

## Comox Valley Montessori Society Monthly Meeting Jan 19th, 2011

Present: Sarah Ritchie	Jenn Johnson
Tammy Clark	Sherry Turnbull
Shawn Buckle	Erin Walsh
April Brosko	Heather Kuzma
Kellie Sagadore	Lisa Wilcox
Michelle Burry	LeighAnn Vaughan
Ocean Varney	Ian Harvey
Anne Buchanan	Dan Costain

### 1. Call to Order – 7:36

### 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: Dan Costain

5.1 LeighAnn introduces our new Principle Dan Costain. Dan is happy to be here. His daughter Kat as he shares, was in Ellie Grant's preschool 15 years ago. He is looking forward to learning more about the program. Mr Costain shares with us a little bit about his 33 years of history being an educator including 13years as a Principle. He also states that he understands we are concerned for our children during this sudden change in administration. He assures us that we will be okay, and we do have a great VP Christina Vander Ree, whom is well respected, she will do a great job. Costain states he feels more at home here already, than he did at Robb Road in a year. He is going to introduce the WITTS program, and is hoping this will work well with the already in place PILLARS and help to avoid unnecessary tattling.

There will be Minor changes; Christine will be talking about respect at the assembly and what that will be like-we will continue to focus on a different pillar each month. Costain offers his door is always open, please bring every problem to him.

Costain informs us Oh Canada will be played weekly.

#### President's Report: (Shelley Absent)

### **Treasurer's Report: Michelle Burry**

- 5.3 Still have some tax receipts that haven't been dealt with. Sending another email to Sherry to send another note, stating that Jan 31 will be the deadline then the rest are getting mailed out. Not much has changed in bank account balance is \$13,000.
- 5.4 Fundscrip total is \$7450.00, which qualifies us for free shipping.

### **Correspondence: Sherry Turnbull**

5.4 Email from a Parent regarding a donation overseas and how we can accept the money. Ian has offered to look into a Paypal account.

### **Inventory: Lisa Wilcox**

5.5 Few items on backorder after the last big order that went through, meeting with Nicole next week, to go over her substantial wish list and prioritize the items. That will be it for orders for the remainder of the school year.

### **VP/Fundraising: LeighAnn Vaughan**

5.6 Lots of changes with administration, looking forward to greeting and introductions, Please bring forward any concerns as we go through all these growing pains. Would like to mention that any Parents that would like to add items to the agenda you may do so at any time, you may do this before hand please find Shelley or LeighAnn and it will be added to the agenda, everyone know matter who they are can bring up anything at these meetings, just making this clear and easy.

March 9<sup>th</sup> is next PAC meeting because the following week is the spring concert. We need to decide if we are able to change our March meeting to coincide with the March meeting This matter was motioned and seconded all in favor, passed.

### **Erin Walsh; Fundscrip**

Moving along as planned and has received a lot of order forms this evening. Thinking she will be up late processing the orders as today is the deadline. She would like to have the forms possibly not on the last day, LeighAnn suggests maybe we need to find a solution to remedy the workload. LeighAnne informs us that there is a meeting set up wit the liaisons regarding Fundscrip. LeighAnn is hoping to have liaisons more involved. LeighAnn would like to have her IPAD available to show parents how easy it is to order. Erin is stating that the online ordering either check or EFT is way easier for her with minimal work.

Michelle and Erin both agreed that keeping the deadline the same to coincide with the meetings is what works best.

LeighAnn would like to offer any information for anyone at this meeting to make participating in fundscrip any easier. Michelle Hawkins says she is a little apprehensive, and does not really understand the process.

LeighAnne would like some feedback on how she can get the information to the parents. She says she will be able to do a presentation if we wish. Michelle Burry suggests having a booth set up at the info night. Ian says: screen shot instruction step by step and email the info out. April offers to help set up the screen shot instructions. April is going to do the screenshots, as decided by April and Ian.

Michelle Hawkins thinks a good idea is to offer to help to parents by meeting and helping step by step visually with the fundscrip online ordering process.

This will be discussed further at the liaisons meeting.

Anne suggests; since there are all her parents waiting outside the classroom to pick up kids she would support welcoming the parents in to have a lesson with LeighAnn and her IPAD.

### **LeighAnne:**

Proposal to change the names on our two big 2 fundraisers, this spring hosting a “TEA”/silent action and live auction, looking at Crown Isle for the venue. Wishing to change Music for Montessori to be hosted next Fall. Anne is very supportive of the Sunday tea and likes how it ties in with the grace of courtesy part of the curriculum. Ocean states there will be a lot of work to do before that ...LeighAnn states that we will need to get on this now but we will be passing on the job half completed after the AGM in MAY. LeighAnne as well as Shelley have offered to see this through. Michelle Burry says we need to remember that Saturdays in the fall are consumed with soccer, and to book dates accordingly. Ocean is requesting that we keep the fundraising events within each school year to keep it easier to understand. Lisa states that the members at large will change but the executive positions on the board will remain for the 2 year term. LeighAnn offers to hear feedback and suggestions as this is a big change. Both events are offered to the community/classroom and it would depend on how we promote and how each individual parents promote it. Reminder the majority of marketing is through word of mouth.

### **Trustee Report: Danny White (Absent)**

## **7.0 New Business**

### **7.1 Information Night**

Scheduled for Feb 3<sup>rd</sup> 6-730. Program Registration is Feb 17<sup>th</sup> and 18<sup>th</sup> and the 16<sup>th</sup> is for siblings. Anne would be to support Lorna Nickleson to speak, she is a retired Principle. Lisa is familiar as well, it was later determined that she has been here the last 2 years. Michelle Burry asks if we can have a poster or something up to advertise the “TEA”. LeighAnn informs us she is willing to come up with a date.

It was decided the Directresses will have their classrooms set up and open to view as in the past with the students demonstrating. There also will be additional students available to usher and greet. Anne has made a powerpoint presentation for previous info nights and can look for that to offer again this year. April has many photos to offer for a slideshow. Anne was very supportive of having these available for the info night. Ian has requested we bring potluck food. It was mentioned we have quality foods/thrifty's points to use possible, however the CVMS has no funds to support this. Directresses have come up with an idea to share the load of organizing, each classroom will take one job and the parent liaisons will know the jobs to pass on. Dan Costain has generously offered us \$100 for food.

## **7.2 Executive Functioning-Michelle Hawkins**

Stating the biggest part of Montessori is parent education, and how we can support the learning at home. Mr. Maxwell and the Directresses have been discussing language and executive functioning. He has been helping Stephanie and Michelle with understanding this concept. They have asked Mr. Maxwell to speak if we made this an event/potluck. It was decided that we offer this info night after the program registration date, a date in early March will be decided on after concluding with Mr. Maxwell. It was suggested by Michelle Hawkins and Anne Buchanan that this event be a potluck offered in the early evening, followed by a 45min presentation by Mr. Maxwell and the floor open to questions. Childcare will be provided.

### **Round Table:**

Mr. Costain responds to LeighAnne's statement about the dysfunction of having the Montessori classroom on separate floors. It was decided to would work better to have them all together, Mr. Costain proposes the idea that the Student Services may be moving out therefore freeing up classrooms for our use.

**Meeting adjourned 9:12**