

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

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

JANUARY 16, 2018

6:37 – 9:12 p.m.

**MINUTES**

1. **CALL TO ORDER** – Dir. Lisy-Wagner called the meeting to order at 6:37p. (Directors Bearn, Hallquist, Hammons, Katechia, Lisy-Wagner, Mahraj, Pollard, Segrove, White)  
Dir\_White arrived at 6:38p.  
Dir Bearn arrived at 6:41p.
2. **MISSION STATEMENT**  
Dir\_Segrove read the mission statement.
3. **PUBLIC COMMENT**  
Public Present. Kris Harwood thanked us for our service.
4. **APPROVAL OF AGENDA**  
Dir Hammons moved to approve the agenda dated January 16, 2017. The motion passed with a second from Dir. Lisy-Wagner (8-0-0)
5. **CONSENT AGENDA**
  - 5.1 ~~Minutes from the December 19, 2017 Regular Board Meeting.~~  
Removed from the agenda due to the minutes not being completed. The consent agenda item will be added to the February 20, 2018 agenda.
6. **COMMUNICATIONS**
  - 6.1 Adolescent Report  
The AP students provided updates of their classroom studies and projects (ie: The Children's March/Effect on children in Birmingham, AL, conflict resolution-possibly made into an art project, math curriculum, Science Fair-March 1, Exploratorium field trip, Holiday Boutique made approx. \$1600.00, Crab Feed tickets)
  - 6.2 Staff Report  
Eagle Scout (Alumni student)-Rain Barrel Conservation project
    - Located on southside of MU
    - Using barrels to collect rain water
    - Approx 50 gallons of water per barrelDoctor Dolan will be meeting with the CCC (The Community Connection Committee) on Thursday night.  
Dir Hammons attended the AMS conference and learned about gender issues in the classroom. The information will be shared at the next staff meeting.  
Dir White attended the PTLG meeting, the following items were discussed, the auction, teacher trips, International Day, Katherine Holder from SFPD did a presentation on web safety. She will return on March 6 for an additional presentation.  
Report cards came out on February 2.  
Field trip to the de Young Museum.  
EPMS has filled 5 student spots mid-year.  
Dir Pollard is seeking a speaker specializing in fund raising tips.

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6.3 Facilities Report

Dir Segrove reported an electrician contract is in process, the contract will cover the fire alarm and communication. The contractor is TEPS (Total Environmental Contractor)

Dir Pollard is researching shade structures-Polygon

6.4 Treasurer's Report

Dir Mahraj reported on monthly financial summary. There is an increase in spending on books and supplies.

6.5 CFEP Report

Impact on charitable contributions, questions for Peter Gascoyne.

6.6 Other Board Communications

Mid-Year Board Retreat-Saturday, February 3rd 9-3p

Board Auction Item

Dir White will contact some wineries. Dir Pollard will research flight lessons

Gift card bouquets, trip to Napa, donation of tools, flight lessons, wine tours.

Cyberbullying can be part of the school as it carries over to the school.

**7. ITEMS FOR BOARD CONSIDERATION**

7.1 The Board will consider the matter of pricing for the hot lunch offerings.  
No action taken.

7.3 The Board will consider the formation of an emergency plan for the school.  
Dir. Pollard will research vendors that perform Emergency Preparedness and Response (ie: IT outage, Flu outbreak, Earthquake, etc).

7.2 The Board will work on strategic planning.  
Discussed staffing changes, how many students are staying, how many buildings do we  
Mel is interested in future casting for the next 2-5 years, etc.  
No action taken.

**8. ADJOURNMENT-** Dir Lisy-Wagner moved to adjourn the meeting at 9:12 pm. The motion passed with a second from Dir Bearns (9 -0 - 0)

Rachel Hallquist, secretary  
Approved February 20, 2018