

**Comox Valley Montessori Society
Monthly Meeting, Dec 15th, 2010**

Present: Sherry Turnbull	Michelle Burry	Jeremy Bell
Mackenzie Bell	Lisa Wilcox	Sarah Ritchie
Ian Harvey	Anne Buchanan	Andrea Rowland
Shelley Schorno	Megan Lewis	Erin Walsh
LeighAnn Vaughan		

1. Call to Order – 7:37

2. Introductions

3. Adoption of the Agenda

It was regularly motioned and seconded that the agenda be accepted.

CARRIED

4. Minutes

It was regularly motioned and seconded that the minutes be adopted from 2010.

As Amended

5. Reports

Administrator's Report: Andrea Rowland

5.1 Announcing that she is leaving the school to work in Coquitlam starting in January. Been a bit of a shock and she is taking a leave of absence, all her children and family is there. We will find out Friday who the new principle is. She is feeling really emotional about leaving as she has grown up here. She states this is a pretty neat school and the Montessori program is a part of that including the 21st century learning. The next Principle is lucky to have this School.

Administration is doing some changes to the M waitlist; she will be talking to the incoming Principle about what to do about this.

President's Report: Shelley Schorno

5.2 Kudos to the fundraising participation crew.

Treasurer's Report: Michelle Burry

Bank-approx. \$13,700 (but \$2,000 owed for recent purchases)
Parent donations (approx 35 families) since June 1 \$13,230
*post dates donations \$3000
*non-cash donations \$296
Fundraising-approx \$650

*Including fundscrip which has raised \$374.60 so far
Expenses since June 1-approx \$11,500
*Includes Inventory purchases since June 1 of approx \$9,000

- 5.3** Michelle has questions about the money allotted for quest speakers, and if the decision gets cleared through the board. Lisa states there may be someone coming from out of town and it was talked about there travelling expenses. It was agreed that yes this gets brought to the board. She needs to send out the donation tax receipts. We are asking where the stamps are. Motion on the floor tax receipts will be available through your class liaison or at the breakfast club kitchen area. Unless we here otherwise. Dates TBD from treasurer.

Correspondence: Sherry Turnbull / Lisa Wilcox

- 5.4** A few emails regarding Kindergarten Registration. See email info below

Inbox: about a lady wanting to enroll her child with no Montessori experience for only 2 weeks to see how the program works for them before they register, email was forwarded to the teachers that would be involved as well as the principle. Andrea states this is not common practice, and it would set the classroom off balance.

Inventory: Lisa Wilcox

- 5.5** Few backordered items, everything that has been ordered has now arrived, she has put a hold on a few things that Nicole has ordered, as there are a few activities/guest speakers they are planning to use that money for this. She wants to make sure that we don't use the Pro D money for these activities. We received a lot of items from Cabdev and others from the US via the Stuchberry family. Lisa is concerned there may not be money available

VP/Fundraising: LeighAnn Vaughan

- 5.7 Heartbreaking to loose Andrea, LeighAnn wishes Andrea the best. and understands... best Wishes we'll miss you. Emphasize the Teachers are not to be used for Montessori Society correspondence; there is a mail box in the office that gets checked on a daily basis. Drop larger items in the kitchen to the President or VP.

Fundraising report; Great start on the fundscrip, we had the first run with only a few glitches, would like to recognize Erin Walsh for all her hard work. We ended up with orders just under \$12,000, we got \$374.60 we had a total of 19 people participate ...would like to recognize Treasurer Michelle Burry for getting her friends involved. Mrs. C's class was outstanding... Dana Burry over and above. 3 orders did not get placed at all by mistake. Please utilize the drop box. I can ask if we can purchase the cards on credit card, and Erin states he would like to use this, The Society would end up with less, but we are still looking into this as any money into the society is good. We are going to continue to do the paper orders, however if we get a larger following it will be set up online.

LeighAnne asks if there are any ideas on how to get more people involved.

We will set up next deadline date at a later time-as we pass the holidays.

We need to organize the fundraising drop box, as there are money issues/rules etc.

Trustee Report: Danny White – Absent

7.0 New Business

- 7.1 Purchasing structure; Lisa would like to propose that the money raised is used only for Montessori materials only, not non specific materials. Lisa is suggesting that the non specific Montessori materials be added onto the school supplies order from parents. Lisa states the purchases are all good and will be well used, but we should adjust to where the money is coming from. Andrea is able to answer that some teachers have their own personal items that they have accumulated on their own; this is regarding certain reading materials. School supply list need to be very generic and not to expensive, keeping in mind there **are** many family's that cannot afford the

supply lists. Teacher preferences should be kept separate. And the list should stay basic. Michelle suggests we get together in the spring and be pro-active at making the decision on how the money will get spent, and the ...

- 7.2 LeighAnn speaks of her meeting that took place with Michelle in early Nov, about strict guidelines, and allocation of purchases. Get some strategic outline out to the board for feedback. Need to have a policy in place as to where the money is spent before it becomes an issue, as it is not at this time.
- 7.3 Lisa asks if we set an arbitrary amount, minimum allotted to each teacher depending on their needs. LeighAnne says how much it costs to outfit a classroom; and a general policy so everyone is a little bit more knowledgeable as to how this is regulated.

Anne Buchanan, bouquets to the liaison of the classrooms and to the fundraising crew, and she is really enjoying her kindergarten class, she regrets to have to leave early.

Erin Walsh would like to thank everyone who donated to Santa's workshop!

Meeting adjourned 9:00pm