

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

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

October 17, 2017

6:30 – 10:00 p.m.

**MINUTES**

1. **CALL TO ORDER** –Dir. Segrove called the meeting to order at 6:40p. Directors Bearns, Buckner, Hammons, Katechia, Lisy-Wagner, Mahraj, Segrove, Vlavianos, and White were present.  
Dir. Lisy-Wagner arrived at 6:53p
2. **MISSION STATEMENT**- Read by Dir. Bearns
3. **PUBLIC COMMENT**  
Annie Rodriguez and Joyce Bearns were present but did not have any comments.
4. **APPROVAL OF AGENDA**  
Dir. Hammons moved to approve the agenda. The motion passed with a second by Dir. Bearns. (8-0-0)
5. **CONSENT AGENDA**  
5.1 Dir. Bearns moved to approve the minutes from the September 19, 2017 Regular Board Meeting. The motion was passed with a second by Dir. White. (8-0-0)
6. **COMMUNICATIONS**
  - 6.1 Adolescent Report  
The AP students provided updates of their classroom studies and projects.  
(ie: community building, improving rapport between 7<sup>th</sup> and 8<sup>th</sup> year students, celebrating Maria Montessori's birthday, community service at Rogers Ranch/learning planting seeds, farm tasks, volunteering in the garden). The students are preparing for their Erdkinder trip in the Los Altos hills.
  - 6.2 Staff Report  
Dir. Hammons is checking as to whether or not we need to make up for the 2 days that we were closed due to poor air quality (as a result of the North Bay firestorm).
  - 6.3 Facilities Report  
Dir. Segrove is awaiting a bid proposal for the installation of the new classroom.
  - 6.4 Treasurer's Report  
Dir. Mahraj found an error on the existing treasurer's spreadsheet. The error has been corrected.
  - 6.5 CFEP Report  
Donations are up considerably compared to last year.  
Changing the bank to Cap1 Spark bank which is an online bank and also has a physical bank in Walnut Creek. CFEP is researching CD's and will possibly hold some of the funds in an account with a higher interest rate.
  - 6.6 Other Board Communications  
Audit Update  
The audit has been completed.

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CASSP Update

EPMS has received the CASSP test results. During our testing there were numerous computer issues (ie: slow response time/clocking/timing out). These issues made testing extremely difficult as students were getting distracted with the lack of efficiency in the testing system.

Northgate CAPS

Northgate Uncapped has received several positive recognitions regarding their work supporting the uncapped issue.

**7. ITEMS FOR BOARD CONSIDERATION**

7.1 The Board considered the matter of the Mobile Modular Contract for the new portable installation.

Dir Hammons moved to approve Mobile Modular Management Corporation Lease Agreement/Contract 210035181.1, contract term: 36 months  
Amount \$24,762.23 (Not to Exceed \$40,000.00).

The motion passed with a second by Dir. Segrove. (9-0-0)

~~7.2 The Board will consider the matter of the Portable Building Construction Contract.~~  
Remove 7.2 per Dir. Segrove.

7.3 The Board considered the matter of the Mobile Modular contract for room 501.

Dir Segrove moved to approve the monthly rental rate for the Mobile Modular contract at \$1,135.00 per month. The motion passed with a second by Dir. Hammons. (9-0-0)

7.4 The Board considered the matter of the CFEP MOU.

Dir Bearns moved to approve the change in verbiage for MOU between EPMS and the CFEP in the Transfer of Funds section from

~~The EPMS board will provide to CFEP, by the end of May each year requirements for material cash transfers by CFEP to EPMS. Said transfers will be scheduled to take place before the end of each fiscal year, no later than June 30<sup>th</sup>.~~

TO

~~The EPMS board will provide to CFEP, no later than 10 business days prior to June 30, best estimates of requirements for the material cash transfers by CFEP to EPMS. Said transfers will be scheduled to take place before the end of each fiscal year.~~

~~The motion passed with a second by Dir Lisy-Wagner. (9-0-0)~~

**8. ADJOURNMENT**

Dir. Lisy-Wagner moved to adjourn the meeting at 8:20 PM. The motion passed with a second from Dir. Bearns (9-0-0)