

CVMS Minutes – June 18th, 2014

Present:

Rosanne Gerritsen	Sarah Ritchie	Melissa Berrigan	Amelia Valmorbida
Skye Myrbo-Hill	Amy Criss	Laura Stewart	Lisa Wilcox
Sherry Turnbull	Michelle Burry	Kim Hall	Carmen Costantino
Kelly Wilson			

1. Call to Order - 7:36

2. Introductions

3. Adoption of the Agenda - Carmen motioned to adopt the agenda and Michelle seconded the motion. It passed.

4. Review and Adoption of Minutes from May 21, 2014 - Lisa moved to adopt the May minutes. Sherry seconded. The motion passed.

5.0 Reports

5.1 Administrator's Report - Dan Costain

- **Staffing**

- Hired Ellie Grant for .4 Montessori and .2 assisting Barb Belcher.
- The 4/5/6 is posted worldwide. The position will remain open until August 18th. If there is no teacher by that point, they will collapse the class.
- Lynn Jacobson's Mat Leave: If there isn't a person with Montessori training, they will likely hire the most suitable candidate.
- Ms. Vanderee is leaving and going to Brooklyn. Cheryl Adabar will be our new V. P. She is a numeracy expert in the district.
- Yolanda Lehton got bumped and is leaving Queneesh.
- Lucia Little will be teaching .4 with Connie Fowler, Barb Belcher doing assessment for learning for .8 and .2 will go to Ellie G.
- Mr. Webb gone to Puntledge. Trish Hart is leaving. Ms. Merrit is going to Brooklyn.

- **Strike action**

- Superintendent working on getting no picketing for a few hours so people can go and pick up their stuff from the school
- Dan done first week of July and will be back Aug. 24th
- Skye: are we getting report cards? Dan: Doesn't look like it. It affects senior students more than primary.

5.2 - President's Report - Sarah Ritchie

- **Kelly Wilson** – Thank you for all your hard work, organizing the silent auction!
- **PAC News**
 - Popsicle Fundraiser – Emma & Carmen will be couriers for the popsicles. **Volunteers needed to help sell them between 11:45 - 12:15.**
 - Breakfast Club - Emma Salter is taking this on and looking for help one day a month or once a week - 8:00 start time.
 - PAC voted and will be donating \$50/month to Breakfast Club
 - Can CVMS do that as well? The club feeds about 100 Lunches/day
 - Hot Lunch - Natalie taking this on.
 - Fundraising - Sarah met with Natalie and they plan on doing one fundraiser per month.
 - **Events/fundraisers planned so far:**
 - Sept. – Bulbs
 - Oct – Litter less Lunch
 - Dec. – Purdy's Chocolates
 - Feb. – Missoula Theatre Group
 - Mar – Usborne
 - May – Montessori Tea
 - June - Dance
 - Movie nights - PAC can get 3 free movies per year –How to Train Your Dragon first
 - Swimming Lessons – Have been cancelled and looking to reschedule in Sept. Grade 4/5 will go in the fall and 3/4 in the spring.

5.3 Vice President's Report - Sherry Turnbull

- Recruitment - Working on investigating on how other schools recruit teachers. Some schools pay for training in Victoria or Vancouver. Most require completion of a 2 yr Montessori program. Some hire teachers that are still enrolled in school. Many private schools will have 3 teachers within one big classroom.
 - o Michelle asks: Can we get a sample contract from schools?

5.4 Treasurer's Report - Michelle Burry

- No changes since May

5.5 Secretary's Report - Rosanne Gerritsen

- **VIMA yearly membership** needs renewing. It's \$200/yr. Renew? Concensus is Yes. Rosanne will renew the membership, update the contact information on webpage.
- **Board Job Descriptions** - I have a hard copy but I need the Word document from Erin. Then I can send to Board.

Secretary's Report Continued

- **CVMS Binders.** Will look at preparing them over the summer.
- **Recruitment** – Rosanne sent out emails with the SD71 job posting to several organizations. Will continue with this. CVMS willing to pay for advertising?
 - o **Sarah makes a motion to spend up to \$500 for job posting ads** - Michelle seconds
 - o Can Rosanne be given permission to change the format of the SD71 ad to fit the advertising guidelines of each organization? Dan says okay. The contact email on the ad should be Dan's not the CVMS.
 - o Heather's Advice: Don't be afraid to spend money on ads. The professional organizations resulted in more leads than papers like colonist and Calgary Herald. Several of our teachers came from out East so maybe target that area as well as the Montessori Training Schools.

5.6 Purchaser's Report - Lisa Wilcox

- Haven't purchased anything. Some things were ordered at the tea but will save those until the new school year begins. I have received some requests to order things but she will not place any orders until classes are settled.
- Still have Chapters gift cards, ready for teachers

6.0 Old Business

6.1. Inventory – Carmen

- Miss Hawkins class and Miss Custer's class still need to be done
- Laura - every time new materials come in, barcode them right away

6.2 - Class Configurations – Dan Costain

- K/1 - Lynn Jacobson and mat leave
- K - Michelle Hawkins and Ellie Grant
- 1/2/3 – Stephani Custer
- 1/2/3 – Nicole Rippel
- 1/2/3 – Terri Fullerton
- 4/5 – Anne Buchanan
- 4/5/6/7 – Unknown

6.3 – Annual Picnic – Sarah

- Korina says her neighbour is welcoming us to park on his property. Can we buy him a card and bottle of wine to show appreciation? Yes, \$15.

7.0 New Business

7.1 Policy and Procedures - Sarah/Carmen

- Carmen is going to look back at her notes to see what Allan wanted to take out or change

7.11 - Privacy and the board - Sarah

- Sarah read aloud the code of conduct for new board members
- Michelle's idea: When sending out an email make sure we say in the title if it confidential

7.2.2 Shelly and Penny - Sarah

- Shelly and Penny worked very hard on breakfast club and we would like to honor them at the picnic.
- David Schorno is graduating – we should get a cake for David.
- Skye will take this on. There is \$50 in the budget for this

8. Meeting Adjourned: 8:39 p.m.