter of an agreement submitted by Ph.D. Architects for the installation of a mobile modular classroom. The Board discussed the issue of the foundation for the mobile modular classroom and referred the matter back to Dir. Segrove for more information. No action was taken.
  - 7.4 The Board began discussion of the matter of the Memorandum of Understanding between EPMS and CFEP. No action was taken.

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7.5 The Board considered the matter of transferring funds from CFEP to EPMS. Dir. Woelfel moved that the Board instruct CFEP to donate \$110,000 to EPMS by June 21, 2017. The motion passed with a second from Dir. Vlavianos (7-0-0).

7.6 The Board considered the matter of the 2017 - 2018 LCAP. Dir. Hammons moved to accept the LCAP for the 2017 – 2018 school year. The motion passed with a second from Dir. Segrove (7-0-0).

**8. ADJOURNMENT.** Dir. Segrove moved to adjourn at 8:12 PM. The motion passed with a second from Dir. White (7-0-0).

Minutes taken by Laura Lisy-Wagner  
Approved at 7/18/17, Rachel Hallquist, secretary