

## CVMS Minutes - October 15, 2014

### **Present:**

Rosanne Gerritsen	Natalie Erikson	Katie King
Amanda Lausoontornsiri	Vincent Lausoontornsiri	Sherry Turnbull
Amy Criss	Gord Weber	Laura Stewart
Michelle Burry	Colin Hanes	Lisa Wilcox
Noel O’Gorman	Carla O’Gorman	Carmen Costantino
Korina Rushton	Amelia Valmorbida	Sarah Ritchie
Chris Harknett		

1. **Call to Order:** 6:35 p.m.

### **2. Introductions and Attendance**

3. **Adoption of the Agenda** - Natalie motioned to adopt the agenda and Lisa seconded it.

4. **Review and Adoption of Sept. 2014 Minutes** - Michelle motioned to adopt the September minutes and Amy seconded it.

### **5.0 Reports**

#### **5.1 Administrator's Report - Dan Costain** (as reported by Sarah Ritchie)

- On Oct. 6th the school board gave the Montessori Program \$20,000 as was previously agreed upon.

#### **5.2 President's Report - Sarah Ritchie**

- Starbucks is sponsoring our school. They will give complimentary coffee for special events, Staff and PAC meetings. Skye will do a thank you card.
- UN Day of the Child - Nov 17-21 - This is an event that would recognize children's rights. Sarah is hoping that all teachers will participate and plan activities to mark the day. Dan was to speak to teachers about it. The UN Declaration could be presented to the MLA or MP.
- Inventory - Sarah typed up inventory and gave it to Anne. There should now be a master list that all teachers can access. When it is finished, Sarah will put on USB.
- Derek Costantino, a realtor with Royal LePage, donated \$500 to the CVMS as part of his sponsorship of the CVMS. When he gets a referral from someone in the the CVMS, he donates 10% of his commission. Thanks Derek!

### 5.3 Vice President's Report - Sherry Turnbull

- Nothing to report
- Sherry brought up the idea of a family dance. Everybody agreed it would be fun.
- Sherry wonders whether anyone wants to take on organizing Santa's Workshop. Korina offered to do it.
- Laura wondered whether we could do a craft fair. Great idea, but we're already quite committed to fundraisers and events this year - let's look into it for next year.

### 5.4 Treasurer's Report - Michelle Burry

- Michelle has copies of our budget and is willing to answer any questions regarding finances.
- We received 20,000 from school district for the 2015 school year . Dan said that they will not take it back at the end of the year if it is unspent, but Michelle is not sure if that means we still get the full allocation next year either way. It's a year to year allocation, and although they expect to give us the same amount each year, it is not guaranteed.
- The district funds things like consumables for teachers, replacement of materials and some new materials (although not for a full classroom). Dan has said he won't reimburse things that teachers from the neighbourhood program would want. They have to be Montessori specific.
- There is currently \$32,000 in bank account. We were expecting to outfit a new classroom but because we couldn't find a teacher for the classroom, that didn't happen. The majority of the money will be held to outfit a new classroom in the future, and some money will be used throughout the year until our major fundraiser (Tea) in May.
- Michelle has received cheques from parents in the mailbox. She contacted the family. She also wrote a letter that got sent home with students, informing them of changes to our funding and explaining that we are not actively asking for donations this year because we are being funded by the school district.
- Our insurance is \$1000 per year, which covers our Montessori materials.
- We have paid \$1500 in expenses so far this year
- GST Rebate - Michelle completed 4 reporting periods and got \$900 back.
- Question: When you talk about new classroom, what do you mean?  
Answer: There was supposed to be an additional 4/5/6 class this year, but they couldn't find a Montessori trained teacher. Rather than hire a Non-Montessori teacher, they re-configured the classes to fit our students into six classes.

### 5.5 Secretary's Report - Rosanne Gerritsen

- MamaCentric Baby Support Group - This group is interested in learning more about Montessori. Michelle Hawkins offered to speak to them. Any interested board members can join in.
- Thanks to Rosanne and Michelle for writing the Welcome Letter to CVMS membership
- Thanks to Natalie for all her work planning the Meet n Greet.

### 5.6 Inventory Report - Lisa Wilcox/ Laura Stewart

- Anne would like a sorting party to inventory items. Carmen suggested the PLC Day.
- Anne needs to order new materials for her 4/5/6/7 class. Lisa planning on ordering materials.

### 5.7 Liaison Report - Korina Rushton

- Korina explained **duties of a liaison**: A liaison helps the teacher finding volunteers and helps to facilitate communication between teacher and parents. She updates the Shutterfly site with upcoming events.

#### **Class Liaisons:**

Buchanan - Ocean and Michelle

Custer - Rosanne

Rippel -

Fullerton - Korina and Amelia

Popiel - Carmen and Natalie

Hawkins -

- Shutterfly Issue this year. Because Shutterfly stores their data in the US, we're not allowed to post student information or pictures.

## 6.0 Old Business

### 6.1 Board Openings

- There are two positions available for Director-at-Large
- Gord weber volunteered. The board unanimously voted in Gord.
- Amelia Valmorbida volunteered. The board unanimously voted in Amelia.

### 6.2 Fundraising Update - Sarah Ritchie & Natalie Erikson

- Sarah is fundraising coordinator for Queneesh and is working closely with PAC chair Natalie Erikson on organizing monthly fundraisers.
- Coffee/Tea Fundraiser - Starts next week. Natalie volunteered to help Skye with tasting day. Oct 28 orders go home and orders come back early December.
- All monthly fundraisers going equally to PAC and CVMS. Profits will be split 50/50

- Queneesh is receiving gaming funds so there is a good amount of money to spend on things like buses for field trips. There is a PAC Budget meeting in November at 6 p.m. Natalie welcomed parents to come and bring their ideas on how to spend the money!
- Missoula Theatre Company coming in February which will be a wonderful community building event. Students will audition and perform a play by the end of the week for parents.

## 7.0 New Business

### 7.1 Breakfast Club Donation - Natalie Erikson

- Queneesh School runs a breakfast club that gives kids opportunities to eat a hot meal first thing in the morning. PAC wants to order healthy options which might cost a little more. PAC donates \$50 per month.
- PAC asked for \$50 per month from CVMS help support this. Michelle then made a motion to donate \$50 a month to PAC to help support their breakfast club. The motion passed unanimously.
- Natalie is looking for volunteers to help give out sandwiches. Also, PAC is looking for breakfast club help on Wed. and Fridays in particular. Drop in help is okay too.

### 7.2 Intermediate Student Retention - Michelle Burry

- Michelle initiated a discussion about what we can do to retain more of our intermediate students.  
Ideas:
  - Publicize to try and spread the word
  - Promote our program by speaking at baby/preschool support groups
  - Host a table at Baby Fair
  - Participate in the Christmas parade - Korina agreed to spearhead this
  - Promote our program prior to February when parents register
  - Email Michelle and Sherry if you have any more ideas

### 7.3 Information Night - Wednesday, Jan 14th at 6:30 p.m.

- Sarah will look for a press release
- Posters and flyers should be posted

### 7.4 Parking Lot Safety - Amy Criss

- Amy is concerned about safety in the parking lot and wondered what we could do to improve the situation. General discussion.
  - Free coffee for behaving parents?
  - Ask parking officer if he would come into our parking lot

### 7.5 Inventory Party - PLC Day - Nov. 7

## 8. Adjourned: 8:07